**Instructor** Aigerim Aliaskar

Office hours: MWF 11.00-13.00

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**NU Graduate Attributes (NUGA)**

* Possess an in-depth and sophisticated understanding of their domain of study;
* Be intellectually agile, curious, creative and open-minded;
* Be thoughtful decision-makers who know how to involve others;
* Be entrepreneurial, self-propelling and able to create new opportunities;
* Be fluent and nuanced communicators across languages and cultures;
* Be culturally competent and tolerant citizens of the world;
* Demonstrate high personal integrity;
* Be prepared to take a leading role in the development of their country.

**Course objectives and learning outcomes.**

This course aims to develop Kazakh language and communication skills in professional context. Course activities and assessments help students learn to create structurally effective, grammatically accurate and contextually appropriate documents and express opinions in professional Kazakh language. By the end of the subject, students should be able to:

1. Understand topics and terminologies in Kazakh language related to the education field;
2. Create structurally effective, grammatically accurate and contextually appropriate documents and communications;
3. Demonstrate well-developed skills in writing an array of workplace documents in education sphere (e.g. business letters, emails, contemporary paper-based job application packages and online job applications, CV);
4. Critically analyze and express opinions on different types of texts;
5. Communicate effectively in professional contexts;
6. Demonstrate skills in creating effective public presentations and mass communications.

**Course Schedule**

|  |  |  |  |
| --- | --- | --- | --- |
| **Week** | **Topics** | **Grammar** | **Activities** |
| **25.01** | Білім тарихы  *History of Education* | Мекен, мезгіл құрылымдарының берілуі | Курсқа кіріспе  Мәтінмен жұмыс  Мәтін құрау |
| **01.02** | Қазақстандағы білім жүйесі  *The Education System in Kazakhstan* | Шақ категорияларының қолданылуы | Мәтінді талдау, саралау |
| **08.02** | Дамыған елдердегі білім жүйесі  *Education in the developed countries* | Белгісіздік, болжам мәнді құрылымдар  Модаль сөздердің қолданысы | Мәтінді салыстыру, салғастыру |
| **15.02** | Қазақстанның білім саласындағы өзекті мәселелері  *Major problems of education in Kazakhstan* | Анықтауыштық мағынаның қолданылуы | Тыңдалым дағдыларын қалыптастыру, дамыту  **TEST #1 (20)** |
| **22.02** | **Асинхронды сабақ**  Орта білімдегі мәселелер мен олардың шешімдері  *Problems in schools and solutions* | Себеп-салдар құрылымдары | Ақпаратты тыңдау арқылы түсіну, қабылдау, өңдеу |
| **29.02** | Қазақстандағы инклюзивті білім  *Inclusive Education in Kazakhstan* | Қалау, өтініш, тілек формаларының берілуі | Тыңдалған ақпаратты сұрыптау |
| **08.03** | **Асинхронды сабақ**  Қызметтегі қазақ тілі  *Kazakh Language in the Work Place* | Қазақ тіліндегі іс-қағаздармен жұмыс  Түйіндеме, өтініш, хаттар т.б. | Жазылым дағдыларын қалыптастыру, дамыту  **TEST #2 (20)** |
| **15.03** | Жазуды жоспарлау  *Planning the Writing*  *«Қостілділіктің бала тілінің дамуына әсері» тақырыбына эссе жазу* | Грамматикалық, стильдік қателермен жұмыс | Плагиатты болдырмау  Эссе жазудың ерекшеліктері  **ESSAY (15)** |
| **21-25 March** | ***Spring Break*** | | |
| **29.03** | **Қорытынды жобаны қорғау**  *Project Week* |  | **Final Project (30)** |

Within these topic areas, students will gain confidence in the main Receptive and Productive Skills:

**Reading** and use of strategies to improve understanding of adapted/authentic texts.

**Listening** and use of strategies to improve competence in understanding native speakers.

**Speaking** to gain confidence in giving efficient Oral Presentations and Interacting skills

**Writing** to be able to produce Messages, Letters, Reviews, Articles, Opinion Essays, etc.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Description** | **Total #** | **Total weighting** |
|  | **Attendance**  **Сабаққа қатысу** | 15 | 15 |
| 1 | Tests  Every Assignment should be submitted up to provided deadlines. For late submission deducted 50% of a grade. | 2 | 40 |
| 2 | Writing Tasks   1. Argumentative/reasoned Essay | 1 | 15 |
| 3 | Final Project  Each student should choose a problematic topic in the field of Education, analyze the issue and present solutions as a project work. | 1 | 30 % |

|  |  |  |
| --- | --- | --- |
| **Letter  Grade** | **Grade  Points** | **Percentage** |
| A | 4.0 | 92-100 |
| A- | 3.67 | 84-91 |
| B+ | 3.33 | 76-83 |
| B | 3.0 | 68-75 |
| B- | 2.67 | 59-67 |
| C+ | 2.33 | 51-58 |
| C | 2.0 | 42-50 |
| C- | 1.67 | 34-41 |
| D+ | 1.33 | 28-33 |
| D | 1 | 25 |
| D- | 0.67 | 16.7 |
| F | 0 | 0 |

**Grading Policies**

**Warnings against Plagiarism and Cheating**

Cheating and plagiarism are serious academic offences and will be dealt with accordingly. Both plagiarism and cheating will not be tolerated and punished according to the procedures of “Student Code of Conduct and Disciplinary Procedures of Nazarbayev University.” If you are not sure about whether your actions constitute one or both of these practices, please talk to me about them. Under this Student Code, plagiarism “is intentionally or carelessly presenting the work of another as one‟s own. It includes submitting an assignment purporting to be the student‟s original work which has wholly or in part been created by another person. It also includes the presentation of the work, ideas, representations, or words of another person without customary and proper acknowledgement of sources. Plagiarism occurs when a person:

* Directly copies one or more sentences of another person‟s written work without proper citation. If another writer‟s words are used, you must place quotation marks around the quoted material and include a footnote or other indication of the source of the quotation. This includes cut and paste from the internet or other electronic sources;
* Changes words but copies the sentence structure of a source without giving credit to the original source, or closely paraphrases one or more paragraphs without acknowledgement of the source of the ideas, or uses graphs, figures, drawings, charts or other visual/audio materials without acknowledging the source or the permission of the author;
* Submits false or altered information in any academic exercise. This may include making up data for an experiment, altering data, citing nonexistent articles, contriving sources, etc.;
* Turns in all or part of assignment done by another student and claims it as their own;
* Uses a paper writing service, has another student write a paper, or uses a foreign language translation and submits it as their own original work.