



UNIVERSIDAD  
POLITÉCNICA  
DE MADRID

PROCESO DE  
COORDINACIÓN DE LAS  
ENSEÑANZAS PR/CL/001



E.T.S. de Ingenieros de  
Telecomunicacion

# ANX-PR/CL/001-01

## GUÍA DE APRENDIZAJE

ASIGNATURA

95000017 - Inglés I I

PLAN DE ESTUDIOS

09TT - Grado En Ingenieria De Tecnologias Y Servicios De Telecomunicacion

CURSO ACADÉMICO Y SEMESTRE

2022/23 - Segundo semestre

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## 1. Datos descriptivos

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### 1.1. Datos de la asignatura

<b>Nombre de la asignatura</b>	95000017 - Inglés I I
<b>No de créditos</b>	3 ECTS
<b>Carácter</b>	Obligatoria
<b>Curso</b>	Segundo curso
<b>Semestre</b>	Cuarto semestre
<b>Período de impartición</b>	Febrero-Junio
<b>Idioma de impartición</b>	Castellano
<b>Titulación</b>	09TT - Grado en Ingeniería de Tecnologías y Servicios de Telecomunicacion
<b>Centro responsable de la titulación</b>	09 - Escuela Tecnica Superior De Ingenieros De Telecomunicacion
<b>Curso académico</b>	2022-23

## 2. Profesorado

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### 2.1. Profesorado implicado en la docencia

<b>Nombre</b>	<b>Despacho</b>	<b>Correo electrónico</b>	<b>Horario de tutorías</b> *
Maria De La Nava Maroto Garcia	C-204	mariadelanava.maroto@upm.es	Sin horario. To be confirmed
M.del Mar Duque Garcia (Coordinador/a)	C-204	mariadelmar.duque@upm.es	Sin horario. To be confirmed

Cristina Zimbroianu	C-204	cristina.zimbroianu@upm.es	Sin horario. To be confirmed
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\* Las horas de tutoría son orientativas y pueden sufrir modificaciones. Se deberá confirmar los horarios de tutorías con el profesorado.

### 3. Requisitos previos obligatorios

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#### 3.1. Asignaturas previas requeridas para cursar la asignatura

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- Nivelacion B2 en Lengua Inglesa

#### 3.2. Otros requisitos previos para cursar la asignatura

El plan de estudios Grado En Ingenieria De Tecnologias Y Servicios De Telecomunicacion no tiene definidos requisitos para esta asignatura.

### 4. Conocimientos previos recomendados

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#### 4.1. Asignaturas previas que se recomienda haber cursado

El plan de estudios Grado en Ingenieria de Tecnologias y Servicios de Telecomunicacion no tiene definidas asignaturas previas recomendadas para esta asignatura.

#### 4.2. Otros conocimientos previos recomendados para cursar la asignatura

- In order to enrol for this course, students are required to present at least an approved certificate of B1 (CEFR) level of English. However, 5 days prior to the exam, students must certify a B2 level; otherwise, they will not be allowed to take the exam

## 5. Competencias y resultados de aprendizaje

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### 5.1. Competencias

CG6 - Uso de la lengua inglesa

CG8 - Comunicación oral y escrita

### 5.2. Resultados del aprendizaje

RA702 - Ability to give oral presentations in English in topics related to the field of telecommunication, applying recommended structure, techniques, strategies and language expressions, as well as to learn the correct pronunciation of the key words related to the topics presented.

RA706 - Ability to learn how to avoid the most common mistakes made in pronunciation and stress by Spanish students of English who are non-native speakers.

RA708 - Ability to express correctly, clearly, and fluently with the most appropriate tone and style the communicative functions of oral discourse, such as, personal opinions, agreement and disagreement, asking for clarification and repetitions, correcting misunderstandings, as well as solid arguments in discussions, meetings and debates in academic, professional and business settings

RA703 - Ability to face Job Interviews in English successfully, applying recommended structure, techniques, language expressions and useful tips, as well as to learn the correct pronunciation of the key words related to this topic.

