

Outline for (116)

Second Semester 1435-1436

**English Language Centre [ELC]
Preparatory Year Programme [PYP]
(Farasan Campus)**

Prepared by

Shewli Hira

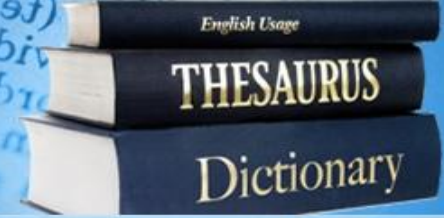
ELC Co-ordinator at Farasan Campus

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The English Language Centre's Coordinator at FARASAN Campus, SHEWLI HIRA, attempts to ensure that the information contained here is correct at the time of production; however, sections may be amended without notice by the ELC in response to changing circumstances or for any other reason.

The content here is borrowed in part from Mrs. Ahlam Ghuraisi's document.



Contacts

For general enquiries or any difficulties that may influence your academic progress; please contact immediately the (ELC), English Language Centre Co-ordinator at Farasan College: Ms. **Shewli Hira**, **Room no 4, ground floor, extn.171.**

- **Email:** shewli.insignia@gmail.com
- **Consultation times:** as posted on office door or by appointment.

Alternatively, you may contact Ms. Rania Elsir, the ELC Assistant-coordinator.

- **Consultation times:** as posted on office door or by appointment.

Course Description

This is an introductory course in which students will learn basic principles of the four skills; **writing, reading, grammar and listening**. These skills will be taught by different teachers.

(Reading: 3 hours

Writing: 3 hours)

Course Code	: ENG 116.	Pre/co-requisites	: 115.
Course Name	: English Language - 2.	Delivery Location	: Farasan Campus.
Credit Hours	: 3 Credit hours.	Contact Hours	: 6 contact hours per week.
Mode of Delivery	: On-campus.		

Instructors and Lecturers

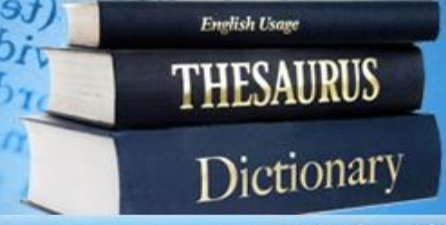
This subject will be delivered to you by four of our qualified instructors:

1. **Ms. Shewli Hira (Writing)**
2. **Mrs. Sumaya El Taieb (Reading)**

Consultation times: as posted on office door or by appointment.

Minimum Attendance Requirements

Students are required to attend a minimum of 75 % of all lectures; failure to comply may result in an immediate ban from the exams and will be given a Denial “DN” grade on her Academic Record and consequently will result in failure in the subject.



Minimum Performance Requirements

Student must achieve 60% or above in order to pass this subject; however students who do not meet the minimum performance requirements as set above will be given a Fail “F” grade on her Academic Record and she will need to attend this course in the next semester.

Recommended Websites

There are many useful internet resources to assist you to practice grammar, listening, reading, speaking and writing skills. You may refer to the following list if appropriate:

- British Council <http://www.britishcouncil.org/>
- English Club <https://www.englishclub.com>
- English School <https://twitter.com/Englishschool>
- BBC Learning English <http://www.bbc.co.uk/worldservice/learningenglish/general/talkaboutenglish/>
- Talk English <http://www.talkenglish.com/>
- Voki <http://www.voki.com/>
- How J Say, a free online pronunciation dictionary: <http://www.howjsay.com/>
- Google's free multilingual online language translation: <https://translate.google.com.sa/?hl=ar&tab=wT>

This is not an exhaustive list; students are encouraged to search the internet to locate additional resources.

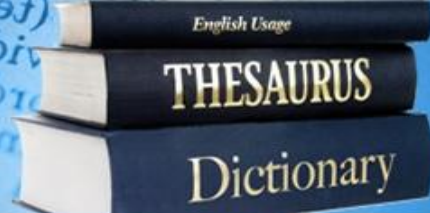
Make Up Exams (Supplementary Exams)

If you believe that your performance in an exam has been affected by illness or other causes beyond your control, please refer to the ELC coordinator SHEWLI or ELC subordinator RANIA for assistance and support. Please note that your circumstances will be accepted only on the grounds of serious or extenuating circumstances. Your circumstances will be assessed by the Dean of Farasan College and the Director of English Language Centre.

Learning Outcomes

Through successful completion of this subject students will be able to:

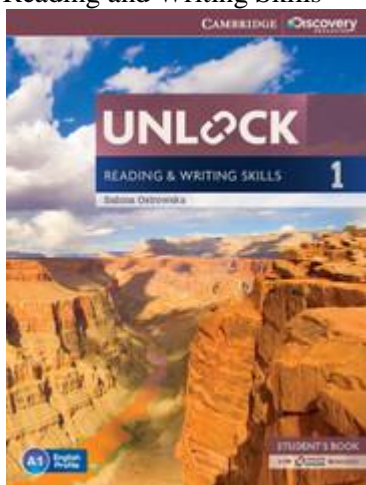
- Formulate their own opinions and express themselves effectively in the end-of-unit academic tasks.
- Engage in discussions.
- Develop the lower and higher order thinking skills that are essential for success in an academic context.
- Understand phrases and common vocabulary on common areas.

