Universida_{de}Vigo

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IDENTIFYING DATA
Technical English II

Subject	Technical English II
Code	V12G420V01804
Study programme	Grado en Ingeniería Biomédica

Descriptors	ECTS Credits	Choose	Year	Quadmester
	6	Optional	4th	2nd

Teaching language	English
Department	
Coordinator	García de la Puerta, Marta
Lecturers	García de la Puerta, Marta
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Web	
General description	This course aims at providing students with a systematic adequacy to develop the appropriate skills for communicating in Technical English at level B1 according to the Common European Framework of Reference for Languages (CEFR). As far as possible, contents will be adapted to the level of each student.

Training and Learning Results

Code	
B10	CG10 Ability to work in a multilingual and multidisciplinary environment.
D1	CT1 Analysis and synthesis.
D4	CT4 Oral and written proficiency in a foreign language.
D7	CT7 Ability to organize and plan.
D9	CT9 Apply knowledge.
D10	CT10 Self learning and work.
D17	CT17 Working as a team.
D18	CT18 Working in an international context.

Expected results from this subject

Expected results from this subject	Training and Learning Results	
To develop the sense of linguistic awareness of English as a second language, its grammatical and lexical mechanisms and its expression forms	B10	D1 D4 D7 D9 D10 D17 D18
To improve the listening and reading skills, as well as the speaking and writing skills in Technical English at intermediate level (B1).	B10	D1 D4 D7 D9 D10 D17 D18
To develop grammatical and lexical notions of English, and to comprehend basic Technical English structures at B1 level.	B10	D1 D4 D7 D9 D10 D17 D18

To promote the use of English within the engineering context in order to apply it in professional situations and especially in industrial activities.	B10	D1 D4 D7 D9 D10 D17 D18
To promote the student's autonomy and critical capacity for the development of the understanding of dialogues and texts written in Technical English.	B10	D1 D4 D7 D9 D10 D17 D18

Contents

Topic	
UNIT 1. Facts and figures: Presenting data	UNIT 1 Skills - Writing, reading, and presenting facts and figures in a professional setting. - Understanding symbols and abbreviations. - Describing dimensions and specifications; phrases related to length, width, thickness, etc. - Locating required information in a table of technical data. Language focus - Expressing facts and figures (mathematical symbols, dates, amounts, internet symbols and abbreviations). - Phrases for approximating numbers; saying results. - Vocabulary for describing trends. - Prepositions.
UNIT 2. Professional Presentations: Presenting with Impact	UNIT 2 Skills - Delivering impactful presentations. - Structuring a presentation. - Illustrating the importance of body language and voice power to communicate your message clearly and persuasively. - Describing Trends. - Describing and referring to visual aids. Language focus - Presentation language: Language for introducing your presentation; language for focusing and emphasizing key points; language for in recapping. - Using persuasive language to create impact. - Signposting language for linking the parts. - Cause-effect verbs. - Describing timelines: past simple, present perfect, etc.

UNIT 3. Technical Descriptions	SKills - Understanding and describing process diagrams, phases and procedures. - Describing technical functions and applications and explaining how technology works - Describing specific materials; categorising materials and specifying and describing properties - Describing component shapes and features; explaining manufacturing techniques - Describing health and safety precautions and emphasising the importance of precautions. Language focus - Verbs for describing stages of a process. - The passive form: Present simple passive structures. - Time Connectors. - Verbs for describing movement; verbs and adjectives to describe advantages; adverbs for adding emphasis. - Cause-effect (lead to, result in, etc.) - Negative prefixes (in-, un-, dis-, etc.). - Relative clauses: Defining vs non-defining relative clauses; shortened relative clauses. - Mixed conditionals, first vs. second conditional. - Words for describing mechanisms, machining, properties of materials.
UNIT 4. Applying for a Job	Skills - Doing a self-evaluation of your strengths and weaknesses. - Writing different types of CV. - Becoming acquainted with cover and application letters. - Preparing for job interviews. - Demonstrating the best body language for job interviews. Language focus - Phrases for demonstrating strengths and weaknesses. - Useful language for talking about yourself, and demonstrating your skills and experience. - Action verbs; positive adjectives, positive expressions. - Softening negatives and turning negatives into positives. - Avoiding spelling mistakes. - Phrases for opening and closing a letter of application.
UNIT 5. Writing Emails	Skills - Writing short emails with appropriate formatting. - Recognizing and producing formal and informal language in emails. - Making your writing structured; writing effective openings and closings - Handling style, tone and voice. Language focus - Common email expressions. - Writing style. - Creating a warm, professional tone. - Avoiding spelling mistakes.