RA705 - Ability to express and describe correctly and fluently their academic and professional skills, competences, style of work, and management styles preferences, their personal profile, as well as issues related to their professional future; and also to learn the correct pronunciation of key words related to these topics.

RA707 - Ability to think and plan active and life-long learning by knowing and accessing a variety of open sources for self-study on foreign languages

RA30 - Capacidad de comunicación, tanto oral como escrita, en entornos multilingües

RA691 - Ability to recognize and use correctly the appropriate register, tone, formal style and vocabulary of oral communication in academic, professional and business settings

RA31 - Capacidad de trabajo en grupo

RA704 - Ability to 1) analyze and understand the priorities of the European Digital Agenda as well as the different types of corporate cultures and work styles of telecommunication companies, and also 2) to learn the correct pronunciation of the key words related to these topics.

## 6. Descripción de la asignatura y temario

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### 6.1. Descripción de la asignatura

**Theoretical sessions:** teachers will present the main discursive and linguistic contents in English applying the flipped classroom (clase invertida) methodology, which will result in a constant exercise of listening comprehension and note taking for the students. Other methodological approaches followed in this course are: Task-based, Learning-by-Doing and Communicative approaches.

**Guided practical sessions:** besides presenting the basic theoretical features, a varied range of activities will be carried out, both individually and in groups (class workgroups will be set up at the beginning of the semester). Some activities will be focused on listening comprehension exercises and oral tasks based on live events and also on recorded videos and audios related to oral professional and business communication, such as job interviews, oral presentations, discussions, technical talks, etc.), as well as focused on topics of interest in the field of telecommunication. As a transversal activity additional exercises related to the correct pronunciation of difficult words, sound discrimination, word stress, etc., will also be done along the course with a special focus to avoid typical mistakes made by non-native Spanish speakers of English in oral communication.

**Practical sessions (both with previous preparation and spontaneous):** in-class debates on controversial ethical and professional issues. Note-taking exercises on listening activities and technical lectures in English (both live and recorded).

**Attendance and active participation** in academic seminars and technical lectures held at the ETSI de Telecomunicación or offered by some other organizations face-to face, in streaming or recorded in the web, and also out of the class with interviews to professionals working in telecom companies.

**Individual and group assignments:** students will have to hand in different assignments (face-to-face and recorded) along the semester, such as their Video CV, presentations in powerpoint, written/oral dialogues and summaries from interviews or other communicative events.

**Office hours:** they will be organized according to the University regulations in force, and besides that, students will be able to contact their teachers via email. English is welcome as the main language to be used both in emails and during the office hours.

Through the listening and viewing comprehension activities of specialized topics in the field of telecommunication, students will get familiarized with content and terminology of the field and its correct pronunciation and stress.

## 6.2. Temario de la asignatura

1. The Goals of the European Digital Agenda and the Agenda 2030 of United Nations
  - 1.1. Introduction, priorities, benefits, and practical examples of their implementation
  - 1.2. The 17 Sustainable Development Goals of the Agenda 2030 of United Nations and their relationship with the priorities of the European Digital Agenda.
  - 1.3. How to build solid arguments in oral discussions, meetings and debates
  - 1.4. Communicative functions of oral discourse to give opinions, and express strong, neutral, and partial agreement and disagreement, considering the tone and the style of the communication
2. Corporate Cultures and Management and Work Styles in Telecommunication Companies
  - 2.1. Corporate Cultures: definition and types
  - 2.2. Management and Work Styles in professional settings
  - 2.3. Communicative functions of oral discourse to clarify ideas, correct misunderstandings, and interrupt
  - 2.4. Sounds of English revision and sound discrimination
3. Oral presentations
  - 3.1. General overview of a successful presentation: audience and purpose, structure and the introduction section.
  - 3.2. The body section, signposting expressions, visual aids and bullet points
  - 3.3. The ending section, closing, and delivery (body language, time control and dealing with questions)
  - 3.4. Practice of oral presentations (individually or in group)
  - 3.5. Stress rules and practice
4. The Job Interview
  - 4.1. Preparation for a job interview, selection techniques, types of job interviews and structure
  - 4.2. Describing yourself and preparing a personal and professional profile for a VideoCV
  - 4.3. Practice of job interviews and dealing with difficult questions
  - 4.4. Some rules of pronunciation and practice

