

In-sessional English Course Descriptions - Autumn 2013



• = 1 hour per week.

Students may take up to 4 hours per week, per term (••••)

COURSES AVAILABLE TO STUDENTS ON ANY PROGRAMME

Writing Courses

A-Z: KEY ASPECTS OF ACADEMIC WRITING ••

Available AUTUMN & SPRING term – 8 week course – 2 hours per week

<p>The aim of this course is to teach you all key elements of academic writing. The course contains input on the stages of the writing process, structure and organization, understanding essay titles, planning and drafting an essay, introductions, conclusions, taking notes from sources, paragraphing, avoiding plagiarism, paraphrasing, summarising, combining sources, references and quotations, using libraries, and using internet sources.</p>	<ul style="list-style-type: none"> ➤ I have not written (many) essays in English in a university setting before 	
	<ul style="list-style-type: none"> ➤ I need to learn how to use reading in my writing and to reference my reading. 	
	<ul style="list-style-type: none"> ➤ I would like to have practice of the whole process of researching and writing an essay 	

ESSAY STRUCTURE AND ACADEMIC LANGUAGE •

Available AUTUMN & SPRING term – 4 week course – 2 hours per week

<p>The aim of this course is to introduce you to different types of essay questions, and the structures they require. The course will also include input on appropriate academic style, correct referencing and the use of vocabulary/phrases for different functions within an essay such as sequencing, comparing and contrasting, introducing arguments and counter-arguments, showing cause and effect, and hypothesizing.</p>	<ul style="list-style-type: none"> ➤ I would like to be more confident about what essay questions require me to do 	
	<ul style="list-style-type: none"> ➤ I would like to know more about the different ways to structure and paragraph my essays, and have practice of this. 	
	<ul style="list-style-type: none"> ➤ I would like to have a better understanding of academic language 	

REFERENCING SOURCES AND AVOIDING PLAGIARISM •

Available AUTUMN & SPRING term – 4 week course – 2 hours per week

<p>The aim of this course is to enable you to make effective use of published sources in your essay writing. This will include input on how and when to use direct quotations, how to refer to sources both within your essay and in the bibliography, how to paraphrase and summarise effectively from texts, and how to combine information/ideas from different writers within one paragraph. The course will also focus on knowing what plagiarism is and how to avoid it, for which all of the above-mentioned skills will be useful.</p>	<p>➤ When I write a paper, I am never sure whether I am plagiarising or not</p>	
	<p>➤ I would like to improve my paraphrasing and summarising skills</p>	
	<p>➤ I am not sure how to combine information and ideas from different writers</p>	

CRITICAL THINKING AT UNIVERSITY •

Available AUTUMN & SPRING term – 4 week course – 2 hours per week

<p>The aim of this course is to help you improve your critical and analytical thinking. It will focus on understanding some of the key features of critical thinking, understanding how these features are used in academic writing, detecting bias, recognising flaws in arguments, and building up strong critical arguments in your own writing through effective use of sources.</p>	<p>➤ I do not know how to balance ideas and arguments in my essays</p>	
	<p>➤ I do not know how to put my viewpoints across in an academic way.</p>	
	<p>➤ Feedback on my essays often says 'not analytical enough' or 'not critically engaged'.</p>	

ADVANCED ACADEMIC WRITING •

Available AUTUMN & SPRING term – 4 week course – 2 hours per week

<p>This course aims to take students beyond basic essay-writing skills through in-depth analyses of the features of good coursework essays including example writing from a wide range of disciplines (History, Psychology, Management, Linguistics and PIR). Focus will include paragraph purpose, flow between sentences and paragraphs, academic grammar, evaluative writing (writer 'voice'), argument, debate, and use of primary and secondary sources.</p>	<p>➤ I understand the basics of academic essay writing (for either UG or PG coursework tasks)</p>	
	<p>➤ I need more sophisticated 'tools' with which to approach my academic writing tasks</p>	
	<p>➤ My writing level is at least equivalent to IELTS 6.5</p>	

GRAMMAR FOR ACADEMIC WRITING

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Available AUTUMN & SPRING TERM – 8 week course – 2 hours per week

<p>This course focuses on sentence-level grammar, helping you to produce more complex sentence elements, such as relative clauses and noun clauses. The course includes analysis of academic texts, and practice in writing using the structures you have studied. It is aimed towards students with a writing score of IELTS 6.0 or below, or the equivalent in another English Language test.</p>	<p>➤ I have difficulty writing long sentences.</p>	
	<p>➤ When reading, I often find long sentences confusing.</p>	
	<p>➤ I need to improve my punctuation of long sentences.</p>	

POSTGRADUATE DISSERTATION WRITING: For postgraduate students preparing a dissertation (this course may also be of use to PhD students) ••

