

Course Unit	Technical Portuguese I	Field of study	-
Bachelor in	Portuguese Language and Portuguese Speaking Countries - null	School	School of Education
Academic Year	2025/2026	Year of study	2
Type	Semestral	Level	1-2
	Semester	ECTS credits	5.0
		Code	9992-825-2103-00-25
Workload (hours)	135	Contact hours	T - TP 45 PL - TC - S - E - OT 9 O -

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s) Alexandra Filipa Soares Rodrigues, Carla Sofia Lima Barreira Araujo

Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. know methodologies for the elaboration of academic-scientific texts;
2. plan an academic-scientific text;
3. know methodologies for text revision and edition;
4. correctly produce and analyse different administrative texts.

Prerequisites

Before the course unit the learner is expected to be able to:
Not applicable.

Course contents

Methodologies for the elaboration of academic-scientific texts; Methodologies for text revision and edition; Administrative texts.

Course contents (extended version)

1. Methodologies for the elaboration of academic-scientific texts
 - The academic-scientific text and its typologies
 - Planning an academic-scientific text
 - Research and organisation of data
 - Reading and content sheets
 - Bibliographic references
 - Production and interpretation of some data visual representations (Graphics and tables)
2. Methodologies for text revision and edition
 - linguistic patterns, communication and publishing standards
 - Norms of different Lusophone countries, style guides, norms of some publishers
 - Error identifications and symbols
 - Self-revision and revision of others
 - Supports of revision (grammars, dictionaries and spelling promptuaries)
3. Administrative texts
 - Letter, email, proceeding, regulation, application form, curriculum vitae

Recommended reading

1. Cassany, D. (2007). Oficina de textos: Compreensão leitora e expressão escrita em todas as disciplinas e profissões. Artemed.
2. Manuais/ guias de estilo de editoras, de publicações académicas, corporativas ou periódicos na sua edição mais recente (impressos ou em linha).
3. Pereira, M. L. A. (2000). Escrever em português. Didáticas e práticas. Editorial Asa.
4. Raposo, E. B. P.; Nascimento, M. F. B.; Mota, M. A. C.; Seguro, L. & Mendes, A. (2013-2020). Gramática do português. (3 volumes). Fundação Calouste Gulbenkian.
5. Sousa, M. J. et al. (2011). Como fazer investigação, dissertações, tese e relatórios. Lidel.

Teaching and learning methods

The contents will be explored through theoretical-practical sessions based on real texts. Autonomous research, analysis, discussion and work will be encouraged. Students will produce text planning and texts following the CU's learning outcomes. Students will make the revision of their own texts and of the texts of their colleagues.

Assessment methods

1. Continuous assessment - (Regular, Student Worker) (Final)
 - Practical Work - 100%
2. Final exam - (Regular, Student Worker) (Supplementary, Special)
 - Final Written Exam - 100%

Language of instruction

Portuguese

Electronic validation

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17-03-2026	17-03-2026	17-03-2026	17-03-2026