## 7. Cronograma

### 7.1. Cronograma de la asignatura \*

Sem	Actividad en aula	Actividad en laboratorio	Tele-enseñanza	Actividades de evaluación
1	<p><b>Course presentation: Programme contents, tasks, assessment criteria, bibliography, tutorials, departmental rules, etc.</b> Duración: 01:00 LM: Actividad del tipo Lección Magistral</p> <p><b>Active learning to develop oral communication skills.</b> Duración: 00:30 OT: Otras actividades formativas</p> <p><b>Listening/Viewing</b> <b>Activity+comprehension questions</b> Duración: 00:30 PR: Actividad del tipo Clase de Problemas</p>			
2	<p><b>Tema 1: The European digital Agenda and the SDGs of the Agenda 2030 of United Nations.</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on: - Oral discussion - Building arguments, giving opinions and expressing agreement and disagreement</b>  Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p>
3	<p><b>Tema 2 (1). Corporate Culture in the Telecommunication Industry: Definition and types of Corporate Culture. Pronunciation rules.</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on: - Oral discussion - Building arguments, giving opinions and expressing agreement and disagreement. - Pronunciation</b> Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p>
	<p><b>Tema 2 (2). Corporate Culture in the Telecommunication Industry: Management and Work Styles</b> <b>Pronunciation rules</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on: - oral discussion - asking for clarification and correcting</b></p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p> <p><b>Research and Analysis on types of corporate cultures of telecommunication companies</b></p>



4	<p><b>misunderstandings - Pronunciation</b> Duración: 00:40 PR: Actividad del tipo Clase de Problemas</p> <p><b>Description of activity aiming to research and analyse the corporate culture of a telecom company</b> Duración: 00:20 LM: Actividad del tipo Lección Magistral</p>			<p>PG: Técnica del tipo Presentación en Grupo Evaluación continua No presencial Duración: 02:00</p>
5	<p><b>Tema 3. Oral presentations (I). General overview: Preparation, audience, purpose, structure and introduction section. Pronunciation practice.</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on: the structure and opening techniques in oral presentations + pronunciation rules exercises.</b> Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p> <p><b>Research and Analysis on types of corporate cultures of telecommunication companies</b> PG: Técnica del tipo Presentación en Grupo Evaluación continua No presencial Duración: 02:00</p>
6	<p><b>ORAL COMMUNICATION PRACTICE based on Corporate cultures of telecommunication companies.</b> Duración: 02:00 OT: Otras actividades formativas</p>			<p><b>Group Presentations on types of corporate cultures of telecommunication companies in class</b> PG: Técnica del tipo Presentación en Grupo Evaluación continua Presencial Duración: 00:00</p>
7	<p><b>Tema 3. Oral presentations (II). Structure: Body section, signposting, visual aids and bullet points.</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on exercises applying theoretical issues. Pronunciation practice. Description of the oral presentation task</b> Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p> <p><b>Preparation of group oral presentations (research on topics and contents)</b> PG: Técnica del tipo Presentación en Grupo Evaluación continua No presencial Duración: 01:30</p>
8	<p><b>Tema 3. Oral presentations (III). The ending section and the delivery (controlling body language and time and dealing with questions).</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on exercises applying theoretical issues. Pronunciation practice</b> Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p> <p><b>Preparation of group oral presentations (research on topics and contents)</b> PG: Técnica del tipo Presentación en Grupo Evaluación continua No presencial Duración: 01:30</p>
9	<p><b>MID-TERM EXAMS</b> Duración: 00:00 OT: Otras actividades formativas</p>			