Planning

	Class hours	Hours outside the classroom	Total hours
Introductory activities	1	0	1
Mentored work	4	16	20
Autonomous problem solving	8	10	18
ICT suppoted practices (Repeated, Dont Use)	5	8	13
Lecturing	8	15	23
Problem and/or exercise solving	6	10	16
Essay	4	15	19
Objective questions exam	3	5	8
Oral exam	8	16	24
Objective questions exam	3	5	8

*The information in the planning table is for guidance only and does not take into account the heterogeneity of the students.

Methodologies

Description

Introductory activities	Activities aimed at presenting the subject, getting in touch with students and gathering information about their previous knowledge on the topic.
Mentored work	Analysis and resolution of practical exercises related to the grammatical and lexical contents, and to the communication skills. The students must develop these activities in an autonomous way, specially those homework activities concerning Writing skills.
Autonomous problem solving	Activities in which problems are presented and/or exercises related to the subject. The student must develop the analysis and resolution of problems and/or activities concerning the four communicative skills at an individual level, as well as the technical English linguistic skill (Use of English); specially those ones concerning Speaking.
ICT suppoted practices (Repeated, Dont Use)	Practice of the four communicative skills: listening, speaking, reading and writing, as well as the technical English linguistic skill (Use of English) at an individual or group level.
Lecturing	Explanation of linguistic contents and their application (Use of English) for the learning and acquisition of the theoretical contents of the subject.

Personalized assistance

Methodologies	Description
Introductory activities	The objective of the introductory activities is to provide general guidance on the subject; to promote learning strategies; to make general notes about the work and exercises, deadlines for the submission of work and the exam dates; and to give advice on how to pass the subject. It is important to know that no tutorials will be done on the telephone or internet (email, Skype, etc.). In case of any doubt or comment, students should contact directly with the professor in the classroom or during tutorial hours.
Autonomous problem solving	This activity seeks to help students with the practical exercises related to the communicative skills and the linguistic skills and their application for the learning and acquisition of the theoretical contents of the subject.
Mentored work	Practice of the different exercises in relation to the communicative skills and linguistic skills in order to apply English theoretical concepts.
Lecturing	The personalised attention for the master class is focused on the attention of students in the classroom and during tutorial hours. It focuses on the correct comprehension and promotion of the learning of the subject s theoretical concepts, as well as on providing guidance on work and practical exercises and on giving advice on how to pass the subject.

Tests	Description
Oral exam	The objective of the personalised attention of the oral exam is focused on the preparation, promotion and supervision of the oral expression (Speaking) in the classroom during the course and before the exam. This activity seeks to help the students not only to express themselves with relevance and appropriateness using the topics and vocabulary from the field of engineering, but also with linguistic correction.

Assessment

	Description	Qualification	Training and Learning Results	
Problem and/or exercise solving	Evaluation of theoretical concepts and their application. Resolution of practical exercises related to the linguistic skill (Use of English) of technical English.	20	B10	D7 D10 D18
Essay	Evaluation of the writing skill.	16	B10	D1 D4 D7 D9 D10 D18
Objective questions exam	Evaluation of the listening skill with engineering-related contents.	16	B10	D4 D9 D10 D18
Oral exam	Evaluation of the speaking skill with engineering-related vocabulary and topics.	32	B10	D1 D4 D7 D10 D17 D18

Objective questions exam	Evaluation of the reading skill with engineering-related topics and vocabulary.	16	B10	D1 D4 D7 D10 D17 D18

Other comments on the Evaluation

Particular considerations

There are two assessment systems: continuous or final. The selection of a system excludes the other.

1.1. Continuous assessment

To qualify for the system of continuous evaluation, students are required to attend 80% of the total lecture hours with academic progress and participation. Students not reaching that percentage will lose this option. The assignments and tests done during the course will be worth 100 % of the final assessment for those students choosing the continuous evaluation. The non-completion of the assignments requested during the course will be counted as a zero (0.0). The assignments must be delivered or submitted by the deadlines and dates set in advance.

1.2. Final assessment (non-attendants)

Students choosing the final examination will have to take a final overall test that will take place on the official date established by the School of Industrial Engineering. To this end, students should consult the school's website, where the examination date and time are specified.

2. Subject's final grade

2.1. Continuous assessment

The final mark for this subject is calculated taking into consideration all the skills practised during the course. Therefore, each one of them is given the following weight in the final grade:

Listening: 16%

Speaking: 32%

Reading: 16%

Writing: 16%

On the other hand, the practical exercises related to the grammatical and lexical contents and to the communicative skills, and the application of linguistic contents (Use of English) will have a weight of 20% of the mark obtained. Therefore, both parts (theory and practice) will add up to 100%, being 5 (five) the required mark to pass the subject.

