

Capital University of Economics and Business

Overseas Chinese College

Course Syllabus

<u>Year and Semester</u>	2022 Fall (Sep 5, 2022 - Jan 4, 2022)
<u>Course Name</u>	Graduate School Entrance Examination English
<u>Course Code</u>	GEE 112
<u>Course Type</u>	<input type="checkbox"/> General Education (Required) <input checked="" type="checkbox"/> General Education (Elective) <input type="checkbox"/> Professional Course (Required) <input type="checkbox"/> Professional Course (Elective) <input type="checkbox"/> Basic Disciplinary Course
<u>Course Credits</u>	2
<u>Course Hours</u>	34
<u>Prerequisites</u>	NO
<u>Instructor</u>	Prof. Jane Yan
<u>Contact Information</u>	Office: C2015 Tele: 83951083
<u>Office Hour</u>	TBA
<u>Learning Centre</u>	TBA
<u>Grade/Section</u>	Y01
<u>Course Time/Place</u>	13:30-15:05 TH/A109

Textbook

《考研英语（一）真题大全》 世界图书出版公司

ISBN 978-7-5192-4529-0

《全国硕士研究生入学统一考试历年真题详解》英语（二）郑州大学出版社

ISBN 978-7-5645-6298-4

Reference Book

《全国硕士研究生英语一考研大纲》

Higher Education Press, ISBN 978-7-04-054575-3

Course Description

This course will prepare students to pass NETEM (National Entrance Test Of English For MA/MS Candidates), which will assess the candidates' English proficiency. The course would particularly help students familiarize themselves with the test format, comprehensive language skills, test-taking strategies and tactics, etc. By taking this course, the candidates will improve their language level and exam strategies, so that they are able to achieve higher score and pass NETEM with decent scores. More importantly, the candidates will become competent learners who can adapt to their future academic studies and career.

Student Learning Outcomes

After learning this course, the students will be able to:

Knowledge:

- ◆ label and identify key grammar elements in context
- ◆ summarize the main idea and express writer's opinions in reading
- ◆ identify the synonyms and paraphrased expressions in reading task
- ◆ reproduce practical and argumentative essays based on writing requirement

Capability

- ◆ use properly English grammar and vocabulary
- ◆ apply the reading and writing skills into national exam NETEM
- ◆ present complicated ideas and perspectives in translation and writing tasks
- ◆ demonstrate effective cross-communication skills

Mindset

- ◆ develop Chinese cultural confidence
- ◆ cultivate cross-cultural awareness
- ◆ be logical, ethical, methodical, consistent and accurate
- ◆ apply critical thinking in the process of language outputting

Website Source

<http://px.hep.edu.cn>

Teaching Methods

This course contains lectures, class discussions, homework, quizzes, model test and exams. Textbook content will be introduced first. Then model tests and practice questions will be delivered to students as a way to test their understanding of the knowledge.

Grade Criterion

Component	Weight	Description
Final Exam	20%	A cumulative final examination will be given based on all of the contents of the class. The exam paper may be composed of multiple-choice questions, gap filling questions, short answer questions, essay questions, and oral questions, etc. Students should rely primarily on homework assignments to give them a sense of what they may see for material on exams.
Mid-Term Test	20%	A cumulative midterm test will be given based on all of the contents that have been taught in class. The test paper may be mainly composed of subjective and objective questions.
Homework	15%	Most of the assigned homework is taken from the Exercises in the textbook. Assignments will be collected at the clearly stated date. Late assignments will not be accepted. The graded assignments will be kept by the tutor for reference and won't be returned to students.

Quizzes	15%	There will be at least 2 quizzes during the semester. Quizzes may or may not be announced in advance. It may also be used as a way to check the attendance. Quizzes will test your knowledge of both language skills and the application of those skills.
Presentation	10%	The students will be divided into several groups to prepare a presentation. Each student is required to be involved in the presentation. The topics can be selected from the textbook or lectures. Each group need to finish a PPT related to the topic which is given and hand in the related resources to the teacher before the presentation.
Participation	10%	Individuals will be asked to participate individually in a question and answer at least 5 times during the semester. The performances should be counted in their participation.
Attendance	10%	Refer to attendance policy listed below
Total	100%	

Detailed Grade Computation

	Before Midterm	After Midterm
Attendance	5%	5%
Participation	5%	5%
Homework	5%	10%
Quizzes	5%	10%
Presentation		10%
Midterm test	20%	
Final exam		20%
Total	40%	60%

Grading Policy

A+ 97-100	A 93-96	A- 90-92	B+ 87-89	B 83-86	B- 80-82
C+ 75-79	C 70-74	C- 67-69	D+ 63-66	D 62-60	F 0- 59

Exam Schedule

Midterm Test: Nov.3

Final Exam: Dec. 29

Assessment of Student Performance

☞ Self-Study and Reading ability Practice

Instructor will give out the chapters or the reference books to read and use class hours to have discussion; students should be able to show a proactive attitude and ability for self-study and reading. Knowledge and oral English will be elements of homework or presentation score.

