

**English for IT and
Computer
Engineering****English 3**

- Professor: Khabirova Zulfiya
- Credit Units: 3
- Office Hours: by appointment

Autumn, 2024**Course Description**

This course is for students who want to improve their English communication in a work environment. Incorporating career-specific vocabulary and contexts, each lesson offers step-by-step instruction that immerses students in the four key language components: reading, listening, speaking, and writing. The course addresses specific topics related to their major.

The course is organized into three levels of difficulty and offers a minimum of 400 vocabulary terms and phrases. Every lesson includes a test of reading comprehension, vocabulary, and listening skills, and leads students through written and oral production.

Course Objectives

In this course, students will develop an understanding of communication skills and learn specific English expressions and vocabulary that are required in their future work environment.

The students will be able to:

- develop their skills in the sphere of Information Technology
- develop vocabulary related to their major
- incorporate career-specific vocabulary and contexts in the IT industry
- develop the practical skills to manage and solve problems in the workplace

Course Grades: 100 points

Home assignments: 10 points

Class Participation and Ongoing assignments: 20 points

Project works (1,2): 20 points

Mid-term exam: 15 points

Final exam: 20 points

Attendance: 15 points

Attendance, Class Participation, Home and Ongoing Assignments - 45%

It is imperative that you attend ALL classes as this course contains a significant interactional component. You will be expected to actively engage in the learning experience through various small group and class discussions and activities. You will need to submit all home and other ongoing assignments to the AIS system by the due date.

** Late submission penalty 0-24 hrs : -10%*

Every subsequent 24 hrs : -10%

**Description for Class Participation and Ongoing Assignments**

Meets or Exceeds Standards	Partially Meets Standards	Attempts Standards
Consistently demonstrates strong determination in the pursuit of solutions; monitors his/her level of involvement; develops and uses a number of strategies to keep self on track.	Consistently shows determination in the pursuit of solutions and uses strategies to keep self on track.	Sporadically shows determination in the pursuit of solutions and rarely uses strategies to keep self on track.
Consistently uses English in class during pair work, group work and whole class work	Mainly uses English in class during pair work, group work and whole class work	Often does not use English in class during pair work, group work, and whole class work.
Always willingly participates ; responds frequently to questions; contributes insightful point of view.	Often willingly participates; occasionally responds to questions; occasionally shares point of view	Rarely willingly participates; rarely able to respond to questions; rarely shares point of view.
Always acts appropriately during class; always present and hands in assignments on time.	Often acts appropriately during class; present most of the time. Most assignments are on time.	Distracted or distracting behavior in class; present some of the time. Assignments are handed in after the due date.
Always demonstrates commitment through preparation; always on time.	Generally prepared; rarely arrives late.	Generally unprepared; rarely arrives on time.

2 Project works – 10 points + 10 points

The 1st Project Work – to apply the principles of Desktop Publishing (DTP) learned in class to create a professional-looking brochure.

Evaluation Criteria:

- Creativity and originality in design approach – 2.5 points
- Effectiveness in conveying the intended message through visual and textual elements by using public speaking skills – 2.5 points
- Overall quality of the layout, typography, and use of graphics/images – 2.5 points
- Effectiveness and engagement of the slides – 2.5 points

The 2nd Project Work – Develop a functional website for a local business or organization, focusing on user experience and design. Students will create a website or web application using HTML, CSS, Java Script, and a backend technology such as PHP or Python. The project should focus on a specific topic or use case, such as e-commerce, social networking, or online education.



Assessment Rubric

Performance area	Excellent 5	Good 3-4	Fair 2-3	Poor 0-1
Content	Student demonstrates full grasp of the topic, presenting complete and accurate information.	Student is at ease with topic and presents accurate information.	Student is uncomfortable with information, leaves out important details and/or presents inaccurate information.	Student does not have grasp of information. Many statements are incorrect and unsupported.
Delivery	Members spoke at a good rate, volume and with good grammar. They maintained eye-contact while using, but not reading their notes.	Members spoke a little faster or slower than necessary, or too quietly or loudly. They used acceptable grammar. They maintained eye-contact, but relied too much on their notes.	Members spoke at a good rate and volume, but used poor grammar. They relied heavily on their notes.	Members demonstrated having paid little attention to rate, volume or grammar. They read nearly word for word from notes.
Organization	Student presents adequate information in logical sequence.	Student presents information in logical sequence. More or less information would have been helpful.	Information is inconsistently organized (i.e. the visual information may be in order but the student jumps around).	There is no sequence of information and/or so much is missing that the presentation makes little sense.
Design/Layout	The project has an excellent design and layout. It is creative, attractive, neat and easy to understand the content	The project has a nice design and layout. It is neat and easy to read	The project needs improvement in design, layout and neatness	The project needs significant improvement in design, layout and neatness

P.S. The total score will be divided into 2 to get the final points for Project Work.