Available SPRING term – 8 week course – 2 hours per week

Available SUMMER term – 3 week course – 3 hours per week

<p>This course is designed to help postgraduate international students who are researching and writing dissertations. By the end of this course you will have developed a clearer understanding of the organisation and purpose of the dissertation, acquired a range of effective language suited to extended writing, and developed the critical and organisational abilities to cope with such a major academic task.</p>	<p>➤ I do not know how to start working on my dissertation or organising my workload</p>	
	<p>➤ I feel I would benefit from looking at some examples of dissertations.</p>	
	<p>➤ I need help understanding the requirements of a PG dissertation.</p>	

Speaking & Listening Courses

ACADEMIC LISTENING AND NOTE-TAKING SKILLS

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Available AUTUMN & SPRING TERM – 4 week course – 2 hours per week

<p>This course aims to build your confidence in dealing with listening and note-taking in academic lectures. This is very useful for those with IELTS 6.0 or below in Speaking or Listening (or equivalent). The course will focus on a range of useful skills and strategies for note-taking in lectures, and students will practise listening to recorded lectures (including authentic ones).</p>	<p>➤ I frequently have problems understanding lectures.</p>	
	<p>➤ I am not good at taking notes during lectures.</p>	
	<p>➤ I need to develop strategies to improve my listening skills.</p>	

PRESENTATION SKILLS

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Available AUTUMN & SPRING TERM – 4 week course – 2 hours per week

<p>This course aims to build your confidence in speaking in an academic environment. You will develop essential skills for giving presentations, such as planning, the ability to use key vocabulary, and delivery techniques. This is useful for those with IELTS 6.0 or below in Speaking or Listening (or equivalent). A range of audio and visual materials will be used.</p>	<p>➤ I am not sure about what makes a good presentation.</p>	
	<p>➤ I need to develop my confidence in giving presentations.</p>	
	<p>➤ I need more key vocabulary and delivery techniques.</p>	

SEMINAR AND DISCUSSION SKILLS

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Available AUTUMN & SPRING TERM – 4 week course – 2 hours per week

<p>This course is designed to help develop your confidence to speak out in seminars by participating in small group and whole class discussions. You will develop your understanding of what is expected of students in seminars and how you can become a better participant. The course will also help you to prepare stronger arguments, and express your ideas clearly in English.</p>	<p>➤ I do not tend to speak out in seminars.</p>	
	<p>➤ I never know how/when to "jump in" during a seminar discussion.</p>	
	<p>➤ I feel that my arguments are not clearly understood.</p>	

PRONUNCIATION 1: Building Pronunciation skills

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Available AUTUMN & SPRING TERM – 8 week course – 1 hour per week

This course focuses on the pronunciation of many English sounds, e.g. vowel sounds, like short 'i' and long 'ee', and groups of consonants, like 'str', 'kt' and 'spl'. It also looks at how native speakers link spoken words together. The course includes time to practise speaking and to record your own voice to improve your awareness of your own pronunciation.	➤ I often mispronounce individual words or sounds.	
	➤ Other people sometimes misunderstand words I say in English.	
	➤ I would like to understand what my own pronunciation difficulties are.	

PRONUNCIATION 2: Pronunciation for presentations

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Available AUTUMN & SPRING TERM – 8 week course – 1 hour per week

This course aims to build your confidence in speaking in front of an audience. Through presentation-style activities it will help you to understand how to use your voice more effectively by learning about word and sentence stress and intonation (the rise and fall of your voice). It is useful for those who have at least IELTS 6.0 in speaking.	➤ I do not feel confident about my pronunciation when giving presentations.	
	➤ I think my voice is 'flat' or not varied enough when I speak English.	
	➤ I would like to understand what my own pronunciation difficulties are.	

General English Courses

ENGLISH THROUGH THE MEDIA

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Available AUTUMN TERM ONLY– 8 week course – 2 hours per week

This general English course focuses on a particular weekly theme using excerpts from popular television programmes and films to enable you to practise your listening skills. Newspaper articles will enhance your understanding of the theme and give you the opportunity to implement your reading skills. In addition, you will develop your vocabulary and have discussions connected to the weekly topic.	➤ I would like to know more about life in Britain	
	➤ I need to develop my informal vocabulary (and knowledge of idioms)	
	➤ I need to develop my listening and discussion skills	

BRITISH ISSUES THROUGH THE MEDIA

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Available SPRING TERM ONLY – 8 week course – 2 hours per week

<p>At a slightly higher level than 'English through the media', this course focuses on particularly 'British issues' by using stories in the news/media as a starting point. Newspaper articles are often used to develop a wider comprehension of the issues covered. Students then develop their understanding of these issues through in-depth discussion.</p>	<p>➤ I would like to develop my existing knowledge of life in Britain</p>	
	<p>➤ I would like to think critically about different media reports</p>	
	<p>➤ I feel that my listening, reading and discussion skills would benefit from some more practice</p>	

SUPPORT COURSES AVAILABLE TO STUDENTS ON SELECTED COURSES ONLY

ACADEMIC SKILLS FOR FIRST YEAR MANAGEMENT

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**Begins AUTUMN TERM – 8 weeks – 2 hours per week AND
Continues SPRING TERM – 8 weeks – 2 hours per week**

