

## **Course Syllabus**

### **FPE102B - Foundation Program English Level 2**

#### **A) University Vision, Mission and Values**

##### **Vision**

Dhofar University aspires to occupy a distinct position among the leading institutions of higher education in the Arab Region.

##### **Mission**

To provide quality teaching and learning, conduct research in an inspiring environment conducive to creativity and innovation, and engage with the community.

##### **Core Values**

- 1) **Excellence** - Our commitment to excellence drives us to do better consistently.
- 2) **Integrity** - We believe in honesty and coherence between our words and actions.
- 3) **Responsibility** - We accept full responsibility for our actions at all the times.
- 4) **Commitment** - We are committed to give our best and deliver what we promise.
- 5) **Transparency** - For us, transparency is the foundation of trust.
- 6) **Adaptability** - We believe adaptability is the key to success in an ever-changing environment.

#### **B) CPS Vision, Mission and Values**

##### **Vision**

The Centre for Preparatory Studies aspires to become one of the leading Centers to provide foundation and other preparatory courses in the Arab region, equipping students to be more competitive in colleges inside and outside Oman.

##### **Mission**

The Centre for Preparatory Studies strives to expose students to rich, engaging curricula using innovative teaching and learning strategies that enable students to tap their learning potential to become autonomous, and long-life learners.

##### **Values**

The core values of the Centre for Preparatory Studies are:

1. Excellence
2. Commitment
3. Discipline
4. Responsibility and Accountability
5. Integrity
6. Life-long Learning

#### **C) Course Description**

FPE 102B is an intensive Intermediate English course designed to develop both English skills and good study habits. Skills taught include Reading & Writing and Listening & Speaking. Learning outcomes are aligned with Oman Academic Standards. Upon completion, students transition to FPE 103C (Level 3).

#### D) Course, Instructor and Coordinator Information

##### Course Information

Course Code	FPE 102B
Course Title	Foundation Program English Level 2
Credit Hours	NA [20 Contact Hours per week]
Pre-requisite	FPE 101A
Co-requisite	NA
Course Category	Lecture/ <b>Interactive Sessions</b>
Language of Delivery	English

##### Course Coordinator, Instructors Information and Course Schedule

Section	Coordinator	Level	Day	Time (Hrs.)	Email	Office No.	Office Ext.
English	Özlem İşler	2	S-Th	10:00 - 15:00	oisler@du.edu.om	215 D	7510

##### Instructors and Course Schedule (To be filled in by teacher concerned):

Section	Class Room	Days	Time	Instructor Name	Email	Office No.	Office Ext.
1	xxx	5 (S-Th)	xx:00- xx-00 (R/W)	xxxx	xxx@du.edu.om	xxx	xxx
	xxx	5 (S-Th)	xx:00- xx-00 (L/S)	xxxx	xxx@du.edu.om	xxx	xxx

#### E) Course Learning Outcomes

Course Learning Outcomes		Assessment Tools
<b>Reading</b>		
1	Read a one to one- and a half-page text and identify the main idea(s) and extract specific information in a given period of time. (approx. 500 words)	FA/ Midterm/ Final
2	Read an extensive text broadly relevant to the student's area of study (minimum three pages) and respond to questions that require analytical skills, e.g. Deduction	Project
<b>Writing</b>		
1	Paraphrase information from graphically presented data and write a report of <b>200 words</b> .	Final
2	Write texts of a minimum of <b>200</b> words, showing control of layout, organization, punctuation, spelling, sentence structure, grammar and vocabulary.	FA
<b>Listening</b>		
1	Take notes and respond to questions about the details, and opinions or arguments from an extended listening text	FA/ Midterm / Final
2	Follow spoken instructions in order to carry out a task with a number of stages.	Final

