

## Syllabus

Faculty **Faculty of Arts & Sciences**  
Department English Department  
Semester First  
Academic Year 2019/2020

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

Each student shall receive a copy of the syllabus to be kept for future reference.

## **1. Instructor 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/S/T 9:30-3:00 --- M/W 8:00-9:30 / 11:00- 3:00

## **2. Course Details**

1. Meeting Times: 8:00- 9:30 S / T
2. Location: B023
3. Course Laboratory (if any):-----

## **3. Sources and References**

1. Required Readings: Methodology /2
2. Additional Readings: Methodology in Language Teaching/Cambridge

## **4. Course Description:**

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.

## **5. Aims and objectives:**

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

## **6. Course Learning Outcomes (CLOs):**

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.
- 4- Show understanding of utilizing teaching aids.
- 6- Know the importance of evaluation of students' achievement.
- 7- Prepare a lesson plan and apply

## **7. Programme Learning Outcomes (PLOs):**

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.

## **7. Teaching Methods:**

(To be determined by the instructor in accordance with the requirements of the course)

The methods of instruction may include, but are not limited to:

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

## 8. Evaluation Methods and their Percentage Value %

#	Description	Weight	Description
1.	Exams	30	- 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.	Assignments	20	Presentation
4.	Participation	10	
<b>Total</b>		<b>50</b>	

## 9. Course Schedule:

### 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	<b>Introduction Background</b>	Book (2)	1-2-3-4	1-4-6
2	<b>Teaching Listening</b>	5-36 Book (2)	1-2-3-4	1-4-6
3	<b>Micro-teaching</b>			
4	<b>Teaching Speaking</b>	41-73 Book (2)	1-2-3-4	1-4-6
5	<b>Micro-teaching</b>			
6				
7	<b>Teaching Reading</b>	79-118 Book (2)	1-2-3-4	1-4-6

	<b>Comprehension</b>			
8	<b>Midterm Exam</b>	7-18/12/2019	1-2-3-4	1-4-6
9	<b>Micro-Teaching</b>			
10	<b>Teaching Writing</b>	123-168 Book (2)	1-2-3-4	1-4-6
11	<b>Micro-Teaching</b>			
12	<b>Lesson Planning and Classroom Procedure</b>	173-208 Book(2)	4-5-6-7	1-4-6
13	<b>Teaching Aids</b>	203-239 Book (2)	4-5-6-7	1-4-6
14	<b>Micro-Teaching</b>			
15	<b>Language Testing</b>	245-269 Book (2)	1-2-3-4-5-6-7	1-4-6
16	<b>Final</b>		1-2-3-4-5-6-7	1-4-6

### 10. Course Policies:

- Course policies are determined by Undergraduate and Postgraduate Degree Regulations and Student Guide

- Policies should be announced during the first meeting.

#### 1. 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. Tardiness:

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:

1. 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.

2. 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 and 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. Penalties 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.