10	<p><b>EASTER WEEK</b> Duración: 00:00 OT: Otras actividades formativas</p>			
11	<p><b>Tema 4 (I) The Job interview. Describing yourself and preparing a personal and professional profile for a video CV.</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on exercises applying theoretical issues. Students will also work on preparing the contents of their Video CV and practicing orally in pairs.</b> <b>Pronunciation practice</b> Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p> <p><b>Preparation of group oral presentations (visual aids+checking key words pronunciation+ rehearsal)</b> PG: Técnica del tipo Presentación en Grupo Evaluación continua No presencial Duración: 01:30</p>
12	<p><b>ORAL COMMUNICATION TASK. Group oral presentations based on telecommunication topics</b> Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>COMPULSORY TASK: Delivery of visual aids + Group oral presentations on telecommunication topics given in class</b> PG: Técnica del tipo Presentación en Grupo Evaluación continua Presencial Duración: 00:00</p> <p><b>Recording of a 2.5 minute Video CV.</b> PI: Técnica del tipo Presentación Individual Evaluación continua No presencial Duración: 01:30</p>
13	<p><b>Tema 4 (II) The Job interview. Preparation for a job interview, types of interviews, selection techniques and structure.</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on exercises applying theoretical issues. Pronunciation practice</b> Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p>
14	<p><b>Tema 4 (III) The Job interview. Practice of job interviews in groups and dealing with difficult questions.</b> Duración: 00:30 LM: Actividad del tipo Lección Magistral</p> <p><b>Practice on exercises applying theoretical issues. Pronunciation practice</b> Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			<p><b>Practical session with exercises</b> TI: Técnica del tipo Trabajo Individual Evaluación continua Presencial Duración: 00:30</p>
15	<p><b>Explaining the structure and criteria assessment of the final exam.</b> Duración: 01:00 LM: Actividad del tipo Lección Magistral</p> <p><b>Practical session with exercises</b> Duración: 01:00 PR: Actividad del tipo Clase de Problemas</p>			

16	<p><b>FEEDBACK SESSION</b> on: 1. The activities carried out during the course. 2. The most common pronunciation and oral communication mistakes made by students.</p> <p>Duración: 02:00 OT: Otras actividades formativas</p>			
17				<p><b>WRITTEN EXAM</b> Listening Test+ Questionnaires on the contents, linguistic and discursive elements of the programme</p> <p>EX: Técnica del tipo Examen Escrito Evaluación continua y sólo prueba final Presencial Duración: 02:00</p> <p><b>ORAL PRESENTATION</b> on a telecommunication topic with further questions on their presentation as well as on academic and professional issues related to the course syllabus</p> <p>PI: Técnica del tipo Presentación Individual Evaluación sólo prueba final No presencial Duración: 01:00</p>

Para el cálculo de los valores totales, se estima que por cada crédito ECTS el alumno dedicará dependiendo del plan de estudios, entre 26 y 27 horas de trabajo presencial y no presencial.

\* El cronograma sigue una planificación teórica de la asignatura y puede sufrir modificaciones durante el curso derivadas de la situación creada por la COVID-19.

## 8. Actividades y criterios de evaluación

### 8.1. Actividades de evaluación de la asignatura

#### 8.1.1. Evaluación (progresiva)

Sem.	Descripción	Modalidad	Tipo	Duración	Peso en la nota	Nota mínima	Competencias evaluadas
2	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8
3	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8
4	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8
4	Research and Analysis on types of corporate cultures of telecommunication companies	PG: Técnica del tipo Presentación en Grupo	No Presencial	02:00	%	/ 10	CG6 CG8
5	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8
5	Research and Analysis on types of corporate cultures of telecommunication companies	PG: Técnica del tipo Presentación en Grupo	No Presencial	02:00	%	/ 10	CG6 CG8
6	Group Presentations on types of corporate cultures of telecommunication companies in class	PG: Técnica del tipo Presentación en Grupo	Presencial	00:00	3%	/ 10	CG6 CG8
7	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8

