English Language Centre

Course Description	Credit Hours	Course Number	Course Name	Level/year
This course aims to help students develop English for business at an intermediate level. It provides students with in-depth practicalities of business exposure through different topics such as buying and selling, mergers and acquisitions, people skills, marketing and human resources. The course introduces students to topical business issues and builds the professional language and communication skills required for the modern business world.	3	ENG 101	Business English	1st Year
This course focuses on the methods and approaches for producing written English discourse that are both comprehensible and persuasive. The course presupposes a basic understanding of English sentence structure, punctuation, and grammar. The procedures of prewriting, planning, writing, revising, and editing an academic essay will all be highlighted as essential parts of the writing process. The importance of knowing fundamental English grammatical rules will be emphasized.	3	ENG 102	Academic Writing	1st Year
This course provides instruction and experience in the preparation and delivery of speeches. Emphasis is on research, preparation, delivery, and evaluation of information. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in group discussions with appropriate audiovisual support. Students should also demonstrate the speaking, listening, and interpersonal skills necessary to communicate effectively in academic settings, the workplace, and the community.	3	ENG 103	Public Speaking	1st Year
This course introduces students to the principles and practices of technical writing. Students will gain hands-on experience in writing a variety of technical documents in their field of study, such as capstone project reports and technical correspondence. They will also learn how to use various software tools to create and format technical documents.	3	ENG 201	Technical Writing	2nd Year
This course aims to help students develop English for business at an elementary level. It provides students with basic practicalities of business exposure through different topics such as buying and selling, people skills, marketing and human resources. The course introduces students to basic topical business issues and builds the foundation of professional language and communication skills required for the modern business world.	3	ENG-101	Business English	1st Year
This course focuses on the methods and approaches for producing written English discourse at an elementary level. The course focuses on basic English sentence structure, punctuation, and grammar. The procedures of prewriting, planning, writing, revising, and editing academic sentences and paragraphs will all be highlighted as essential parts of the writing process. The importance of knowing fundamental English grammatical rules will be emphasized.	3	ENG-102	Academic Writing	1st Year

This course provides instruction and experience in the preparation and delivery of speeches. Emphasis is on research, preparation, delivery, and evaluation of information. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in group discussions with appropriate audiovisual support. Students should also demonstrate the speaking, listening, and interpersonal skills necessary to communicate effectively in academic settings, the workplace, and the community.	3	ENG-103	Public Speaking	**2nd Year**
This course introduces students to the principles and practices of technical writing. Students will gain hands-on experience in writing a variety of documents, such as paragraphs and emails. They will also learn how to use various software tools to create and format technical documents.	3	ENG-201	Technical Writing	**2nd Year**
This course aims to provide the students with basic legal terminology and concepts in both English and Arabic through different legal situations. The students will be introduced to topical law issues and build the professional language and communication skills required in a legal setting.	3	ENGL-101	English for Law 1	**1st Year**
This course aims to provide the students with legal terminology and concepts at a pre-intermediate level through different legal situations. The students will be introduced to topical law issues. The course also focuses on basic English sentence structure and punctuation to build their professional language and communication skills.	3	ENGL-102	English for Law 2	**3rd Year**
This course focuses on the methods and approaches for producing written English discourse at a pre-intermediate level in a legal setting. The students are introduced to the principles and practices of technical writing. Students will gain hands-on experience in writing a variety of documents, such as paragraphs, emails and short reports. They will also learn how to use various software tools to create and format technical documents.	3	ENGL-201	Technical Writing	**3rd Year**