

ENG1004 - Communication Skills and Academic Reporting II

| Course Name | Code | Semester | Type of course | Theory (hours) | Work in Group (hours) | ECTS |
|--|---|----------|----------------|----------------|-----------------------|------|
| Communication Skills and Academic Reporting II | ENG 1004 | II | Mandatory | - | 56 | 4 |
| Faculty, the educational program and education level | Faculty of Medicine, one-cycle Educational Program "Medicine" | | | | | |
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| Educational course format | Applications | | | | | |
| Educational course Volume | <p>Total: 120 acad. hours Contact hours: 60 h, including</p> <ol style="list-style-type: none"> 1. Application – 56 h 2. Midterms – 2 h 3. Final exam -2 h <p>Independent work – 60 h</p> | | | | | |
| Prerequisites | ENG 1003 - Communication Skills and Academic Reporting I | | | | | |
| The purpose (s) of tutorial course/modules | The course aims at developing students' knowledge in writing different types of paragraph, using appropriate language, medical vocabulary and phrases. Also, to develop skills to write and to publish academic articles. | | | | | |
| Teaching and learning methods | <p>Discussion - students shall be divided into groups to discuss the specific topics. The aim of the given activity is to develop conclusion making skills based on listening, critical thinking, analysis, dispute and cooperation.</p> <p>Project Preparation and Presentation – a student shall choose a topic provided by or independently, find the needed material, work with books, develop the project plan and the expected outcome. The project is 10-page printed material and to be presented in PowerPoint format before the audience.</p> | | | | | |
| Assessment criteria | <p>Maximum score- 100 scores Midterm assessment – 60 scores</p> <ul style="list-style-type: none"> • Cases study -5 sc. • Role and situation games- 5 sc • Group work -10 sc. • Discussions-10 sc | | | | | |

- Project - 10 sc
- **Midterm Exam – 20 sc.**

Project preparation – presentation criteria (max. 10 scores)

1. Problem Importance - 1 sc;
2. Proper planning - 1 sc;
3. Review of the literature (data) on the issue - 1 sc;
4. Relevance of research methods with the research goal - 1 sc;
5. Deductions accuracy and correlation with the main text - 1 sc;
6. Accuracy of the cited literature, trusted sources - 1 sc;
7. Writing accuracy -1 sc;
8. Language and style accuracy – 1sc;
9. Visual and technical sides of the material - 1 sc;
10. Culture of dispute and listening - 1 sc.

Discussion assessment criteria (max 10 score)

- Critical thinking - 2sc;
- Debating culture - 2 sc;
- Argumentativeness - 2 sc;
- Time management - 2sc;
- Visual and academic side of the presented material - 2 sc.

Midterm exam is a test (multiple choice) that contains 40 questions, each rated 0.5p.

The student is allowed to pass the final exam, if he accumulates not less than 11 scores for the mid-term evaluations (considering that he will get the maximum score at the final exam).

Final exam - 40 scores

Final exam is a combination of tests -30 scores (the test includes 60 closed questions, each one rates 0.5score) and the evaluation of clinical skills-max. 10 scores.

The final exam is considered to be passed if the student accumulates at least **70% or more** out of the maximum assessment of the exam ($40 \times 70 / 100 = 28$ scores).

Credit will be awarded if the student accumulates at least 51 scores out of 100 scores;

The students' assessment has to be done in the following way:

Positive rate:

- (A) Excellent- 91 or more scores;
- (B) Very Good- 81-90 scores;
- (C) Good- 71-80 scores;
- (D) Satisfactory- 61-70 scores;
- (E) Enough- 51-60 scores;

Negative rate:

- (FX) Failure - 41-50 scores, which means that a student needs to work more and an independent and considerable further work is required to pass the exam once again to be re-awarded;
- (F) Fail - 40 points or less, which means that the student's diligence is not sufficient and student has to learn the subject all over again.

