

#### **FACULTY OF BUSINESS**

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

Academic Year	2025/2026	Semester	1st Semester		
Module Code	ENGH3101-311/312/313/314 & ENGL3101-31B/31C/31D/31E				
Learning Module	English V				
Pre-requisite(s)					
Medium of Instruction	English				
Credits	3	Contact Hours	45		
Instructor	CLÁUDIA MENDES KHAN; CHAN RUFINA NGOU SEONG	Email	cmkhan@mpu.edu.mo; rufinachan@mpu.edu.mo		
Office	PEARL JUBILEE, TAIPA, P243; PEARL JUBILEE, TAIPA, PLG2 01	Office Phone	88936125 ; 88936158		

# **MODULE DESCRIPTION**

This is the first of the two intermediate-level English courses. The course is intended to encourage students in using English comfortably in social and workplace settings. At the same time, it also focuses on further developing students' English skills in listening, speaking, reading, and writing. Activities such as role-playing, small group discussions, class presentations, and team projects are given to enhance the usefulness of the course. Besides these communicative activities, writing emails, blogs, curricula vitae, cover and goodwill letters will also be introduced.

# **MODULE INTENDED LEARNING OUTCOMES (ILOS)**

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

M1.	Communicate with confidence in longer sentences, using a range of vocabulary sufficient to discuss most topics;
M2.	Demonstrate a better overall command in the use of the four language skills.
M3.	Express their opinions and develop a longer conversation by responding appropriately and introducing new ideas;
M4.	Develop knowledge of grammar and exhibit more grammatical accuracy in the four language skills;
M5.	Write informal emails, travel blogs, curricula vitae, cover letters, and thank you letters.



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

PILOs		M2	М3	M4	M5
P1. a solid grasp of professional knowledge and theory in gaming and recreation management with a multidisciplinary perspective and theoretical literacy;	<b>√</b>				
P2. the ability to integrate the knowledge acquired to critically and creatively perceive, understand, and analyze professional topics in the area of gaming and recreation management;		<b>√</b>	<b>√</b>		
P3. be proficient in the acquisition and application of a range of transferable skills, including language use, communication and presentation, group collaboration, information technology and data processing, to respond effectively to the demands of learning and the workplace;	<b>√</b>	<b>✓</b>	<b>√</b>	<b>✓</b>	<b>✓</b>
P4. systematically, independently and critically organize, evaluate, extrapolate and synthesize literature and empirical data, to systematically analyze complex issues in the area of gaming and recreation and in daily work, and to propose countermeasures and solutions;					
P5. professionally and competently execute the duties of a gaming and recreation manager who plans, organizes, leads, controls and develops the business professionally;		<b>✓</b>	<b>✓</b>		
P6. demonstrate leadership, teamwork and conflict management using effective communication skills to avoid conflict;	<b>√</b>	<b>√</b>	<b>√</b>	<b>√</b>	<b>√</b>
P7. comply with the law, ethics and social responsibility in the performance of gaming and recreation management duties.					

# MODULE SCHEDULE, COVERAGE AND STUDY LOAD

Week	Content Coverage	Contact Hours
1	☐ General Course Introduction Unit 1	
	- People Around You; Everyday Activities	3
	- Questions and Short Answers	3
	- Present Simple and Continuous	
2	☐ Unit 1	
	- The Way You Spend Your Time	3
	- Writing and Informal Email	3
	- Keeping a Conservation Going	
3	☐ Unit 2	
	- Memory: The Secrets of Your Memory	3
	- Past Simple and Continuous	3
	- Used to and Would	
4	☐ Grammar Test 1: Questions & Short Answers + Present/Past Simple &	
	Continuous + Used to & Would	
	☐ Unit 2	3
	- Remembering and Forgetting	
	- Describing a Personal Memory	

	- World Culture	
5	☐ Unit 3	
	- Across the Globe	3
	- Comparative and Superlatives	3
	- Features and Sights	
6	Unit 3	
	- Different Ways of Comparing	3
	- Providing an Insider's Guide	
	- Writing a Travel Blog	
7	Grammar Test 2: Comparative & Superlative Adjectives	2
	Unit 3 - Revision	3
8	Unit 4	
0	- Real Lives	
	- Present Perfect and Past Simple	3
	- Pushing Too Far?	
9	☐ Unit 4	
	- Life Events	
	- Present Perfect Simple and Present Perfect Continuous	3
	- Achievements and Experiences	
10	☐ Grammar Test 3: Present Perfect, Past Simple, & Present Perfect Continuous	
	☐ Unit 5	
	- Getting Ahead in the 21 <sup>st</sup> Century	3
	- Future Forms	
	- Future Clauses with if, when, unless, etc.	
11	Unit 5	
	- Career Crossroads	3
	- Writing a Curriculum Vitae (and Cover Letter)	
12	- Making a Formal Telephone Call	
12	☐ Unit 6 - True Stories: A Twist of Fate	
	- Past Perfect and Reported Speech	3
	- Past Perfect and Reported Speech - Say and Tell	
13	☐ Grammar Test 4: Future Forms + Reported Speech	
13	☐ Unit 6	
	- Retelling a Story	3
	- A Story that Rocked the World	
14	☐ Unit 6	
	- Reporting a News Story	3
	- Writing a Thank You Letter	
15	☐ Final Examination	3
		J



#### **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	<b>√</b>	_	_	<b>√</b>	<b>√</b>
T2. Audio/Videos	✓	_	✓		_
T3. Handouts	✓	✓	✓	✓	✓
T4. Role-plays	✓	✓	_	✓	_
T5. Group discussions	✓	✓	✓	✓	<b>√</b> √

#### **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. Participation and in-class performance	10	M1-5
A2. Class / Group assignments	10	M1-5
A3. Homework assignments	10	M1-5
A4. Quizzes	10	M1,2, and 4
A5. Midterm Test	20	M1-5
A6. Final Examination	40	M1-5

The assessment will be conducted following the University's Assessment Strategy (see <a href="https://www.mpu.edu.mo/teaching">www.mpu.edu.mo/teaching</a> 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.

Students will be assessed continuously throughout the semester. They are, thus, strongly encouraged to come to class regularly and punctually, participate in all activities, complete class and homework assignments, and do well in assessments.



#### **MARKING SCHEME**

The breakdown for the final mark is as follows:

Final examination (3 hours):	40%	Final assessment
Mid-term Test:	20%	Continuous assessment
Quizzes:	10%	
Homework assignments:	10%	
Class / Group assignments:	10%	
Participation / In-class performance:	10%	

## **REQUIRED READINGS**

- 1. Sarah Cunningham, Peter Moor & Araminta Grace: Cutting Edge Third Edition: Pre-Intermediate: Student's Book with DVD-ROM, Pearson Education Ltd, 2013.
- 2. Sarah Cunningham, Peter Moor & Araminta Grace: Cutting Edge Third Edition: Pre-Intermediate Workbook with Key, Pearson Education Ltd, 2013.

#### **REFERENCES**

- 1. Raymond Murphy & William R. Smalzer: Grammar In Use Intermediate, Cambridge University Press, 2007.
- 2. Mario Rinvolucri: Grammar Games: Cognitive, affective and drama activities for EFL students, Cambridge University Press, 1984.
- 3. Gary Blake & Robert W. Bly: The Elements of Business Writing, Longman, 1991.
- 4. Tricia Hedge: Teaching and Learning in the Language Classroom, Oxford University Press, 2000.

## 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 <a href="https://www.mpu.edu.mo/student\_handbook/">www.mpu.edu.mo/student\_handbook/</a>.