7	Preparation of group oral presentations (research on topics and contents)	PG: Técnica del tipo Presentación en Grupo	No Presencial	01:30	%	/ 10	CG6 CG8
8	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8
8	Preparation of group oral presentations (research on topics and contents)	PG: Técnica del tipo Presentación en Grupo	No Presencial	01:30	%	/ 10	CG6 CG8
11	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8
11	Preparation of group oral presentations (visual aids+checking key words pronunciation+ rehearsal)	PG: Técnica del tipo Presentación en Grupo	No Presencial	01:30	%	/ 10	CG6 CG8
12	COMPULSORY TASK: Delivery of visual aids + Group oral presentations on telecommunication topics given in class	PG: Técnica del tipo Presentación en Grupo	Presencial	00:00	30%	5 / 10	CG6 CG8
12	Recording of a 2.5 minute Video CV.	PI: Técnica del tipo Presentación Individual	No Presencial	01:30	%	/ 10	CG6 CG8
13	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8
14	Practical session with exercises	TI: Técnica del tipo Trabajo Individual	Presencial	00:30	3%	/ 10	CG6 CG8
17	WRITTEN EXAM Listening Test+ Questionnaires on the contents, linguistic and discursive elements of the programme	EX: Técnica del tipo Examen Escrito	Presencial	02:00	40%	5 / 10	CG6 CG8

### 8.1.2. Prueba evaluación global

Sem	Descripción	Modalidad	Tipo	Duración	Peso en la nota	Nota mínima	Competencias evaluadas
17	WRITTEN EXAM Listening Test+ Questionnaires on the contents, linguistic and discursive elements of the programme	EX: Técnica del tipo Examen Escrito	Presencial	02:00	40%	5 / 10	CG6 CG8
17	ORAL PRESENTATION on a telecommunication topic with further questions on their presentation as well as on academic and professional issues related to the course syllabus	PI: Técnica del tipo Presentación Individual	No Presencial	01:00	30%	/ 10	CG6 CG8

### 8.1.3. Evaluación convocatoria extraordinaria

Descripción	Modalidad	Tipo	Duración	Peso en la nota	Nota mínima	Competencias evaluadas
The same criteria as for the Global Exam assessment apply in this case.	EX: Técnica del tipo Examen Escrito	Presencial	03:00	70%	5 / 10	CG6 CG8

## 8.2. Criterios de evaluación

### PROGRESSIVE ASSESSMENT:

**1. In-class participation in face-to-face activities (30%):** Students will have to take part actively in these individual and group activities along the semester. A global individual mark will be provided bearing in mind the student's participation in live sessions. These activities are compulsory and non-recoverable, that is, they cannot be re-done at the end of the semester. They include, among others: in-class activities (debates and discussions on telecommunication topics, solid arguments building, listening exercises, oral presentations, job interviews, role-plays, mini-tests based on listening, etc.)

**2. Group task (oral presentation) that is recoverable (30%):** To pass the subject, students will be asked to deliver a **compulsory oral presentation**, according to the topics, dates and guidelines established by the Department.

If the oral presentation has to be re-done, either because it was failed or it was not submitted and given in due time, the visual aids of the oral presentation shall be submitted a week prior to the exam. However, the oral presentation will be given on the same date of the Global exam. Additionally, students may be asked some further questions on their presentation as well as on academic and professional issues related to the course syllabus to assess preparation of content, correct use of language, vocabulary, fluency and pronunciation, among other aspects. Prior to the exam, students will be informed about dates, assigned timing, rooms and teachers, as well as other issues regarding the delivery of the oral presentations.

3. Written test (40%): Listening and use of English language tests covering all the aspects worked on in class and contents of the syllabus. **All the exam parts must be separately passed. A fail in one of the exam parts implies retaking the full exam again in the extraordinary call.**

Both the oral task (oral presentation) and the written test (Listening+ use of English language tests) must be PASSED separately to PASS the subject. Besides, the scores obtained together will have to sum up a minimum of 50% of the total grade of the subject to have a PASS. Students are reminded that plagiarism or copying in any part of the exam will mean a FAIL in the subject.

## GLOBAL ASSESSMENT

Students willing to renounce to the progressive evaluation must send an email to the coordinator of the subject ENGLISH 2, at least, 6 weeks before the ordinary exam period approved by Junta de Escuela for the current academic semester and year. In this case, it will be necessary to perform the group oral presentation on a telecommunication topic and a personal interview on academic and professional issues in order to acquire all the competences of the subject. In addition, a written test must be done according to the description below. Thus, evaluation through global assessment will be carried out considering all the evaluation techniques applied in the progressive assessment.