The student can pass the additional exam during the same semester. The time interval between the final and additional exams should be not less than 10 days.

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| The basic literature | <ol style="list-style-type: none"> 1. Medical Writing, a Guide for Clinicians, Educators and researchers; Second Edition; Robert B. Taylor; 2. Refining Composition Skills, Rhetoric and Grammar; Fifth edition; Regina L. Smalley; Mary K. Ruetten; Joann Rishel KozyRev; Heinle & Heinle, A division of Thomson Learning, Inc. 2001 |
| The auxiliary literature | |

The tutorial/training course content

| Nº | Topics | Lecture (hour) | Application (hour) |
|-----------|---|-----------------------|---------------------------|
| 1 | Write narrative paragraph; Reading-personal reflections; Writing – present narration; Composition skills; Grammar review; Past Narration, composition skills, Grammar review; | | 4 |
| 2 | Write descriptive paragraph – Reading-important people, important places; Writing-description of a place; Internet Activity – composition skills and the internet activities; Composition skills; Grammar review; Description of a person – composition skills; Grammar review; | | 4 |
| 3 | Write an expository paragraph – Reading-survival; Writing – support of the generalization; Specific details; examples, Illustration. Composition skills – coherence, organization of details and examples; Grammar review | | 4 |
| 4 | The Essay – introduction; Thesis statement; development paragraph; The conclusion; the outline; Describing trend, describing charts, numerical comparisons | | 4 |
| 5 | Write the process analysis essay; write the cause and effect analysis essay | | 4 |
| 6 | Useful language 1 - Writing introductory sentences; Making overview statements; Introducing a point of interest; Introducing supporting details. Comparing data; approximating; Quantifiers, modifiers; Period; Time referencing; Grouping data | | 4 |
| | Midterm Exam | | 2 |
| 7 | How to write A Review article; Glossary of Medical words and phrases | | 4 |
| 8 | Useful Language 2 – making forecast; describing a process; Outlining contrasting views; describing cause and effect; Providing supportive evidence; | | 4 |
| 9 | Case Report, Editorials, Letters to the Editor, Book Reviews and other Publication Models | | 4 |
| 10 | Useful Language 3 – Intro; Reporting observation; Quoting; Speculating; Generalizing; Commenting; Recommendations; Summing up | | 4 |
| 11 | Technical Issues in Medical writing; Glossary of Medical words and phrases | | 4 |

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|----|--|--|---|
| 12 | How to write a research protocol; Methodological and Statistical Terms Used in Research studies; | | 4 |
| 13 | How to write a report of a Clinical Study; commonly used Medical abbreviations; | | 4 |
| 14 | Getting your writing published; Glossary of Medical words and phrases | | 4 |
| | Final Exam | | 2 |

Learning Outcomes

| Criteria | Competences |
|-----------------------------|--|
| Applying knowledge | <p>The students will gain the profound knowledge on the general as well as the specific requirements for the proper oral and written communication within the academic style;</p> <p>The students will have the deep knowledge on the structural and content related aspects as well as typical grammar characteristics of different types of documents to be performed in the academic style;</p> <p>The course also aims at giving some general knowledge on the step-wise approach of designing the research project comprising the conceptualization stage only;</p> |
| Making Judgments | <p>The students will be able to produce different types of documents widely applied in the institutional settings, in compliance with the general and specific requirements of the academic style;</p> <p>The students will be able to recognize the statement of the problem in the research project;</p> <p>They will be able to differentiate between the statement and the general problem;</p> |
| Communication Skills | <p>The students will be able to analyze correctly various contexts based on the knowledge of the complex and unique for the academic style grammar structures and vocabulary typically applied in the medical environment;</p> |
| Learning Ability | <p>The students will be able to write different types of essays as well as research article applying modern approved standards of academic writing.</p> <p>They will be able to apply proper useful language including relevant grammar structure and medical vocabulary express the purpose of message in various oral and written communicative contexts;</p> |