

1. Course Description

This class is designated to achieve Educational Goals 1, 2, and 3 of the General Basic Subjects. By learning grammar, the students are going to understand how sentences are constructed and how to write sentences. They are going to do some exercises to check the understanding and to apply the grammatical knowledge to four skills: reading, listening, writing and speaking. The exercises will also help to develop vocabulary. The students are going to attain a logical and grammatical way to read English sentences. In order to apply active learning, it is also required to practice short conversations many times.

2. Course Objectives

The purpose of this course is to enable students to solve TOEIC TEST type problems and to gain higher listening and reading skills. It is also to enable students to read English passages on current events, and write and discuss the opinions regarding these events in English.

3. Grading Policy

Term test 60%

Mini-tests & Assignments 25%

Attitude towards class 15%

4. Textbook and Reference

Textbook

Hayakawa K., & Kishi, Y. SCORE BOOSTER FOR THE TOEIC L&R TEST BEGINNER

ISBN 978-4-7647-4088-4 Kinseido

5. Requirements(Assignments)

The students are required to bring dictionary to classes.

Absences must not exceed one-third of all the classes.

The students are required to study grammar points for next class by themselves. (30 mins) You have mini-tests about grammar points and vocabulary.

After classes, the students are required to review what you have learned in the classes.

6. Note

7. Schedule

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| [1] | Unit 8 Media / Pronouns (1) / Vocabulary mini test (8) |
| [2] | Unit 8 Media / Pronouns (2) / Grammar mini test (8) |
| [3] | Unit 9 Recruiting / Comparatives (1) / Vocabulary mini test (9) |
| [4] | Unit 9 Recruiting / Comparatives (2) / Grammar mini test (9) |
| [5] | Unit 10 Production & Sales / Prepositions (1) / Vocabulary mini test (10) |
| [6] | Unit 10 Production & Sales / Prepositions (2) / Grammar mini test (10) |
| [7] | Unit 11 Meetings / Conjunctions (1) / Vocabulary mini test (11) |
| [8] | Unit 11 Meetings / Conjunctions (2) / Grammar mini test (11) |
| [9] | Unit 12 Offices / Prepositions & Conjunctions (1) / Vocabulary mini test (12) |
| [10] | Unit 12 Offices / Prepositions & Conjunctions (2) / Grammar mini test (12) |
| [11] | Unit 13 Personnel / Relatives (1) / Vocabulary mini test (13) |
| [12] | Unit 13 Personnel / Relatives (2) / Grammar mini test (13) |
| [13] | Unit 14 Business Activities / Nouns & Adjectives (1) / Vocabulary mini test (14) |
| [14] | Unit 14 Business Activities / Nouns & Adjectives (2) / Grammar mini test (14) |
| [15] | Unit 15 Events / Verbs & Adverbs / Vocabulary mini test (15) |