☞ Homework

Students should finish their homework by themselves. Copying from others will be treated as cheating

and the homework scores will be lowered. Students should hand in all assignments on time. Late assignments will be accepted at the discretion of the instructor (i.e., when the student was ill or had an excused absence). Late assignments without reasonable proof will be refused and the score will be zero.

☞ Attendance

Because the course covers a great deal of material, attending every class session is very important for performing well.

- ◆ Being late for 15 minutes or more is considered an absence.
- ◆ Five hours or above of unexcused absences will result in the lower level of the final grade by one grade band (e.g. from C – to D +). Any excused absence must be discussed directly with the teacher.
- ◆ Absence which is more than 1/3 of the total teaching hours will cause an F (a failing grade) directly. But students are welcome to continue attending classes.
- ◆ An incomplete grade (I) will be considered in case of medical or family emergencies.

☞ Participation

- ◆ Students should participate in classes actively. Half of participation grade is determined by their presentation in class. They are encouraged to ask questions relevant to the subject and express their own opinions. Every student should respect the ideas, opinions, and questions of their classmates.
- ◆ Students should also use office hours to ask questions or talk with the instructor for good communication and effective learning.
- ◆ Frequent visiting the instructor and chatting in English during office hours is highly recommended.
- ◆ Any misbehavior and non-class related activities in class will result in the lower level of the participation grade, including ringing cell phones.
- ◆ All above behaviors will be solely evaluated by the instructor for scoring.

☞ Textbook

Students must bring the textbook to class.

Topical Course Outline

Week	Date	Topics	Homework
1	Sep. 8	<ul style="list-style-type: none"> ● Brief Introduction of NETEM ● Syllabus & Reading Section Introduction 	Purchasing textbook
2	Sep. 15	Reading: Section I- Use of English	Post-reading exercises
3	Sep. 22	Reading: Part B Version 1	Post-reading exercises
4	Sep. 29	Reading: Part B Version 2	Post-reading exercises
5	Oct.6	National Day	Post-reading exercises
6	Oct. 13	Writing: Translation (Reading Section II-Part C Translating)	Post-writing exercises
7	Oct. 20	Writing: Part A	Post-writing exercises
8	Oct. 27	Writing: Part A & Mid-term Review	Review
9	Nov.3	Mid-term Test (TBA)	

10	Nov. 10	Reading: Part A +Mid-Term Test Analysis	Post-reading exercises
11	Nov. 17	Reading: Part A	Post-reading exercises
12	Nov. 24	Reading: Part A& Part B, Version 3	Post-reading exercises
13	Dec. 1	Writing: Part B	Post-writing exercises
14	Dec. 8	Writing: Part B	Post-writing exercises
15	Dec. 15	Writing: Part B & Translation (Reading Section II-Part C Translating)	Post-writing exercises Pre Preparation
16	Dec. 22	Presentation &Final Review	Preparation
17	Dec. 29	Final Review	

Note: This week plan is tentative and may be changed or modified throughout the semester. All students will be notified and a new week plan will be given.

Teacher's Office Hour

- ♦ The instructor's office hour is shown in the front of the office door.
- ♦ Students are suggested to use the instructor's office hour and learning center to ask questions or talk with the instructor once at least per week for good communication and effective learning, which is recorded in the students' participation.
- ♦ The time can be scheduled by instructors or students, or both.

Cheating and Plagiarism

Cheating is not tolerated. Any student caught cheating on a quiz; test or exam will be given a mark of zero (0) for the particular work. At the beginning of the semester the definition of plagiarism will be carefully explained, when any thoughts or writings of another person are used, they must be clearly identified (usually one uses quotation marks) and the source notes. **If any student is caught cheating on any homework assignment, the highest score the student can earn in that course is a "C".**

Important Dates

Fall Semester, 2022

September 5, 2022— January 16, 2023

Sep.2-4	Registration (Sophomores, Juniors and Seniors)
Sep.5	Classes Begin (Sophomores, Juniors and Seniors)
Sep.9	Last Day to Drop or Add a Course
Sep.10	Mid-Autumn Festival
Sep.18	Registration (Freshmen)
Sep.19-23	Entrance Education (Freshmen)
Sep.26	Classes Begin (Freshmen)
Oct.1	National Day

Oct.31 – Nov.4	Midterm Test
Dec.31- Jan.3,2023	Revision (Sophomores, Juniors and Seniors)
Jan.1, 2023	New Year's Day
Jan.4- 13,2023	Final Exam Period (Sophomores, Juniors and Seniors)
Jan.9-13	Final Exam Period (Freshmen)
Jan.16	Winter Vacation Begins

Note: This syllabus is tentative and may be changed or modified throughout the semester. All students will be notified and a new syllabus will be given.

Instructor: 闫晓玲

Department Head: 张薇

