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LISTENING

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Using the introduction and navigational language to understand a lecture

Note-taking (1): evaluating different note-taking techniques

Signposting (1): Guiding the audience

Lectures (2)

Topic signposting in a lecture

Listening critically and evaluating an argument

Signposting (2): Focusing on the main theme

Lectures (3)

Establishing key words and themes from the introduction

Note-taking (2): using different techniques

Presentations (1)

Identifying and explaining key components in a poster

Listening to the question and answer stage of a poster presentation

Evaluating a poster and presentation

Lectures (4)

Making notes on a chronological sequence

Recognizing citations and references in lectures

Citations (6): References to people, works, and ideas

Lectures (5)

Understanding the main points of a lecture

Summarizing a key concept from a lecture

Combining and comparing information from two lectures

SPEAKING

Student discussions

Preparing for a discussion individually and collaboratively

Active listening: checking, clarifying, and confirming

Interaction (1): Checking and confirming

Seminars (1)

Contributing to a discussion: developing, presenting, and supporting an argument

Introducing, interrupting, and turn-taking

Interaction (2): Interrupting and linking

Seminars (2)

Reading in preparation for a seminar discussion

Summarizing ideas from written sources

Citations (2): Referring to sources in a discussion

Presentations (2)

Planning, researching, and giving a poster presentation

Viewing posters and preparing critical questions

Asking questions about a poster: Spatial expressions, and question forms

Teamwork

Planning and conducting team research

Preparing and giving a group presentation

Hedging (2): Reaching agreement

Seminars (3)

Reading and preparing a logical argument for a seminar

Asking questions about a contribution

Conducting a seminar discussion and summarizing main points

Asking critical questions: Questioning the logic of a contribution

VOCABULARY

Flexibility

Recognizing word forms and how they are used

Using different word forms to express perspective

Accuracy

Choosing prepositions in noun phrases

Identifying adjective / verb + preposition combinations

Identifying senses

Identifying general and specialized senses

Understanding grammatical differences in usage

Variety

Understanding how synonyms alter meaning

Using antonyms to avoid negatives

Lexical patterns

Recognizing verb + verb patterns

Identifying and using clause patterns

Identifying repeated patterns to decode long sentences

Collocation

Recognizing collocations in a text

Identifying academic & discipline-specific collocations

READING

WRITING

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DATA *Page 103*

Academic focus:

Description, interpretation, and stance

Expository texts

Evaluating data sources and asking critical questions about data

Recognizing stance and subtle evaluation in an expository text

Comparing perspective and stance across texts

[Evaluation \(1\): Adverbials](#)

Data commentary

Interpreting data in visual form and writing a commentary

Decoding and constructing complex noun phrases

[Noun phrases \(3\): Multiple postmodifiers](#)

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INFLUENCE *Page 119*

Academic focus:

Cause, effect, and association

Complex texts

Identifying cause, effect, and association connections in a complex text

Recognizing confident and tentative connections

Exploring evaluation across texts

[Connection \(1\): Confident and tentative interpretations](#)

Cause and effect essays

Expressing cause and effect relationships coherently

Researching, planning, and writing a cause and effect essay

[Connection \(2\): Expressing cause and effect coherently](#)

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Academic focus:

Evaluation and critical response

Different genres

Evaluating types of source

Recognizing narrative in source texts

Identifying writing style, levels of formality and marked language

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Critical response

Recognizing, responding to, and expressing evaluation

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GLOBALIZATION *Page 151*

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Problems, solutions, and evaluation

Textbooks (2)

Identifying problems, solutions, and evaluation in different texts

Working out meaning in complex sentences

Recognizing the perspective and stance of writers and readers

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Problem-solution essays

Defining problems, proposing and evaluating solutions

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Planning and writing a problem-solution essay

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OBSERVATION *Page 167*

Academic focus:

Chronology – case study and process

Case studies

Understanding case studies

Using generic language to express relationships

Taking detailed notes to use for writing

[Cohesion \(2\): Expressing relationships using generic language](#)

Complex descriptions

Analysing types of process and identifying evaluation

Writing a description of a process based on notes from reading and research

[Chronology language: Expressing events in time using verbs, nouns, and adverbials](#)

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RESEARCH *Page 183*

Academic focus:

Research and reporting

Independent reading

Establishing reading purpose

Employing appropriate reading techniques

Reporting on reading in spoken and written form

Research writing

Using feedback to edit a text for language accuracy

Developing a personal proofreading checklist

Acting on feedback to finalize a text

Glossary of grammatical and academic terms [page 199](#)

Language reference [page 200](#)

Checklists [page 209](#)

LISTENING

Presentations (3)

Understanding visual data in a presentation
Distinguishing between evidence and evaluation
Critically evaluating a presentation

Lectures (6)

Reading a pre-lecture handout to prepare for a lecture
Listening for facts, association, and evaluation
[Connection \(3\): Association, speculation, and degree of certainty](#)

Lectures (7)

Techniques for dealing with different lecture styles
Using lecture notes and slides effectively

Presentations (5)

Reading a conference presentation abstract to predict content
Recognizing known and new information
Evaluating the summary of a presentation
[Sentence patterns \(2\): Known and new information](#)

Lectures (8)

Using visuals to understand and explain key concepts
Taking notes on multiple related processes

Lectures (9)

Matching note-taking technique to purpose of listening
Using lecture notes to prepare for a presentation
[Style \(4\): Informal and idiomatic language](#)

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SPEAKING

Presentations (4)

Planning, researching, and rehearsing a short presentation of visual data
Evaluating performance: format, description, interpretation, and stance
[Signposting \(3\): Referring to visual data](#)

Seminars (4)

Gathering evidence for a seminar discussion
Defending your argument using justifying and evaluation language
[Evaluation \(2\): Defending your argument](#)

Seminars (5)

Preparing an oral summary and evaluation of a text
Participating in a seminar discussion and incorporating examples
[Discussion: Giving examples](#)

Presentations (6)

Pre- to post-presentation planning
Working towards script independence
Giving and evaluating a presentation

Seminars (6)

Analysing a process text and developing material to use in a discussion
Participating in a seminar discussion

Presentations (7)

Planning a research presentation - understanding the task
Considering your audience
Preparing and giving a research presentation
[Introducing a topic: Giving reasons and examples](#)

Video and audio transcripts [page 224](#)

VOCABULARY

Being specific

Specifying exact details about data

RESEARCH PROJECT (1)

Choosing a topic

Word formation (1)

Prefixes; compound words

RESEARCH PROJECT (2)

Establishing a working title

Idioms in academic writing

Understanding and using idioms

RESEARCH PROJECT (3)

Making an outline plan

Sensitive language

Connotation

RESEARCH PROJECT (4)

Writing a first draft

Word formation (2)

Single and multiple suffixes

RESEARCH PROJECT (5)

Making a clear argument

Review and research

Vocabulary review

RESEARCH PROJECT (6)

Finalizing your work

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