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# English Language 3 (Professional Communication and Language)

Gr. A-K: Prof. Pierfranca Forchini; Gr: L-Z: Prof. Francesca Costa

*Gr. A-K: Prof. Pierfranca Forchini*

***COURSE AIMS AND INTENDED LEARNING OUTCOMES***

The course in English linguistics aims to provide students with the knowledge and skills which are needed to analyze spoken and written texts in English, with a special focus on professional communication. To this purpose, students are introduced to selected tools for the analysis of spoken and written discourse and are guided in their application to different professional genres.

The course also aims to enhance the students’ communicative skills, by encouraging them to participate in the analysis and observation tasks carried out in class. Finally, the course aims to contribute to the development of the students’ learning skills and critical thinking skills.

*Knowledge and understanding*

At the end of the course students are expected to have gained an understanding of the theoretical constructs, methodologies and professional genres specified in the Contents section.

*Ability to apply knowledge and understanding*

At the end of the course students are expected to be able to analyze spoken and written texts with reference to the constructs and methodologies specified in the Content section.

*Transferable skills*

At the end of the course students are expected to have enhanced their communicative skills, learning skills and critical thinking skills by participating actively in the analysis and observation tasks in the classroom.

***COURSE CONTENT***

Defining professional communication and using linguistics in professional communication.

Pragmatics (The cooperative Principle, Speech Acts & Politeness).

Genre and Register – Biber’s Text Types.

Features of spoken (and movie) language vs. written language.

Language and Culture: Cross-Cultural Communication.

Corpus Linguistics as a methodology and tools to analyze language.

***READING LIST***

P. Forchini, *Communication in Action,* EDUCatt, Milano, 2017.

Further bibliography may be communicated via Blackboard during the course.

***TEACHING METHOD***

The teaching method includes:

technology-enhanced lectures, using audio-visual materials and mobile learning tools, pair and/or group work, peer-to-peer learning, individual analysis and observation tasks, self-study.

If the health situation caused by the COVID-19 pandemic prevents teaching in the classroom, students will be notified in good time of the alternative lessons which will be provided via the online platforms used by the University.

***ASSESSMENT METHOD AND CRITERIA***

Students are tested through an oral exam, once they have passed the written and oral language exams, and can choose to give a presentation in English on one of the topics from the course.

At the oral exam of Professional Communication, students are required to show knowledge of the course contents:

– by reporting and commenting on the topics and methodologies listed in the Course Contents section;

– by identifying and explaining the features of language detailed in the Course Contents section, using appropriate terminology.

The mark resulting from the weighted average of the written and oral language tests (up to a maximum of 1/6 and 2/6 of the final mark respectively) will contribute to the final Professional Communication course mark, worth 12 credits.

The final mark will be calculated taking into consideration:

– the students’ ability to: report on and comment on the topics dealt with in the course; identify and explain the linguistic and contextual features in excerpts from spoken and written texts with reference to the constructs and methodologies presented in the course; draw meaningful links among the studied topics; relate what they learnt to their own experience as documented in their reflective journals.

– the candidate’s communicative competence.

***NOTES AND PREREQUISITES***

With the exception of incoming Erasmus students from other universities, students must have finished the English exams of the second year (i.e. prova intermedia scritta e orale e morfosintassi) before they attempt any exams in the second year. Students must pass the written and oral language exams (prove intermedie) of the third year before they take the Professional Communication exam. For Erasmus students, the course in Language, Morphosyntax and Lexis (30 hours) is worth 5 CFU.

All students must enroll in the course on Blackboard.

In case the current Covid-19 health emergency does not allow frontal teaching, remote teaching will be carried out following procedures that will be promptly notified to students.

*Place and time of consultation hours*

During the semester, Prof. Forchini’s office hours take place on a weekly basis, according to the notices in the Dept. of Scienze linguistiche e letterature straniere (Via Necchi 9, III floor). Timetable variations will be communicated through her university webpage.

*Gr: L-Z: Prof. Francesca Costa*

***COURSE AIMS AND INTENDED LEARNING OUTCOMES***

The course aims to provide students with the knowledge and skills which are needed to analyse spoken and written texts in English, with a special focus on persuasion in political discourse and professional communication. To this purpose, students are introduced to selected tools for the analysis of spoken and written discourse. The course also aims to enhance the students’ communicative skills, by encouraging them to participate in the analysis and observation tasks carried out in class. Finally, the course aims to contribute to the development of the students’ learning skills and critical thinking skills.

