**Course Name:** Communication for Engineering and Technology

**Course Number:** ELSK 0730  
**Number of Credits:** 0.0  
**Effective Date:** September 2018

**Course Description:**
Communication for Engineering and Technology is designed to enhance workplace communication of Internationally Trained Engineers and Technologists in order to improve employability and communications in the workplace. This course teaches culturally appropriate speaking, listening, and language specific for the Engineering and Technology workplace.

**School or Centre:**  
Arts and Sciences

**Year of Study:**  
ESL Course

**Course History:**  
Revised Course

**Course Pre-requisites (if applicable):**
Be an internationally trained Engineer or Technologist AND proof of English language proficiency:  
- Completion of ELSK 0715 and 0720 OR  
- CLBPT/CLB indicating a minimum of CLB 7 - Reading, Writing Listening and Speaking OR  
- IELTS 6.0 overall with no band lower than a 5.5 OR  
- ELA score of: min 36 - Reading, 13 - essay, 20 - Listening, 24 - Speaking OR Department Head approval

**Course Co-requisites (if applicable):**

**PLAR (Prior Learning Assessment & Recognition):**  
☑️ No ☐ Yes (details below):
**Instructional Strategies:**
Demonstration, ongoing needs analysis, coaching, one-on-one consultations, audio/video recording, independent practice (Moodle), and group/partner practice.

**Course Learning Outcomes:**
By the end of this course, students will be able to:

- demonstrate awareness of socio-cultural competency and its importance in communicating in specific industry-based contexts in a generalized North American setting.

- select and apply appropriate socio-cultural competencies (i.e. clarifying, making and receiving requests, giving and receiving feedback, etc.) in engineering and technology-specific oral communication contexts such as meetings and networking.

- use socio-cultural competencies to respond with appropriate register to differences in culturally specific professional communication (i.e., manager/employee relations, client/professional service provider relations, promotion process, team work)

- employ pronunciation strategies for improved clear speech

- self-correct some oral grammar errors for more accuracy and clearer communication

**Program Learning Outcomes:**
### Evaluation/Grading System

<table>
<thead>
<tr>
<th>Grading System</th>
<th>Specify if 'Other':</th>
<th>Specify Passing Grade:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Satisfactory/Unsatisfactory</td>
<td></td>
<td></td>
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</table>

### Components and Weighting of the Assessment/Evaluation Plan:

<table>
<thead>
<tr>
<th>Type</th>
<th>Percentage</th>
<th>Evaluation Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other</td>
<td>80</td>
<td>Portfolio-based assessment involving 15-20 oral communication tasks (see course topics)</td>
</tr>
<tr>
<td>Assignments</td>
<td>10</td>
<td>Reading Response Quizzes</td>
</tr>
<tr>
<td>Assignments</td>
<td>5</td>
<td>Personal pronunciation plan</td>
</tr>
<tr>
<td>Assignments</td>
<td>5</td>
<td>Personal log of common oral grammar errors with corrections</td>
</tr>
</tbody>
</table>

**Total 100**

### Learning Environment/Type

<table>
<thead>
<tr>
<th>Instruction Type</th>
<th>Hours Per Instruction Type</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>J - Classroom/Online (Mixed Mode)</td>
<td>84</td>
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**Total 84**

### Resource Material(s):

Resources are items in addition to tuition that the student is responsible for purchasing. Course resource information will be supplied by the department/instructor.
Course Topics:

Culture
Talking about Workplace Culture
Building Rapport
Seeking Assistance - making, clarifying and refusing requests
Setting Boundaries
Managing information and communicating ideas - effective listening and speaking strategies
Communicating different viewpoints- expressing opinions, agreeing and disagreeing
Promotion and networking
Taking Initiative - giving and receiving feedback
Improving Performance
Client/customer relations - dealing with clients on the phone
Giving an update on a project
Standing your ground
Dealing with difficult issues and conflicts
Meetings
Clear Speech (pronunciation awareness and correction)

VCC Education and Education Support Policies

There are a number of Education and Education Support policies that govern your educational experience at VCC, please familiarize yourself with them.

The policies are located on the VCC web site at:

http://www.vcc.ca/about/governance--policies/policies/

To find out how this course transfers, visit the BC Transfer Guide at www.bctransferguide.ca.

FOR COMMITTEE USE ONLY

| Approved by Curriculum Committee: | Approved by Education Council: |