Teaching guide

IDENTIFICATION DETAILS

<table>
<thead>
<tr>
<th>Degree:</th>
<th>Journalism</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field of Knowledge:</td>
<td>Social and Legal Science</td>
</tr>
<tr>
<td>Faculty/School:</td>
<td>Communication Science</td>
</tr>
<tr>
<td>Course:</td>
<td></td>
</tr>
<tr>
<td>Type:</td>
<td>Basic Training</td>
</tr>
<tr>
<td>ECTS credits:</td>
<td>6</td>
</tr>
<tr>
<td>Year:</td>
<td>2</td>
</tr>
<tr>
<td>Code:</td>
<td>3252</td>
</tr>
<tr>
<td>Teaching period:</td>
<td>Fourth semester</td>
</tr>
<tr>
<td>Area:</td>
<td>Modern Language</td>
</tr>
<tr>
<td>Module:</td>
<td>Communication Skills</td>
</tr>
<tr>
<td>Teaching type:</td>
<td>Classroom-based</td>
</tr>
<tr>
<td>Language:</td>
<td>English</td>
</tr>
<tr>
<td>Total number of student study hours:</td>
<td>150</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Teaching staff</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fernando Prieto Moreno</td>
<td><a href="mailto:f.prieto.prof@ufv.es">f.prieto.prof@ufv.es</a></td>
</tr>
</tbody>
</table>

SUBJECT DESCRIPTION

Equip learners with the knowledge and skills which will enable them to use the English language in their future work environment as true professionals in the field of journalism, research or documentation. Educate and train students to be able to communicate in different multimedia platforms.

English II is a course, which is compulsory and which carries 6 ECTS credits, implying 150 hours of dedication on the learner’s part, taught in the Second Semester of the Second Year of Journalism Degree studies. This course is embodied within the Area of Modern Language and within the module: Communication skills.

English II forms part of a well-rounded, integral education focused on the learner in all of his or her harmoniously
integrated dimensions (intelligence, will, emotional nature, sociability, abilities, skills...). In the area of journalism, our aim is that future journalists become true professionals with a true love and vocation for journalism, being faithful discoverers and spreaders of truth (especially of the truths that make us free).

**GOAL**

To develop and improve the learner’s overall communicative skills in English through active listening and speaking, and in particular, to increase the learner’s understanding and use of vocabulary and language structure as well as reading and writing skills within this particular field of study.

**PRIOR KNOWLEDGE**

The course is aimed at an overall B1/B2 level as defined by the Common European Framework of Reference for Languages.

**COURSE SYLLABUS**

Unit 1: ASKING QUESTIONS AND DOING INTERVIEWS
Unit 2: READING AND WRITING ARTICLES
Unit 3: HEADLINES
Unit 4: JOB SEEKING

The first unit focuses on question formation, especially indirect questions, while it focuses on the basic techniques and attitude a journalist should possess in order to conduct interviews at a professional level.

The second unit explores the language, conventions, style and purpose of article writing, taking as a starting-point the reading and analysis of different articles and later the writing of them.

The third unit makes the student identify, analyze and recognize the main characteristics of the language used in the headlines of authentic newspapers written in English being able to discover and analyze significant elements, distinguishing different genres and styles.

The fourth unit provides students with the necessary tools for finding a job in an international environment.

**EDUCATION ACTIVITIES**

In second-language teaching-learning methodology, the how is as important as the what or even the final result. The methodology applied in this course is therefore communicative, eclectic and collaborative. ‘Communicative’ implies active participation and involvement. ‘Eclectic’ takes into account different teaching-learning styles, allowing the student to develop and activate his/her own learning. ‘Collaborative’ provides the learner with the opportunity, both individually and in collaboration with others, to acquire more autonomy as well as a greater sense of responsibility for self and others. The teacher is a guide in this learning process.

This communicative, eclectic, collaborative methodology implies,

**IN CLASS:**
- Interactive class lectures
- Student presentations and student-led discussions
- Group and pair activities: role-plays, simulations, interviews, research, project work, online forums, etc.
- Feedback mechanisms
- Final written and/or oral exams

**OUTSIDE OF CLASS:**
- Independent study and preparation of class/group/pair work
- Online task completion and participation
- Individual and group tutorials
- Self-assessment

The focus of this subject is on content, knowledge and skills relevant to the chosen degree area.
DISTRIBUTION OF WORK TIME

<table>
<thead>
<tr>
<th>CLASSROOM-BASED ACTIVITY</th>
<th>INDEPENDENT STUDY/OUT-OF-CLASSROOM ACTIVITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>60 hours</td>
<td>90 hours</td>
</tr>
<tr>
<td>Theoretical Classes / Lectures 35h</td>
<td>Individual and group work 30h</td>
</tr>
<tr>
<td>Theoretical and practical workshops, seminars, conference, round tables: (Work in small groups in order to go in depth with specific content, individual or group tutorials) 11h</td>
<td>Theoretical and practical study 40h</td>
</tr>
<tr>
<td>Practical classes 10h</td>
<td>Completion of assignments on UFV Virtu@l and/or other multimedia platforms 20h</td>
</tr>
<tr>
<td>Assessment 4h</td>
<td></td>
</tr>
</tbody>
</table>

SKILLS

Basic Skills

Students must have demonstrated knowledge and understanding in an area of study that is founded on general secondary education. Moreover, the area of study is typically at a level that includes certain aspects implying knowledge at the forefront of its field of study, albeit supported by advanced textbooks.

