



UNIVERSIDAD
POLITÉCNICA
DE MADRID

PROCESO DE
COORDINACIÓN DE LAS
ENSEÑANZAS PR/CL/001



E.T.S. de Ingenieros
Informáticos

ANX-PR/CL/001-01

GUÍA DE APRENDIZAJE

ASIGNATURA

105000134 - English For Professional And Academic Communicatio

PLAN DE ESTUDIOS

10ML - Grado En Matematicas E Informática

CURSO ACADÉMICO Y SEMESTRE

2025/26 - Primer semestre

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Guía de Aprendizaje

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1. Datos descriptivos

1.1. Datos de la asignatura

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|--|--|
| Nombre de la asignatura | 105000134 - English For Professional And Academic Communicatio |
| No de créditos | 6 ECTS |
| Carácter | Obligatoria |
| Curso | Cuarto curso |
| Semestre | Séptimo semestre Octavo semestre |
| Período de impartición | Septiembre-Enero |
| Idioma de impartición | Inglés/Castellano |
| Titulación | 10ML - Grado en Matematicas e Informática |
| Centro responsable de la titulación | 10 - E.T.S. De Ingenieros Informáticos |
| Curso académico | 2025-26 |

2. Profesorado

2.1. Profesorado implicado en la docencia

| Nombre | Despacho | Correo electrónico | Horario de tutorías * |
|---|-----------------|---------------------------|--|
| Hanane Benali Taouis (Coordinador/a) | 6004 | hanane.benali@upm.es | M - 11:00 - 15:00 J - 13:00 - 15:00 Appointments to be booked by email in advance. Thank you. |

| | | | |
|--------------------------|------|------------------------|---|
| Elena Montiel Ponsoda | 6004 | elena.montiel@upm.es | M - 12:00 - 15:00 J - 12:00 - 15:00 Appointments to be booked by email in advance. Thank you. |
| Jelena Bobkina Lukascuka | 6004 | jelena.bobkina@upm.es | M - 17:00 - 18:00 J - 10:00 - 15:00 Appointments to be booked by email in advance. Thank you. |
| Patricia Martin Chozas | 6204 | patricia.martin@upm.es | M - 10:00 - 13:00 J - 10:00 - 13:00 Appointments to be booked by email in advance. Thank you |

* Las horas de tutoría son orientativas y pueden sufrir modificaciones. Se deberá confirmar los horarios de tutorías con el profesorado.

3. Requisitos previos obligatorios

3.1. Asignaturas previas requeridas para cursar la asignatura

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3.2. Otros requisitos previos para cursar la asignatura

El plan de estudios Grado En Matematicas E Informática no tiene definidos requisitos para esta asignatura.

4. Conocimientos previos recomendados

4.1. Asignaturas previas que se recomienda haber cursado

El plan de estudios Grado en Matemáticas e Informática no tiene definidas asignaturas previas recomendadas para esta asignatura.

4.2. Otros conocimientos previos recomendados para cursar la asignatura

- Students should send a copy of their B2 certificate to their tutor 5 working days before the written exam.
- From all language certificates acknowledging B2 level, we strongly recommend against APTIS.
- B2 certification is required (SAI), according to the terms established by the Universidad Politécnica de Madrid

5. Competencias y resultados de aprendizaje

5.1. Competencias

C12 - Capacidad para trabajar en un contexto internacional, comunicándose en lengua inglesa y adaptándose a un nuevo entorno. TIPO: Competencias.

C19 - Capacidad para trabajar de forma efectiva como individuo, organizando y planificando su propio trabajo, de forma independiente o como miembro de un equipo. TIPO: Competencias.

C2 - Capacidad para el aprendizaje autónomo y la actualización de conocimientos, y reconocimiento de su necesidad en las áreas de

C3 - Saber trabajar en situaciones carentes de información y bajo presión, teniendo nuevas ideas, siendo creativo. TIPO: Competencias.

C4 - Capacidad de gestión de la información. TIPO: Competencias.

C5 - Capacidad de abstracción, análisis y síntesis. TIPO: Competencias.

C6 - Capacidad para trabajar dentro de un equipo, organizando, planificando, tomando decisiones, negociando y resolviendo conflictos, relacionándose, y criticando y haciendo autocrítica. TIPO: Competencias.

