



DEPARTMENT OF LANGUAGES AND LITERATURES

EN1005 Plain English, 7.5 credits

Engelska i klarspråk, 7,5 högskolepoäng

First Cycle

Confirmation

This course syllabus was confirmed by Department of Languages and Literatures on 2020-01-13 to be valid from 2020-08-31, autumn semester of 2020.

Field of education: Arts 100%

Department: Department of Languages and Literatures

Position in the educational system

The course is offered as a freestanding course.

Main field of studies

English

Specialization

G1N, First cycle, has only upper-secondary level entry requirements

Entry requirements

General entrance requirements

Learning outcomes

On successful completion of the course the student will be able to:

Knowledge and understanding

- explain the key terms and concepts of the field as well as how they can be applied to texts of different genres;
- critically discuss central historical and theoretical questions in the area of Plain English;
- give an account of the work that is done in Plain English projects both in English-speaking countries and in EFL/ESL countries;

Competence and skills

- write and revise texts according to established guidelines for Plain English;
- integrate the reading list and the course material in an independent reflective essay written in linguistically and stylistically correct English;

Judgement and approach

- discuss and problematise questions concerning linguistic correctness and linguistic adaptation both from a prescriptive and descriptive perspective and in relation to cultural and social norms;
- critically reflect on how the application of the principles of Plain English can streamline communication in different situations.

Course content

The course gives instructions and practical advice on how written communication in English may be made more accessible and reader-oriented. The course covers questions such as: what is (and what is not) Plain English? What does the historical development of Plain English look like and what need is there of its application today? What are the most common pitfalls of intercultural communication? Throughout the course, the students are offered hands-on training in planning and organising communication situations according to basic principles of clear and uncomplicated language. The training consists in writing and revising texts of various kinds (e.g. texts retrieved from different professional fields), as well as practice in handling communication in digital media, such as emails, posts on social media, chat rooms, etc.

Form of teaching

The course is an online course. The teaching consists of lectures and seminars on the virtual learning platform.

Language of instruction: English

Assessment

To what extent the student has achieved the aim of the course is tested through written assignments.

A student who has failed a course item is eligible for a retake exam/assignment. In connection with written assignments, supplementary assignments may be offered in order for the student to achieve a Pass grade. Such a supplementary assignment should be done within the stipulated time (normally five working days after the result has been posted). Otherwise a Fail grade will be reported.

A student who has completed an exam/assignment with a passing grade is not eligible

for a retake for the purpose of receiving a higher grade. Nor may a student withdraw a test/assignment once it has been submitted for the purpose of avoiding receiving a grade for the work.

If a student has failed the same course component twice and wishes to change examiners before the next examination opportunity, a request to this effect must be sent in writing to the department responsible for the course, and shall be granted, unless there are special reasons to the contrary (Chapter 6, Section 22, Higher Education Ordinance).

If the course has been discontinued or substantially revised, a student should be guaranteed to sit the examination on at least three occasions (including the ordinary examination occasion) during a period of at least one year, but not later than two years after the course was discontinued or revised. As regards internships/placement the same as above applies, with the exception that examination is offered on only one occasion.

Grades

The grading scale comprises: Pass with Distinction (VG), Pass (G) and Fail (U).

Course evaluation

The students are given the opportunity to make a written evaluation of the course. The results of the evaluation are published digitally.

Additional information

Equality aspects should be taken in consideration in content, literature, teaching and evaluation.