

Level 5 Syllabus

Unit 1: Introduction and Practical English Usage

- **Review:**
 - Simple Present Tense
 - Present Continuous Tense
 - Subject & Object Pronouns
 - Possessive Adjectives
- **Key Skills:**
 - Using time expressions to describe habitual and ongoing activities.
 - Expressing likes and dislikes.
 - Describing frequency of actions.
 - Sharing personal background and interests.
- **Practical Applications:**
 - Emergency Room Check-In: Vocabulary and dialogue practice.
 - Preventing Identity Theft: Understanding and discussing strategies.
 - Civics: Introduction to U.S. Government.
 - Reading a Social Studies Textbook: Comprehension and analysis.

Unit 2: Exploring Past Events

- **Review:**
 - Simple Past Tense (Regular and Irregular Verbs)
 - Past Continuous Tense
- **Key Skills:**
 - Reporting past activities and mishaps.
 - Describing difficult experiences and trips.
- **Practical Applications:**
 - Apologizing for lateness at work and giving excuses.
 - Traffic Accident Report: Structuring a coherent account.
 - Civics: Highlights of U.S. History.

Unit 3: Planning and Communicating Future Actions

- **Review:**
 - Future: Going to

- Future: Will
- Future Continuous Tense
- **Key Skills:**
 - Describing future plans and intentions.
 - Expressing time and duration.
- **Practical Applications:**
 - Telephone conversations: Asking favors and reporting absences.
 - Writing a note to the teacher: Clear and effective communication.
 - Parent-school communication strategies.
 - Reading a campus map and understanding layout.
 - Gazette: Engaging with current events.
 - Reading & Writing Workshop: Parts of speech and sentence combination.
 - Education: Introduction to West Community College and new student information.
 - Writing a friendly letter: Structure and tone.

Unit 4: Perfect Tenses and Professional Skills

- Present Perfect Tense
- **Key Skills:**
 - Describing skills and actions that have or haven't occurred yet.
 - Making recommendations and lists.
- **Practical Applications:**
 - Employment application procedures and job application forms.
 - Creating a detailed employment history.
 - Job search strategies: Tips and techniques.

Unit 5: Mastering Tenses and Career Development

- Present Perfect vs. Present Tense
- Present Perfect vs. Past Tense
- **Key Skills:**
 - Discussing duration of activities using since/for.
 - Understanding medical symptoms and problems.
 - Career advancement strategies.
- **Practical Applications:**
 - Discussing family members and job interviews.
 - Giving employment history: Crafting effective cover letters and resumes.
 - Employee Manual: Understanding workplace policies and expectations.
 - Gazette: Engaging with workplace-related topics.
 - Reading & Writing Workshop: Common nouns and proper nouns.

- Career Guidance: Finding the right job for you.
- The Writing Process: Steps to effective writing.