English for Professional Purposes
Syllabus

Requisites of the Syllabus

Cycle of higher education	*First cycle of higher education (Bachelor's degree)*
Field of Study	12 Information Technology
Speciality	123 Computer Engineering
Curriculum	Computer systems and networks
Type of course	elective
Mode of studies	full-time
Year of studies, semester	3 year (V, VI semester)
ECTS workload	2,5 credits (ECTS). Time allotment - 75 hours, including 54 hours of classroom work and 21 hours of self-study.
Testing and assessment	5 semester - test, 6 semester – library research paper, final testing
Course schedule	1 class per week rozklad.kpi.ua
Language of instruction	English
Course instructors	Practical: teacher Boyko Iryna Vitaliivna, mobile +380991691938, email iboykoboyko@gmail.com, personal web page http://kamgs3.kpi.ua/ru/node/351
Access to the course	Link to Distance Course Google Classroom https://classroom.google.com/c/MTQ0NTUzNDc1NTk0

Outline of the Course

1. **Course description, goals and objectives, and learning outcomes**

The course "Foreign language for professional purposes" (credit module "English for professional purposes") belongs to the cycle of humanitarian and socio-economic training. The profession-oriented nature and implementation of interdisciplinary links provide the peculiarity of the course, which is reflected in the educational goals and the content.

In the context of expanding international cooperation, implementing international agreements and programs, Ukraine's participation in the Bologna process, the question arises of the formation of future specialists having a foreign language communicative competence as a component of their professional competence.

The aim of the course is to form English-language communicative competence at a level not lower than B2, which is the standard for bachelor's degree preparation. At this level, students are able to communicate effectively in typical educational and professional situations in accordance with the norms and cultural traditions of specialists in a particular field.

This course is important for future professionals as it provides them with the necessary level of knowledge, skills and abilities for English-language professional communication and ensures the effective use of English-language terminology in international cooperation, taking into account the

specifics of communication within the needs of the profession. The course covers the basic needs of document management, business correspondence and industrial negotiations in English.

2. Prerequisites and post-requisites of the course (the place of the course in the scheme of studies in accordance with curriculum)

Prerequisites for successful completion of the course "Foreign language for professional purposes" are a minimum B1+ level of English (according to the Common European Framework of Reference for Languages (CEFR), which the student obtains as a result of learning the course "Foreign language".

Post-requisites of the course "Foreign language for professional purposes" are obtaining the level B2 (CEFR). That shows that the student is ready to take up the Master's course.

2. Modules of the course

V semester

1. Computer users.
2. Presentation skills. Welcoming your audience
3. Computer architecture
4. Presentation skills. Introducing yourself and the topic
5. Computer applications
6. Presentation skills. Dealing with nervousness
7. Peripherals
8. Presentation skills. Body language
9. Interview: Former student
10. Presentation skills. Tips on presentation
11. Operating systems
12. Presentation skills. Presentation tools.
13. Presentation skills. Creating effective visuals
14. Graphical users interfaces
15. Presentation skills. Presenting visuals effectively

VI semester

1. Application programs. Presentation. Types of visuals
2. Multimedia. Presentation. Describing graphs and charts
3. Computing support Officer. Networks. Types of networks
4. The Internet. Presentation. Strategies for a good conclusion. Presentation. Concluding the presentation
5. The World Wide Web. Handling the questions and answering questions
6. Library research paper

3. Bibliography

Basic:

1. Glendinning, E, Mc Ewan, J (2006) *Information Technology.* Oxford: Oxford University Press.
2. Hollett, V, Sydes, J (2009) *Tech Talk Intermediate.* Oxford: Oxford University Press.
3. Grussendorf, M (2007) *English for Presentations.* Oxford: Oxford University Press.

Supplementary:

1. Raymond, M (1985) *English Grammar in Use*. Cambridge: Cambridge University Press.

2. Thompson A. (1996) *Practical English Grammar*. Oxford : Oxford University Press.
3. Dooley, J, Evans, V (2004) *Grammarway 3.* Berkshire: Express Publishing.
4. Карпенко, Н (2004) Методичні вказівки до проведення презентацій для студентів всіх спеціальностей III та IV курсів. «Дисципліна «Англійська мова професійного спрямування». Київ: «Політехніка».

The resources can be found in the NTUU "Igor Sikorsky Kyiv Polytechnic Institute" library. For convenient coordination and for receiving additional information the students are provided with materials from the service Google Classroom and complementary teachers' resources.

Educational content

4. Methodology

The general methodological approach to teaching the course "Foreign language for professional purposes" is defined as communicative-cognitive and professionally focused, where the center of the educational process is the student - the subject of study and the future specialist.

