
- Course Title: Communication Skills (English)
- Course No.: 110110
- Instructor : Hamza Auny Toghoj
- Office hours: 3:00 – 4:00 Sun/Tue/Thu
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- Course Description: This course aims to improve students' communication skills with an emphasis on natural, conversational language. The course adopts a holistic approach as it incorporates a mix of oral, grammar, listening, and vocabulary elements in order to ensure a comprehensive representation of the communicative process.
- Objectives:
 - To develop the students' communication proficiency in the English language.
 - To encourage the students to adopt a communicative approach towards spoken language that prioritizes both accuracy and fluency.
- General outcome:
 - Students demonstrate good communication proficiency in the English language.
 - Students are able to communicate in English in a manner that is both accurate and fluent.

Week	Dates	Ch. & PP.	Remarks
First	18-22/10/2015	Basic communication skills and techniques	
Second	25-29/10/2015	Basic listening techniques	
Third	1-5/11/2015	Preliminary Conversational Exercises	
Fourth	8-12/11/2015	Unit 1: Introductions and greetings	
Fifth	15-19/11/2015	Unit 2: How do you spend your day?	
Sixth	22-11 up to 6-12/2015		The first Exam
Seventh			
Eighth			
Ninth	13-17/12/2015	Unit 3: How much is it?	
Tenth	20-24/12/2015	Unit 4: Do you like rap?	
Eleventh	27-12-2015 up to 10-1-2016		The second Exam
Twelfth			
Thirteenth			
Fourteenth	17-21/1/2016	Unit 5: Tell me about your family?	
Fifteenth	24-28/1/2016	Unit 6: How often do exercise?	
Sixteen	31-1 up to 11-2-2016		The Final Exam

*** Assessment instruments**

1. Short reports and conversational activities.
2. First and second exams
3. Attendance and participations
4. Final exam

Grade Distribution	
Assessment instruments	Marks
First examination	25
Second Examination	25
Participation	10
Final examination	40
Total	100

*** Textbook and Supporting Material**

- Richards, Jack C. (2005). *Interchange* (3rd ed). Cambridge: Cambridge University Press.

*** Additional bibliography**

Glucksberg, S. (2001). *Understanding Figurative Language: From Metaphors to Idioms*. New York: Oxford University Press.

Holder, R.W. (2002). *How Not To Say What You Mean: A Dictionary of Euphemisms* (3rd ed). Oxford: Oxford University Press.

Maley, A. & Duff, A. (2005). *Drama techniques: A resource book of communication activities for language teachers* (3rd ed.). Cambridge: Cambridge University Press.

McKay, M., Davis, M. & and Fanning, F. (2008). *Messages: The Communication Skills Book*. Oakland, Calif: New Harbinger Publications.

Staab, C. (1992). *Oral Language for Today's Classroom*. Markham, Ontario: Pippin.

Yorkey, R. (2003). *Springboards: Communication starters*. Burlingame, CA: Alta Book Center Publishers.