



FACULTY OF HUMANITIES AND SOCIAL SCIENCES
BACHELOR OF SOCIAL SCIENCES IN PUBLIC ADMINISTRATION

LEARNING MODULE OUTLINE

Academic Year	2023/2024	Semester	2
Module Code	ENGL3143-321		
Learning Module	English VI		
Pre-requisite(s)	ENGL3142 - English V		
Medium of Instruction	English		
Credits	3	Contact Hours	45 hours
Instructor	Dr. Janice S.W Lo	Email	swlo@mpu.edu.mo
Office	M508, Meng Tak Building, Main Campus	Office Phone	8599 3264

MODULE DESCRIPTION

This course aims to strengthen students' academic reading, writing, listening and speaking skills at the intermediate level, while giving systematic attention to grammar and course-related vocabulary. Substantial emphasis will be placed on language skills and strategies used in academic readings and writings. Assessment is based on class participation, discussions, assignments, test(s), an oral presentation, and a final examination.

MODULE INTENDED LEARNING OUTCOMES (ILOS)

On completion of this learning module, students will be able to:

M1.	Distinguish and use (i) cleft sentences (ii) inversions and (iii) noun clauses.
M2.	Develop increasing ability in reading and writing (i) argumentative essays and (ii) academic reports.
M3.	Use a wide range of course-related vocabulary at the upper-intermediate level.
M4.	Develop increasing ability in listening tasks at the upper-intermediate level.
M5.	Develop increasing ability in speaking tasks at the upper-intermediate level.
M6.	Deliver a 5-minute presentation on course-related topics with fluency, appropriate supporting details and effective organization.



These ILOs aims to enable students to attain the following Programme Intended Learning Outcomes (PILOs):

PILOs	M1	M2	M3	M4	M5	M6
P1. Specialised knowledge in public administration			✓			
P2. Knowledge and understanding of analytical tools used to analyse and interpret administrative problems			✓			
P3. Critical understanding of the political, economic, social, cultural, legal and technological environments of Macao and beyond	✓	✓	✓	✓		
P4. Develop an understanding of the theories, analytical approaches, methodologies and practices in public administration						
P5. Evaluate, extrapolate and synthesise relevant literature and empirical data, applying these to various contexts	✓		✓	✓		
P6. Possess an ability to apply public administration theories to the analysis of actual administrative problems						
P7. To be capable to learn continuously in academic and professional contexts	✓	✓	✓	✓	✓	✓
P8. To demonstrate good communication skills, teamwork spirit and management skills	✓	✓	✓	✓	✓	✓
P9. To demonstrate international vision and enthusiasm in serving the local community while abiding by professional ethics	✓	✓	✓	✓	✓	
P10. To demonstrate research skills in public administration and commitment to lifelong learning	✓	✓	✓	✓	✓	✓

MODULE SCHEDULE, COVERAGE AND STUDY LOAD

Week	Content Coverage	Contact Hours
1	<i>Reading & Writing I: Argumentative essay</i> Key Focus: Increasing ability and skills in reading and writing argumentative essays with clarity and coherence.	3
2	<i>Oral/Aural Activity I: Introducing points in arguments</i> Key Focus: Develop increasing ability in understanding colloquial English in daily conversations/media/the workplace.	3
3	<i>Language Focus I: Cleft sentences and inversions</i> Key Focus: Review the formation and function of cleft sentences and inversions.	3
4	<i>Oral/Aural Activity I</i> Key Focus: Develop increasing ability in understanding colloquial English in daily conversations/media/the workplace.	3



5	<i>Oral/aural Activity II</i> Key Focus: Develop increasing ability in understanding colloquial English in daily conversations/media/the workplace.	3
6	<i>Language Focus II: Noun clauses</i> Key Focus: Recognise noun clauses, especially those in legal documents, and apply them in writing/speech.	3
7	<i>Reading & Writing II: Legal contracts (I)</i> Key Focus: Understand language features of legal contracts and learn common expressions used in contracts.	3
8	<i>Reading & Writing III: Legal contracts (II)</i> Key Focus: Develop increasing ability in understanding contracts and key terms in agreements.	3
9	<i>Reading & Writing IV: Legal contracts (III)</i> Key Focus: Develop increasing ability in understanding contracts and multi-word expressions in agreements.	3
10	MIDTERM TEST Key Focus: Test students on their understanding of the lectures, case studies and assignments throughout Week 1 to 8.	3
11	<i>Oral/aural Activity III: Conducting questionnaires</i> Key Focus: Develop increasing ability in carrying out questionnaire survey in English with clarity.	3
12	<i>Reading & Writing V: Reporting findings</i> Key Focus: Develop reading and writing skills necessary to comprehend and report survey results/findings.	3
13	<i>Oral presentation</i> Key Focus: Encourage students to practice speaking in English clearly and coherently in front of the class.	3
14	<i>Writing analysis & revision</i> Key Focus: Analyse common mistakes found in students' work and clear queries about the format and requirement(s) of the exam.	3

