

English Skills for Higher Education Staff Members Summer Course

	9:00-10:30	11:00-12:30	14:00-15:30
MONDAY	<p>Introduction to the course and objectives</p> <ul style="list-style-type: none"> • Discussion: Importance of English proficiency in Higher Education settings • Vocabulary building: Key terms and expressions related to academia 	<p>Listening skills: Academic lectures and presentations</p> <ul style="list-style-type: none"> • Comprehension activities: Understanding main ideas, note-taking, and summarizing • Speaking practice: Presenting a short lecture on a chosen topic 	<p>Reading skills: Academic texts and research papers</p> <ul style="list-style-type: none"> • Reading strategies: Skimming, scanning, and identifying main ideas • Vocabulary development: Academic vocabulary related to various disciplines
TUESDAY	<p>Grammar focus</p> <ul style="list-style-type: none"> • Reviewing and practicing verb tenses commonly used in academic writing and speaking • Error correction exercises: Identifying and correcting common grammar mistakes • Speaking practice: Using target grammar structures in context 	<p>Writing skills: Academic writing styles and conventions</p> <ul style="list-style-type: none"> • Structure and organization: Developing clear paragraphs and logical arguments • Artificial intelligence- supported writing practices • Writing practice: Drafting an academic essay on a selected topic 	<p>Peer review and feedback</p> <ul style="list-style-type: none"> • Exchanging essays with a partner, providing constructive feedback • Editing and revising: Polishing the essay for clarity, coherence, and grammar accuracy • Reflection: Discussing the writing process and points to be improved
WEDNESDAY	<p>Listening skills: Academic discussions and debates</p> <ul style="list-style-type: none"> • Note-taking strategies: Capturing key points and supporting arguments • Speaking practice: Participating in a group discussion on a controversial topic 	<p>Speaking skills: Effective presentation techniques and public speaking skills</p> <ul style="list-style-type: none"> • Non-verbal communication: Body language, gestures, and eye contact • Presentation practice: Delivering a persuasive mini-presentation on a chosen topic 	<p>Pronunciation and fluency</p> <ul style="list-style-type: none"> • Intonation, stress, and rhythm in spoken English • Role plays and simulations to practice real-life scenarios in academia

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<p>THURSDAY</p>	<p>Reading skills: Academic journals and scholarly articles</p> <ul style="list-style-type: none"> • Critical reading: Evaluating arguments, identifying bias, and assessing sources • Discussion: Engaging in a critical analysis of a selected article 	<p>Writing skills: Academic referencing and citation styles</p> <ul style="list-style-type: none"> • Plagiarism awareness: Understanding the importance of proper citation • Writing practice: Incorporating sources and citing references in an academic text 	<p>Vocabulary enrichment: Academic collocations and word families</p> <ul style="list-style-type: none"> • Word usage in context: Applying advanced vocabulary in speaking and writing • Vocabulary review games and activities
<p>FRIDAY</p>	<p>Intercultural communication</p> <ul style="list-style-type: none"> • Understanding cultural differences and communication norms • Cross-cultural communication challenges in Higher Education • Case studies and discussions: Navigating intercultural situations in academia 	<p>Review and consolidation</p> <ul style="list-style-type: none"> • Summarizing key concepts and skills covered throughout the week • Self-assessment and goal setting for future language development • Final project: Presenting a personal action plan for ongoing English language improvement in a professional context 	<p>WRAP UP & FEEDBACK</p>