C8 - Capacidad de comunicarse de forma efectiva con los compañeros, usuarios (potenciales) y el público en general acerca de cuestiones reales y problemas relacionados con la especialización elegida. TIPO: Competencias

5.2. Resultados del aprendizaje

RA203 -

RA202 - Los resultados del aprendizaje correspondientes a esta asignatura han quedado definidos en el apartado de competencias de este documento, señalando los que corresponden a conocimientos, habilidades y competencias propiamente dichas

RA205 - RA202

6. Descripción de la asignatura y temario

6.1. Descripción de la asignatura

The main objective of this course is to make students aware of the importance of effective communication skills in academic or professional settings, with a strong focus on contemporary issues related to computer engineering, and to help them develop those skills to communicate effectively in both settings.

The course will be organized around science and technology-related topics, and several assignments that they must complete to pass the course.

It is expected that students can:

1. identify and describe major economic, environmental, and health problems, etc. for which a computer engineering solution could have a major impact on society;
2. identify different types of texts in their area of knowledge, as well as the register and tone typically used in scientific and technical texts;

3. read and summarise relevant materials about contemporary issues for which computer engineering may play a role, be it orally or in writing;
4. write coherent and cohesive texts that have a clear focus on contemporary issues, structuring, paragraphing, punctuation, etc.;
5. use correct references and citations from relevant materials about contemporary issues for which computer engineering may play a role;
6. develop listening comprehension skills in their area of knowledge;
7. use and explain figures and diagrams in a proper manner;
8. deliver a technical and scientific presentation about an original and innovative research idea that addresses contemporary issues relevant to computer engineering following the instructions explained in class and shared on Moodle;

As for the teaching methodology, we will follow a student-centered approach to learning in which the lecturer's role is to motivate students and facilitate their learning and overall comprehension of concepts and tasks. Student learning is assessed through both formal and informal forms of evaluation, including group projects, student and class participation. Teaching and assessment are connected, and student learning is continuously measured during teacher instruction.

Regarding teaching strategies, direct instruction will be combined with challenge-based learning and event cooperative learning at some stages. Inquiry-based learning will be the predominant teaching method. This method focuses on student investigation and hands-on learning. Students will "learn by doing" as much as possible, both in the case of writing assignments as well as when delivering oral presentations. Students will also learn from constructive feedback on their work and on the work of others, and will also get feedback from their peers.

6.2. Temario de la asignatura

1. What is Professional and Academic Communication? - Introduction to the course
 - 1.1. 21st Century Skills in the context of EPAC
 - 1.2. Description of assignments
2. Formulating a research idea
 - 2.1. Investigating current practices
 - 2.2. Covering research gaps
3. Academic writing strategies
 - 3.1. Research and evidence gathering
 - 3.2. AI for academic writing
 - 3.3. Ethical aspects of AI in writing
4. Oral communication strategies
 - 4.1. Debating current practices
 - 4.2. Public speaking essentials
5. Student's Oral Presentations
 - 5.1. Presenting students research ideas

7. Cronograma

7.1. Cronograma de la asignatura *

| Sem | Actividad tipo 1 | Actividad tipo 2 | Tele-enseñanza | Actividades de evaluación |
|-----|------------------|---|----------------|---------------------------|
| 1 | | <p>Introduction to the course (I) Duración: 02:00 LM: Actividad del tipo Lección Magistral</p> <p>Gradebook description and group forming Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 2 | | <p>Formulating a research idea: understanding the parts of a research document Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Formulating a research idea II: research idea presentation. Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 3 | | <p>Investigating current practices I Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Investigating current practices II: Annotated bibliography. Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 4 | | <p>Covering research gaps I: Debate Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Covering research gaps II: Debate Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 5 | | <p>Academic writing strategies: Research and evidence gathering Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>AI for academic writing I Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 6 | | <p>AI for academic writing II Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Ethical aspects of AI in writing I Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |

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|----|--|--|--|--|
| 7 | | <p>Ethical aspects of AI in writing II Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Academic writing: Practice Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 8 | | <p>Oral communication strategies I: organization, format and style Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Oral communication strategies II: organization, format and style Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 9 | | <p>Effective Oral Presentations III: Debating Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Effective Oral Presentations IV: Debating Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 10 | | <p>Effective Oral Presentations: Public speaking essentials I Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Effective Oral Presentations: Public speaking essentials II Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 11 | | <p>Academic writing - overview I Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Academic writing - overview II Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |
| 12 | | <p>Student's Oral Presentations (30% of the total grade) Duración: 02:00 OT: Otras actividades formativas / Evaluación</p> <p>Student's Oral Presentations (30% of the total grade) Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | <p>Oral Presentations: Progressive Evaluation PG: Técnica del tipo Presentación en Grupo Evaluación Progresiva Presencial Duración: 02:00</p> |
| 13 | | <p>Student's Oral Presentations (30% of the total grade) Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Student's Oral Presentations (30% of the total grade) Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> | | |

