



Amman - Jordan

Study Plan

Faculty	Faculty of Arts & Sciences
Specialization	Methods in teaching English
Semester	Second Semester 2018/2019
Academic Year	2018/2019

Course Name	Methods in teaching English/2 ELT
Course Number	0102463

A Copy of the Study Plan Shall be given to Each Registered Student in this Course. The Study Plan Shall be preserved for Future Use.



F112-3, Rev. c
Ref.: Deans' Council Session (03/2018-2019), Decision No.: 14, Date: 15/09/2018

1. Lecturer Information

1. Lecturer Name: Dr. Norma Nawaf Al-Zayed
2. Office Number: 326
3. Phone Number:-----
4. Email: dr_normaalzayed@hotmail.com
5. Office Hours: S/T 9:30-12:30 -----S/M/W10:00- 12:00

2. Place and Date of the Course

1. The Days and Time of the Course: 09:30- 12:00 S/T
2. Place: B 207
3. Course Laboratory (if any):-----

3. Sources and References

1. Course Book: Methodology /2
2. Other References: Methodology in Language Teaching/Cambridge

4. Course Description:

1. This course focuses on the major methods and techniques of teaching English (pronunciation, vocabulary, writing, reading, and speaking). It also sheds light on lesson plan, curriculum design, techniques, and evaluation of students, teachers and textbooks, especially in Jordan.



2. Objectives: The purpose of this course is to familiarize students with the development in teaching English through the 20th century, and the latest methods of teaching the elements of EFL

5. Learning Outcomes of the Course:

Upon successful completion of this course, the learner should be able to:

- 1- The ability to speak English correctly.
- 2- The ability to understand English when spoken.
- 3- The ability to understand English when Written.
- 4- Demonstrate a deep understanding of the procedures of TEFL.
- 5- Show understanding of utilizing teaching aids.
- 6- Know the importance of evaluation of students' achievement.
- 7- Prepare a lesson plan and apply

6. Learning Outcomes of the Programme:

The programme aims to prepare competent graduates who are capable of:

1. Describing the basic components and elements of English language related to phonetics, morphology, syntax and semantics.
2. Recognizing the British and American literary works such as drama and novel.
3. Distinguishing the artistic and intellectual trends and movements in the British and American literature.
4. Mastering the skills of English language: pronunciation, speaking and writing.
5. Expressing and critiquing the ideas of real life in English.
6. Transferring knowledge related to teaching English language within its own dimensions.
7. Translating texts from and into English language.



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7. Teaching Methods

(Determined by the Lecturer according to the Nature of the Material)

The methods of instruction may include, but are no limited to :

1. Lectures
2. Discussion and problem solving
3. Micro teaching in class.

8. Evaluation Methods and their Percentage Value %

#	Evaluation	Value	Description
1.	Exams	20+20	- True/False - Short answers - Essay Questions - Problem solving - Writing programs
2.	Final Exam	50	- True/False - Short answers - Essay Questions - Problem solving - Writing programs
3.	Homework	----	
4.	Participation	10	
Total		100	

9. The Timetable for the Implementation of Course

Week	Subject	Reference in the Course Book (Pages)	Number of Educational Output of the Material	Output Number of the Programme
1	Introduction Background	Book (2)	1-2-3-4	1-4-6
2	Teaching Listening	5-36 Book (2)	1-2-3-4	1-4-6



3	Micro-teaching			
4	Teaching Speaking	41-73 Book (2)	1-2-3-4	1-4-6
5	Micro-teaching			
6	First Exam		1-2-3-4	1-4-6
7	Teaching Reading Comprehension	79-118 Book (2)	1-2-3-4	1-4-6
8	Micro-teaching			
9	Teaching Writing	123-168 Book (2)	1-2-3-4	1-4-6
10	Micro-Teaching			
11	Lesson Planning and Classroom Procedure	173-208 Book(2)	4-5-6-7	1-4-6
12	Second Exam - Practical		4-5-6-7	1-4-6
13	Teaching Aids	203-239 Book (2)	4-5-6-7	1-4-6
14	Micro-Teaching			
15	Language Testing	245-269 Book (2)	1-2-3-4-5-6-7	1-4-6
16	Final		1-2-3-4-5-6-7	1-4-6



10. Course Policies

- They are demonstrated according to the Regulations of Granting the degree (Bachelor and Masters) / Student Guide.

- They Should Be Explained to the Students in the First Meeting.

1. **Class Attendance:**

- a. Students must attend all classes of this course.
- b. Any student with absence of 15% of the classes of any course, will be illegible to sit for the final e
- c. Exam and will be given the university zero (35%) in this course.
- d. In the case (b) above, if a student submits an official sick report authenticated by university clinic or an accepted excuse by the Dean of his/her faculty, the student will be considered as withdrawn from the course, and a "W" will be shown in the transcript for this course.

2. **Tardy:** Students are not allowed to come late to classes. Any student coming late will not be allowed to attend the class and he/she will be marked absent.

3. **Exams:**

- Failure in attending a course exam other than the final exam, will result in zero mark unless the student provides an official acceptable excuse to the instructor who approves a make-up exam.
- Failure in attending the final exam will result in zero mark unless the student presents an official acceptable excuse to the Dean of his/her faculty who approves an incomplete exam, normally scheduled to be conducted during the first two weeks of the successive semester.

4. **Assignments & Projects:** Assignments and projects should be submitted to the instructor on the due date. Zero mark will be given for late submissions unless the student has an acceptable excuse approved by the instructor of the course.

5. **Exam Attendance/Punctuality:**

- A student who is late more than 10 minutes will not be permitted to sit the exam (first, second or mid exams).



- A student who is late more than 30 minutes will not be permitted to sit to final exam, and no student will be permitted to leave the exam center before the elapse of 30 minutes.
6. **Cheating:** Cheating is an attempt to gain marks dishonestly and includes; but not limited to:
- Copying from another student's work.
 - Using materials not authorized by the institute.
 - Collaborating with another student during a test, without permission.
 - Knowingly using, buying, selling, or stealing the contents of a test.
 - Plagiarism which means presenting another person's work or ideas as one's own, without attribution.
 - Using any media (including mobiles) during the exam.
7. **Penalty for Cheating:** The minimum penalty for cheating is an automatic Zero for the test or assignment leading to a possible "F" for the course. The exam invigilator will produce a report on the case to the examination committee chairman. The report will be kept in the student file. The student may remain seated in the exam center, but in case that causes a disturbance to other students, the student will be expelled out of the exam center if approved by the examination committee chairman. A second offense will result in the immediate suspension of the student for the remainder of the current semester. A copy of the decision will be kept in the student file.