Speaking		
1	Actively participate in a discussion on a topic relevant to their studies by asking questions, agreeing/disagreeing, asking for clarification, sharing information.	FA
2	Prepare and deliver a presentation of at least <b>three</b> minutes. Use library resources in preparing the talk, speak clearly and confidently, make eye contact and use body language to support the delivery of ideas. Respond confidently to questions.	FA/ Midterm/ Final
General Study Skills		
1	Time Management and Students' Responsibility	Portfolio
2	Giving Presentations	FA/ Midterm/ Final

#### **F) Program Learning Outcomes (PLOs): Refer to Scope and Sequence Document**

PLOs covered in the course:	<b>1, 2, 3, 4, 6, 7, 9, and 10</b>
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#### **G) Graduate Attributes (GAs)**

1	Master theoretical knowledge and practical skills in the student's chosen discipline commensurate with program level and objectives	
2	Demonstrate capacity for effective communication, critical thinking, creativity and innovation	
3	Exhibit honesty, discipline and accountability	
4	Practice tolerance, humility, respect for differences and commitment to service	
5	Practice life-long learning	
GAs covered in the course:		1, 2, 3, 4, and 5

#### **H) Sustainable Development Goals (SDGs) Covered in the Course (If Any)**

No.	Sustainable Development Goals	Course book/Unit/Lesson/Topic
SDG 4	Quality Education	Portfolio
SDG 7	Affordable and Clean Energy	Unlock 3/Unit 2/The Environment
SDG 11	Sustainable Cities and Communities/ Sustainable transport	Unlock 3/Unit 3/Transport
SDG 3	Good Health and Wellbeing	Unlock 3/Unit 5/Health and Fitness

## **I) Additional Reading Materials, References and Resources**

Textbook	Unlock Level 3 Reading, Writing and Critical Thinking Student's Book with Digital Pack 2nd Edition, Carolyn Westbrook, Lida Baker, with Chris Sowton, Cambridge University Press, 2021, 9781009031400. Unlock Level 3 Listening, Speaking and Critical Thinking Student's Book with Digital Pack 2nd Edition, Sabina Ostrowska, Nancy Jordan, with Chris Sowton, Cambridge University Press, 2021, 9781009031479
Reference Books	NA
Handouts	Practice Tasks
Useful Websites	CambridgeOne, Moodle
Software(s)	Unlock 2e PPlus Reading and Writing 3 Unlock 2e PPlus Listening and Speaking 3
Other Resources	In house materials
e-learning Resources	Moodle & CambridgeOne

## **J) Teaching/ Learning Strategies and Use of Technology.**

English Level 2 covers CEFR B1 which correlates to intermediate level. The course is skill-based and taught by two teachers one for reading, writing and critical thinking skills and one for listening, speaking, and critical thinking skills. Students study 20 hours a week (10 reading & writing and 10 listening & speaking). Additionally, General Study Skills (GSS) are embedded into each course to equip students with fundamental study and academic skills needed for higher education studies. Throughout the course, new concepts are introduced through interactive lectures where students are active learners. Active participation is ensured by using classroom discussions and activities aiming to increase motivation and enhance students' learning experience. The classroom activities help students focus on their critical thinking skills based on Bloom's Taxonomy, which involves both lower and higher-order skills. Students also receive ongoing feedback through short quizzes, assignments, and in class activities. Furthermore, students are encouraged to learn collaboratively by group and peer work, which helps enhance understanding. Also, they are given opportunities for self-directed learning through digital resources for self-study. The students also reflect on their learning experience at the end of each unit using drafting methods and can-do statements. Finally, technology is used effectively in order to provide various learning opportunities. Some of these are video content to promote discussions, CambridgeOne for further practice, and digital classroom materials for extra activities.