*Knowledge and understanding*

At the end of the course students are expected to have gained an understanding of the theoretical constructs and methodologies specified in the Contents section.

*Ability to apply knowledge and understanding*

At the end of the course students are expected to be able to analyse spoken and written texts with reference to the constructs and methodologies specified in the Contents section.

*Transferable skills*

At the end of the course students are expected to have enhanced their communicative skills, learning skills and critical thinking skills by participating actively individually and in groups in the analysis and observation tasks in the classroom.

***COURSE CONTENT***

– English as an international language.

– The interconnections between culture and language.

– Conversation, discourse and multimodal analysis.

– Linguistic features of written/spoken political texts.

– Professional communication at work.

– Linguistic means of persuasion.

Active participation and group work will be an integral part of the course.

***READING LIST***

Compulsory texts:

C. Cucchi, *Insights into English discourse*, EDUCatt, Milano, 2016.

A. Partington-C. Taylor, *The language of persuasion in politics*, Routledge, London, 2017.

Further bibliography may be communicated via Blackboard during the course.

***TEACHING METHOD***

A range of the following: lectures, videolectures, audiovisual materials, tasks, seminars, group discussions, revisions, group and peer-to-peer-work presentations and self study.

***ASSESSMENT METHOD AND CRITERIA***

Continuous assessment and final oral exam. Students are tested through an oral exam, once they have passed the written and oral language exams. The final mark is out of 30. Students will be assessed on 1) a formative assessment project work in the form of a PPT presentation on a linguistic analysis of a political text using the categories dealt with in the bibliography and in the course itself (55% of the mark) 2) a summative assessment oral exam which will test the students’ knowledge of the contents of the course (45% of the mark). Both disciplinary content and language skills in terms of fluency and accuracy will be assessed.

***NOTES AND PREREQUISITES***

Students are expected to have a C1 level (CEFR) of English.

The course is taught in English and all students must enrol for the course on Blackboard. It is suitable for Erasmus and exchange students. Students must have finished the English exams of the previous year (ie prova intermedia scritta e orale e morfosintassi) before they attempt any exams in the third year. If the health situation caused by the COVID-19 pandemic prevents teaching in the classroom, students will be notified in good time of the alternative lessons which will be provided via the online platforms used by the University.

*Place and time of consultation hours*

During the semester office hours take place on a weekly basis, as publicised on the University webpages.

**English Language Practical Classes (Year 3, Three-year Course students)**

## L. ARNO’, R. BALDI, C. BELL, L. BELLONI, F. CARACENI, M. CRUICKSHANK, L. FERRARIO, A. FOTTRELL, S. LITI, P. PROSTITIS, S.RIGLIONE, J. ROCK, J. VILLIS, L. WILLIAMS

***COURSE AIMS AND INTENDED LEARNING OUTCOMES***

The course aims to develop students’ oral and written language skills in areas useful to their professional development.

By the end of the course, students are expected to demonstrate their ability:

– to understand a prose passage by writing grammatically correct answers to comprehension questions;

– to write emails or letters with various communicative functions in a style appropriate to the context, showing knowledge of the norms of written English;

– to translate passages from Italian to English and from English to Italian in their area of specialisation, demonstrating accurate grammatical knowledge and appropriate stylistic and lexical knowledge;

– to understand authentic, natural spoken English by answering written comprehension questions accurately;

– to converse in English, asking and answering questions at a C1 level about the prescribed texts for the exams.

***COURSE CONTENT***

Students work on a range of up-to-date materials prepared by their teachers specifically for their curricula, including passages for reading and listening comprehension from newspapers and online sources, and authentic texts relevant to their field of study to translate from English to Italian and vice versa.

***READING LIST***

Each teacher either posts materials on Blackboard or makes a course pack available via EduCatt. Details of the course materials are provided on Blackboard.

Useful extra reading for all curricula:

C. Taylor, *Language to Language*, Cambridge University Press, Cambridge, 1998.

Recommended Reference English grammar:

R. Carter-M. McCarthy, *Cambridge Grammar of English*, Cambridge, 2006.

Students must possess both a monolingual and a bilingual dictionary, which they will bring to the written exam.

Recommended bilingual dictionaries:

*Il Sansoni Italiano-Inglese*, Sansoni, ultima edizione

*Grande Dizionario Hoepli Inglese con CD-ROM*, Hoepli, 2016.

