


Sub.	Course Syllabus (منهج المادة (البرنامج الدراسي)	الموضوع	 <b>كلية المعرفة</b> ALMAAREFA COLLEGE
Year	2015/2016	العام	


## ENGLISH 105 SYLLABUS

### Required Textbooks:


Glendinning, E.H. and McEwan, J. (2006). **Oxford English for Information Technology (Second Edition)**.  
Oxford University Press: Oxford.

### Calendar & Outline of Topics


Week	Date	Content	Assessment
1	23 -08- 2015	<b>Placement Test + Enrollment</b>	
2	30-08-2015	<b>Unit 1: Computer Users</b> Listening & Speaking  <b>Unit 2: Computer Architecture</b> Reading for Specific Information Writing: Sequencing Instructions	<b>Quiz 1: Listening</b>
3	06-09-2015	<b>Unit 3: Computer Applications</b> Reading: Ignoring Irrelevant Information  <b>Unit 4: Peripherals</b> Writing: Process Paragraph	<b>Quiz 2: Reading</b>
4	13-09-2015	<b>Unit 6: Operating Systems</b> Reading: Predicting Text Contents from Figures and Title  <b>Unit 7: Graphical User Interface</b> Reading: Read for Specific Detail Quickly	<b>Quiz 3: Writing</b>
**	20/09/2015	<b>Eid Al-Adha Vacation</b>	
5	04-10-2015	<b>Unit 8: Applications and Programs</b> Reading: Note-Taking	<b>Quiz 4: Speaking</b>

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		Writing: Making Recommendations <b>Unit 9: Multimedia</b> Speaking: Providing Information and Note-Taking <b>Unit 5 Interview: Former Student</b> Listening & Speaking	
6	11-10-2015	<b>Unit 10 Interview: Computer Support Office</b> <b>Unit 11: Networks</b> Grammar: Relative Clauses with Participles <b>Unit 12: The Internet</b> Speaking: Exchanging & Justifying Information	
7	18-10-2015	<b>Unit 13: The World Wide Web</b> Listening & Note-Taking <b>Unit 14: Websites</b> Speaking: Exchanging Information	<b>Midterm 1 (20%)</b>
8	25-10-2015	<b>Unit 15 Interview: Webpage Creator</b> Speaking & Listening <b>Unit 20 Interview: The Ex-Hacker</b>	
9	01-11-2015	<b>Unit 16: Communication Systems</b> Reading & Listening for Detail <b>Unit 17: Computing Support</b> Listening: Giving Advice	
10	08-11-2015	<b>Unit 18: Data Security 1</b> Writing: Explaining a Computer Crime	

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		<b>Unit 19: Data Security 2</b> Reading a Table	
<b>11</b>	15-11-2015	<b>Unit 21: Software Engineering</b> Listening for Specific Information  <b>Unit 22: People in Computing</b> Reading and Note-Taking Writing: Curriculum Vitae	<b>Midterm 2 (20%)</b>  <b>Project Introduction</b>
<b>12</b>	22-11-2015	<b>Unit 23: Recent Developments in IT</b> Reading and Note-Taking Speaking from Notes Listening to Different Versions of a Text Making a Short Presentation	<b>Project</b>
<b>13</b>	29-11-2015	<b>Unit 24: The Future IT</b> Reading and Note-Taking Grammar: Future Perfect Listening for Points of View Writing a Summary	<b>Project</b>
<b>14</b>	06-12-2015	<b>Unit 25 Interview: Electronic Publishing</b> Speaking & Listening	<b>Project</b>
<b>15</b>	13-12-2015	<b>Project Presentation</b>	<b>Project Presentation</b>
<b>16</b>	20-12-2015	<b>Final Exam (30%)</b>	<b>Final Exam (30%)</b>

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<b>Assessment for ENG 105</b>	
<b>An Overview of the Assessment:</b>	
<b>Continuous Assessment * (1)</b>	<b>15</b>
Mid-Term Exams	40
<b>Continuous Assessment * (2)</b>	<b>15</b>
Final Exam	30
<b>Grade</b>	<b>100</b>

**\*Continuous Assessment: Quizzes, project, attendance and participation, assignments and homework**

**\*Passing Grade is 60**

#### **A Breakdown of the Assessment:**

<b>First 8 Weeks:</b>	
Mid-Term Exam 1	20
Quizzes	10
Attendance/Participation	2.5
Homework/Portfolio	2.5
<b>Continuous Assessment (1)</b>	<b>35</b>
<b>Grade (First Half)</b>	<b>35</b>

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<b>Second 8 Weeks:</b>	
Project	10
Attendance/Participation	2.5
Homework/Portfolio	2.5
Mid-Term Exam 2	20
<b>Continuous Assessment (2)</b>	15
Final Exam	30
<b>Grade (Second Half)</b>	<b>65</b>

### 1.3 Criteria for passing ENG 105

In order to pass ENG 105, a student needs to:

- Attend 60% of classes and participate in all classroom activities regularly
- Complete written and oral assessment tasks at a satisfactory level
- Obtain an overall mark of 60%