**SYLLABUS**

**Fall semester 2024-2025 academic year**

**Educational program “6B02311 Translation studies in the sphere of international and legal relation”**

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| **ID** **and name** **of course** | **Independent work** **of the student****(IWS)** | **Number of credits** | **General****number** **of credits** | **Independent work** **of the student****under the guidance** **of a teacher (IWST)** |
| **Lectures (L)** | **Practical classes (PC)** | **Lab. classes (LC)** |
| **Preparation for the IELTS Exam [97893]** | 3 | - | 3 | - | 5 | 2 |
| **ACADEMIC INFORMATION ABOUT THE COURSE** |
| **Learning Format** | **Cycle,****component** | **Lecture** **types** | **Types** **of practical classes** | **Form and platform final control** |
| *Offline* | Profile course of elective component | - | discussion, problem-solving | Oral examination (offline)Written assignmentMock examination |
| **Lecturer - (s)** | Assan Kanagat Aitbaiuly  |
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| **Assistant - (s)** | - |
| **e-mail :** | - |
| **Phone :** | - |
| **ACADEMIC COURSE PRESENTATION** |
| **Purpose****of the course** | **Expected Learning Outcomes (LO) \***  | **Indicators of LO achievement (ID)** |
| to prepare students for passing the English language according to the international test system IELTS in order to improve their professional level within the framework of the existing qualifications. | 1. to identify main sections of IELTS exam, main features, format, timing, restrictions and opportunities;  | 1.1 understands the structure of the IELTS test; |
| 1.2 explains the features of each type of questions in different sections; |
| 2. to explain the key strategies for answering different types of questions in the Reading and Listening sections. | 2.1 summarizes techniques for skimming and scanning a passage in Reading Section; |
| 2.2 able to identify keywords efficiently in Listening tasks; |
| 3. to apply appropriate grammatical structures and vocabulary to write coherent essays for Writing Tasks 1-2. | 3.1 able to recognize relevant task-specific strategies and time-management techniques to effectively organize information within the time limits. |
| 3.2 uses linking words and complex sentence structures to produce clear and well-organized responses; |
| 4. to analyze their own and peers’ speaking performance to identify areas of improvement in fluency, coherence, and pronunciation. | 4.1 able to analyze speaking answers to evaluate strengths and weaknesses in verbal responses. |
| 4.2 to identify the logic of organization, linking words and relevant details to improve speech fluency and coherence; |
| 5. to evaluate different sample essays and speaking responses, providing feedback based on IELTS band descriptors. | 5.1 able to assess the quality of arguments in an essay or speaking answers; |
| 5.2 able to be critical to how well they meet the criteria for a high band score. |
| **Prerequisites** | Theory and practice of translation and interpretation (first foreign language) |
| **Postrequisites** | - |
| **Learning Resources** | **Main literature:**1. Cullen, P., French, A., & Jakeman, V. The Official Cambridge Guide to IELTS. – Cambridge University Press, 2014, 400 p.
2. May, P. IELTS Practice Tests. – Oxford University Press, 2015, 200 p.
3. McCarter, S. IELTS Testbuilder 2: Tests that Teach. – Macmillan Education, 2015, 144 p.
4. Cambridge ESOL. Cambridge IELTS 19. – Cambridge University Press, 2024.
5. Jakeman, V., & McDowell, C. New Insight into IELTS. – Cambridge University Press, 2008, 192 p.
6. Black, R. Target Band 7: IELTS Academic Module. – Simone Braverman, 2010, 120 p.
7. O'Connell, S. Focus on IELTS: Foundation. – Pearson Education, 2006, 176 p.
8. McCarter, S., & Ash, J. IELTS Introduction. – Macmillan Education, 2012, 224 p.

**Additional literature:**1. Munday, J. Introducing Translation Studies: Theories and Applications. – Routledge, 2016, 376 p.
2. Parth, A. IELTS Academic Writing: Model Answers and Practice Tests. – IELTS Publishing, 2018, 100 p.
3. Cullen, P. IELTS Vocabulary Masterclass 8.5. – IELTS Publishing, 2016, 108 p.
4. Schofield, J. IELTS Reading Strategies. – Schofield Publishing, 2015, 90 p.
5. McCarthy, M., & O'Dell, F. Academic Vocabulary in Use. – Cambridge University Press, 2016, 176 p.

