



Course Syllabus
According to JORDAN National Qualification
Framework (JNQF)

Course Name: Oral Skills (1)

Course Number: 01021103

General Course Information:

Course title	Oral Skills (1)
Course number	01021103
Credit hours	3 Hours
Education type	Hybrid (Face-to-Face)
Prerequisites/Co-requisites	None
Academic Program	English Language and Literature (Bachelor)
Program code	102
Faculty	Faculty of Arts
Department	English Language and Literature
Level of course	Bachelor (First Year Students)
Academic year /semester	2022/2023 – First Semester
Awarded qualification	Bachelor
Other department(s) involved in teaching the course	
Language of instruction	English
Date of production/revision	16/10/2023

Course Coordinator:

Coordinator's name	Dr. Hana Sharar
Office No	(Ground Floor)
Office Phone extension number	
Office Hours	Sunday:12:00-2:00/Monday:1:00-2:00/Tuesday:1:00-2:00/Wednesday : 1:00-2:00/Thursday:1:00-2:00.
Email	hana.sharar@iu.edu.jo

Other Instructors:

Instructor name	NA
Office No	
Office Phone extension number	
Office Hours	
Email	

Course Description (English/Arabic):

English	<ul style="list-style-type: none">Introductory practical course providing the students with the opportunity to practice spoken English through role-play activities and group discussions to improve their ability to speak English effortlessly with confidence in a variety of situationsTopics of everyday conversations: shopping and restaurants, school/university education, post office, visiting the doctor, airport check-in, passport control.
Arabic	<ul style="list-style-type: none">مقرر تمهيدي يقدم للطلاب الفرصة؛ لممارسة اللغة الإنجليزية المنطوقة من خلال أنشطة لعب الأدوار والمناقشات الجماعية؛ لتحسين قدرتهم على التحدث باللغة الإنجليزية دون عناء وثقة ضمن مجموعة متنوعة من المواقف.

- موضوعات المحادثات اليومية: التسوق والمطاعم، التعليم المدرسي / الجامعي، مكتب البريد، زيارة الطبيب، تسجيل الوصول في المطار، مراقبة الجوازات.

Textbook: Author(s), Title, Publisher, Edition, Year, Book website.

Marks, Jon (2017). *IELTS Advantage Speaking and Listening Skills*. Germany: Delta Publishing.

References: Author(s), Title, Publisher, Edition, Year, Book website.

Required book (s), assigned reading and audio-visuals:

Students are highly encouraged to check this BBC website to further develop their speaking and listening skills

<https://www.bbc.co.uk/teach/skillswise/speaking-and-listening/zdfwgwx>

Course Educational Objectives (CEOs):

1.	To enhance students' speaking and listening skills in English.
2.	To provide extensive speaking practice that prepares students to communicate effectively and to perform competently in various settings.
3.	To practice English in a variety of situations that covers a wide range of topics of everyday conversations, such as talking about where you are from, meeting new people, making suggestions, apologising, showing interest, etc.

Intended Learning Outcomes (ILO's):

1.	Subject Intended learning outcomes (ILOs) describe what students are expected to know and be able to do at the end of the course. These outcomes are related to the knowledge, skill and competence that students acquire:	Relationship to CEOs	Contribution to PLOs	Bloom Taxonomy Levels*	Descriptors**
2. A	Knowledge and Understanding:				
3. A1	Understand how to structure and present a topic/argument.	1	1, 3	1	K
4. B	Intellectual skills:				
5. B1	Express ideas, opinions, or feelings to others.	2	2, 3	2, 3	K, S
6. B2	Express themselves fluently using appropriate grammar, vocabulary, and pronunciation.	3	1, 7	2, 3	K, S
7. C	Subject specific skills:				
8. C1	To prepare cheat sheets in advance.	2	4, 5	3	S
9. C2	To record voices.	3	6, 9	3	S
10. D	Transferable skills:				
11. D1	Practice their oral and communication skills, presenting information orally, engaging in a dialogue and answering questions orally.	2	8	6	C

***Bloom Taxonomy Levels**

Level #	1	2	3	4	5	6
Level Name	Knowledge	Comprehension	Application	Analysis	Evaluation	Synthesis

**** Descriptor (National Qualification Framework Descriptors): K : Knowledge, S: Skill, C: Competency.**

Program Learning Outcome (PLOs):

