

Course Syllabus

Curso de Habilidades Básicas TOEFL

A.- GENERAL INFORMATION

1. Academic Unit				
2. Degree	Communicative English Training FOR THE IB-TOEFL Course			
3. Code				
4. Number of classes per week	2 lessons per week. Each lesson is made up of 1,5 hour, which amounts to a total of 2 hours per week, for a 30 -hour-course.			
5. General Characteristics	Includes an initial diagnostic test, review of those competences included in a TOEFL Preparation Course and in an actual TOEFL Exam; i.e., Reading, Listening, Speaking and Writing.			
6. Location in Curriculum	-----			
7. Credits				
8. Classes (<u>hours</u>) by Professor	Theory	3 0	Practice	-
9. Classes by Teaching Assistant	None			
10. Course Type	Mandatory		Elective	Optional
11. Prerequisite	Intermediate to Advanced level of English, necessary to take an IB-TOEFL Preparation Course.			

B. Contribution to the Graduate’s Profile and Competences

UDD has committed itself to train its students through an educational model that fosters a sound academic education. With regards to such a purpose, an IB-TOEFL Preparation Course has been outlined. This course aims at providing students with the necessary tools to develop the four major competences that make up such English Language proficiency exam: Reading, Listening, Speaking and Writing.

However, taking into consideration that anyone who needs to prepare for and succeed in the actual TOEFL Exam must also have good competences in advanced Communicative English, UDD has decided to additionally improve the competences in the English language for those students who need reinforcement in it, as well as in those particular skills regarding TOEFL and that are required to receive a suitable training for such Exam.

Purpose of the Course

This course is aimed at providing those students who deem it necessary (at both undergraduate and post-graduate level) with the necessary English language competences - at the **Beginners and Intermediate Levels** - that will in turn be applied in an upcoming TOEFL Exam Preparation Course. By doing so, a special program has been devised by means of which trainees are going to be reinforced in the main areas of Communicative English, such as the primary Grammar rules, including the use of Verb Tenses, as well as Writing, Reading Comprehension and Listening skills. All these shall be done by using texts, handouts and material that ultimately will lead students to apply such competences in successfully preparing for the TOEFL Exam.

This Pre-TOEFL training course will be structured as follows:

- **Grammar Reinforcement Section**, by reviewing the use of main verb tenses, comparatives and superlatives of adjectives, conditionals, as well as concepts such as word order, possessives, subjects, adjectives, etc; by completing, creating and rewriting sentences, either in writing or speaking.
- The right competence of the above-mentioned Grammar structures is intended to be applied in the creation of sentences, small paragraphs or texts, which in turn is aimed at familiarizing students with the elementary type of writing structures common in the English language and that ultimately will lead to those writing skills that are necessary in the TOEFL Preparation Course (and eventually in the actual TOEFL itself) to successfully develop the **Writing Section** of the Exam.
- Likewise, students will be given those techniques, skills and strategies to reinforce their speaking capabilities at both a beginner and intermediate levels, aiming at applying them in oral communicative activities at the beginners and intermediate levels. Students are taught and guided in the making of dialogs, as well as in speaking about various topics – either by giving their own opinions or reporting about a given situation they have read or heard about. They will be also guided with regards to pronunciation skills in the English language. On the other hand, time management in oral communication has to be reinforced in trainees, since the latter is one of the main difficulties faced by students in the **Speaking Section** of the actual TOEFL Exam.
- Finally, **Reading Comprehension** abilities will be developed and reinforced to the trainees by providing them with various lengths of texts in different areas, primarily at the intermediate level. Likewise, techniques to identify key basic and intermediate vocabulary, as well as the general and specific ideas of a text will be practiced. The purpose of this is to allow students to identify the content of passages in English and answer specific questions about them

C. General Learning Objective of the Course

- To provide UDD trainees with the tools and strategies of Communicative English language at Beginners to Intermediate Levels with the purpose of successfully taking a course that aims at preparing for the actual IB-TOEFL Exam.
- **Learning Objective:** To have students work with Communicative English material, based on the “**Four Corners**” Series, **Book 2A & B**, as well as **Book 3A & B**, besides some Grammar material provided by the Teacher. The contents and Units of such book complies with the language requirements and purposes that have been earlier described.

D.- Units, Unit Content and Learning Objectives

The learning objectives that are included are based on the language-competence communicative skills at the beginners to intermediate levels that are necessary to successfully deal with a Preparation Course for the IB-TOEFL Exam.

Content of Units/Units	Learning Objective
<p>Unit 1: General Language and Grammar Overview (Pre-Evaluation) <i>Up-to-date hours: 3</i></p>	<ul style="list-style-type: none"> • Introduction of Grammar rules, such as Verb Tenses, Conditionals and adjectives. • Use of communicative English through various classroom activities* in order to pre-evaluate trainees’ strengths and weaknesses. (based on material provided by the teacher)
<p>Unit 1: General Verb Tenses Overview (2 Sessions / 2 hours) <i>Up-to-date hours: 5</i></p>	<ul style="list-style-type: none"> • The use of the different Verb Tenses in English. Examples and their usage in completing, rewriting and creating sentences.
<p>Unit 1: General Verb Tenses Overview (2 Sessions / 2 hours) <i>Up-to-date hours: 7</i></p>	<ul style="list-style-type: none"> • The use of different Verb Tenses in English. Examples and their usage in completing, rewriting and creating sentences and small texts • Creating small texts in English by using different Verb Tenses.
<p>Unit 2: Comparatives / Superlatives “If” Clauses <i>Up-to-date hours: 9</i></p>	<ul style="list-style-type: none"> • Comparing people and objects with adjectives and nouns. • Standing out something or somebody’s characteristics, by using superlatives.

