

ANNEXE 2

Arabic Course Plan For FCO Programme January 2008

Teaching Plan

This teaching plan is for stage IV & V five weeks period (100 & 80 hours)

	12/05/2008		
	19/05/2008		
	26/05/2008		
	02/06/2008		
	09/06/2008		
Stage IV	16/06/2008		
	23/06/2008		
Stage V	30/06/2008		
	07/07/2008		

Contact Hours: 20 per week / four hours daily. Recommended daily self study 3-4 hours

Skills: All four skills, speaking, listening, reading and writing, will be covered in a balanced way in the following plan, with focus on one language skill or the other at some stages as required.

Course materials:

- Selected Authentic listening materials provided by teachers and Audio Visual materials from Al- Kitab part II (Vocabularies and listening comprehension skill)
- Selected materials from An Elementary Intermediate Course / Standard Arabic by Eckehard Schulz & (Consolidation; vocabularies and grammar)
- Selected Authentic reading materials from Media Arabic provided by teachers
- Translation and oral scenarios based on the guide line of FCO Functional/ confidence booklet

Aims:

By the end of this stage students have completed **C1**

Writing: CAN draft professional correspondence, take reasonably accurate notes in meetings or write an essay which shows an ability to communicate

Reading: CAN read quickly enough to read the media for information
CAN scan texts and understand detailed instructions or advice

Speaking: CAN contribute effectively to meetings and seminars within own area of work or keep up a casual conversation with a good degree of fluency, coping with abstract expressions

Listening: CAN follow formal and informal discussions and obtain specific information from announcements, broadcasts and messages

Syllabus (Draft)

Week 1 12/05/2008	Kitab Unit 17 Vocab Listening Activities	Kitab Unit 17 reading comprehension authentic materials	Oral scenarios & Colloquial	Kitab Unit 18 Vocab Listening Activities	Kitab Unit 18 reading comprehension translation
	Grammar Conversation	Translation	Oral scenarios & Colloquial	Grammar Translation Presentation	Review Test Consolidation
Week 2 19/05/2008	Kitab Unit 19 Vocab Listening Activities Grammar Conversation	Kitab Unit 20 Vocab Listening Activities Grammar Conversation	Oral scenarios & Colloquial	Chap 7-9 ESA Voc Conversation Translation Presentation	Writing a post card on a general and personal topic Consolidation
Week 3 26/05/2008	B/H	Day off	Oral scenarios & Colloquial	Chap 10-12 ESA Voc Conversation Translation Presentation	Writing an informal letter on a specific topic Consolidation
Week 4 02/06/2008	Listening comprehension authentic materials Media Arabic	Reading comprehension authentic materials Media Arabic/ Translation	Oral scenarios & Colloquial	Chap 13-15 ESA Voc Conversation Translation Presentation	Writing an opinion on a specific topic Consolidation
Week 5 09/06/2008	Listening comprehension authentic materials Media Arabic	Reading comprehension authentic materials Media Arabic/ Translation	Oral scenarios & Colloquial	Chap 16-18 ESA Voc Conversation Translation Presentation	Writing a summary for a long text Consolidation
Week 1 16/06/2008	Listening comprehension authentic materials Media Arabic	Reading comprehension authentic materials Media Arabic/ Translation		Chap 19-21 ESA Voc Conversation Translation Presentation	Writing a short essay Consolidation

Week 2 23/06/2008	Listening comprehension authentic materials Media Arabic	Reading comprehension authentic materials Media Arabic/ Translation	Oral scenarios & Colloquial	Chap 22-23 ESA Voc Conversation Translation Presentation	Taking notes Consolidation
Week 3 30/06/2008	Listening comprehension authentic materials Media Arabic	Reading comprehension authentic materials Media Arabic/ Translation	Oral scenarios & Colloquial	Chap 24-25 ESA Voc Conversation Translation Presentation	Wrting clear detailed text Consolidation
Week 5 07/07/2008	Listening comprehension authentic materials Media Arabic	Reading comprehension authentic materials Media Arabic/ Translation	Oral scenarios & Colloquial	Chap 26-28 ESA Voc Conversation Translation Presentation	Wrting an official letter Consolidation