



FACULTY OF BUSINESS
BACHELOR OF BUSINESS ADMINISTRATION IN GAMING AND RECREATION MANAGEMENT
LEARNING MODULE OUTLINE

Academic Year	2023/2024	Semester	2
Module Code	ENGL4102		
Learning Module	English VIII		
Pre-requisite(s)	--		
Medium of Instruction	English		
Credits	3	Contact Hours	45
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MODULE DESCRIPTION

This is the second of the two upper-intermediate level English courses. The course aims to further develop the communication skills (speaking, listening, reading, and writing) students need to succeed in a professional environment, as well as to prepare them for their future careers. The course focuses on developing students' confidence and skills in public speaking and presentation giving. A variety of speech types is introduced, and substantial emphasis is placed on effective language, organization skills, and the delivery of speech. In addition, particular attention is also paid to cross-cultural communication and ethical issues in speech-making.

MODULE INTENDED LEARNING OUTCOMES (ILOS)

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

M1.	Demonstrate a better command in the overall use of the four language skills and more confidently discuss a controversial or current topic and to give presentations in front of an audience;
M2.	Apply the key elements related to good public speaking, such as the use of purpose, topic selection, and audience analysis, to their speeches;
M3.	Prepare and use visual aids effectively and efficiently;
M4.	Use appropriate non-verbal communication skills in presentations.
M5.	Give a variety of speeches such as (1) Introduction, (2) Presentation, (3) Acceptance, (4) Informative, (5) Persuasive, (6) Impromptu, and (7) After-Dinner.



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

PILOs	M1	M2	M3	M4	M5
P1. Master basic and professional knowledge and theories related to gaming and recreation management, with multidisciplinary vision and theoretical literacy	✓	✓	✓	✓	
P2. Integrate the knowledge acquired to understand and analyse professional topics in the field of gaming and recreation management	✓	✓			✓
P3. Master and apply a series of general transferable skills, including language, communication, team collaboration, information technology, and data processing skills, to effectively meet requirements for learning and in the workplace	✓	✓	✓	✓	✓
P4. Organise and assess literature and empirical data systematically and independently, and be able to analyse complicated problems in their daily work so as to generate corresponding counter-measures and solutions	✓	✓	✓	✓	✓
P5. Professionally and competently perform the duties of gaming and recreation management personnel and do well in planning, organising, leading, controlling and developing	✓	✓	✓		✓
P6. Comply with the law, and possess awareness of ethical issues and social responsibility when performing duties in gaming and recreation management	✓	✓			✓

MODULE SCHEDULE, COVERAGE AND STUDY LOAD

Week	Content Coverage	Contact Hours
1.	<input type="checkbox"/> General Course Introduction <input type="checkbox"/> Public Speaking vs Conversation <input type="checkbox"/> Dealing with Nervousness	3
2.	<input type="checkbox"/> Different Types of Speeches <input type="checkbox"/> Assessment Check / Speech Evaluation	3
3.	<input type="checkbox"/> Individual Presentation: Introduction Speeches <input type="checkbox"/> Class Workshop: Introduction Speech Evaluation <input type="checkbox"/> Checklist for Presentation and Acceptance Speeches	3
4.	<input type="checkbox"/> Paired Presentation: Presentation and Acceptance Speeches <input type="checkbox"/> Class Workshop 1: Presentation and Acceptance Speech Evaluation	3
5.	<input type="checkbox"/> Class Workshop 2: Presentation and Acceptance Speech Evaluation Student Class Lecture (1): <input type="checkbox"/> Preparing a Speech 1: Selecting a Topic and Purpose <input type="checkbox"/> Preparing a Speech 2: Analyzing the Audience, Gathering Materials, and Supporting Your Ideas	3
6.	Student Class Lecture (2): <input type="checkbox"/> Organizing and Outlining a Speech	3



