A Preliminary Report of the Curriculum of the English Diploma Course

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Goal 1: English language skills

The following week, a 200 to 300 word typed first draft must be brought to class. The students are given a short period of time in class to work in pairs in order to peer edit their essays and ask the teacher about any uncertainties. The essays are then submitted using the Online Writing System in conjunction with Ritsumeikan University. The teachers read the essay online and use the computer feedback system to highlight both the errors and praise-worthy points of the essay. On the computer screen, these highlighted points can be moused over to reveal the teacher comment. In printed form, the comments are on the right side of the evaluation form (see figures 1-3 as examples). Please note that students may view figure 2 in Japanese.

The computer feedback system then generates up to 20 exercises that focus on the er-
Figure 1. Evaluation Feedback - Individual (English Expeditions)

Figure 2. Evaluate Feedback - Individual Score (English Expeditions)
rors of each individual student. Students then need to complete these questions as homework (see figure 4) before they can access and submit the following essay assignment. Utilizing this online submission system allows both individual and group feedback in a timely manner.
fashion. Student mistakes can be tracked over the length of the course. In addition, follow-up exercises tailored to individual students can be generated to better address and overcome the weak points of each student. Finally, instructors can ensure honesty in essay submissions by checking for plagiarism utilizing the built in clone-check and search engine functions.

The Reading materials consist of current news articles found on the Internet or newspapers or published material relating to the students’ fields of study. The students are responsible for finding the reading materials, which will lead to class discussion and/or writing assignments either in the form of an essay or a short opinion piece posted on the online class forum. The students are required to locate TOEIC words in each of the articles using a list of the 600 most common TOEIC words.

The Speaking and Listening materials in class take the form of small group discussions based on Reading assignments. In addition, the students are required to teach grammar points and vocabulary at least twice in each semester and also make one formal presentation where the students learn to peer evaluate.

Out of class Speaking and Listening assignments require the students to access English language learning Listening websites and to make Podcasts to be posted online. Student Podcasts can be accessed online via the SUAC Pals web site at: http://web.mac.com/pals_transfer/iWeb/suac_pals/edc. Additionally, in the final term of the program, students are required to both make and lead discussion lessons utilizing online written and video news sources. Lessons include vocabulary development, question making and answering techniques (comprehensive, interpretive, and application questions). Once completed these lessons are posted on the Internet as a resource for other English language learners. These lessons may be accessed at: http://web.mac.com/pals_transfer/iWeb/suac_pals/edc.

**TOEIC**

The EDC students are required to complete three cycles of TOEIC questions for a total of 350 questions each term. This Online TOEIC System was designed by English teachers at Ritsumeikan University and SUAC and can be accessed via the Internet for self study at school or home. Each question contains one or more of the most commonly used TOEIC words. Each of these words is highlighted and linked to an online dictionary for student vocabulary development.

The first cycle is completed by correctly answering ten questions in each section (7 X 10 = 70). The program will then analyze the results to determine the student’s three weakest sections. Students then need to correctly answer 20 questions in each of those sections (3 X 20 = 60) for a total of 130 correct answers. See figures 5a and 5b as an example of TOEIC Section 1 type questions.

The second and third cycles are exactly the same as the first, except that only the two weakest areas will be reinforced (((7 X 10 = 70) + (2 X 20 = 40)) X 2) = 220). See figure 6 as an example of the results of the completion of the three-cycle set. These results show a gradual increase in scores in most sections of the TOEIC (Shawback, et al, 2006). At the end of the two years, the students will have answered 1400 TOEIC skills building questions correctly.

**Goal 2: Lifelong learning skills**

The second goal of the EDC is to develop lifelong learning skills. One way this is facilitated is through exposing the students to various language learning strategies. The students are required to keep a self-study journal in which
they document their study of English outside of normal class assignments. They are allowed class time to teach each other about how they studied and what they learned. The point of their informal presentation is for them to get new ideas on how they can learn English.

Some comments posted on the online class forum after one such presentation are:

S1: I could know a lot of ways to improve my English skills by hearing your presentations. Student A's idea is new idea for me. I didn’t

Figure 5a. TOEIC Exercises - Section 1 Question (Shawback, et al. 2006)

After the timer has expired, students will then receive feedback on their attempt. They may listen to the statements again as they read them.

The correct answer will be highlighted in green. If the attempt was incorrect, it will be highlighted in red.

