



FAKULTI TEKNOLOGI DAN KEJURUTERAAN

PROGRAM	Diploma in Accountancy
COURSE NAME	INTEGRATED LANGUAGE SKILLS III
COURSE CODE	ELC231
CREDIT HOUR	3
SYNOPSIS	<p>This course is designed to equip students with the necessary writing skills to help them improve their written English. This is conducted by integrating reading, speaking skills with the emphasis is on writing skills. This course also aims to equip students with the necessary skills to discuss arguments and issues effectively. It focuses on enhancing the students' abilities to use the language by exploiting a variety of materials in varied situations. Appropriate consideration is given to the development of higher-level grammatical construction and vocabulary expansion which are intended to help increase students' lexical density</p>
COURSE STRUCTURE	
CHAPTER	TOPICS
1	<p>Writing</p> <p>1.1 Identifying the structure of an effective paragraph 1.2 Differentiating topic sentences and supports for an effective paragraph 1.3 Demonstrating by applying mechanics of writing 1.4 Preparing effective expository paragraphs 1.5 Labeling by identifying the structure of an expository 1.6 Labeling by identifying the structure of an argumentative/ a discussion-type essay 1.7 Organizing point of view 1.8 Displaying by developing ideas and supporting details for an argumentative essay/ a discussion-type essay 1.9 Preparing by outlining an argumentative and discussion-type essay 1 10 Displaying by preparing an argumentative and discussion-type essay 1.11Displaying by preparing an evaluative commentary 1.12 Revising, refining and editing drafts of argumentative essay, discussion-type essay and evaluative commentary</p>
2	<p>Reading</p> <p>2.1 Labelling by identifying the structure of a passage 2.2 Labelling by identifying the mechanics used in reading texts 2.3 Writing by paraphrasing information 2.4 Displaying by summarizing information 2.5 Preparing by analyzing and evaluating reading texts</p>



	2.6 Explaining by drawing conclusions
3	Speaking 3.1 Demonstrating by producing responses orally to given situations 3.2 Demonstrating appropriate speaking strategies 3.3 Demonstrating by producing oral commentaries of movies/ films/ television programmes 3.4 Discussion 3.5 Journal/Article Critique 3.6 Language Enrichment Activities 3.7 Language Games 3.8 Lectures 3.9 Presentation 3.10 Reading Activity 3.11 Reading Into Writing Task 3.12 Role Play
References:	Smalley, R.L. et al, <i>Refining Composition Skills: Academic Writing and Grammar</i> , 6th, Heinle Cengage Learning, 2012, ISBN: n/a