



Future Academy
Higher Future Institute for Specialized Technological Studies
Course Specification

• Course information:

Course Code:	HUM191
Course Title:	English (1)
Year/level	1 st
Academic Programs	Computer Science Program (B.Sc.)
Contact hours/ week	(Theoretical =2, Practical = -, Total = 2)

• Course aims:

- Acquire basic knowledge of business English.
- Identify different forms of technical writing.
- Compare between American & British business terminology.
- Recognize various verb forms & other grammatical components.

• Intended learning outcomes of the course (ILOs):

a- Knowledge and understanding:

On successful completion of this course, the student should be able to:

- a1- Acquire basic knowledge of business English & scientific terms
- a2- Identify different forms of technical writing.
- a3- Compare between American & British business terminology.
- a4- Recognize various verb forms & other grammatical components.
- a5- Write complete fully-structured sentences

b- Intellectual skills:

On completing this course, the student should be able to:

- b1- Develop listening for information & note taking
- b2- Summarizing texts to form professional summaries.
- b3- Re-arrange sentences & business events in a logical order
- b4- Differentiate between different forms such as nouns & verbs.
- B5- Analyze English sentences to detect sentences components.

c- Professional and practical skills:

At the end of this course, the student will be able to:

- c1- Write properly structured sentences using proper terms.
- c2- Create meetings to stimulate real business life.
- c3- Prepare business documents such as business email, fax etc.
- c4- Develop negotiation skills.

d- General and transferable skills:

On successful completion of this course, the student should be able to:

- d1 - Work in teams & co-operation
- d2- Make oral presentation.
- d3- Master language skills: reading, writing, speaking & listening.
- d4- Develop negotiation skills.

• Course contents

Topics/units	Number of hours		ILO's
	Lecture hours	Practical hours	
Computer applications G. present simple+ Translation	2	-	a1 , b3 , c4
Configuration G present cont. +. Translation	2	-	a5 , b4 , c1
Inside the system –G. Past simple tense + Translation	2	-	a2 , b2 ,c3
Bits and bytes G. –Past cont. + Translation	2	-	a1 , b4 , c2
Capture your favorite image Past cont. + Translation	2	-	a4 , b3 , c1
Work and jobs – G. (Present perfect +Translation	2	-	a3 , b2 , c4
Mid-semester exam	2	-	a1,a2 , b1,b2 , c3,c4
Recruitment and selection – G. Present perfect cont.) & Translation	2	-	a1 , b2 , c4
Skills and qualifications - G. Future simple Tense) & Translation.	2	-	a2 , b1 , c3
The Career Ladder – G. Future Perfect Tense & Translation	2	-	a1 , b1 , c4
Problems at work – G. Future continuous Tense & translation	2	-	a2 , b3, c2
Marketing and market orientation – G. Yes or No Questions & Translation	2	-	a1 , b3 , c4
Ways of Working – G. Wh questions & Translation	2	-	a4 , b3 , c3
Innovation and Invention – G. Tag Questions & Translation	2	-	a4 , b2 , c2
Revision	2	-	

• Teaching and learning methods

Methods	ILO's																			
	a1	a2	a3	a4	a5	b1	b2	b3	b4	b5	c1	c2	c3	c4	c5	d1	d2	d3	d4	d5
Lectures			√						√				√					√		
Practical sections				√				√				√			√				√	
Self-learning	√				√					√							√			√
Assays and reviews	√							√						√			√	√	√	√
Discussion groups		√			√				√				√				√	√	√	√
Brainstorming																				
Blended-learning																				
E-learning																				

• Teaching and learning methods for Low-achieving students

- Extra teaching hours for those who need help
- More quizzes to assess their ability for understanding the course
- Encourage the team work for those students with other advanced ones to increase their participation and understanding

• Student assessment

Assessment method	Date	Grade weight (%)	ILOs
Written Examination	15 th week	60	
Mid-Term Examination	7 th week	15	
Practical/Laboratory Work:			
Other Assignments/Classwork:		15	
Quiz 1 & 2	4 th and 11 th week	10	
Total:		100 %	

• List of references

8.1. Student notebooks:

- 1- Infotech. Text book**
- 2- Grammar in use**

8.2. Essential textbooks:

- 1- An introduction to English Grammar.**
- 2- Infotech English for computer users Students. Book 4th Edition**
- 3- Infotech English for computer users – teachers – compress- Engineering**

And Other Text Books

8.3. Recommended textbooks:

- Computer Science and AI Trends | Advancing AI Capabilities

8.4. Journals, Periodical and Reportsetc.

- Intermediate Business English periodicals.

8.5. Websites

- * WWW.market leader by David Colt
- * Infotech – global.co.uk

Course Coordinator: *Dr. Zeinab Abdel Rashid*

Head of department: *Prof. Dr. Yasser F. Ramadan*

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