The goals of Communication Skills Level 3 are for students to continue to strengthen their listening and speaking skills as well as their listening comprehension in relation to academic study and the TOEFL iBT, to practice note-taking, to engage in academic discussion, and to strengthen presentation skills. By the end of Communication Skills Level 3, students will be able to:

--Comprehend academic lectures.

--Effectively participate in academic discussions.

--Deliver effective presentations.

Communication Skills Level 3 Teaching Objectives:

1. Practice and improve students’ individual listening skills:
   1.1. Listen for and accurately document main ideas and the main purpose.
   1.2. Demonstrate effective notetaking skills.
   1.3. Use abbreviations and symbols when taking notes.
   1.4. Give tips for suggestions.
   1.5. Listen to syllable stress.
   1.6. Listen for numbers and statistics.
   1.7. Predict information in a listening passage or short video.
   1.8. Listen for and accurately document details and supporting information.
   1.9. Listen for and recognize a speaker’s tone and feelings.
   1.10. Listen for signposts.
   1.11. Listen for sentence stress.
   1.12. Use descriptive language in a presentation.
   1.13. Work in small groups to discuss various topics.
   1.14. Listen for and give reasons.

2. Advance students’ recognition of English sounds:
   2.1. Listen for and correctly identify stress in words and sentences.
   2.2. Listen for and correctly identify contractions.
   2.3. Listen for and correctly identify intonation in statements and questions.
   2.4. Divide speech into meaning segments or thought groups.

3. Comprehend academic discourse using prediction and analysis through the identification of rhetorical patterns:
   3.1. Correctly use descriptive language when giving an opinion.
   3.2. Personalize an opinion.
   3.3. Synthesize information about an academic topic.
   3.4. Interpret an infographic.

4. Improve students’ individual speaking skills in discussions and presentations:
   4.1. Effectively create a short individual presentation.
   4.2. Correctly use visual aids to make presentations more interesting.
   4.3. Effectively explain a process.
   4.4. Effectively use listing signals when presenting information.
4.5. Correctly use numbers and statistics.
4.6. Use intonation patterns when presenting.
4.7. Use contractions with be when speaking.

Course Evaluation

<table>
<thead>
<tr>
<th>Presentations (2)</th>
<th>40%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes/Tests</td>
<td>35%</td>
</tr>
<tr>
<td>Comprehensive Final Exam</td>
<td>25%</td>
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</tbody>
</table>

Communication Skills Level 3 Student Learning Outcomes to Formally Assess:

Students will be able to:

- CS 3.1 Listen for and accurately document main ideas and the main purpose.
- CS 3.2 Demonstrate effective notetaking skills.
- CS 3.3 Give tips for suggestions.
- CS 3.4 Listen for numbers and statistics.
- CS 3.5 Listen for and accurately document details and supporting information.
- CS 3.6 Work in small groups to discuss various topics.
- CS 3.7 Listen for and give reasons.
- CS 3.8 Listen for and correctly identify intonation in words, statements and questions.
- CS 3.9 Divide speech into meaning segments or thought groups.
- CS 3.10 Listen for and identify chunking in sentences.
- CS 3.11 Correctly use descriptive language when giving an opinion.
- CS 3.12 Give a presentation on an academic topic using a visual aid to make presentations more interesting.

Grading Scale

<table>
<thead>
<tr>
<th>EXCELLENT</th>
<th>GOOD</th>
<th>AVERAGE</th>
<th>REPEAT</th>
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<td>B+</td>
<td>C+</td>
<td>R</td>
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<tr>
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<td>0-70</td>
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<td>B</td>
<td>C</td>
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<td>C-</td>
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<tr>
<td>92-94</td>
<td>82-84</td>
<td>71-73</td>
<td></td>
</tr>
</tbody>
</table>

The student demonstrates level-appropriate English ability that is almost always accurate and is characterized by a strong competence in the SLOs listed above.

The student demonstrates level-appropriate English ability that is generally accurate and is characterized by a competence in the SLOs listed above.

The student demonstrates level-appropriate English ability that is somewhat accurate and is characterized by an emerging competence in the SLOs listed above.

The student does not demonstrate level-appropriate English ability and is incompetent in the SLOs listed above.

Communication Skills Level 3 Requirements for Promotion

1. Students must pass the class with a cumulative grade of C- (71%) or better.