The methodology of teaching a foreign language for professional purposes combines the provisions of professionally oriented communicative methodology aimed at the formation of foreign language professional communicative competence, in which communication is both the ultimate goal of language learning and a means to achieve it. Work on practical classes is aimed at acquiring knowledge, developing and improving communication skills and abilities in a foreign language professional environment. The students also learn to effectively process authentic professionally oriented sources, develop and improve skills and abilities of foreign language professional written communication. The lesson topics and range of activities are relevant to the goals of the "Foreign language for professional purposes" course and are described in more detail in the curriculum.

5. Self-study

The main types of independent work are preparation for classroom classes, homework, individual assignments and research paper writing.

The purpose of writing the research paper is:
- deepening and expanding the theoretical knowledge of students in certain disciplines of the training cycle through the search and analysis of English-language scientific literature and sources on the Internet;
- improving the skills of reading professional literature;
- upgrading the skills for independent work with English-language educational and scientific literature;
- implementing interdisciplinary links;
- improving the ability to structure, logically present and analyze the text;
- stimulating professional motivation of students, etc.

Attendance Policy and Assessment

6. Attendance policy

The course "English for Professional Purposes" is exclusively practical in nature, so the successful completion of the course involves attending practical classes on topics and completing the corresponding tasks, individual and group work. All works and activities are aimed at the student's compliance with the assessment rating requirements. A significant part of the student's rating is formed through active participation in activities in practical classes. Therefore, skipping a practical lesson does not allow the student to get points in the semester rating. The general assessment takes place according

to the scheme of the agreed rating system. Mid-term attestation of students (hereinafter - attestation) is a calendar boundary control. The purpose of the attestation is to improve the quality of student learning and monitor the implementation of the schedule of the educational process by students. Expected learning outcomes, control measures and deadlines are announced to students at the first lesson.

During the course, writing an essay/ a conference abstract, presenting at a conference, taking part in a language contest/ university project will bring rewarding points added to the student's performance score.

According to the Code of Honour of the University (https://kpi.ua/code) students are expected to be self-disciplined, well-behaved, considerate, honest and responsible.

7. Monitoring and grading policy

At the first class the students are acquainted with the grading policy which is based on Regulations on the system of assessment of learning outcomes https://document.kpi.ua/files/2020_1-273.pdf The student's rating in the course consists of points that he/she receives for participation in 24 practical classes (R1), a research paper (R2) and a final test (R3).

$$Rs=R1+R2+R3=100 \text{ points}$$

Answers to practical classes include: working with the textbook and disclosing conversational topics.
In the first lesson of the 5th semester, entrance testing is conducted, grades for which are not included in the ranking of students. As a result, the maximum average weight score is equal to:

16 classes x 2,5 points = 40 points (5 semester)

8 points x 5 points = 40 points (6 semester)

Research paper = 10 points

Final test = 10 points

According to the university regulations on the monitoring of students' academic progress (https://kpi.ua/document_control) there are two assessment weeks, usually during 7th/8th and 14th/15th week of the semester, when students take the Progress and Module tests respectively, to check their progress against the criteria of the course assessment policy.

The students who finally score the required number of points (≥60) can:
- get their final grade according to the rating score;
- perform a Fail/Pass test in order to increase the grade.

Students whose final performance score is below 60 points but more than 30 are required to complete a Fail/Pass test. If the grade for the test is lower than the grade, which the student gets for his semester activity, a strict requirement is applied - the student's previous rating is canceled and he receives a grade based on the results of the Fail/Pass test. Students whose score is below 30 are not allowed to take the Fail/ Pass Test.

The final performance score or the results of the Fail/ Pass Test are adopted by university grading system as follows:

Score	Grade
100-95	Excellent
94-85	Very good
84-75	Good
74-65	Satisfactory
64-60	Sufficient
below 60	Fail
Course requirements are not met	Not Graded

8. Additional information about the course

Learning outcomes of non-formal/informal education, such as a B2 level certificate, can be accepted as the academic performance of the course if allowed by the relevant university regulations. Read more in
https://document.kpi.ua/2020_7-177

Syllabus of the course

Is designed by teacher Boyko Iryna Vitaliivna

(position, scientific degree/academic title, full name)

adopted by Department of English for Humanities №3 (protocol № 7, 20 Jan 2021)

approved by the Faculty Board of Methodology (Protocol № __ ,..........)

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[1]Assessment of learning outcomes is carried out according to the rating system of assessment in accordance with the recommendations of the Methodical Council of Igor Sikorsky KPI, approved by the protocol №7 dated March 29, 2018.