## **K) Research Teaching Nexus**

Not Applicable for CPS students

**L) Weekly Course Content Outline (Refer to Weekly planner for further details)**

Teaching Week	Dates	Topics/Activities to be Covered
Week - 1		Placement Tests/Registration
Week - 2		Unit 1 Reading, Writing, Listening and Speaking
Week - 3		Unit 1 & 2 Reading, Writing, Listening and Speaking
Week - 4		Unit 2 Reading, Writing, Listening and Speaking
Week - 5		Formative Quiz 1 - Unit 2 & 3 Reading, Writing, Listening and Speaking
Week - 6		Unit 3 Reading & Listening
Week - 7		Midterm Exams
Week - 8		5 Reading, Writing, Listening and Speaking
Week - 9		Unit 5 & 6 Reading, Writing, Listening and Speaking Unit 8 &
Week - 10		Formative Quiz 2 – Unit 6 & 8 Reading, Writing, Listening and Speaking
Week - 11		Unit 8 Reading, Writing, Listening & Speaking
Week - 12		Final Exams
FINAL EXAMS		

**M) Assessment Methods and Schedule**

Assessment Tools	Grade Proportion	Week/Dates
Portfolio	5%	Ongoing
FA Classroom Observation	Qualitative Feedback	Ongoing
Formative Quiz 1	10%	5 <sup>th</sup> Week
Midterm exam	30%	7 <sup>th</sup> Week
Extensive Reader	5%	9 <sup>th</sup> Week
Formative Quiz 2	10%	10 <sup>th</sup> Week
Final exam	40%	12 <sup>th</sup> Week
<b>Course Work Total</b>	<b>100%</b>	
<b>Minimum Passing Marks</b>	<b>50%</b>	

**N) Important Information for Students****1) University Academic Integrity Policy**

The university requires its student to adhere to the academic integrity policy and avoid indulgences in the acts of cheating, collusion or plagiarism during examinations or continuous assessment. Any act of academic misconduct will invite sanctions as per DU policy.

(Please refer to DU Student Handbook and Academic Integrity Policy for detailed guidelines.)

**2) Class Attendance Rules**

Attendance of all classes and course-related activities is obligatory. The maximum absences allowed for a student is 25% of the total number of classes on a particular course. Before reaching the withdrawal stage, LOGSIS warns the students by way of three warnings sent to their DU email account by DAR. This email

messages to students are a formal communication of the university with its students so students are strongly advised to access their DU email accounts on daily basis to track their absences, along other important things, to respond appropriately when needed.

**3) The warnings of absences are as follows:**

- **First warning:** this is when a student's absence reaches **07%** of the total number of classes **on** a particular course.
- **Second warning:** this is when a student's absence reaches **14%** of the total number of classes **on** a particular course.
- **Final warning:** this is when a student's absences reach **21%** of the total number of classes **on** a particular course.

If the absence crosses **25%**, the student will be dismissed from the course and a "WA" will be shown in his/her transcript against the dismissed course and dismissal letter will be sent to his DU email account.

**4) Withdrawal from course:**

A student may get withdrawn from one or more courses after the Drop/Add period until week 5 subject to the following conditions:

- a) A student who withdraws from a course will receive a grade of "W" for that course.
- b) A student who is withdrawn from a course for excessive absences (more than 25%) will receive a grade of "WA" for that course.

**5) End of Term Evaluation by Students**

All students are required to complete "Online Evaluation" of Course, Graduate Attributes and Course Instructor at the end of the term. The specific dates for evaluation shall be announced by the course instructor in the class. It is mandatory for the students to complete this online evaluation, without which their final grades shall not be announced.

**6) Missing Exams:**

- Make-up exams shall be conducted only once. In case of final examination, it will be conducted within two weeks of the beginning of the following semester. In case of mid-term examination, it will be conducted within two weeks of the scheduled mid-term exams.
- If **students** miss a midterm make-up exam, **they** will be given a percentage of marks that **they** achieved in the final exam as a midterm score.
- The following excuses are acceptable upon the recommendations from the instructor/coordinator and approval from the CPS council:
  - 1) Medical certificate from a government hospital or clinic
  - 2) Family situation, authorized by DU Students' Affairs Department duly supported by documentary evidence or Wali's Office

**O) Additional information, if any**

- **Nil**