

Syllabus

Faculty ...Faculty of Arts and Sciences...
Department ...Department of Basic Science...
SemesterFirst Semester.....
Academic Year ...2019/2020.....

Course NameRemedial English.....
Course Number ...0106070.....

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

1. Instructor Information

1. Instructor: Sabrina Saleh
2. Office: B321
3. Office Telephone:
4. Email: ssaleh@meu.edu.jo
5. Office Hours:

2. Course Details

1. Meeting Times:
2. Location:
3. Course Laboratory (if any):

3. Sources and References

1. Required Readings: New Head Way Plus- Elementary Student Book+ Workbook
2. Additional Readings:

4. Course Description

This course provides the students with the basic structure of the language through exposing them to authentic written and oral passages.

5. Aims and objectives:

The purpose of this course is to build the students' basic skills in English grammar, listening, pronunciation and speaking. It focuses also on reading and writing to provide them with vocabulary knowledge for everyday use of English.



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

6. Course Learning Outcomes (CLOs):

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

1. Pronounce the words and sentences correctly.
2. Listen and understand short conversations.
3. Read and understand short English texts.
4. Write short paragraphs in English on certain topics
5. Recognize and use correct grammatical structures

7. Programme Learning Outcomes (PLOs):

8. Teaching Methods

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

#	Evaluation	Wight	Description
1.	Exams	30%	-Multiple choice questions
2.	Final Exam	50%	Multiple choice questions
3.	Homework	10%	Assigned tasks
4.	Participation	10%	Class participation and attendance
Total		100%	

9. Course Schedule:

Week	Topics to be covered	Readings (Pages)	CLOs	PLOs
1.	Orientation			
2.	Unit 1 Hello everybody		1 to 5	
3.	Unit 1: Review the grammar Unit 2: meeting people		1 to 5	
4.	Unit 2 : revision Unit 3: the World of Work		1 to 5	
5.	Unit 4: Take It Easy			
6.	Unit 5: Where Do You Live?		1 to 5	
7.	Midterm-exam			
8.	Unit 6: Can you Speak English		1 to 5	
9.	Unit 7: Then and Now		1 to 5	
10.	Unit 8: How Long Ago?		1 to 5	
11.	Unit 9: Food You Like		1 to 5	
12.	Unit 10: Comparatives and Superlatives		1 to 5	

13.	Unit II: Looking Good		1 to 5	
14.	Revision			
15.	Final exam			

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. 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 c. final exam and will be given the university zero (35%) in this course. 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. Delays:

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. Examinations:

- a. Failure in attending a course exam other than the final exam, will result in zero



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mark unless the student provides an official acceptable excuse to the instructor who approves a make up exam.

b. 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. Homework 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. Attending the Exams and Meeting the Deadlines:

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

b. 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. 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.