*Il Dizionario Inglese Italiano Ragazzini*, Zanichelli, 2019.

*Oxford Paravia. Il dizionario inglese-italiano, italiano-inglese*, ultima edizione.

Recommended Monolingual dictionaries:

*Advanced Dictionary*, Collins Cobuild, 2017.

*Advanced Learners Dictionary*, Cambridge, 2015.

*Advanced Learners Dictionary*, Oxford, 2015.

*English Dictionary for Advanced Learners*, Macmillan, 2017.

*Longman Dictionary of Contemporary English*, 2014.

***TEACHING METHOD***

Students are divided into courses by area of specialisation and by alphabetical order. The groups are carefully organised so as to avoid overlapping with other languages, and students must stay in their groups.

Students must enrol in their group on the Blackboard platform, where information is provided about lessons and end of year tests. The lessons are interactive, requiring pair work and group work, as well as self-study at home.

***ASSESSMENT METHOD AND CRITERIA***

Students take a written test (*prova intermedia scritta*) at the end of the second term. The written language test is in two parts. Part 1 consists of two translations, one from English to Italian, the other from Italian to English. In Part 1, both monolingual and bilingual dictionaries may be used, but not special dictionaries (such as exam dictionaries, legal or business dictionaries, collocations dictionaries). Part 2 consists of a reading comprehension with questions, a writing exercise (such as a job application letter or email), and a listening comprehension with a gap-fill exercise. Dictionaries may not be used in Part 2.

At the oral exam, students must be able to discuss readings selected during the year. Listening and speaking skills are assessed in a face-to-face conversation, together with pronunciation, communicative fluency, grammatical accuracy, use of appropriate vocabulary and the ability to interact. Students must demonstrate that they know the contents of the readings and are able to discuss related themes.

The marks obtained in the written and oral tests are combined into a weighted average (*media ponderata*) where the written mark is worth 1/3 and the oral mark 2/3. This weighted average contributes to the final mark, which is obtained after taking the exam in phonology or literature. The written mark counts for up to 1/6 and the oral mark up to 2/6 of the final mark.

***NOTES AND PREREQUISITES***

The reference point for the organisation of the English Language courses is the email address: celi.inglese[@unicatt.it](mailto:chei@unicatt.it) which is managed by the coordinator, prof. Jane Christopher. The president of the final exam commission coincides with the name of a professor of English linguistics (in the third year, Prof. Costanza Cucchi), but the president cannot answer questions about language courses, groups or exams.

It is important that students remain in the course assigned to them so as to ensure evenly-sized language courses.

Any students who do not succeed in passing their written exams are required to attend the remedial course (*corso di recupero*) in the following semester.

*Place and time of consultation hours*

The language teachers are available to talk to students after lessons.

# American English Language Classes – American English and culture

## Coordinator: Prof. Pierfranca Forchini

## Teacher: Michael Bergstein

***COURSE AIMS AND INTENDED LEARNING OUTCOMES***

The course in American English and Culture is an elective course for third year BA students and for the students of the Master’s Degree in Language Sciences (first and second year) (all curricula).

The aim of each module (20 hours, 2 hour-session per week) is to provide students with the opportunity to get to know and deepen their knowledge of American language and culture.

*Knowledge and understanding*

At the end of the course, students are expected to have gained knowledge through the use of written and audio-visual tools of the language and culture of the United States of America (for example, important historical moments and documents, geography, specific cultural values of the American system, music, politics, school and university education systems, among others).

*Transferable skills*

At the end of the course, students are expected to have enhanced their communicative skills in English by participating actively in the tasks in the classroom.

***READING LIST***

P. Forchini, *Focus on* *American English & Culture*,EDUCatt, Milan, 2010, 2nd ed.

***TEACHING METHOD***

Each module is worth 2 CFU and attendance is compulsory.

***ASSESSMENT METHOD AND CRITERIA***

Students are expected to participate actively in the classrooms and evaluation assesses their participation, as well as their performance of a brief oral presentation on topics covered at the end of the module.

***NOTES AND PREREQUISITES***

The course (worth 2 CFUs) can be attended only by students who are in the third year of the Laurea Triennale or in the Laurea Magistrale. It does not prepare students for the prove intermedie scritte, but is an extra course which is particularly useful for oral skills and for those interested in all aspects of language and culture of the United States. Students must enroll in the course by sending an email to Prof. Pierfranca Forchini at american.english@unicatt.it. There is a limit of 20 places on the course.