To pass the course through continuous assessment, it is necessary to obtain an average grade of 5 points with a minimum of 4 (out of 10) in each of the parts. If this is not the case, the final average grade of the subject will be truncated with a maximum grade of 4.5 (out of 10), even if the arithmetic average of the tests is higher.

To completely pass the course, students who obtained a mark below 4 in any of the parts on the first edition of records will have to resit the failed part(s) in an exam in July of the current academic year. If the course is not passed in the second call, students will have to resit the exam of the whole course in future calls, except for the next assessment call in September.

Continuous assessment will consider not only the relevance and appropriateness of the content of the answers, but also their linguistic correctness.

Partial or total plagiarism in any of the assignments or activities will result in an automatic fail of the subject. To claim ignorance of what plagiarism is, will not exempt students of their responsibility in this regard.

2.2. Final Assessment (non-attendants)

The final assessment is calculated as follows:

Listening: 16%

Speaking: 32%

Reading: 16%

Writing 16%

On the other hand, the practical exercises related to the grammatical and lexical contents and to the communicative skills, and the application of linguistic contents (Use of English) will have a weight of 20% of the mark obtained. Therefore, both parts (theory and practice) will add up to 100%, being 5 (five) the required mark to pass the subject.

To pass the course, it is necessary to obtain an average grade of 5 points with a minimum of 4 (out of 10) in each of the parts. If this is not the case, the final average grade of the subject will be truncated with a maximum grade of 4.5 (out of 10), even if the arithmetic average of the tests is higher.

Regarding July's test, to completely pass the course, final assessment students who obtained a mark below 4 in any of the parts on the first edition of records will have to resit the exam of the whole course in future calls, including all the skills and linguistic contents of the subject.

Final assessment will consider not only the relevance and appropriateness of the content of the answers, but also their linguistic correctness.

Partial or total plagiarism in any of the assignments or activities will result in an automatic fail of the subject. To claim ignorance of what plagiarism is, will not exempt students of their responsibility in this regard.

3. Additional considerations

3.1. During the examinations no dictionaries, notes or electronic devices (mobile phones, tablets, PCs, etc.) will be allowed.

3.2. It is students' responsibility to check all the resources in MooVi and/or their emails, as well as to be aware of examination or submission dates.

3.3. All the above-mentioned comments also pertain to Erasmus students. In the event of not being able to access MooVi, students must contact the professor to solve the problem.

3.4. Students are requested to have an adequate ethical behaviour. In case of detecting an unethical behaviour (coping, plagiarism, use of not authorized electronic devices, and others), it will be considered that the student does not meet the requirements to pass the subject. In this case, the overall grade in the current academic year will be a fail (0.0).

Sources of information

Basic Bibliography

Beigbeder Atienza, Federico, **Diccionario Técnico Inglés/Español; Español/Inglés**, Díaz de Santos,

Collazo, Javier, **Diccionario Collazo Inglés-Español de Informática, Computación y otras Materias**, McGraw-Hill,

Hornby, Albert Sidney, **Oxford Advanced Learner□s Dictionary**, Oxford University Press,

Jones, Daniel, **Cambridge English Pronouncing Dictionary**, Cambridge University Press,

Hancock, Mark, **English Pronunciation in Use: Intermediate**, Cambridge University Press,

Murphy, Raymond, **English Grammar in Use: A Self-Study Reference and Practice Book for Intermediate Students**, Cambridge University Press,

Picket, Nell Ann; Laster, Ann A. &amp;amp; Staples Katherine E., **Technical English: Writing, Reading and Speaking**, Pearson Limited Education,

Complementary Bibliography

www.agendaweb.org,

www.bbc.co.uk/worldservice/learningenglish/,

www.edufind.com/english/grammar,

www.voanews.com/specialenglish,

www.mit.edu, **Massachusetts Institute of Technology**,

www.iate.eu, **Eu's Multilingual Technical and Scientific Dictionary**,

Recommendations

Other comments

We recommend students to have some knowledge of English. This course will start from an A2 level and it will reach B1 level, according to the European Framework of Reference for Languages of the Council of Europe.

Requisites:

To register in this subject, it is necessary to have passed or to be registered for all the subjects of the lower courses.

We also recommend continuous assessment due to the methodology used to practise and consolidate the contents of the subject. Therefore, the active participation of students is essential to pass the Technical English subject.

It is advisable to check and compare this subject's timetable with the School's lectures timetables so as to avoid incompatibilities. Students will not be allowed to choose continuous assessment if there is an overlap with other subjects.

In order to avoid damaging the room's computer equipment, students will not be allowed to take drinks or food into the classroom. If the ingestion of liquids or food is due to medical reasons, students must show an official medical prescription.

Sending emails or using of mobile phones during the lessons are prohibited.

The student who does not comply with the information in the previous paragraph will also lose the opportunity to follow the continuous assessment process.