Students must have the ability to gather and interpret relevant data (usually within their field of study) in order to make judgments that include reflections on pertinent social, scientific or ethical issues.

General Skills

To learn how to acquire knowledge: to understand the dynamics of personal development through skills in communication, research, critical and creative thought, consideration and execution of action plans, and teamwork.

Specific skills

Acquire the ability to express oneself fluently and efficiently in English in order to transmit messages and information in that language.

Employ the English language accurately in order to gain access to news and information in the press and audiovisual media.

Use the English language as highly practical transnational instrument of communication, opening doors to other cultures and original journalistic sources.

LEARNING RESULTS

Conduct an interview making good use of direct and indirect questions, tag questions, follow-up questions, and good active-listening techniques.
Write an article guided by the norms and recommendations studied in the coursepack.

Create a ‘Curriculum Vitae’ following the instructions given in class especially with regard to the inclusion of a ‘Personal Profile’ and ‘accomplishment statements’.

Simulate a job interview by answering questions in an accurate and effective manner in order to further a job application.

LEARNING APPRAISAL SYSTEM

CONTINUOUS EVALUATION:

BLOCK 1: WRITTEN EXAMS – 40%
-10% - Mid-term Exam. If a student does not sit the mid-term exam and does not present a formal excuse IN DUE TIME AND IN PROPER FORM, authorized by the PEC or the Director of the Degree, he/she loses this 10%.
-30% - Final Exam. To calculate an average with the Mid-term Exam, the student must obtain a minimum of 5/10 on the Final Exam. The average between the two marks will be taken into account only if it is to the student’s benefit. On the contrary, the Final Exam mark will carry the full weight of BLOCK 1, i.e., 40%.

NOTE: Students must obtain an overall PASS (5/10) in BLOCK 1, to calculate an overall grade average with BLOCKS 2, 3 and 4.

BLOCK 2: ORAL ASSESSMENT- 20%
-Evaluated ORAL tasks completed in class throughout the semester, individually, in pairs and/or in groups (presentations, debates, discussions, simulations, interviews, etc).
-Minimum 2 evaluated tasks.

NOTE: Students must obtain an overall PASS (5/10) in BLOCK 2, to calculate an overall grade average with BLOCKS 1, 3 and 4.

BLOCK 3: INDEPENDENT STUDY-WORK ASSESSMENT - 30%
-Completion of minimum 2-3 evaluated pieces of work, as stipulated by the teacher.
-Completion of regular homework assignments
-Completion of and participation in any online tasks.
-Attendance to tutorials when required.

NOTE: All tasks and assignments must be handed in IN DUE TIME AND PROPER FORM, as stipulated in the course calendar uploaded to Aula Virtual. If tasks and assignments are not handed in IN DUE TIME AND PROPER FORM, the mark for aforementioned tasks and assignments will be ‘zero’ (0). They will NOT be marked within the ordinary exam period if handed in after the deadline.

BLOCK 4: ATTITUDE AND PARTICIPATION – 10%
NOTE: Students who do not attend class on a regular basis and who do not have a formal “dispensa” authorized and communicated by the Degree automatically lose this 10%.

CONTINUOUS EVALUATION:

ORDINARY EXAM PERIOD: Dec-Jan (1st SEMESTER) – May (2nd SEMESTER)

CONTINUOUS EVALUATION:

EXTRAORDINARY EXAM PERIOD: June-July (1st and 2nd SEMESTERS)
NOTE:
1. Within one academic period, all passed marks from the different BLOCKS will be transferred from the ordinary to the extraordinary exam period.
2. Within one academic period, only those BLOCKS which have been failed in the ordinary exam period may be repeated in the extraordinary exam period.
3. No grades will be transferred from one academic calendar year to the following academic calendar year.

BLOCK 1: WRITTEN EXAM – 40%
-If BLOCK 1 has been failed, the student will be required to sit one written exam based on the contents covered throughout the course.

NOTE: Students must obtain an overall PASS (5/10) in BLOCK 1 to calculate an overall grade average with
BLOCKS 2, 3 and 4.

BLOCK 2: ORAL ASSESSMENT- 20%
-If BLOCK 2 has been failed, the student will be required to carry out two ORAL tasks: Task One is a prepared piece of work based on the course topics. Task Two is an open question / interview related to the course content, to be announced at the time of the oral assessment.
-The ORAL ASSESSMENT will take place on or before the officially published extraordinary exam date, unless indicated otherwise by the teacher.