**Professional scientific databases:**1. Scopus: https://www.scopus.com
2. ScienceDirect: https://www.sciencedirect.com
3. JSTOR: https://www.jstor.org
4. Wiley Online Library: https://onlinelibrary.wiley.com
5. Taylor & Francis Online: https://www.tandfonline.com
6. ERIC: <https://eric.ed.gov>

**Internet resources:**1. English-Russian Online Dictionary: [www.multitran.com/](http://www.multitran.com/)
2. English-Russian Online Dictionary: <https://www.lingvolive.com/en-us>
3. Collocation Online Dictionary: <http://www.ozdic.com>
4. Oxford Comprehensive Online Dictionary: <https://www.oxfordlearnersdictionaries.com/>
5. Ted Talks [www.ted.com/talks](http://www.ted.com/talks)
6. BBC Learning English [www.bbc.co.uk/learningenglish](http://www.bbc.co.uk/learningenglish)
7. The Guardian www.theguardian.com
8. British Council Teaching Resources [www.teachingenglish.org.uk](http://www.teachingenglish.org.uk)
9. IELTS Advantage www.ieltsadvantage.com
10. Simon's IELTS Blog ielts-simon.com
11. IELTS Online Tests www.ieltsonlinetests.com
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| **Academic****course policy** | The academic policy of the course is determined by [the Academic Policy](https://univer.kaznu.kz/Content/instructions/%D0%90%D0%BA%D0%B0%D0%B4%D0%B5%D0%BC%D0%B8%D1%87%D0%B5%D1%81%D0%BA%D0%B0%D1%8F%20%D0%BF%D0%BE%D0%BB%D0%B8%D1%82%D0%B8%D0%BA%D0%B0.pdf) and [the Policy of Academic Integrity of Al-Farabi Kazakh National University .](https://univer.kaznu.kz/Content/instructions/%D0%9F%D0%BE%D0%BB%D0%B8%D1%82%D0%B8%D0%BA%D0%B0%20%D0%B0%D0%BA%D0%B0%D0%B4%D0%B5%D0%BC%D0%B8%D1%87%D0%B5%D1%81%D0%BA%D0%BE%D0%B9%20%D1%87%D0%B5%D1%81%D1%82%D0%BD%D0%BE%D1%81%D1%82%D0%B8.pdf) Documents are available on the main page of IS Univer .**Integration of science and education.** The research work of students, undergraduates and doctoral students is a deepening of the educational process. It is organized directly at the departments, laboratories, scientific and design departments of the university, in student scientific and technical associations. Independent work of students at all levels of education is aimed at developing research skills and competencies based on obtaining new knowledge using modern research and information technologies. A research university teacher integrates the results of scientific activities into the topics of lectures and seminars (practical) classes, laboratory classes and into the tasks of the IWST, IWS, which are reflected in the syllabus and are responsible for the relevance of the topics of training sessions andassignments.**Attendance.** The deadline for each task is indicated in the calendar (schedule) for the implementation of the content of the course. Failure to meet deadlines results in loss of points.**Аcademic honesty.** Practical/laboratory classes, IWS develop the student's independence, critical thinking, and creativity. Plagiarism, forgery, the use of cheat sheets, cheating at all stages of completing tasks are unacceptable.Compliance with academic honesty during the period of theoretical training and at exams, in addition to the main policies, is regulated by [the "Rules for the final control"](https://univer.kaznu.kz/Content/instructions/%D0%9F%D1%80%D0%B0%D0%B2%D0%B8%D0%BB%D0%B0%20%D0%BF%D1%80%D0%BE%D0%B2%D0%B5%D0%B4%D0%B5%D0%BD%D0%B8%D1%8F%20%D0%B8%D1%82%D0%BE%D0%B3%D0%BE%D0%B2%D0%BE%D0%B3%D0%BE%20%D0%BA%D0%BE%D0%BD%D1%82%D1%80%D0%BE%D0%BB%D1%8F%20%D0%9B%D0%AD%D0%A1%202022-2023%20%D1%83%D1%87%D0%B3%D0%BE%D0%B4%20%D1%80%D1%83%D1%81%D1%8F%D0%B7%D1%8B%D0%BA%D0%B5.pdf) , ["Instructions for the final control of the autumn / spring semester of the current academic year"](https://univer.kaznu.kz/Content/instructions/%D0%98%D0%BD%D1%81%D1%82%D1%80%D1%83%D0%BA%D1%86%D0%B8%D1%8F%20%D0%B4%D0%BB%D1%8F%20%D0%B8%D1%82%D0%BE%D0%B3%D0%BE%D0%B2%D0%BE%D0%B3%D0%BE%20%D0%BA%D0%BE%D0%BD%D1%82%D1%80%D0%BE%D0%BB%D1%8F%20%D0%B2%D0%B5%D1%81%D0%B5%D0%BD%D0%BD%D0%B5%D0%B3%D0%BE%20%D1%81%D0%B5%D0%BC%D0%B5%D1%81%D1%82%D1%80%D0%B0%202022-2023.pdf) , "Regulations on checking students' text documents for borrowings".Documents are available on the main page of IS Univer .