<p>This class is designed to meet the needs of international students whose first language is not English. It provides essential practice in both language and literacy skills, closely following the content of the MN1115 lectures and core reading texts. Particular attention is given to lecture comprehension; vocabulary building; reading with the aim of identifying key arguments and author's attitudes; developing writing that is accurate and cohesive and critical.</p>	<p>➤ I would benefit from previewing and reviewing lecture content</p>	
	<p>➤ I haven't had much experience of writing academic essays in English</p>	
	<p>➤ I would benefit from doing structured tasks on the core reading material for MN1001</p>	

ACADEMIC SKILLS FOR MSC INTERNATIONAL MANAGEMENT

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Autumn term – 8 weeks – 2 hours per week

<p>This course will help you develop your skills in producing well-structured and clearly expressed essays, reports, and reflective writing for an academic audience. This will involve analysis of example work by Management students followed by writing practice in class. Students will benefit from expert feedback on their written activities. Attention is also given to conducting and writing about primary research, and your team work experiences.</p>	<p>➤ I need guidance on how to write abstracts and executive summaries</p>	
	<p>➤ I don't know how to write a piece of reflective writing for an academic audience</p>	
	<p>➤ I would benefit from practising short writing activities in class</p>	

WRITING SKILLS FOR FIRST YEAR ECONOMICS 1

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Begins AUTUMN TERM - 8 weeks – 2 hours per week

<p>This class is designed to meet the needs of international students who do not speak English as a first language, and need to write answers for course work and exams in First Year Economics (especially those following EC1101 and EC1103). The Autumn term course is aimed at students with IELTS Writing scores of 6.5 or below.</p>	<ul style="list-style-type: none"> ➤ I would benefit from practising short writing activities on Economic topics in class 	
	<ul style="list-style-type: none"> ➤ I would like to learn conventions for referencing in academic writing 	
	<ul style="list-style-type: none"> ➤ I would benefit from feedback from a tutor on my writing 	

WRITING SKILLS FOR FIRST YEAR ECONOMICS 2

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Begins SPRING TERM - 8 weeks – 2 hours per week

<p>This class is designed to meet the needs of international students who do not speak English as a first language, and need to write answers for course work and exams in First Year Economics (especially those following EC1101 and EC1103). The Spring term course is aimed at students with IELTS Writing scores of over 6.5 and those who have completed Writing Skills for First Year Economics 1.</p>	<ul style="list-style-type: none"> ➤ I would find individual feedback on my current writing abilities useful 	
	<ul style="list-style-type: none"> ➤ I would like suggestions on improving the level of complexity in my writing 	
	<ul style="list-style-type: none"> ➤ I would benefit from revising conventions for referencing in academic writing 	

POSTGRADUATE PIR ACADEMIC WRITING

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Available AUTUMN term only

Four 2 hour Sessions: 2/10 2-4pm, 3/10 10am-12pm, 9/10 2-4pm, 10/10 10am-12pm

<p>This course provides an overview of what is required to write a strong postgraduate coursework essay. Areas of focus include overall organisation, paragraphing, using sources in writing, distinguishing between description and analysis, avoiding plagiarism, and improving written coherence and cohesion. The materials include examples and analysis of good postgraduate writing in the discipline.</p>	<ul style="list-style-type: none"> ➤ I am an International Postgraduate PIR student and English is not my first language 	
	<ul style="list-style-type: none"> ➤ I need to improve my general essay-writing skills 	
	<ul style="list-style-type: none"> ➤ I want to learn more about effective source-use and demonstrating critical thinking in academic writing 	

ONE-TO-ONE SUPPORT

ONE-TO-ONE WRITING CONSULTATIONS FOR ALL INTERNATIONAL STUDENTS

Available AUTUMN, SPRING & SUMMER TERMS – N.B. there are a limited number of consultation times available

If you would like to discuss academic writing difficulties with a tutor one-to-one, RHI offers 30 minute one-to-one writing consultations. To register, come to the IN009 (International Building, Ground Floor) with a sample of your work, at least 24 hours in advance. You can also specify what aspects you feel you need to work on. The tutor will help you analyse your writing and find ways to improve it. Please remember that the tutor has only limited time and that he or she will not proof-read your work, or simply 'fix it' for you in time for a deadline. You may have up to 3 consultations in any one term.

N.B. Some students may be referred by their academic supervisor.

TO REGISTER FOR IN-SESSIONAL COURSES ...

Bring £10 cash, your timetable and student number to one of these registration events:

Date	Location	Time
Friday 27 th September	Munro Fox Seminar Room and Lecture Theatre	2.30-4.30
Wednesday 2 nd October	Munro Fox Seminar Room and Lecture Theatre	2.30-4.30
Friday 4 th October	WIN0-03 and WIN0-04 (Windsor Building)	2.30-4.30
Wednesday 9 th October	Munro Fox Seminar Room and Lecture Theatre	2.30-4.30