TEACHING AND LEARNING ACTIVITIES

In this learning module, students will work towards attaining the ILOs through the following teaching and learning activities:

Teaching and Learning Activities	M1	M2	M3	M4	M5	M6
T1. Language Focus I-II	✓	✓	✓			
T2. Reading & writing activities I-V	✓	✓	✓			
T3. Oral/Aural activities I-III			✓	✓	✓	
T4. Test	✓	✓	✓	✓		
T5. Oral presentation						✓



ATTENDANCE

Attendance requirements are governed by the Academic Regulations Governing Bachelor's Degree Programmes of the Macao Polytechnic University. Students who do not meet the attendance requirements for the learning module shall be awarded an 'F' grade.

ASSESSMENT

In this learning module, students are required to complete the following assessment activities:

Assessment Activities	Weighting (%)	ILOs to be Assessed
A1. Test	20%	M1, M2, M3, M4
A2. Assignments	20%	M1, M2, M3, M4
A3. Oral presentation	10%	M5, M6
A4. Class participation	10%	M4, M5
A5. Final exam	40%	M1, M2, M3, M4

**NOTE: Students with a score of less than 35 in the final examination must take the re-sit examination even if the overall score for the learning module is 50 or above.*

The assessment will be conducted following the University's Assessment Strategy (see www.mpu.edu.mo/teaching_learning/en/assessment_strategy.php). Passing this learning module indicates that students will have attained the ILOs of this learning module and thus acquired its credits.

MARKING SCHEME

All assessments receive a percentage mark between 0 and 100, depending on the number of correct responses. The pass-mark is 50 for all assignments. Assignments and test(s) are assessed according to the corresponding marking criteria. Oral presentation is assessed based on task fulfilment, organisation, and language proficiency. Class participation is assessed based on (i) students' attendance in classes and (ii) students' participation and contribution in class discussions.

REQUIRED READINGS

Cunningham, S. & Moor, P. (2007). *New Cutting Edge, Advanced, Students Book*. Longman.

REFERENCES

Book(s)

DeCapua, A. (2017). *Grammar for Teachers: A Guide to American English for Native and Non-Native Speakers*. Springer International Publishing Switzerland.

Fitzpartrick, M. (2011). *Engaging Writing 2*. Pearson Education.

Mason, C. (2011). *The Lawyer's English Language Coursebook*. Global Legal English Ltd.

Ridley, D. (2008). *The Literature Review: A Step-by-Step Guide for Students*. SAGE Study Skills Series.



Oshima, A. & Hogue, A. (2006). *Writing Academic English* (4th edition). The Longman Academic Writing Series Level 4. Longman.

Stone, L. (2015). *Language for Life: Where linguistics meets teaching*. Routledge.

Sullivan, N. (2014). *Essential Grammar for Today's Writers, Students, and Teachers*. Routledge.

Website(s)

<http://owl.english.purdue.edu/owl/resource>

<http://ojen.ca/wp-content/uploads/ESL-Civil-Lawyers-Guide.pdf>

STUDENT FEEDBACK

At the end of every semester, students are invited to provide feedback on the learning module and the teaching arrangement through questionnaires. Your feedback is valuable for instructors to enhance the module and its delivery for future students. The instructor and programme coordinators will consider all feedback and respond with actions formally in the annual programme review.

ACADEMIC INTEGRITY

The Macao Polytechnic University requires students to have full commitment to academic integrity when engaging in research and academic activities. Violations of academic integrity, which include but are not limited to plagiarism, collusion, fabrication or falsification, repeated use of assignments and cheating in examinations, are considered as serious academic offenses and may lead to disciplinary actions. Students should read the relevant regulations and guidelines in the Student Handbook which is distributed upon the admission into the University, a copy of which can also be found at www.mpu.edu.mo/student_handbook/.



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Module Code	ENGL3143-322		
Learning Module	English VI		
Pre-requisite(s)	ENGL3142 - English V		
Medium of Instruction	English and Chinese		
Credits	3	Contact Hours	45 hrs
Instructor	Dr. Longxing LI	Email	lxli@mpu.edu.mo
Office	B211, Chi Un Building, Main Campus	Office Phone	8599 6384

MODULE DESCRIPTION

This module aims to bring students' English proficiency in reading and writing to the advanced level by immersing them in original and classical English writings of considerable level of difficulty, covering a wide range of genres and areas, including sociology, economics, language, education, science and technology, family, urbanization, ethnicity, and aging, etc.

It is built around the idea that writers learn by reading. The reading materials nurture in them the ability to appreciate the aesthetics of the language and a discerning eye for characteristics of first-rate writings, which students could emulate.