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|----|--|--|--|---|
| 14 | | <p>Student's Oral Presentations (30% of the total grade) Duración: 02:00 PR: Actividad del tipo Clase de Problemas</p> <p>Attendance and active participation in class (as part of the progressive examination and "no recuperable") 30 hours of clases (10% of the total grade) Duración: 00:00 OT: Otras actividades formativas / Evaluación</p> <p>Written exam (as part of the progressive evaluation) 60% of the total grade Duración: 02:00 OT: Otras actividades formativas / Evaluación</p> | | <p>Attendance and active participation in class (as part of the progressive examination and "no recuperable") 30 hours of clases (10% of the total grade) PI: Técnica del tipo Presentación Individual Evaluación Progresiva Presencial Duración: 02:00</p> <p>Written exam: Progressive Evaluation EX: Técnica del tipo Examen Escrito Evaluación Progresiva Presencial Duración: 02:00</p> |
| 15 | | | | |
| 16 | | <p>Written exam (as part of the global examination) (70% of the total grade) Duración: 02:00 OT: Otras actividades formativas / Evaluación</p> | | <p>Written exam (as part of the global examination) EX: Técnica del tipo Examen Escrito Evaluación Global Presencial Duración: 02:00</p> <p>Oral presentation in video format or face to face: 7 minutes for delivery in 2-members groups (as part of the global examination) (20% of the total grade) PG: Técnica del tipo Presentación en Grupo Evaluación Global No presencial Duración: 00:00</p> |
| 17 | | | | |

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.

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 |
|------|--|--|------------|----------|-----------------|-------------|--|
| 12 | Oral Presentations: Progressive Evaluation | PG: Técnica del tipo Presentación en Grupo | Presencial | 02:00 | 30% | 5 / 10 | C12 C19 C2 C3 C4 C5 C6 C8 |
| 14 | Attendance and active participation in class (as part of the progressive examination and "no recuperable") 30 hours of clases (10% of the total grade) | PI: Técnica del tipo Presentación Individual | Presencial | 02:00 | 10% | / 10 | C3 C8 |
| 14 | Written exam: Progressive Evaluation | EX: Técnica del tipo Examen Escrito | Presencial | 02:00 | 60% | 5 / 10 | C12 C19 C2 C3 C4 C5 C6 C8 |

8.1.2. Prueba evaluación global

| Sem | Descripción | Modalidad | Tipo | Duración | Peso en la nota | Nota mínima | Competencias evaluadas |
|-----|--|-------------------------------------|------------|----------|-----------------|-------------|--|
| 16 | Written exam (as part of the global examination) | EX: Técnica del tipo Examen Escrito | Presencial | 02:00 | 70% | 5 / 10 | C12 C19 C2 C3 C4 C5 C6 C8 |

| | | | | | | | |
|----|--|--|---------------|-------|-----|--------|--|
| 16 | Oral presentation in video format or face to face: 7 minutes for delivery in 2-members groups (as part of the global examination) (20% of the total grade) | PG: Técnica del tipo Presentación en Grupo | No Presencial | 00:00 | 20% | 5 / 10 | C12 C19 C2 C3 C4 C5 C6 C8 |
|----|--|--|---------------|-------|-----|--------|--|

8.1.3. Evaluación convocatoria extraordinaria

No se ha definido la evaluación extraordinaria.

8.2. Criterios de evaluación

Students will be assessed according to the **progressive assessment option tasks** specified below:

1. Oral Presentation in groups of 2 to 3 students (30%) - **The research idea**- Overall duration: 3 minutes for each group member.
2. Attendance and active participation in class (10%) - **PORCENTAJE NO RECUPERABLE EN LA EVALUACIÓN GLOBAL**
3. Written exam (60%) - individual task

Should students fail any of the tasks described above, they will have the option to retake the above-mentioned tasks (with the exception of the ones marked as NO RECUPERABLE) as part of the **global assessment option**, as follows:

1. Oral Presentation in groups of 2 to 3 students (20%) - **The research idea. Duration: 3 minutes for each group member. Format: video recording.**
2. Written exam (70%) - individual task. The duration of the exam may vary and will be announced in the exam room by the proctors.