**Basic principles of inclusive education.** The educational environment of the university is conceived as a safe place where there is always support and equal attitude from the teacher to all students and students to each other, regardless of gender, race / ethnicity, religious beliefs, socio-economic status, physical health of the student, etc. All people need the support and friendship of peers and fellow students. For all students, progress is more about what they can do than what they can't. Diversity enhances all aspects of life.All students, especially those with disabilities, can receive counseling assistance by e- mail asan.kanagat@alumni.nu.edu.kz*.***Integration MOOC (massive open online course).** In the case of integrating MOOC into the course, all students need to register for MOOC. The deadlines for passing MOOC modules must be strictly observed in accordance with the course study schedule. **ATTENTION!** The deadline for each task is indicated in the calendar (schedule) for the implementation of the content of the course, as well as in the MOOC. Failure to meet deadlines results in loss of points. |
| **INFORMATION ABOUT TEACHING, LEARNING AND ASSESSMENT** |
| **Score-rating letter system of assessment of accounting for educational achievements** | **Assessment Methods** |
| **Grade** | **Digital****equivalent****points** | **points,****% content** | **Assessment according to the traditional system** | **Criteria-based assessment** is the process of correlating actual learning outcomes with expected learning outcomes based on clearly defined criteria. Based on formative and summative assessment.**Formative assessment is** a type of assessment that is carried out in the course of daily learning activities. It is the current measure of progress. Provides an operational relationship between the student and the teacher. It allows you to determine the capabilities of the student, identify difficulties, help achieve the best results, timely correct the educational process for the teacher. The performance of tasks, the activity of work in the classroom during lectures, seminars, practical exercises (discussions, quizzes, debates, round tables, laboratory work, etc.) are evaluated. Acquired knowledge and competencies are assessed.**Summative assessment** -type of assessment, which is carried out upon completion of the study of the section in accordance with the program of the course.Conducted 3-4 times per semester when performing IWS. This is the assessment of mastering the expected learning outcomes in relation to the descriptors. Allows you to determine and fix the level of mastering the course for a certain period. Learning outcomes are evaluated. |
| A | 4.0 \_ | 95-100 | Great |
| A- | 3.67 | 90-94 |
| B+ | 3.33 | 85-89 | Fine |
| B | 3.0 | 80-84 | **Formative and summative assessment** | **Points % content** |
| B- | 2.67 | 75-79 | Attendance | 5 |
| C+ | 2.33 | 70-74 | Work in practical classes | 25 |
| C | 2.0 | 65-69 | Satisfactorily | Independent work | 20 |
| C- | 1.67 | 60-64 | Design and creative activity | 10 |
| D+ | 1.33 | 55-59 | Unsatisfactory | Final control (exam) | 40 |
| D | 1.0 | 50-54 | TOTAL | 100 |
| **Calendar (schedule) for the implementation of the content of the course. Methods of teaching and learning.** |