Midterm Exam – 15
Final Exam -20 points

More details later.

Academic Dishonesty Policy

As a student, you are expected to work to the best of your ability! University policy states that academic dishonesty, including plagiarism, may result in a zero grade in the course and removal from the program. Copying, plagiarizing, and cheating will not be tolerated. You must give appropriate credit to ideas borrowed from other sources.

Textbook and References

Virginia Evans, Jenny Dooley, Stanley Wright. (2014)., Information Technology. Express Publishing.

Supplementary textbooks:

Virginia Evans, Jenny Dooley, Vishal Nawathe. (2014)., Computer Engineering. Express Publishing.

Peter Astley, Lewis Lansford. Engineering. (2013)., Oxford University Press.

T. Ricca-McCarthy, M. Duckworth. (2015)., English for Telecoms and Information Technology. Oxford University Press.

R. Murphy. (2019)., English Grammar in Use. 5th edition. Cambridge University Press.

Suggested Websites:

www.andacademy.com

<https://www.geeksforgeeks.org/>

https://en.wikipedia.org/wiki/Portable_media_player

<https://nordvpn.com/blog/types-of-browsers/>

Course Policies

The following course policies should be followed during all class periods, lectures, discussions, activities, presentations, and testing.

- Please refrain from the use of excessive profanity and/or derogatory statements about ethnicity, religion, race, gender, age, etc.
- Please respect your peers (i.e. by not interrupting during a discussion, judging their opinions, monopolizing the discussion, or using cell phones during class).
- Sharing of personal experiences is encouraged in the classroom. However, class is not considered a form of therapy for individuals. Therefore, please share personal information as examples and only to your level of comfort.
- The instructor and the students are expected to maintain confidentiality and are asked not to discuss personal accounts shared by the instructor, students, or guest speakers outside of the classroom setting.
- Assignments are due on the dates noted in the course syllabus. Extensions will need pre-approval by the instructor.



■ Course Schedule

**** Any missing information from the class (live) meeting will be your responsibility to obtain.**

Time	Topics	Learning Activities	Assignment Due Date
Week 1:	Book 1 Unit 1 - Information Technology Unit 2 – Introduction to Computing Systems	-describing a process -giving instructions	
Week 2:	Unit 3 – Inside the computer Unit 4 – Computing devices	-giving instructions -making suggestions	
Week 3:	Unit 5 - Networking Unit 6 – The user interface	-offering solution -checking for errors	
Week 4:	Unit 7 – Word processing Unit 8 - Email	-describing options -asking about purpose	
Week 5:	Unit 9 – Web browsing Unit 10 – Images and graphic design	-describing minimum requirements - making a recommendation	
Week 6:	Unit 11 - Databases vs. spreadsheets Unit 12 – Web design vs. development	-describing capabilities -investigating a problem	
Week 7:	Unit 13 – Desktop publishing Project work 1	-giving a summary -presenting a project	
Week 8:	Midterm Exam		
Week 9:	Unit 14 - Videoconferencing Unit 15 – E-commerce	-reporting a problem -recognizing a cause	
Week 10:	Revision Book 2 Unit 1 – Computer memory	-reviewing - citing a previous example	
Week 11:	Unit 2 – Programming languages Unit 3 – ISPs and Internet access	-confirming information -describing functions	
Week 12:	Unit 4 – Storage devices Unit 5 - Peripherals	-describing completion -stating a preference	
Week 13:	Unit 6 – MP3 Players Unit 7 – Cell phones	-discussing possible consequences -giving instructions	
Week 14:	Unit 8 – Communications Project Work 2	-expressing a positive opinion -presenting a project	
Week 15:	Revision Test	-reviewing -preparing for final exam	
Week 16:	Final Exam		