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| Course Unit | English | Field of study | Foreign Languages and Literatures |
| Bachelor in | Communication and Journalism | School | School of Public Management, Communication and Tourism |
| Academic Year | 2022/2023 | Year of study | 1 |
| Type | Semestral | Semester | 1 |
| Workload (hours) | 162 | Contact hours | T - TP 60 PL - TC - S - E - OT - O - |
| Level | 1-1 | ECTS credits | 6.0 |
| Code | 9662-657-1102-00-22 | | |

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) Maria da Graca Ricardo

Learning outcomes and competences

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

1. Understand a wide range of longer texts and analyse more complex texts in his/her field of specialisation;
2. Identify specific terminology and use it, according to the needs of professional context;
3. Produce legible and organised written texts of increasing extension and complexity in the scope of the specific area;
4. Understand and respond to listening texts at a more advanced level of language on general and specific subjects;
5. Discuss about specific and general topics accurately;
6. Use grammatical structures of relevance;
7. Communicate effectively for social, academic and professional purposes, according to level C1 of Common European Framework of Reference.

Prerequisites

Before the course unit the learner is expected to be able to:

The learner must understand, analyse, apply grammar and lexical structures at the B2 level of QCER.

Course contents

English for Specific Purposes. Communication. Information Technology. Comercial correspondence. - Passive Voice - Idioms - Gerunds and Infinitives - Direct and Reported Speech - Modal Verbs - Concessive clauses - Relative clauses - Conditionals (If clauses)

Course contents (extended version)

1. Communication
 - Means of communication
 - The importance of means of communication .
 - The Media
 - Advertisements
 - Press Releases
 - Press Conferences
2. Information technology .
 - The computer age
3. Multimedia
 - Concepts
 - Multimedia components
 - The future of multimedia
4. Formal and informal letters
 - Memos
 - Formal e-mails
5. Greeting
 - Introducing yourself
 - Giving personal details
 - Welcoming visitors
 - Making a phone call
 - Taking and leaving messages

Recommended reading

1. Glendinning, Eric H. e McEwan, John (2002). Oxford English for Information Technology, O. U. P. [ISBN 9780194573757]
2. Gore, Sylee e SMITH, David Gordon (2008). English for Socializing, O. U. P. [ISBN 0194579395]
3. Doff, Adrian and Goldstein, Ben (2011). English Unlimited C1 Advanced Coursebook. Cambridge University Press. [ISBN: 978-0-521-14445-2]
4. An Inspector Calls (1945; 2001). JB Priestley. Penguin Modern Classics.
5. Chris Newbold, Hilde Van den Bulck, Oliver Boyd-Barrett (2002). The Media Book. Bloomsbury Academic. [ISBN 0340740485]

Teaching and learning methods

Communicative methodology embraces all four language skills through speaking, reading, writing and listening, with a strong focus on practical component. Lessons will mainly focus on an interactive component, where after the lecturing of theoretical and grammatical content, students have the opportunity to interact orally with their teacher and their group/class.

Assessment methods

1. Continuous evaluation - (Regular, Student Worker) (Final)
 - Intermediate Written Test - 60% (English Grammar and Vocabulary Test)
 - Practical Work - 40% (Assignments carried out in the classroom)
2. Reading, Listening and Writing Test - (Regular, Student Worker) (Final, Supplementary, Special)
 - Final Written Exam - 80% (Reading, Listening and Writing Test)
 - Presentations - 20% (Final speaking Exam)
3. Incoming Students - (Regular, Student Worker) (Final, Supplementary, Special)
 - Final Written Exam - 80% (Final written exam)
 - Presentations - 20% (Final speaking Exam)

Language of instruction

English

| Electronic validation | | | |
|------------------------|-----------------------------------|--------------------------------|------------------------------|
| Maria da Graca Ricardo | Manuela Dolores Ferreira Carneiro | Carlos Sousa Casimiro da Costa | Luisa Margarida Barata Lopes |
| 23-01-2023 | 04-02-2023 | 07-02-2023 | 07-02-2023 |