

Preparatory School of Economics, Commercial and Science of Management

A proposal of a Syllabus for English Courses to the Second Year.

Introduction

- Learning vocabulary - general advice
- What has to be learnt? - Aids to learning
- Four basic language skills: understanding, speaking, reading, and writing
- Teaching of grammar
- Using your dictionary
- Revising vocabulary
- Formal and informal words

Unit: 1 Connecting and Linking

- Time (e.g. as soon as, while, afterwards)
- Condition (e.g. unless, provided that)
- Cause, reason, purpose and result (e.g. owing to, with the aim of, as a result)
- Concession and contrast (e.g. although, on the other hand)
- Addition (e.g. in addition, furthermore, besides)
- Text-referring words (e.g. issue, problem)
- Punctuation (full stop, question mark, exclamation point ...)
- Structural words and lexical items
- Uses of the verbs *be* and *have* in the present and past
- Uses of the present simple and to form with *s*, *es*, *ies* in the third person
- Uses of the simple past with common regular and irregular verbs
- Uses of the past continuous
- Uses of the present perfect
- Uses of the past perfect
- Uses of the future tense with *going to shall* and *will*
- Uses the auxiliary verbs: elementary uses of *can may* and *must* and know the forms *could*, *might*, and *would*.
 - The use of *who*, *whom*, *which*, and *that*.
- Questions and negatives with auxiliary verbs including *do*, */does* and *did*.
- Articles: definite and indefinite: *a: an* and *the*. The use of *some*, *any*, *no*, *much*, *many*, *a lot of* with countable and uncountable nouns.
- The plurals with *-s -es -ves* common irregular plurals, *men*, *women*, *children*, *knives*...
- Pronouns personal, possessive, reflexive, Apostrophe 's'
- Comparison

- The imperative.

Unit: 2 Countable and uncountable

- Uncountable words (e.g. information, advice)
- Words that only occur in the plural (e.g. scissors)
- Countable and uncountable with different meanings (e.g. paper and a paper)
- Collective nouns (e.g. a flock of sheep)
- Making uncountable words countable (e.g. a loaf of bread)

Unit: 3 Topics

A - Countries, nationalities and languages

- The weather
- Describing people - appearance
- Describing people - character
- Relationships
- At home
- Everyday problems
- Global problems
- Education

B - Economy activity

- Management an art or science
- Industries and companies
- Work and managing people
- Production and quality management
- Human resource management

C - Travel

- Holiday
- Food
- The environment
- Towns
- The natural world
- Clothes
- Health and medicine
- Sport
- The arts

D - Introduction to marketing

- Marketing strategy and production
- Distribution and production
- Numbers and shapes
- Science and technology
- The press and media
- Politics and public institutions

- Crime
- Money - buying, selling and paying
- Banks and banking

Unit: 4 Notional concepts

- Containers and contents
- Number, quantity, degree and intensity
- Distances and dimensions
- Obligation, need, possibility and probability
- Sound and light
- Possession, giving and lending
- Movement and speed
- Texture, brightness, weight and density
- Success, failure and difficulty
- Time

Unit: 5 Feelings and actions

- Belief and opinion
- Pleasant and unpleasant feelings
- Like, dislike and desire
- Speaking
- The six senses
- What your body does
- What animals do?

English Vocabulary in use

- Fixed expressions

- Colloquial and fixed expressions - general (different types; advice on their use)
- Everyday expressions (e.g. as I was saying, that reminds me)
- Similes - as...as... / like ... (e.g. as white as a sheet)
- Binomials (e.g. odds and ends, spick and span)
- Informal describing people (e.g. to have a heart of gold)
- In formal describing feelings or mood (e.g. to be in a black mood, to shake in your shoes)
- Informal connected with problematic situations (e.g. to take the bull by the horns)
- Informal connected with praise and criticism (e.g. she's streets ahead of the other girls, the world's worst)
- Informal connected with using language (e.g. to talk behind somebody's back, to put in a nutshell)
- Informal - miscellaneous
- Proverbs (e.g. many hands make light work.)

Phrasal verbs and verb-based expressions

- Expressions with do and make
- Expressions with bring and take
- Expressions with get
- Expressions with set and put
- Expressions with come and go
- Expressions with look
- Miscellaneous expressions (with break, run, turn, let, etc.)

Varieties of English

- Headline English (e.g. boost, axe)
- US English (e.g. elevator, downtown)
- Other English's
- Slang (e.g. copper, bread)
- The language of notices (e.g. refrain, trespassers)
- Words and gender (e.g. waiter/waitress, chairperson, headteacher)
- Abbreviations (e.g. UN, OPEC, lab)
- New words in English
- Discourse markers (e.g. Right! Mind you!)

Word formation

- Suffixes (e.g. actor, permission, modernise)
- Prefixes (e.g. over-worked, exhale)
- Roots (e.g. impress, pressure, expression)
- Abstract nouns (e.g. faith, hope and love)
- Compound adjectives (e.g. well-dressed, time-consuming)
- Compound nouns - combinations of two nouns (e.g. baby-sitter, youth hostel)
- Compound nouns - combinations of verb + preposition (e.g. drawback, input)
- Words with interesting origins - people and places (e.g. hooligan, denim)
- Words with interesting origins - from other languages (e.g. bistro, rucksack)
- Onomatopoeic words - words that sound like their meaning (e.g. grumble, smash)
- Words commonly mispronounced (e.g. worry, cough)
- Homonyms - words pronounced and/or spelt the same (e.g. row, row; bow, bough)