

Capital University of Economics and Business

Overseas Chinese College

Course Syllabus

<u>Year and Semester</u>	2018 Fall (September 3, 2018 - January 4, 2019)
<u>Course Name</u>	Advanced Listening
<u>Course Code</u>	CE338
<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>	None
<u>Instructor</u>	Prof. Daisy Xu
<u>Contact Information</u>	Office: C201 Tele: (010)83951083 Email: daisyxu1231@126.com
<u>Office Hour</u>	TBA
<u>Learning Centre</u>	TBA
<u>Grade/Section</u>	2016 Business/Y01
<u>Course Time/Place</u>	Thur. 15:40—17:30/A202
<u>Textbook</u>	<i>Cambridge English IELTS 9</i> Cambridge University Press, ISBN 978-1-107-61817-6.

Reference Book

Handout from teacher

Course Description

This course will be focusing on listening skills in English. It is designed to help intermediate learners to practice listening and to master advanced skills in Listening. The class will be based upon different question types according to the textbooks. In addition, more videos from TED and other website resources will be listened and outlined throughout the term.

1. To help enrich students' vocabulary and grammar knowledge, as well as their listening comprehension. Through one term of learning students will be able to better express themselves in an authentic way, and share their opinions with others.
2. To expose students to various lectures and their relevance to the social and cultural forces that shape our culture and influence our lives.
3. To improve their practical application of listening materials which will help them with exams, job applications and job interview.

Student Learning Objectives

After completing this course, students will be able to:

- ♦ Obtain a solid understanding of academic listening
- ♦ Recognize situations in survival and academic context and apply them into practice
- ♦ Understand signpost language in lectures
- ♦ Predict lecture content from the introduction
- ♦ Make lecture notes

Website Source

1. <http://www.51voa.com/>
2. <http://www.kekenet.com/>

Teaching Methods

Teacher's instruction based approach will be adopted to guide students through the process of listening. Group brainstorming, in-class discussion and peer-editing are also necessary as they can help students deeply understand each step of English learning process.

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 completion, choices, mapping, matching, short answer questions and critical thinking questions. Students should rely primarily on notes taken in class 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 questions regarding numbers, completion, choices and critical thinking questions. The exam should be completed within 40 minutes in class.
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 concepts and the application of those concepts.
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: November 5-9, 2018;

Final Exam: January 7-11, 2019

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 reduced in score by 50%.

☛ 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
2	Sept. 13	Class 1-Course introduction 1. Ice-breaking activity-introduce each other 2. Course learning objective-help students understand what is academic listening 3. Classroom rules learning Give students syllabus. Ask them questions based on the syllabus. Class 2- Advanced listening introduction 1. Summary of the first class 2. Demo lesson on advanced listening 3. Understand students' need-ask students finish "Need Analysis". 4. Unit 1 Rules of pronunciations in listening	Review and practice rules of pronunciations
3	Sept. 20	Class 1-Appreciation of a public talk 1. listen for the general idea 2. figure out the outline of the talk 3. listen again to add more details into the outline Class 2-Unit 2 Numbers 1. telephone numbers 2. prices 3. weights and measures 4. time and date	Questions 19-20 on page 82; Questions 7-10 on page 80
4	Sept. 27	Class 1-Appreciation of a public talk 1. listen for the general idea 2. figure out the outline of the talk 3. listen again to add more details into the outline Class 2-Unit 3 Personal Information 1. name	Questions 1-10 on page 33