NOTE: Students must obtain an overall PASS (5/10) in BLOCK 2 to calculate an overall grade average with BLOCKS 1, 3 and 4.

BLOCK 3: INDEPENDENT STUDY-WORK ASSESSMENT - 30%
-If BLOCK 3 has been failed, the student will have the opportunity to repeat and/or submit one or more major pieces of course-related work BY OR BEFORE the official final exam date in the extraordinary period.

BLOCK 4: ATTITUDE AND PARTICIPATION – 10%
-The mark for this BLOCK will be transferred from the ordinary period to the extraordinary period.

ALTERNATIVE EVALUATION:
NOTE: This system only applies for those students who are: repeating the course; have an official ‘dispensa’ signed by the dean of the corresponding faculty; or are on an international exchange program, therefore automatically having a ‘dispensa’. It is the student's responsibility to be informed regarding course requirements, deadlines and exam dates, as well as to contact his/her teacher.

BLOCK 1: WRITTEN EXAM – 50%
-The student will be required to sit one written exam based on the contents covered throughout the course.

NOTE: Students must obtain an overall PASS (5/10) in BLOCK 1 to calculate an overall grade average with BLOCKS 2 and 3.

BLOCK 2: ORAL ASSESSMENT- 20%
-The student will be required to carry out two ORAL tasks: Task One is a prepared piece of work based on the course topics. Task Two is an open question / interview related to the course content, to be announced at the time of the oral assessment.
-The ORAL ASSESSMENT will take place on or before the officially published ordinary exam date, unless indicated otherwise by the teacher.

NOTE: Students must obtain an overall PASS (5/10) in BLOCK 2 to calculate an overall grade average with BLOCKS 1 and 3.

BLOCK 3: INDEPENDENT STUDY-WORK ASSESSMENT - 30%
-Completion of minimum 2-3 evaluated pieces of work, as stipulated by the teacher.
-Completion of regular homework assignments (to be handed in through the Aula Virtual or by email).
-Completion of and participation in any online tasks.
-Attendance to tutorials when required.

NOTE: All tasks and assignments must be handed in BY OR BEFORE THE LAST CLASS DAY ACCORDING TO THE OFFICIAL COURSE CALENDAR. If tasks and assignments are not handed in by or before this date, the mark for aforementioned tasks and assignments will be ‘zero’ (0). They will NOT be marked within the ordinary exam period if handed in after this deadline.

ALTERNATIVE EVALUATION:
ORDINARY EXAM PERIOD: Dec-Jan (1st SEMESTER) – May (2nd SEMESTER)

ALTERNATIVE EVALUATION:
EXTRAORDINARY EXAM PERIOD: June-July (1st and 2nd SEMESTERS)

NOTE:
1. Within one academic period, all passed marks from the different BLOCKS will be transferred from the ordinary to the extraordinary exam period.
2. Within one academic period, only those BLOCKS which have been failed in the ordinary exam period may be repeated in the extraordinary exam period.
3. No grades will be transferred from one academic calendar year to the following academic calendar year.

BLOCK 1: WRITTEN EXAM –50%
- The student will be required to sit one written exam based on the contents covered throughout the course.

NOTE: Students must obtain an overall PASS (5/10) in BLOCK 1 to calculate an overall grade average with BLOCKS 2 and 3.

BLOCK 2: ORAL ASSESSMENT- 20%
- The student will be required to carry out two ORAL tasks: Task One is a prepared piece of work based on the course content. Task Two is an open question / interview related to the course content, to be announced at the time of the oral assessment.
- The ORAL ASSESSMENT will take place on or before the officially published extraordinary exam date, unless indicated otherwise by the teacher.

NOTE: Students must obtain an overall PASS (5/10) in BLOCK 2 to calculate an overall grade average with BLOCKS 1 and 3.

BLOCK 3: INDEPENDENT STUDY-WORK ASSESSMENT – 30%
- The student will have the opportunity to repeat and/or submit one or more major pieces of course-related work BY OR BEFORE the official final exam date in the extraordinary period.

FURTHER NOTES:
1. Coursework deadlines are established at the beginning of the course. No work will be accepted after the due date.
2. Plagiarism is penalized with a FAIL grade, taking the student directly to the extraordinary exam period.
3. Students are responsible for contacting their subject teacher within the first week after receiving notification of having obtained a ‘dispensa’. Students are also responsible for being informed regarding and complying with the course requirements.
4. Honorable Mention: An honorable mention is recognition of excellence. It is awarded exclusively to students who stand out from their peers academically, as well as in attitude, dedication and teamwork. This decision lies exclusively with the subject teacher.
5. All degree students are subject to the rules of coexistence (la normativa de convivencia) of the university, with special attention to any infraction attributed to plagiarism and/or cheating on an exam which will be considered as serious faults in agreement with Article 7 in the aforementioned rules.

BIBLIOGRAPHY AND OTHER RESOURCES

Basic

2nd Journalism English II Coursepack created by the UFV language department.