	<ul style="list-style-type: none"> - Organizing a Speech Body and Outlining the Speech - Beginning and Ending a Speech <p>Student Class Lecture (3):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Presenting the Speech <ul style="list-style-type: none"> - Use of Language and Effective Delivery - Use of Visual Aids 	
7	<p>Student Class Lecture (4):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Informative Speeches <ul style="list-style-type: none"> - Types and Guidelines - Samples <input type="checkbox"/> Outlining an Informative Speech <input type="checkbox"/> 5-minute Idea Pitch for Your Group's Video Broadcast <input type="checkbox"/> Assessment Check / Speech Evaluation 	3
8	<ul style="list-style-type: none"> <input type="checkbox"/> Group Video Broadcasts: Informative Speeches <input type="checkbox"/> Class Workshop 1: Informative Speech Evaluation 	3
9	<p>Student Class Lecture (5):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Persuasive Speeches <ul style="list-style-type: none"> - Types and Samples - Methods of Persuasion 	3
10	<p>Student Class Lecture (6):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Preparing a Persuasive Speech <input type="checkbox"/> Outlining a Persuasive Speech <input type="checkbox"/> 5-minute Idea Pitch for Your Group's Persuasive Speech <input type="checkbox"/> Assessment Check / Speech Evaluation <input type="checkbox"/> Impromptu Speeches 	3
11	<ul style="list-style-type: none"> <input type="checkbox"/> Group Presentation: Persuasive Speeches <input type="checkbox"/> Class Workshop 1: Persuasive Speech Evaluation 	3
12	<ul style="list-style-type: none"> <input type="checkbox"/> Class Workshop 2: Persuasive Speech Evaluation <input type="checkbox"/> After-dinner Speeches: <ul style="list-style-type: none"> - Types and Samples - Preparing an After-dinner Speech <input type="checkbox"/> 3-minute Idea Pitch for Your Individual After-dinner Speech 	3
13	<ul style="list-style-type: none"> <input type="checkbox"/> Individual Presentation: After-dinner Speeches <input type="checkbox"/> Class Workshop 1: After-dinner Speech Evaluation 	3
14	<ul style="list-style-type: none"> <input type="checkbox"/> Class Workshop 2: After-dinner Speech Evaluation 	3
15	<ul style="list-style-type: none"> <input type="checkbox"/> Class Workshop 3: After-dinner Speech Evaluation <input type="checkbox"/> Course Wrap-up 	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
T1. Lectures	✓	✓	✓	✓	✓
T2. Audio/Videos	✓	✓	✓	✓	✓



T3. Handouts	✓	✓	✓	✓	✓
T4. Group Activities	✓	✓	✓	✓	✓

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. In-class Performance / Participation	5	M1-4
A2. Quizzes	5	M1-4
A3. Student Class Lectures	10	M1,3, and 4
A4. Introduction Speech (<i>Individual</i>)	10	M1-4
A5. Presentation and Acceptance Speeches (<i>Paired</i>)	10	M1-4
A6. Informative Speech (<i>Group Video Broadcast</i>) Video (10%) + Idea Pitch (5%) + Informative Speech Outline (5%)	20	M1-4
A7. Persuasive Speech (<i>Group</i>) Speech (10%) + Idea Pitch (5%) + Persuasive Speech Outline (5%)	20	M1-4
A8. After-dinner Speech (<i>Individual</i>) Speech (10%) + Idea Pitch (5%) + Self-reflection Paper (5%)	20	M1-3

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

This course is graded on a 100-point scale, with 100 being the highest possible score and 50 the pass score.

There is **no** final examination set for this course, so the student evaluation criteria are based on a continuous assessment format. **Students are, thus, strongly encouraged to come to class regularly and punctually, participate in all activities and complete all assignments.**



REQUIRED READINGS / REFERENCES

1. Lucas, S. E. (2007). *The Art of Public Speaking, 9th edition*, New York: McGraw-Hill

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/.