		2.gender 3.address 4.nationality	
5	Oct. 4	National Holiday	—
6	Oct. 11	Class 1-Appreciation of a public talk 1. listen for the general idea 2. figure out the outline of the talk 3.listen again to add more details into the outline Class 2-Unit 4 Completion 1.Five steps in listening 2.locate the key words 3.strategies to deal with completion	Questions 11-13 on page 35; Questions 1-10 on page 57
7	Oct. 18	Class 1- Quiz 1 Class 2-Unit 5 Choices – single choice 1.Techniques to do questions of Single Choices --- indirect information and distractor 2. Do the relevant exercise about Single Choices 3. Apply what you have learnt into practice, to summarize different situations you might encounter in overseas countries	Questions 17-18 on page 12; Questions 21-24 on page 37
8	Oct. 25	Class 1-Appreciation of a public talk 1. listen for the general idea 2. figure out the outline of the talk 3.listen again to add more details into the outline Class 2- Unit 5 Choices – multiple choice 1.Techniques to do questions of multiple Choices --- classify options into several groups 2. Do the relevant exercise about multiple Choices 3. Apply what you have learnt into practice, to summarize different situations you might encounter in overseas countries	Questions 19-20 on page 12; Questions 5-16 on page 79
9	Nov. 1	Mid-term Test	
10	Nov. 8	Class 1- Explanation and Analysis of mid-term test Class 2-Unit 6 Mapping – Gap Filling 1.two categories of mapping 2.key techniques of mapping 3.three principles of layout	Exercise on handout
11	Nov.15	Class 1-Appreciation of a public talk 1. listen for the general idea 2. figure out the outline of the talk 3.listen again to add more details into the outline Class 2-Unit 6 Mapping – Addressing 1.difference with gap filling 2.key techniques of this kind of mapping 3.review relevant vocabulary	Questions 17-20 on page 36; Questions 11-13 on page 81
12	Nov. 22	Class 1-Appreciation of a public talk 1. listen for the general idea 2. figure out the outline of the talk 3.listen again to add more details into the outline	Questions 14-18 on page 59; Questions 14-16 on page 82

		<p>Class 2-Unit 7 Matching</p> <ol style="list-style-type: none"> 1.review kinds of paraphrasing 2.Techniques to do questions of matching --- paraphrase questions or options 3. Do the relevant exercise about matching 	
13	Nov. 29	<p>Class 1-Appreciation of a public talk</p> <ol style="list-style-type: none"> 1. listen for the general idea 2. figure out the outline of the talk 3.listen again to add more details into the outline <p>Class 2-Unit 8 Sentence Completion</p> <ol style="list-style-type: none"> 1.Techniques to do questions of Sentence Completion --- summarize key information and check the answer with grammar 2.Do the relevant exercise about Sentence Completion. 3.Apply what you have learnt into practice, to paraphrase what your partner talk about. 	<p>Questions 23-25 on page 83; Questions 25-30 on page 38; Questions 33-40 on page 62</p>
14	Dec. 6	<p>Class 1-Appreciation of a public talk</p> <ol style="list-style-type: none"> 1. listen for the general idea 2. figure out the outline of the talk 3.listen again to add more details into the outline <p>Class 2-Unit 9&10 Short-answer Questions & Flow Chart</p> <ol style="list-style-type: none"> 1.Techniques to do questions of Short-answer Questions & Flow Chart --- identify the signals information 2.Do the relevant exercise about Short-answer Questions & Flow Chart 3.Apply what you have learnt into practice, to paraphrase what your partner talk about. 	<p>Questions 26-30 on page 84; Questions 14-16 on page 82</p>
15	Dec. 13	<p>Class 1-Appreciation of a public talk</p> <ol style="list-style-type: none"> 1. listen for the general idea 2. figure out the outline of the talk 3.listen again to add more details into the outline <p>Class 2-Unit 11 Summary</p> <ol style="list-style-type: none"> 1.Techniques to do questions of Summary --- figure out the outline of the talk 2.Do the relevant exercise about Summary 3.Apply what you have learnt into practice, to paraphrase what your partner talk about. 	<p>Questions 21-30 on page 60; Questions 31-40 on page 39; Questions 31-40 on page 15;</p>
16	Dec. 20	<p>Class 1- model test</p> <p>Class 2-the analysis of model test</p>	<p>Review the model test</p>
17	Dec. 27	<p>presentations</p>	<p>Review for the final exam</p>

Note: Some chapters or sections may leave for self-study, this is the students' duty to learn and understand, they may also be included in the quizzes or exams.

A review in Chinese may be held during L.C. and O.H. in the semester.

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, 2018	August 31, 2018— January 13, 2019
Aug. 31	Registration
Sep.3	Classes Begin
Sep.7 - 20	Freshmen's Military Training
Sep.24	Classes Begin (Freshmen)
Sep.24	Mid-Autumn Festival (tentative)
Oct.1 - 5	National Day Holiday (tentative)
Oct. 29 - Nov. 2	Mid-term Test
Jan.1, 2019	New Year's Day Holiday (tentative)
Jan.2-11	Final Exam Period
Jan.14	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: Prof. Daisy Xu

Department Head: _____