<p>Unit 2: “If” Clauses</p> <p>Up-to-date hours: 11</p>	<ul style="list-style-type: none"> ● Expressing Possibilities and Regrets: <ul style="list-style-type: none"> ○ The use of the Zero, First, Second and Third Conditionals ○ Students produce conditional statements, both in written and speaking
<p>Unit 3: Reading and Vocabulary</p> <p>Up-to-date hours: 14</p>	<ul style="list-style-type: none"> ● Reading Comprehension techniques based on small paragraphs and texts, by identifying general and specific ideas. ● Vocabulary handling strategies based on the reading of small texts.
<p>Unit 3: Reading and Vocabulary (Referents)</p> <p>Up-to-date hours: 15</p>	<ul style="list-style-type: none"> ● Practice on “Referents” identification in a given sentence or text.
<p>Unit 4: Listening Skills Dialogs and Lectures</p> <p>Up-to-date hours: 18</p>	<ul style="list-style-type: none"> ● Listen and understand dialogs about various topics in English. ● Answer questions based on those dialogs. ● Listen to extended talks or lectures ● Take noted about the content of such dialogs and lectures in order to provide the correct answers to the related questions.
<p>Unit 4: Listening Skills Videos</p> <p>Up-to-date hours: 19</p>	<ul style="list-style-type: none"> ● Watch and listen to videos in English. ● Take notes to summarize or specified the general and specific ideas of the contents.
<p>Unit 5: Speaking Skills Dialogs</p> <p>Up-to-date hours: 21</p>	<ul style="list-style-type: none"> ● Students act out dialogs in English by means of which they ask and provide personal and academic information, interests, etc. ● Use of those grammar structures studied up to now.

<p>Unit 5: Speaking Skills Oral Presentations</p> <p>Up-to-date hours: 23</p>	<ul style="list-style-type: none"> ● Step One: Students provide an oral account of a given topic they have been previously assigned by means of recorded dialogs or videos. ● Oral Presentations (with the aid of PPTs and videos) about a topic to be chosen by students, under guidelines provided by the teacher.
<p>Unit 6: Writing Skills Short Texts</p> <p>Up-to-date hours: 26</p>	<ul style="list-style-type: none"> ● Written exercise by means of which students write about their personal and academic information, as well as professional interests. ● Students are asked to write about past, present and future events, using those grammar structures studied up to now. ● Students are requested to write about a short paragraph they have read and a related oral information they have listened to. ● Students are given the linguistic and structural features of an Essay, as well as how to state two different points of view. Then, they are asked to write an Essay based on a topic given by the teacher.
<p>Unit 7: TOEFL-Based Reading</p> <p>Up-to-date hours: 27</p>	<ul style="list-style-type: none"> ● Reading practice and evaluation based on TOEFL-type text, considering extension, number and type of questions, as well as timing. ● Sample reading based on the use of vocabulary and referents.
<p>Unit 8: TOEFL-Based Listening</p> <p>Up-to-date hours: 28</p>	<ul style="list-style-type: none"> ● Listening practice and evaluation based on TOEFL-type exercises: Dialogs and lectures, considering the type of audio material and question / answer strategies.
<p>Unit 9: TOEFL-Based Speaking</p> <p>Up-to-date hours: 29</p>	<ul style="list-style-type: none"> ● Speaking practice and evaluation based on the type of questions students will face in an actual TOEFL Exam. ● Time management strategies, based on TOEFL actual timing.

<p>Unit 10: TOEFL-Based Writing</p> <p>Up-to-date hours: 30</p>	<ul style="list-style-type: none"> • Writing practice and evaluation based on the types of text techniques (Integrated and Essay) students are expected to deal with in an actual TOEFL Exam.
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E. Teaching Strategies

This course shall be given in English and will be carried out based on the four competences (Reading, Listening, Speaking and Writing) to be improved at a Beginners to Intermediate Levels of English.

Teaching method will be based on the review of various Grammar structures and linguistic characteristics of the English language, at a Beginners to Intermediate level. By doing so, the different skills will be developed based on what is included in a Text (“Four Corners”) and material provided by the professor

Summarizing the above, this training will mainly consist on having students review and apply some Communicative English skills, specifically regarding Reading, Listening, Speaking and Writing, as well as Grammar with the purpose of allowing them to take a Preparation Course for the IB TOEFL Exam.

F. Evaluation

As it has been pointed out above, trainees will be pre-evaluated at the beginning of the Course, as well as once this course has been completed to verify their improvement in Communicative English for an IB TOEFL Preparation Course.

G. Class Resources

For all Units:

- ❖ Computer, PC camera, Loudspeakers and Zoom Platform
- ❖ **“Four Corners”, Books 2A & B and 3A & B**
- ❖ Additional complementary material, to be supplied by the Teacher.

The above Program was prepared by
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