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| **A week** | **Topic name** | **Number of hours** | **Max.****ball** |
| **MODULE 1 Introduction to IELTS and Listening/Reading Strategies** |
| **1** | **Practical lesson 1: Introduction to International English Language Testing System (IELTS)**Overview of the IELTS exam format (Academic vs General)Scoring system and band descriptorsInitial diagnostic test (covering all 4 skills) to assess student levels |  3 | 8 |
| **2** | **Practical lesson 2**: **Listening Strategies (Part 1)**Introduction to the Listening sectionTypes of questions (multiple choice, short-answer, labeling)Listening to identify specific information | 3 | 9 |
| **IWST 1**  Research and write a brief essay on the history of IELTS and its global impact. | 1 |  |
| **3** | **Practical lesson 3: Listening Strategies (Part 2)**Focus on note-taking and summary skillsDealing with different accents and speech patternsPractice with difficult sections (e.g., map labelling, flowchart completion) |  3 | 9 |
| **4** | **Practical lesson 4: Reading Strategies (Part 1)**Introduction to the Reading section (Academic/General)Skimming, scanning, and reading for detailsDealing with True/False/Not Given and Yes/No/Not Given questions |  3 | 9 |
| **5** | **Practical lesson 5: Reading Strategies (Part 2)**Dealing with headings and matching information questionsStrategies for completing sentence endings and summary completionTime management techniques |  3 | 9 |
| **IWST 2.** Consultation on the implementation of IWS 1 | 1 |  |
| **IWS 1. Practice test 1-2** |  |  |
| **MODULE 2 Writing Skills Development** |
| **6** | **Practical lesson 6: Writing Task 1**Introduction to Writing Task 1 (Report/Letter writing)Academic: Describing graphs, charts, tables, processesGeneral: Writing formal/informal lettersPractice with writing samples | 3 | 9 |
| **IWST 3.** Consultations on the implementation of IWS 2  | 1 |  |
| **7** | **Practical lesson 7: Writing Task 1**Advanced techniques for comparing data, summarizing trendsComplex sentence structures and vocabularyPeer review and feedback on writing samples |  3 | 10 |
| **IWS 2.** Midterm control assignments | 25 | 20 |
| **Midterm control 1** | **100** |
| **8** | **Practical lesson 8: Writing Task 2 - Essay Writing** Introduction to Writing Task 2 (Essay writing)Types of essays: Opinion, discussion, solution, advantages/disadvantagesStructure: Introduction, body, conclusionBrainstorming and planning essays |  3 | 7 |
| **IWST 4.** Consultations on the implementation of IWS 3 | 1 |  |
| **9** | **Practical lesson 9:** **Writing Task 2 – Developing Arguments**Developing complex arguments and supporting them with evidenceCohesion and coherence (using linking words effectively)Peer review and feedback on essays |  3 | 8 |
| **10** | **Practical lesson 10:** **Speaking Strategies & Practice (Part 1)**Introduction to the Speaking section (Part 1)Common topics for the interviewTechniques for answering questions fluently and confidentlyRole-playing interviews in pairs or small groups |  3 | 8 |
| **MODULE 3: Speaking Strategies and Full Mock Tests** |
| **11** | **Practical lesson 11: Speaking Strategies & Practice (Part 2)**Focus on Speaking Part 2 (Cue Card task)Structuring answers and expanding on topicsPractice delivering 1-2 minute monologuesFeedback on fluency, pronunciation, and grammar |  3 | 8 |
| **IWS 3. Assignment:** Practice Test 3-4 | 24 | 17 |
| **12** | **Practical lesson 12: Speaking Strategies & Practice (Part 3)**Focus on Speaking Part 3 (Discussion)Techniques for handling abstract and opinion-based questionsPractice group discussions with feedbackWorking on fluency, articulation, and spontaneity |  3 | 8 |
| **IWST 5.** Colloquium: week 1-10 | 1 |  |
| **13** | **Practical lesson 13: Full Mock Test (Listening & Reading)**Simulated IELTS Listening and Reading tests under exam conditionsAnalysis of results and identifying areas for improvementReview of challenging sections |  3 | 8 |
| **IWST 5.** Consultation on the implementation of IWS 4. | 1 |  |
| **14** | **Practical lesson 14: Full Mock Test (Writing & Speaking)**Simulated IELTS Writing (Task 1 and Task 2) and Speaking testsPeer review and detailed feedback on writing and speakingPersonalized advice for improvement |  3 | 8 |
| **15** | **Practical lesson 15: Final Review & Exam Strategies**Review of common mistakes and final tips for improvementTime management strategies for each sectionLast-minute preparation: what to do the day before and on exam day |  3 | 8 |
| **IWS 4.** Conducting final term assessment | 25 | 20 |
| **Midterm control 2** | **100** |
| **Final control (exam)** | **100** |
| **TOTAL for course** | **100** |