### Ordinary call:

1. Written test (40%): Listening and use of English language tests covering all the aspects worked on in the course and the contents of the syllabus. **All the exam parts must be separately passed. A fail in one of the exam**

**parts implies retaking the full exam again in the extraordinary call.**

2. Oral presentation (30%) according to the topics and guidelines established by the Department. The visual aids of the oral presentation shall be submitted a week prior to the exam. However, the oral presentation will be given on the same date of the Global Exam. Additionally, students may be asked some further questions on their presentation as well as on academic and professional issues related to the course syllabus to assess preparation of content, correct use of language, vocabulary, fluency and pronunciation, among other aspects. Prior to the exam, students will be informed about dates, assigned timing, rooms and teachers, as well as other issues regarding the delivery of the oral presentations.

Both the written test (Listening+ Use of English language tests) and the oral presentation must be PASSED separately to PASS the subject. Besides, the scores obtained together will have to sum up a minimum of 50% of the total grade of the subject to have A PASS. A fail in the oral presentation and/or in one of the exam parts implies retaking the full exam again in the extraordinary call. Students are reminded that plagiarism or copying in any part of the exam will mean a FAIL in the subject.

Extraordinary call:

1. Written test (40%): Listening **and use of English language tests** covering all the aspects worked on in the course and the contents of the syllabus. **All the exam parts must be separately passed. A fail in one of the exam parts implies A FAIL in the witten test as a whole.**

2. Oral presentation (30%) according to the topics and guidelines established by the Department. The visual aids of the oral presentation shall be submitted a week prior to the exam. However, the oral presentation will be given on the same date of the Global Exam. Additionally, the students may be asked some further questions on their presentation as well as on academic and professional issues related to the course syllabus to assess preparation of content, correct use of language, vocabulary, fluency and pronunciation, among other aspects. Prior to the exam, students will be informed about dates, assigned timing, rooms and teachers, as well as other issues regarding the delivery of the oral presentations.

Both the written test (Listening+ Use of English language tests) and the oral presentation must be PASSED separately to PASS the subject. Besides, the scores obtained together will have to sum up a minimum of 50% of the total grade of the subject. A fail in the written task and/or in one of the exam parts implies to FAIL the subject. Students are reminded that plagiarism or copying in any part of the exam will mean a FAIL in the subject.

The assessment will check whether students have acquired the competences of the subject. Therefore, the assessment in the extraordinary call will use the same types of assessment techniques that are used in the



assessment of the ordinary call (EX, ET, TG, etc.).

IMPORTANT NOTES FOR APPLICATION TO PROGRESSIVE AND GLOBAL ASSESSMENT (both in ORDINARY AND EXTRAORDINARY CALLS):

Students without a B2 level certificate must certify a B2 level of ENGLISH 5 days prior to the global exam; otherwise, they will not be allowed to do the written test. Besides, they will be assessed with a FAIL (4/10) in the progressive assessment tasks until they provide the valid B2 level certificate required in order to pass the course. Once they provide a valid B2 level certificate, their tasks will be re-assessed with the corresponding mark.

The global assessment (ordinary and extraordinary calls) is scored 70% and the other 30% corresponds to in-class interactive participation in face to face activities that are non-recoverable because class attendance is deemed essential in order to assess ability in oral communication and the soft skills associated to this course.

Some tasks as well as some exercises in the written test are based on open-ended questions and cannot be given a model answer within a time deadline.

The use of Internet and electronic sources during the ordinary and extraordinary exam is forbidden and this will imply a FAIL in the subject.

