



Aalto University

LC-1117 Integrated Oral and Written Skills (o,w) (3 ECTS), SPRING 2024

This course fulfills the university foreign language requirement. (written + oral)

Office hour: by appointment on campus / ZOOM

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Website & course materials: MyCourses

Prerequisites

CEFR- level: B2-C1, This course is to be taken simultaneously with PHYS-A0140 **Aineen rakenne** (5 cr).

Learning outcomes Upon completion of this course, the students will be able to

- Recognize the strategies and elements that enhance clarity and audience-friendliness in both oral and written communication
- Apply these strategies and elements in oral presentations and writing related to their field of study
- Distinguish between formal and informal styles of communication

Content

This course introduces written and oral communication principles and strategies that are applicable to professional and academic purposes and is at the same time integrated with **PHYS-A0140**. Written tasks and oral tasks will support the content course and be largely determined by its requirements. Throughout this course, students work individually and/or in small groups to develop their presentation and writing skills. Moreover, students give and receive constructive feedback on their work and revise it accordingly.

Course materials

1. Online materials + lecture slides (in MyCourses)
2. In-class handouts

Workload Small-group instruction 20-24h Independent study + guided online study 57-61h

Attendance

One absence (1 x 3 hrs, i.e. one meeting) is allowed but not encouraged. Missing class may also result in losing points for certain graded in-class activities. It is possible to ask to attend one of the other weekly sessions, but you should ask your teacher prior to joining.

In case of illness or other force majeure, contact the teacher to discuss alternative ways to compensate the missed work.

GRADING:

Article discussions leading (10%,)

- requires preparing the questions, submitting them in MyCourses, leading the discussion on the assigned day, brief summary to the class about the main points

+ participation in 2 discussions (10%)

Online modules (20%), five modules 4% each

- complete the following two obligatory modules “1 Avoiding plagiarism and referring to sources “ 2. Given-new” by the due date indicated (50% deduction for late submission)
- complete three out of the four modules: “3 Light before heavy”, “4 active verbs”, “5 commas” or “6A &B Style” by the due date indicated (50% deduction of points until June 3rd)
- 80% completion → full points; if completion percentage is lower, you get partial points for the module in question
- the points will be marked manually on the MyCourses grading form after the deadlines

Concept map /mind map for essay “introduction to concept X” – 4%

Essay draft (introduction to concept X) + peer review session: – 6% (Turnitin submission)

- text submitted in Turnitin (gives similarity score → similarity score, AI score (your teacher will let you know in the draft submission about these scores; no detailed feedback given by the teacher at this point)
- participation in peer review session: a draft submission is needed + in-class participation
- Force majeure: prior notification and arrangements needed for peer review to be completed outside of class

Final essay “Introduction to X” (25%) (Turnitin assignment)

- topic X is determined by your final project topic areas in PHYS-A0140
- text submitted in Turnitin (gives similarity score → similarity score, AI score
- text graded 1-5, & commented

Presentation practice session in groups (5%) (groups practice independently, send report to the teacher for points) + consultation times offered in Zoom

Final presentation (20%) graded 1-5 (→ Final presentation group grade: 10% + individual performance 10%)

Grading scale

5	93 – 100% of total points
4	85 – 92%
3	77 – 84%
2	69 – 76%
1	61 – 68%