MODULE INTENDED LEARNING OUTCOMES (ILOS)

On completion of this learning module, students will be able to:

M1.	relate the target text to its social, historical, and cultural background;
M2.	use different reading strategies for different types of texts;
M3.	deal with difficult words, phrases and sentences, and to distinguish the subtle differences between synonyms;
M4.	appreciate and analyse English writings and understand rhetorical devices such as metaphors and symbolism;
M5.	analyse their own sentences and their weaknesses and develop strategies to edit their own sentences and to make stylistic choice to improve their writing;
M6.	utilize different kinds of learning tools such as dictionaries, encyclopaedias, and online-resources to collect data for writing and speaking tasks and solving other problems;
M7.	express their ideas in topics relevant to the themes of the reading materials and their life and study.



These ILOs aims to enable students to attain the following Programme Intended Learning Outcomes (PILOs):

PILOs	M1	M2	M3	M4	M5	M6	M7
P1. Knowledge and skills of translation and interpreting in the areas of public administration, tourism, commerce and mass media;	✓	✓	✓	✓	✓	✓	✓
P2. Knowledge of translation theories, critical understanding of translation and interpreting;				✓	✓		
P3. Knowledge and skills of both Chinese and English as language professionals;		✓	✓	✓	✓	✓	✓
P4. Knowledge of cross-cultural communication;	✓		✓	✓	✓	✓	✓
P5. Master Chinese-English translation and interpreting skills, strategies and technologies;			✓			✓	✓
P6. Apply Chinese and English writing competence into translation practices;				✓	✓		
P7. Apply knowledge of languages and translation studies into bi-lateral translation practices between English and Chinese;					✓	✓	✓
P8. Apply strategies and techniques in public speaking, consecutive and simultaneous interpreting;							✓
P9. Gain cross-cultural awareness in translation and interpreting practices;	✓					✓	✓
P10. Obtain basic research abilities.					✓	✓	✓

MODULE SCHEDULE, COVERAGE AND STUDY LOAD

Week	Content Coverage	Contact Hours
1-3	Reading text 1: The Hidden Curriculum: A Teacher's View	9
4-6	Reading text 2: Alternatives to Sprawl: Shaping Tomorrow's Cities	9
7	Vocabulary and exercise	3
8-10	Reading text 3: Varieties of Asian Americans	9
11-13	Reading text 4: A World Growing Old	9
14	Grammar and exercise	3
15	Presentation and Review for final exam	3



TEACHING AND LEARNING ACTIVITIES

In this learning module, students will work towards attaining the ILOs through the following teaching and learning activities:

Teaching and Learning Activities	M1	M2	M3	M4	M5	M6	M7
T1. Lectures and group discussions	✓	✓	✓	✓	✓	✓	✓
T2. Writing, reviewing, and presentation		✓	✓	✓	✓	✓	✓
T3. Assignments and tests		✓	✓	✓	✓	✓	✓

ATTENDANCE

Attendance requirements are governed by the Academic Regulations Governing Bachelor's Degree Programmes of the Macao Polytechnic University. Students who do not meet the attendance requirements for the learning module shall be awarded an 'F' grade.

ASSESSMENT

In this learning module, students are required to complete the following assessment activities:

Assessment Activities	Weighting (%)	ILOs to be Assessed
A1. Class participation and performance	10	M1-M7
A2. Presentation	20	M6-M7
A3. Dictation and assignments	30	M3-M6
A4. Final exam	40	M1-M6

**NOTE: Students with a score of less than 35 in the final examination must take the re-sit examination even if the overall score for the learning module is 50 or above.*

The assessment will be conducted following the University's Assessment Strategy (see www.mpu.edu.mo/teaching_learning/en/assessment_strategy.php). Passing this learning module indicates that students will have attained the ILOs of this learning module and thus acquired its credits.

MARKING SCHEME

Excellent: Strong evidence of original thinking; good organisation, capacity to analyse and systemise; superior grasp of subject matter; strong evidence of extensive knowledge base.



Very Good: Evidence of grasps of subject; strong evidence of critical capacity and analytical ability; good understanding of issues; evidence of familiarity with literature.

Good: Evidence of grasp of subject; some evidence of critical capacity and analytical ability; reasonable understanding of issues; evidence of familiarity with literature.

Satisfactory: Profiting from the study experience; understanding of the subject; ability to develop solutions to simple problems in the material.

Pass: Sufficient familiarity with the subject matter to enable the student to progress without repeating the learning module.

Fail: Little evidence of familiarity with the subject matter; weak in critical and analytical skills; limited, or irrelevant use of literature.

REQUIRED READINGS

The following textbook will be used:

郭亞玲, 宋雲峰. (2016). 大學思辨英語教程精讀 3, 社會與個人. 北京: 外語教學與研究出版社.

REFERENCES

Aarts, B. (2011). *Oxford Modern English Grammar*. United Kingdom, Oxford University Press.

Biber, D. (2010). *Longman Student Grammar of Spoken and Written English*. India, Pearson.

Hewings, M. (2008). *Advanced Grammar in Use with Answers (South Asian Edition)*. Cambridge University Press.

Williams, P. (2018). *Advanced Writing Skills for Students of English*. English Lessons Brighton.

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