

	ENSENYAMENT DE E.T. INFORMÀTICA GESTIÓ		
	SUBJECT: Techniques for understanding and production of oral and written English (ESP English- English for Computer Studies)		
	TEACHING STAFF: Mariona Sabaté		
	YEAR: 2	CREDITS: 6	TYPE: OPTIONAL

1. OBJECTIVES

1. Being able to understand oral and written discourse in English, particularly that related to computer science.
2. Being able to produce spontaneous, fluent, effective and coherent English both oral and written. At the end of the semester, the student should have achieved level B2, as defined in the European Language Framework.

2. STRUCTURE

Each session will be devoted to supplying techniques aimed at developing and improving oral and written understanding and production in English through the three R's (Listening, Speaking, Reading & Writing).

- Techniques for the development and improvement of oral understanding and production in English (Listening & Speaking)
Improvement of the student's oral understanding and production will be carried out through the analysis of oral texts. Likewise, different conversation-related exercises will be done in class. The student will thus be exposed to different communicative situations that he/she may encounter in his/her future career.
- Techniques for the development and improvement of written understanding and production in English (Reading & Writing)
Improvement of the student's written understanding and production will be implemented through a series of reading comprehension exercises: multiple choice, short answers, explanatory answers and true/false answers. Terminological and syntactic aspects will also be dealt with, particularly those which may be relevant for the understanding of a text or those which are related to technical texts.

The language of communication in class is, obviously, English.

3. COURSE PROGRAM

- Listening & Speaking
 1. Producing and understanding dialogues in English. Interactive situations in English (1 to 1): telephone conversations, job interview, informal conversation with foreign students. Learning basic vocabulary to achieve fluency and confidence in one-to-one conversations and small groups.
 2. Producing and understanding English lectures. Following a lecture/formal seminar in English about computer-related topics. Preparing questions after a lecture. Taking part in a meeting, seminar, lecture. Learning basic vocabulary to achieve fluency and confidence in lecture-type presentations (How to speak in public).

- Reading & Writing

1. Presenting, structuring and writing papers in English (Technical Writing). Basic ideas, selecting basic vocabulary, main guidelines (e.g. conciseness, economy and accuracy). Submitting and writing papers in English. Translation from Catalan/Spanish into English. Avoiding translation-related errors due to source language interference: false friends, syntactic calques, stylistic features of technical writing (SVO structure, linking words) and other aspects (use of prepositions, phrasal verbs, levels of formality).
2. Preparing a cv in English and preparing a job interview.
3. Technical correspondence in English (structure, vocabulary and hands-on examples)
4. Preparing questions after a lecture/seminar
5. Preparing talks, summarising a lecture in English and pointing out main ideas. Note-taking: identify main ideas, give examples and extract complementary information.
6. Looking up information in reference works, dictionaries and the internet.

4. COURSE MATERIALS AND/OR SOFTWARE

Reading and Writing exercises will be done from computer-related texts. These texts will be available in a Dossier (Photocopying Service). The student will find different types of text and exercises on computer-related articles and magazines, which will widen his/her contact with written English and familiarise him/her with its more frequent vocabulary, terminology, phraseology and usage structures.

Listening and Speaking will be done in class through oral texts (conversations, dialogues) in English on video-tape format. Digital texts will occasionally be supplied.

This is a communicative course, which means that basic notions of English grammar are not on top of the list. Therefore, preliminary notions of basic English are a bonus. However, during the course, occasional aspects of English grammar may be explained in class. Reference material and grammars will be supplied for those students who would like to improve on those grammatical concepts which have not been properly assimilated.

Listening exercises will be done through audiovisual material.

5. BIBLIOGRAPHY

Dictionaries:

BEIGBEDER, F. *Nuevo Diccionario Politécnico de las Lenguas Española e Inglesa*. Madrid: Díaz de Santos, 1988.

BENSON, M. et al. *The BBI Combinatory Dictionary of English; A Guide to World Combination*. Amsterdam: John Benjamins Publishing, 1986.

COLLAZO, J.L. *Diccionario Enciclopédico de términos técnicos Inglés Español-Español Inglés*. 3 Volumes. México: McGraw Hill/Interamericana, 1980.

Collins publ. *Collins Cobuild English Language Dictionary*. London, 1987.

Chambers publ. *Science and Technology Dictionary*. London, 1984.

CHANDOR, R. *The Penguin Dictionary of Computers*. (New Edition). London: Penguin, 1989.

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ETIENNE, G.; SEDLAK, C. *Inglés Técnico y Científico*. México, D.F.: Limusa, 1980.

- GUIRAO, P. *Diccionario de la Informática Ilustrado*. Ed. Mitre. Barcelona, 1985.
- Longman publ. *The Longman Illustrated Dictionary of Computing Science*. Harlow, Essex: York Press, 1987.
- Oxford publ. *Dictionary of Computing*. OXFORD SCIENCE. (New Edition). Oxford. 1986.
- Paraninfo publ. *Diccionario de Informática Inglés-Español-Francés*. Barcelona, 1988.
- SMITH, C. *Collins Español-Inglés/English-Spanish*. 1988.
- VAN WOLVERTON. *El libro del MS-DOS*. Madrid: Anaya Multimedia, 1984.
- VAQUERO, A. et al. *Informática: Glosario de términos y siglas. Diccionario Inglés Español-Español Inglés*. Barcelona: McGraw Hill/Interamericana, 1985.

6. COURSE ASSESSMENT

Students will be assessed through the presentation of Reading, Writing, Listening and Speaking exercises submitted during the course.

- Reading & Writing

Presentation of **3 exercises** (composition or English translation). The guidelines will be duly explained in class. Fluency, accuracy as well as creativity will achieve bonus points in these exercises.

Prompt presentation of these exercises is a must, as no exercise will be accepted after its deadline.

- Listening & Speaking

Presentation of **3 exercises** (Listening) which will show the student's progress.

Preparation of 2 interviews: one interview will take place during the last week in November, the other, the third week of January. Topic chosen by the student. Contributions in class will also be seen in a good light, and may have a say in the final mark.

Attendance and active participation in class is recommended for the student's self-assessment.

The final mark results from the average of the exercises submitted and marked during the semester, namely:

- 3 Reading & Writing exercises + 3 Listening exercises + 2 interviews (Speaking)