

Unit	Learning focus
Reading	<ol style="list-style-type: none"> 1. Reading strategies: <i>identifying which strategy to use</i> 2. Scanning: <i>finding specific information in a text</i> 3. Skimming: <i>assessing whether a text is relevant</i> 4. Reading for gist: <i>understand the main points of a text</i>
Listening	<ol style="list-style-type: none"> 1. Predicting words and ideas: <i>knowledge activation and using clues</i> 2. Listening for detail: <i>accurately noting details</i> 3. Listening for the main points: <i>identifying and noting main points</i>
Writing	<ol style="list-style-type: none"> 1. Analysing essay questions: <i>the PQRS technique</i> 2. Planning your essay: <i>logical structure, introductions, conclusions</i> 3. Linking ideas: <i>using words to connect ideas logically</i> 4. Using academic style: <i>using appropriate academic language</i>
Speaking	<ol style="list-style-type: none"> 1. Speaking out: <i>deciding what to say, practising a short talk</i> 2. Giving opinions: <i>expressing ideas and supporting them</i> 3. Giving a presentation: <i>planning, using visuals, body language</i> 4. Seminar skills: <i>discussing ideas, appropriate language</i>
Research	<ol style="list-style-type: none"> 1. Finding the right information: <i>catalogues, databases, the Internet</i> 2. Taking notes: <i>abbreviations, using the Cornell system</i> 3. Citing sources: <i>keeping accurate records, correct citation styles</i>
Critical thinking	<ol style="list-style-type: none"> 1. Understanding the argument: <i>working out the writer's message</i> 2. Evaluating evidence: <i>assessing the validity of evidence</i> 3. Recognising problems with an argument: <i>challenging an argument</i> 4. Avoiding plagiarism: <i>using information from sources appropriately</i>
Vocabulary	<ol style="list-style-type: none"> 1. Dealing with unknown words: <i>guessing and ignoring words</i> 2. Developing your academic vocabulary: <i>GSL, AWL, dictionaries</i> 3. Learning specialist words: <i>specialist words in lectures, keeping records</i>
Grammar	<ol style="list-style-type: none"> 1. Eliminating basic errors: <i>tenses, agreement, punctuation</i> 2. Improving your academic grammar: <i>reported speech, modals</i> 3. Solving grammar problems: <i>identifying your weaknesses, terminology</i>
Describing visuals	<ol style="list-style-type: none"> 1. Describing visual data: <i>writing and speaking, approximations</i> 2. Evaluating data in seminars and reports: <i>reaching a conclusion</i> 3. Creating visuals: <i>choosing the appropriate type of visual</i>
Independent learning	<ol style="list-style-type: none"> 1. Managing your time: <i>planning and prioritising</i> 2. Becoming a more effective learner: <i>academic and language learning</i> 3. Preparing successfully for exams: <i>studying for tests and assessments</i>