**Dean of International Relations Faculty Delovarova L.F.**

**Chairperson of the Academic Committee on**

**Quality of Learning and Teaching Yerimpasheva A.T.**

**Head of Diplomatic Translation Department Murzagaliyeva M.K.**

**Senior Lecturer Assan K.A.**

**RUBRIC FOR SUMMATIVE ASSESSMENT OF INDEPENDENT WORK (IWS) IN THE FORM OF A PRESENTATION (25% of 100% MC)**

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| **Criteria**   | **«Excellent»**  25-30%  | **«Good»**  20-24%  | **«Satisfactory»**  15-20%  | **«Unsatisfactory»**  0 – 15%  |
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| Clarity of the purpose and objectives |

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| The purpose and objectives of the presentation are clearly formulated, well-structured, and easily understood by the audience. |

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| The purpose and objectives are somewhat clear but may need further clarification to be fully understood. |

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| The purpose and objectives are somewhat clear but may need further clarification to be fully understood. |

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| The purpose and objectives are somewhat clear but may need further clarification to be fully understood. |

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| Lexical and grammatical competence | Lexical and grammatical structures are used correctly with a wide range of vocabulary and minimal errors. | Mostly correct lexical and grammatical usage, though with minor errors. | Limited vocabulary with noticeable errors in grammar, affecting the overall quality of the presentation. | Frequent lexical and grammatical errors, greatly affecting clarity and comprehension. |
| Analysis of main ideas | In-depth analysis of key ideas with detailed explanations supported by examples, visuals (graphs, charts), and additional material. | Good analysis, but lacking in detail or examples. Some visual aids used. | Basic analysis with minimal examples, and limited or no use of visual aids. | Lack of analysis and examples; no use of visual aids, resulting in a superficial presentation. |
| Relevance and accuracy | All information presented is accurate, relevant, and aligns fully with the IELTS-related topic. | Information is mostly accurate, though minor errors or irrelevant details may be present. | Some information is inaccurate or irrelevant to the IELTS topic, but core points are covered. | The presentation contains irrelevant or inaccurate information, detracting from the IELTS preparation context. |
| Public speaking skills | Confident delivery with clear voice, effective pacing, excellent diction, and audience engagement. | Good delivery, but could improve with better pacing or clarity. Pronunciation is mostly correct. | Delivery is weak, with issues in pronunciation, pacing, or audience engagement. | Poor delivery, making it difficult for the audience to follow. Pronunciation and pacing errors impede understanding. |
| Critical thinking and problem-solving | Demonstrates original ideas, strong arguments, and critical thinking relevant to IELTS preparation tasks and challenges. | Some critical thinking and problem-solving skills are present, though could be further developed. | Basic problem-solving and critical thinking, but lacks depth in analysis or argumentation. | No evidence of critical thinking or problem-solving, with little to no engagement in analyzing IELTS preparation challenges. |

**RUBRIC FOR SUMMATIVE ASSESSMENT OF WRITTEN ASSIGNMENTS (25% of 100% MC)**

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| **Criteria**   | **«Excellent»**  25-30%  | **«Good»**  20-24%  | **«Satisfactory»**  15-20%  | **«Unsatisfactory»**  0 – 15%  |
| Task Achievement | The assignment fully addresses all parts of the prompt, demonstrating a deep understanding of the task requirements. | The assignment addresses most parts of the prompt, with minor omissions or unclear points. | The assignment addresses the prompt partially but misses key details or important points. | The assignment fails to address the prompt or only minimally responds to the task. |
| Coherence and Cohesion | The writing is logically organized with clear, well-developed paragraphs. Transitions and linking words are effectively used. | The writing is organized, but transitions between paragraphs and ideas could be clearer. Some minor cohesion issues. | The organization is inconsistent, with unclear transitions. The writing lacks flow in some sections. | The writing is disorganized and difficult to follow, with little or no use of linking words or transitions. |
| Lexical Resource | A wide range of vocabulary is used accurately, with only occasional errors. The language is appropriate for an academic context. | Vocabulary is mostly accurate, but there are some misused words or phrases. Attempts to use a wider range of vocabulary. | Vocabulary is limited and repetitive, with noticeable errors that affect meaning. | The vocabulary is very basic or inappropriate for the task. Frequent errors hinder comprehension. |
| Grammatical Range and Accuracy | A wide range of grammatical structures is used accurately with only minor errors that do not impede understanding. | A variety of grammatical structures are used, but with some errors that occasionally affect clarity. | Limited grammatical structures, with frequent errors that affect meaning and clarity. | Numerous grammatical errors that severely impede understanding and make the text difficult to follow. |
| Content Relevance | The content is highly relevant to the task and provides insightful, well-supported arguments or examples related to IELTS preparation. | The content is relevant but lacks depth in some parts or examples are not fully developed. | The content is somewhat relevant but lacks sufficient detail or contains irrelevant points. | The content is irrelevant to the task or lacks coherence, with no clear development of ideas. |
| Critical Thinking and Analysis | The assignment demonstrates original ideas, critical thinking, and analysis of IELTS-related issues, supported by evidence. | Some critical thinking is evident, but the analysis could be more in-depth or better supported by examples. | Basic critical thinking, with minimal analysis or reliance on superficial arguments. | No critical thinking or analysis is present, with a lack of engagement in IELTS-related problem-solving. |