IMPORTANT NOTE: The final score will be the result of averaging out the sum of the marks obtained in the compulsory assignments specified above, only if they are above the minimum score specified in the assessment table (5 is the minimum grade to pass each assignment).

If a student fails only the exam and passes the assignments (oral presentation), he or she will only have to take the exam in the extraordinary call. The grades of the assignments will be kept only during the academic course.

If a student fails the assignment (oral presentation) but passes the exam, the assignment will need to be re-submitted (but the exam will not need to be retaken). The grades of the exam will be kept only during the academic course

The activities may vary to guarantee students engagement. Check Moodle for more details.

This information is general and may vary from one semester to another. See Moodle for details that apply to the semester you are enrolled in.

A **Power Point presentation** will be required to support the oral presentation and will need to be submitted (a specific task in Moodle will be created to this effect and timely notified to students).

Scoring rubrics for oral presentations collecting these and other important assessment criteria to be taken into account in the evaluation process will be made available on Moodle.

Please note that reading directly from notes, scripts, or slides during the oral presentation will result in a failing grade. We expect all students to engage with their audience and demonstrate a comprehensive understanding of their material.

Due to the nature of the exam questions we conserve the right not to share the exams. Students will be provided with an exam sample to be used as a mock exam for practice.

The grade of the group assignments includes a percentage (see the rubric on Moodle) of group organization and problem-solving skills. Tutors can provide advice, but will not solve any internal group problems.

Group assignments are to be submitted by the group leader, and no individual submission will be allowed.

Late submission is not accepted. Students who submit late will have to re-take the assignment.

Note that students holding a B1 certificate must present a B2 certificate in "Secretaria" and send a copy to their tutor no later than 5 working days before the written exam.

9. Recursos didácticos

9.1. Recursos didácticos de la asignatura

| Nombre | Tipo | Observaciones |
|---|--------------|---|
| See Moodle | Recursos web | UPDATED INFORMATION AND RESOURCES WILL BE AVAILABLE ON MOODLE |
| 21st Century Reading. Creative Thinking and Reading with TEDTalks. | Bibliografía | National Geographic Learning / CENGAGE Learnig |
| 21st Century Communication. Listening, Speaking, and Critical Thinking. | Bibliografía | National Geographic Learning / CENGAGE Learnig |

10. Otra información

10.1. Otra información sobre la asignatura

Communication with your tutors will be held by email and/or virtual meetings by appointment, preferably within the time slot of the official office hours (Tuesdays or Thursdays). The platforms to be used for online sessions, office hours, or any other type of meetings will be Teams and Zoom. This course strongly contributes to 2030 Agenda for Sustainable Development Goals (SDG) in the following ways:

Goal number 4. Quality education, in the sense of encouraging students lifelong learning using foreign languages; Goal number 5. Gender equality, by promoting class debates around prominent female researchers, scientists and engineers; Goal number 9. Industry, innovation and infrastructure, by encouraging students to research on technological advances that may have an impact on society; Goal number 6. Clean water and sanitation; Goal number 7. Affordable and clean energy; Goal number 8. Decent work and economic growth; Goal number 11.

Sustainable cities and communities; Goal number 12. Responsible consumption and production; Goal number 13. Climate action; by encouraging students to read texts, watch videos and discuss on topics related to the mentioned goals and to think on how Computer engineering may contribute to these objectives.

As for the teaching methodology, we will follow a student-centered approach to learning in which the lecturer's role is to motivate students and facilitate their learning and overall comprehension of concepts and tasks. Student learning is assessed through both formal and informal forms of evaluation, including group projects, student and class participation. Teaching and assessment are connected, and student learning is continuously measured during teacher instruction.

Regarding teaching strategies, direct instruction will be combined with challenge-based learning and event cooperative learning at some stages. Inquiry-based learning will be the predominant teaching method. This method focuses on student investigation and hands-on learning. Students will "learn by doing" as much as possible, both in the case of writing assignments as well as when delivering oral presentations. Students will also learn from constructive feedback on their work and on the work of others, and will also get feedback from their peers.