Program Learning Outcomes describe what students are expected to know and be able to do by the time of graduation. These relate to the knowledge, skills, and behaviours that students acquire as they progress through the program. A graduate of the (English Language Literature) program will demonstrate:		Descriptors**		
		K	S	C
1.	Acquiring the basic oral skills in English.	✓		
2.	Understanding other related knowledge disciplines.	✓		
3.	Having the ability to communicate in various ways and methods.		✓	
4.	having the ability to analyze various linguistic and literary texts.		✓	
5.	having the ability to adapt to various work environments and conditions.			✓
6.	Developing the ability to evaluate and assess various work environments and conditions.			✓
7.	Having the ability to write scientific research papers related to English language and Literature.		✓	
8.	Developing the ability to use technology in scientific research	✓		
9.	Reinforcing and developing critical thinking skills.			✓

**** Descriptors according to the national qualifications framework (K: knowledge, S: skill, C: Competency)**

Weekly Schedule (please choose the type of teaching)

☐ Face to Face

☒ Hybrid (2 Lectures Face – To – Face +1 Lecture Asynchronous)

☐ Hybrid (1 Lectures Face – To – Face +1 Lecture Asynchronous)

☐ Online (2 Lectures Synchronous +1 lecture Asynchronous)

Week	First Lecture (Face-to-Face)	Second Lecture (Face-to-Face)	Ach. ILOs	Ach. PLOs	Descriptors*
1	Orientation & breaking the-ice activity	Talk about yourself informally	A1	1, 3	K, S
2	Using simple present and simple past in your daily conversation	Talk about your daily and morning routine (simple present)	A1, C2	1, 3	K, S
3	Facts about your hometown, and yesterday's events	Personal interests	B1	1, 3	S
4	Directed discussion: Making an invitation and giving directions	Apologizing and accepting apology, cheat sheets	B1	1, 3	S

5	Directed discussion: your future-plans, going shopping	Speaking task: how to instructions	C1, C2, D1	1, 3	S
6	Listening ex., Discussing intensions, offering help	Speaking task: Plan for your summer holiday	B1	1,3	S
7	IELTS Advantage: Unit 1 Give plenty of details	Expressing likes and dislikes	B1, B2, D1	1, 3	S
8	Directed discussion/ game: are you interested?	Speaking Activity: cooking instructions – Be the Chef!	B1	1, 3	S
9	Directed discussion: describe your job	Going out for dinner/ coffee. IELTS Advantage: Unit 3 Contrasting ideas	B1	1, 3	S
10	Directed discussion: what do you think?	IELTS Advantage: Unit 7 Holiday and travel experiences	B2, C1, D1	1, 3, 5	S, C
11	The art of presenting	Short presentation	B2, C1, D1	1, 3, 5	S, C
12	Directed discussion, Accents from around the world	Giving warning	B1, B2	1, 3	S
13	Directed discussion, expressing sympathy	Telling time and dates	B1, B2	1, 3	S, C
14	Job interviews – the basics	Job interviews – the basics	B2, D1	1, 3, 5	S, C
15	Revision	Revision			

Teaching Methods and Assignments:

Development of ILOs is promoted through the following teaching and learning methods:

- Interactive videos
- Practice Labs
- Discussion Forums
- Quizzes
- Other Interactive online activities
- Presentations

Course Policies:

A- Attendance policies:

The maximum allowed absences is 15% of the lectures.

B- Absences from exams and handing in assignments on time:

Midterm exam can be retaken based on approval of excuse by the instructor's discretion.

Not handing assignment on time will incur penalties.

C- Academic Health and safety procedures

D- Honesty policy regarding cheating, plagiarism, and misbehaviour:

Cheating, plagiarism, misbehaviour will result in zero grade and further disciplinary actions may be taken.

E- Grading policy:

- All homework is to be posted online through the e-learning system.
- Exams will be marked within 72 hours and the marked exam papers will be handed to the students.
- Online Activities (Course Videos, Practice labs, Discussion Forums, Quizzes) **20%**
- Midterm **30%**

- Final Exam 50%
- F- Available university services that support achievement in the course: **E-Learning Platform, Labs, Library.**

Required equipment:

- PC / Laptop with webcam and mic
- Internet Connection
- Access to the IU E-Learning Platform at: <https://elearn.iu.edu.jo/>
- E-learning plan
- Satisfaction questionnaires for online and face-to-face learning
- Software for e-learning
- Training

Assessment Tools implemented in the course:

- Final Exam
- Midterm Exam
- Quizzes
- Homework
- Discussion Forums
- Presentations
- Speaking tasks

Responsible Persons and their Signatures:

Course Coordinator	Dr. Hana Sharar	Completed Date	16 / 10 / 2023
		Signature	
Received by (Department Head)	Dr. Bassam Saideen	Received Date	
		Signature	