## 9. Recursos didácticos

### 9.1. Recursos didácticos de la asignatura

Nombre	Tipo	Observaciones
Badger, Ian & Pete Menzies	Bibliografía	(2007): English for Business Life (Advanced). Marshall Cavendish Education. London.
Clandfield, L. & A. Jeffries	Bibliografía	(2012): Advanced Coursebook Global. Macmillan.
Cotton, D & S. Robbins	Bibliografía	(1993) Business Class. Longman
Comfort, J.	Bibliografía	(2001): Effective Presentations, Student's Book. Oxford Business English Skills. Oxford University Press.
Comfort, J., P. Rogerson, T. Stott & D. Utley	Bibliografía	(1999): Speaking Effectively. Cambridge University Press
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COLLINS Electronic Dictionary	Recursos web	<a href="https://www.collinsdictionary.com/es/diccionario/ingles-tesauro">https://www.collinsdictionary.com/es/diccionario/ingles-tesauro</a>
Macmillan Dictionary	Recursos web	To check pronunciation and meaning <a href="https://www.macmillandictionary.com/dictionary/">https://www.macmillandictionary.com/dictionary/</a>
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## 10. Otra información

### 10.1. Otra información sobre la asignatura

The proposed schedule is a theoretical planning and is subject to changes during the course.

Accredited B2 level in English according to the Common European Framework of Reference for Languages is a

MANDATORY REQUIREMENT to pass this course. Students are allowed to enrol in case they possess a B1 level certification but they need to obtain a B2 level certification during the semester and provide a B2 level official certificate up to 5 days before the written exam and global exam. These rules apply to progressive assessment and to ordinary and extraordinary calls.

Language used for teaching: All the activities (lectures, debates, discussions, presentations, exercises, listenings, etc.) of the subject will be held in English.

**Communication of students with teachers.** Students will communicate with their lecturers preferably via e-mail. Teachers will try to provide an answer within a maximum period of 72 hours (week-ends and holidays excluded). Students are encouraged to use their corporate e-mail address (@alumnos.upm.es). When necessary, periodical communication will be held with class delegates to have a follow up of the course

**Platforms.** The platform used for uploading materials will be Moodle. Tasks should be handed in using this platform (rather than e-mail). For on-line tutorials, the platform will be ZOOM included in Moodle.

**Sustainable Development Goals.** Along the present course students will learn and applied the following Sustainable Development Goals.

SDGs N° 4 on Education, N° 5 on Gender Equality, N° 7 on Energy, N° 9 on Industry, innovation and infrastructures, and N° 13 on Climate Change will be analyzed and applied in UNIT 2 related to Corporate cultures and Job searching and UNIT 4 related to Job interviews by:

1- Providing content related to Corporate cultures of telecommunication companies and Job searching with a special focus on green companies (SDGG 13) and gender equality (SDG 5), and applying them in the Task "Research and analysis on corporate cultures of telecommunication companies".

2.- Increasing the number of citizens with the necessary technical and professional competences to access a fair and decent employment and entrepreneurship (SDG 4)

SDGs N° 3 on Health, N°4 on Education, N° 7 on Energy, N° 9 on Industry, innovation and infrastructures, N° 11 on sustainable and smart cities, and N° 13 on Climate Change will be studied and applied in UNIT 3 related to Oral

Presentations on Telecommunication topics by:

1. Providing students with a list of topics related to the aforementioned SDGs so that their oral presentations will be elaborated addressing to contribute to reach some of these SDGs. Here below, can be seen some of the related topics, among other ones:

- The Agenda 2030 of United Nations and the 17 Sustainable Development Goals
- The application of robots to innovate in medicine
- The application of Information and Communication Tools to improve and achieve a sustainable health care system, or to contribute to face and control pandemia such as the COVID-19 one, or their applications to innovate in the agriculture sector and the education sector with special focus on underdeveloped countries, etc.
- Electronic waste and how to reduce its effects to mitigate climate change and health risks.
- Programmed obsolescence of technological devices and its effects in the society
- Smart buildings and smart cities leading to more sustainable buildings and cities

- Big data to improve and innovate production systems in the Industry sector, the healthcare system, etc.

- The Internet of Things and its innovative applications in the society.

Working in groups, students will select and prepare one of the topics provided to be delivered in class, so that all students will also learn from other groups about the different SDGs included in the oral presentations.

2- Enabling all students to be able to acquire enough technical and professional knowledge to promote a sustainable development as present students and future professionals (SDG 4)

3- Enhancing education and sensitization on personal and institutional skills to mitigate and be adapted to the climate change, to reduce its effects and to be aware of it early.