

Course Unit Descriptor

<b>Study Programme:</b> English Language and Literature			
<b>Course Unit Title:</b> Academic Skills			
<b>Course Unit Code:</b> 15EJEJ41			
<b>Name of Lecturer(s):</b> Prof. Biljana Radić-Bojanić, PhD			
<b>Type and Level of Studies:</b> Bachelor			
<b>Course Status (compulsory/elective):</b> elective			
<b>Semester (winter/summer):</b> winter			
<b>Language of instruction:</b> English			
<b>Mode of course unit delivery (face-to-face/distance learning):</b> Face to face			
<b>Number of ECTS Allocated:</b> 3			
<b>Prerequisites:</b> English at C1 level			
<b>Course Aims:</b> The purpose of this course is for students to learn strategies which are at the foundation of academic skills: reading academic and scientific texts, writing seminar papers, review and research papers, and the skill of oral presentation.			
<b>Learning Outcomes:</b> Students are able to independently read academic text for various purposes (scanning, skimming, detailed reading) and are able to extract necessary information from it. Students are able to prepare for essay writing (brainstorming, outlining, writing, editing), for writing longer academic texts (seminar papers, research papers). Students are able to prepare an oral presentation (powerpoint, organization of the presentation, body posture, voice).			
<b>Syllabus:</b> <i>Theory</i> Strategies for successful reading. Critical stance towards the text. Selection of relevant information. Argumentation. Writing as a process – preparation, brainstorming, outline; introduction, theoretical framework, research and results, discussion, conclusion; unity of the text, cohesion, coherence. Individual and group presentations. Topic, focus and content of the presentation. Strategies for preparation and skills of presentation. Role of visual aids. <i>Practice</i> Reading and analysis of academic text with a focus on the development of reading strategies. Practicing all stages of academic writing. Practicing all stages of preparing an oral presentation.			
<b>Required Reading:</b> De Chazal, E., McCarter, S. 2012. Oxford EAP. A Course in English for Academic Purposes. Oxford: Oxford University Press. Fava-Verde, A., et. al. 2009. Transferrable Academic Skills Kit. Modules 4 (Teamworking), 6 (Critical Thinking), 8 (Essay Writing), 11 (Presentations). Reading: Garnet Education. Zemach, D. A., Islam, C. 2006. Writing in Paragraphs. Oxford: Macmillan Education. Zemach, D. A., Rumisek, L. A. 2003. Academic Writing. From Paragraph to Essay. Oxford: Macmillan Education.			
<b>Weekly Contact Hours:</b>	<b>Lectures:</b>	<b>Practical work:</b>	
<b>Teaching Methods:</b>			
<b>Knowledge Assessment (maximum of 100 points):</b>			
<b>Pre-exam obligations</b>	points	<b>Final exam</b>	points

Homework	30	written exam	30
Oral presentation	20	oral exam	
Midterm test	20	.....	
Seminar(s)			