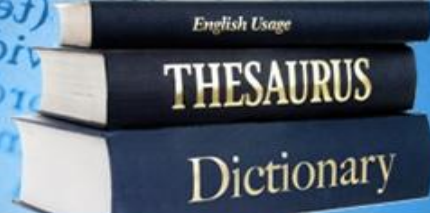


Grades of Performance (Grading System)

Marks	Grade	التقدير	الدرجة
95% to 100%	A+ Exceptional	ممتاز مرتفع + أ	من 95% الى 100%
90% to less than 95%	A Excellent	ممتاز أ	من 90% الى أقل من 95%
85% to less than 90%	B+ Superior	جيد جدا مرتفع + ب	من 75% الى أقل من 90%
80% to less than 85%	B Very Good	جيد جدا ب	من 80% الى أقل من 85%
75% to less than 80%	C+ Above Average	جيد مرتفع + ج	من 75% الى أقل من 80%
70% to less than 75%	C Good	جيد ج	من 70% الى أقل من 75%
65% to less than 70%	D+ High Pass	مقبول مرتفع + د	من 65% الى أقل من 70%
60% to less than 65%	D Pass	مقبول د	من 60% الى أقل من 65%
Zero to less than 60%	F Fail	راسب هـ	من صفر الى أقل من 60%
-----	IP In-Progress	مستمر م	-----
-----	IC Incomplete	غير مكتمل ل	-----
-----	DN Denial	محروم ح	-----
60% and Above	NP Pass - with no Grade	ناجح من دون درجة ند	من 60% وأكثر
Below 60%	NF Fail - with no Grade	راسب من دون درجة هـ	أقل من 60%
-----	W Withdrawn	منسحب بعذر ع	-----

Textbooks

Skill	Book's Name	Authors	Edition	Publisher	Source	Syllabus
Grammar	Unlock Reading and Writing Skills 	Sabrina Ostrowska	3 rd	Cambridge	Maktaba Handasa, Jazan Landmark: Opposite to Bank Fransi near Zain showroom	Chapters – 6 to 10



Assessment Tasks

Test	Reading	Writing
Quiz-1	Week-3 10 Marks	Week-3 10 Marks
Quiz-2	Week-5 10 Marks	Week-5 10 Marks
Progress Test-1	Week-7	
	25 Marks	15 Marks
Quiz-3	Week-9 10 Marks	Week-9 10 Marks
Quiz-4	Week-11 10 Marks	Week-11 10 Marks
Progress Test-2	Week-12	
	25 Marks	15 Marks
Progress Test - Make Up	Week-13	
Final Exam	Week-16, Week-17 or Week-18	
	40 Marks	20 Marks
Final Exam - Make Up	Week-1 in the next semester	

Students' Advisors

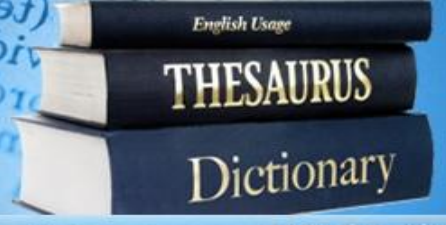
Dr. Maha Amin: The Head of Academic Guidance Unit, Vice Dean.

1. Ameera Kabashi
2. Arul Rajan
3. Alawia Gamar
4. Khaleda Jaman
5. Rania Elsir
6. Sumaya Eltaieb

Note: You need to see Dr Maha Amin ONLY if you don't get any response from your academic advisor.

Advisor Responsibilities

1. To clarify the college policies, regulations, programs, and procedures about which you may have questions.
2. To be available to meet with you each semester.
3. To keep regular office hours and be adequately available to meet with you.



4. To offer advice on selecting courses and to assist you in developing an academic plan that satisfies degree requirements.
5. To be a responsive listener and to refer you to appropriate support services within the college when needed.
6. To discuss with you your academic performance and the implications of your performance for the undergraduate programs, graduate programs and professional programs you desire to pursue.
7. To help you to explore your interests, abilities, and goals and to relate them to academic majors.
8. To be knowledgeable about career opportunities and to refer you to Career Services as needed.
9. To offer you the opportunity to participate in a mentoring relationship which will help you to become more independent and self-directed.

Subject Timetable

Please find the time table below for your reference:

	8.00-8.50	9.00-9.50	10.00-10.50	11.00-11.50	12.00-12.50	1.00-1.50	2.00-2.50
Sun							Sumaya (116-8)
Mon						Shewli (116-8)	
Tues					Shewli (116-30)	Shewli (116-30)	
Wed							
Thurs					Sumaya (116-6)	Sumaya (116-6)	