



EPlus Exams

YOUR SKILLS & KNOWLEDGE CERTIFIED



EPlus Certified English Professional

1.0. Overview of the Certification

This certification validates the intermediate to professional knowledge of those who needs to start building a career or want to excel in the field of English. With modest investment of time and resources, candidates can build an understanding on the development of English Skills in reading, writing, speaking and listening. Also it will validate candidate's knowledge on different techniques and methodologies inherent with using the English language in both an academic and professional context.

By the end of this course, the candidates can:

- Self assess their level, ability and Knowledge with regards to their English competencies.
- Develop their Critical thinking ability
- Interact with all the four areas of academic content such as: reading, writing, speaking and listening
- Exhibit behaviour and approaches apt to a professional or academic environment.
- Apply information and English language skills in their future educational or career prospects

2.0. Learning Outcomes

LEARNING OUTCOMES	WEIGHTING
<p>LEARNING OUTCOME: READING</p> <p>When the candidate is given an academic reading passage, the candidate will be able to:</p> <ul style="list-style-type: none">• Distinguish the main idea(s) in the text;• Distinguish precise details;• Distinguish main idea(s) from supporting detail;• Infer meanings of unfamiliar words;• Produce academic vocabulary appropriately orally and in writing; and• Summarize/paraphrase information in a text.	25%
<p>LEARNING OUTCOME: WRITING</p> <p>When given a prompt writing task to the candidate, the candidate will:</p> <ul style="list-style-type: none">• Write a paragraph with a topic sentence, support, and concluding sentence;• Produce coherent and unified paragraphs with adequate support and detail;• Produce a well-organized academic essay;• Produce appropriate vocabulary and correct word forms;• Produce accurate grammatical structures;	25%

<p>LEARNING OUTCOME: LISTENING</p> <p>When the candidate is delivered with a listening comprehension or oral lecture, the candidate will be able to:</p> <ul style="list-style-type: none"> • Take notes and make use of them in answering questions about the passage; • Identify the relevant from irrelevant information; • Distinguish the topic and main idea; • Comprehend relationships between ideas; and • Make inferences and predictions about spoken discourse. 	25%
<p>LEARNING OUTCOME: SPEAKING</p> <p>When given a topic either to work in a group of two or individually speak, the candidate will be able to:</p> <ul style="list-style-type: none"> • Focus on the topic; • Produce appropriate vocabulary; • Produce accurate grammatical forms; and • Give an oral presentation in class using effective delivery strategies. 	25%

3.0. Notional Duration

MODULES	DURATION	MARKS ALLOCATION
Listening	40 Minutes	30 Marks
Reading	90 Minutes	30 Marks
Speaking	30 Minutes	20 Marks
Writing	60 Minutes	20 Marks

4.0. Assessment Method

Mode : Online
Exam : Eplus authourized online test centre

Students' oral, reading, listening and writing skills are evaluated through assessment tasks related to the learning outcomes. Students re assessed on the accuracy and the appropriacy of the language used in fulfilling the assessment tasks, as well as the selection and organization of ideas.

Test Format

Candidates are tested in all four skills. All candidates will be tested on the Reading, Writing, listening examination on the EPlus online exam engine and the student can either choose to sit for it continuously or choose separate dates for the examination, based on the availability in our system. The Speaking examination will be conducted on a later date. The Student has to register for the exam date online with Eplus International and the tests are designed to cover the full range of ability from non-user to an advanced user.

The first three modules – listening, reading and writing - are completed online in a flexible manner to suit the student's needs. The speaking module may be taken, at the discretion of the Test Centers, in a period of seven days before or after the other three modules. The results of all the examination will be given no longer than 14 days after the examination

THE EPLTS BAND SCORE SCALE

- **9 Advanced user**
- **8 Excellent user**
- **7 Good user**
- 6 Confident user
- **5 Moderate user**
- **4 Limited user**
- **3 restricted user**
- 2 narrow user
- **1 Non user**
- **0 Did not attempt the examination**

5.0. Detailed Syllabus outline

4.0 The Value package of the program:

By the end of the subject and examination, the student should be able to communicate effectively in both academic and professional contexts. To achieve the above outcomes, students are also expected to use language and text structure appropriate to the context, select information critically, and provide support for stance and opinion.

4.1 Preparation for the examination –Day to day or professional context

This syllabus is indicative. The balance of components, and the corresponding weighting within the components, will be based on the specific needs of the students in both an academic or working environment.

Registers of English	Varieties of spoken and written English; importance of the appropriacy of register for any given situation; practice in writing in a variety of registers, for example academia, day to day living situations, promotional material, manuals, brochures and technical papers; practice in speaking in a variety of registers, for example business meetings, social interaction in a professional setting, and work-related presentations.
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Negotiation strategies	Discussion of specific situations or techniques, arguments, debates, politeness strategies, and persuasive speaking.
Meetings	Day to day occurrences and participation in meetings; practice in writing documents associated with formal meetings; informal letters, practice in stating opinions, making recommendations, and expressing positive and negative viewpoints.
Reporting day to day or business-related data	Selecting and using relevant data; organizing ideas and information; describing tables and graphs; discussing and analyzing data; maintaining coherence and cohesion; adopting an appropriate style and layout in written reports; using verbal and non-verbal interaction strategies in oral presentations of data.

5.0 Teaching and learning approach

The subject is designed to build upon the language and communication skills covered in the subject English in the an academia, day to day setting or a Workplace. It underlines the need to be able to select suitable registers of English in particular contexts and concentrates on the strategies available to speakers and writers of English when communicating in an academic and professional capacity. In order for students to be able to use English appropriately and successfully in their future academic path or professions, the coherent presentation of ideas and language will be emphasized.

The study method is primarily class based or self assessment related. Activities include teacher input as well as individual and group work involving discussions, simulations, mini-presentations, project work, and drafting and evaluation of texts. Students will be referred to information on the Internet and the learning Center materials for Independent Language Learning. Learning material from the English Language Centre will be used throughout the course. Additional reference materials will be recommended as required.

Indicative references

- Kline, J. A. (2004). *Speaking effectively: Achieving excellence in presentations*. Upper Saddle River, NJ: Pearson/Prentice Hall.
- Kuiper, S. (2007). *Contemporary business report writing* (3rd ed.). Cincinnati, OH: Thomson/South-Western.
- Locker, K. O. & Kaczmarek, S. K. (2007). *Business communication: Building critical skills* (3rd ed.). New York: McGraw-Hill/Irwin.
- Mascull, B. (2004). *Business vocabulary in use: Advanced*. Cambridge: Cambridge University Press.
- Matthews, C. B. & Matthews, M. (2007). *Quicksteps to winning business presentations: Make the most of your PowerPoint presentations*. New York: McGraw-Hill.
- Marsh, C. (2005). *Strategic writing: Multimedia writing for public relations, advertising, sales and marketing, and business communication*. Boston: Pearson/Ally and Bacon.
- Munter, M. & Russell, L. (2008). *Guide to presentations*. (2nd ed.). Upper Saddle River: NJ: Pearson/Prentice Hall.
- Murphy, H. A., Hilderbrandt, H. W. & Thomas, J. P. (1997). *Effective business communications* (7th ed.). New York: McGraw-Hill, Inc.
- O'Driscoll, N. & Pilbeam, A. (1992). *Meetings and discussions*. Harlow, Essex: Longman.
- Reardon, K. K. (2004). *The skilled negotiator: Mastering the language of engagement*. San Francisco: Jossey-Bass.
- Stiff, J. B. (2003). *Persuasive communication* (2nd ed.). New York: Guilford Press.



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