All words highlighted in orange are key TOEIC vocabulary items that students will want to master. They can click on any of them to jump to an online dictionary entry.

When students are ready to resume the exercises, they click the 'Next Item' link.

Figure 5b. TOEIC Exercises - Section 1 Question Follow-up (Shawback, et al. 2006)
know "NPR" until I heard her presentation. Yesterday, I accessed the website and listened to news. I could exercise myself in listening and know world's affair. It’s a really good way to improve my listening skill. I want to try to do it from now on.

S2: I felt all of you have useful ideas about how to improve English skill for yourselves. All ideas were interesting for me. I will try some of them. Especially, someone said it is good to listen to English songs and to check the lyrics notes sometimes, didn’t she? Since last Tuesday, I came to listen to English music, checking lyrics notes. This idea is suitable for me. Thank you for this idea!

Another way the EDC gives students lifelong learning skills is through expansion of computer skills and Internet research techniques. Upon entering the EDC program, students are expected to be able to utilize computer resources and software in a variety of situations. In the first term of the EDC program, students learn about how to best access and use a plethora of English language development web sites. Additionally, they learn how to utilize forms and perform search techniques to be able to quickly and successfully access the wealth of information available on the Internet. Boolean Logic is employed as a means of being able to scour the Internet productively for both academic and personal research.

Goal 3: Professional skills

The third goal of the EDC is to develop professional skills: give presentations, evaluate presentations, and use presentation software effectively. Learning how to give an effective presentation is a useful skill. In almost any profession, students may be required to give a
presentation. In a business setting they may have to present their ideas to their boss or co-workers. In education, every time a teacher steps into a classroom he/she presents to their students. If students are involved in any kind of research, they will be expected to report the information they gathered researching their topic. Even in their personal life, students may have to convince their parents, siblings, or spouse of something. Indeed learning how to give an effective presentation is one of the most useful skills students can acquire (Pals and Shawback, 2006). Each presentation must be related to topics concurrently being studied at SUAC. By the completion of the EDC program students will give at least one information, one persuasion, and one how-to type presentation.

Students need to be able to effectively evaluate what makes a good presentation. With this in mind the instructors at SUAC, in conjunction with Ritsumeikan University instructors, have developed a comprehensive system of evaluating presentations. Each presentation is evaluated on seven main criteria: Introduction, Body, Conclusion, Content, Visual Aids, Delivery, and Question & Answer. While a student is presenting, the instructor and student audience members fill in an online form highlighting each of the seven areas. The system instantly complies the data from all of the evaluators to provide immediate feedback to the presenter. In addition, the student evaluators can compare how well they evaluated the presenter by comparing their evaluations with that of the instructor’s evaluation. For a detailed explanation read the article: Computer-based Feedback: Developing an Online Presentation Evaluation System by Pals and Shawback. By the end of the EDC program students will have evaluated at least 30 presentations.

As part of the process of learning how to give effective presentations, students are required to utilize current presentation software. Students received detailed instruction as to how to use PowerPoint software. Additionally, students are taught how to properly cite and create effective slides for their presentation. These professional level skills are not language dependent but rather cross-over to be an effective tool in any language.

In addition to developing professional skills via presentations, students are required to successfully utilize evolving software. While this part of the program will remain flexible, by the end of first two years of the EDC program students will have successfully learned how to use a variety of computer systems. Students will also use software to create English materials, which can be posted online. Expansion of such computer skills is considered a crucial aspect to professional development.

Conclusion

At the time of this report, one year into the program, the results for individual student’s TOEIC scores are mixed. While the majority of the students have shown significant TOEIC score increases, two students showed slight decreases in scores. The data below shows (see figure 7) the changes in the TOEIC scores for the first group of EDC students after the initial year of the program. The ten inaugural students responded to a survey eliciting pre-EDC TOEIC scores and current TOEIC scores.

Students who started the EDC program with scores higher than 650 found it the most difficult to significantly improve their TOEIC score. This mirrors data which shows that it becomes increasing difficult to improve one’s score (see figure 8).

By the completion of the two-year course, the instructors are confident that all students will have made progress in the three goals of the EDC. With further adjustments to the curriculum, the instructors hope to more effectively
help the students successfully achieve the three goals as well as raise individual TOEIC scores.

Reference


![Figure 7](image7.png)

Figure 7.

![Figure 8](image8.png)

Figure 8. (Prolingua)