UNIVERSITÀ
DEGLI STUDI DI MILANO-BICOCCA

COURSE SYLLABUS

Professional English

2324-3-E2004P046

Learning area

1: Study of the means by which communication takes place.

Learning objectives

Knowledge and understanding

- English language in the professions of the communication field.
- English written and spoken in the age of new media.

Applying knowledge and understanding

- Ability to recognize the specific characteristics of the English language used in the professions of the communication field.
- Knowing how to communicate effectively in a written and spoken form, with specific attention to new media.

Contents

The laboratory concentrates on the active use of English in academic and professional contexts. In particular, the ability to collect, elaborate, present and summarise information will be developed. One part of the laboratory will be dedicated to the preparation of a personal CV, letter of motivation and job interview materials.

Detailed program

Key activities are:

- Collecting and comprehending specific information and data through reading and listening.
- Acquiring linguistic resources to present information orally.
- Developing comprehension skills through spoken interaction.
- Reporting results in written academic English.

Specifically, students will complete a group project involving:

- Definition of a written questionnaire to collect survey data on an agreed issue.
- Collection of data through interviews/focus groups.
- Oral presentation of survey results.
- Written report of survey results.

In addition, each student will prepare a basic CV and letter of motivation, and participate in a job interview role-play.

Prerequisites

Experience and ability in the use of English corresponding to the skills and competence indicated in the Common European Framework for Languages (CEFR) level B1.

Teaching methods

The laboratory topics will be presented and discussed during the classroom lectures using textual as well as audio-visual materials.
Students will prepare the survey assignments in groups and present the outcomes to the whole class.
Personal CVs, motivational letters and interview materials will be collected in individual portfolios.

Assessment methods

Successful completion of the laboratory will require that students:

- Collaborate in a survey group activity.
- Prepare their own CV and motivational letter and participate in a job interview role-play.
- Complete two in-course exercises (one reading comprehension and one listening comprehension).

Textbooks and Reading Materials

Hewings, M. (2012). *Cambridge Academic English. Upper Intermediate (Level B2) Student's book*. Cambridge: Cambridge University Press.

Sustainable Development Goals

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