School of Modern Languages
University of Bristol

University-Wide Language Programme
Student Handbook
2020 - 21

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1. **WHAT IS THE UNIVERSITY-WIDE LANGUAGE PROGRAMME?**

The University-wide Language Programme offers students from across the University of Bristol the opportunity to take a language course as part of their degree.

The courses are run by the School of Modern Languages and open to the groups of students described in 3. below.

2. **WHICH LANGUAGES ARE ON OFFER?**

The School of Modern Languages offers fully accredited units in:

- Catalan
- Czech
- French
- German
- Italian
- Japanese
- Korean
- Mandarin Chinese
- Modern Standard Arabic
- Portuguese
- Russian

Draft timetables are available on the School of Modern Languages web page: [http://www.bristol.ac.uk/sml/study/uwlp/](http://www.bristol.ac.uk/sml/study/uwlp/)

3. **WHO CAN ENROL?**

The units are offered to the following groups of students:

1. To students from all faculties as an **Open Unit**. Students on Single Honours programmes are free to choose units outside their main subject department. Some departments have also chosen to offer open units to students registered on Joint Honours programmes. If in doubt, you should consult your home department for advice and guidance when considering your free choice units. These units may be taken by students in any year of an undergraduate programme.

   Languages on offer are **French, German, Italian, Japanese, Mandarin Chinese, Portuguese, Russian, Spanish, Czech, Catalan, Modern Standard Arabic and Korean**. For further details: See [Unit Catalogue](http://www.bristol.ac.uk/sml/study/uwlp/)

2. To first and second year undergraduate students from the **Engineering, Science, Social Science and Law** faculties as part of the **Study in Continental Europe** programme. This range of language units is offered at two levels - for first year students and for second year students specifically to
prepare them for study abroad. Languages on offer are: French, German, Italian and Spanish. For further details: See Unit Catalogue.

Please note:
An Open Unit must be part of a 120 or 130-credit point agreed programme of study. These units are not available to students without credit points.

For further information, see also Introduction to the Open Units scheme.

4. HOW DO I REGISTER?
If you are an existing student, you must contact your Home School in the first instance by 27th March 2020.

If you are a new student commencing your first year of study in the autumn of 2020 and you have 20 credits of open units in your programme of study, you will be sent an email telling you how to register in September 2020. The deadline for registration is 23rd September 2020.

At registration, you will be asked to complete details of the language you would like to take and the level you would like to study.

The School of Modern Languages makes every effort to accommodate open units requested, but, due to timetabling constraints, this may not always be possible. Unit choices will only be confirmed once timetabling constraints have been checked.

Please note the following important information:
You will normally NOT be accepted onto a language unit after Week 3 of the University of Bristol academic calendar. For the academic year 2020-2021 this will be Friday 16th October 2020.

If you withdraw from a language unit, you should inform the School of Modern Languages email address for UWLP sml-uwlp@bristol.ac.uk who will then confirm that you have withdrawn.

It is your responsibility to inform your home department if you have withdrawn from a School of Modern Languages unit. You must check the Student Information System to ensure the cancellation of the unit has been recorded.

You will not be able to withdraw from an Open Unit after Week 2 of the University of Bristol academic calendar. For the academic year 2020-2021 this will be no later than Friday 9th October 2020.
5. **HOW MANY CREDIT POINTS ARE THE UNITS WORTH?**
All units are fully accredited and are worth **20 credit points** and run during weeks 2-24: Teaching Block 1 and Teaching Block 2.

6. **CAN I STUDY A LANGUAGE FOR NO CREDIT?**
No. The School of Modern Languages does not accept non-credit students on its units.

For all undergraduates, any language unit must be part of a 120/130-credit point programme of study.

7. **CAN I STUDY A LANGUAGE IF I AM A NATIVE SPEAKER OR A BILINGUAL SPEAKER?**
If you are a native speaker of any of the languages on offer you are **not** permitted to study that language.

If you are a bilingual speaker of any of the languages on offer you may be permitted to study that language, depending on your level.

8. **WHEN ARE THE UNITS AVAILABLE IN MY DEGREE?**
The university-wide language units are offered mainly for your first two years of study, which we refer to as Level 4 (C) and Level 5 (I).

However, you may also take such units at any point in your degree where you have the option of taking an open unit, whatever year of study you are in. Please check with your School if you plan to take a Level 4 / C Open Unit in your final year, as some Schools will not permit this.

**LEVEL 4 / C UNITS**
According to your previous experience in learning the language concerned, you may enter at different starting points:

- **Beginners** – for students who have no or very limited experience
- **Post-beginners** – for students who have a GCSE or equivalent
- **Intermediate** - for students who have an A level or equivalent

The first objective is to give you a sound level of communicative competence in the language. This means that by the end of the first year you will master the four basic skills (speaking, reading, listening, and writing) to communicate in most everyday situations.
For students starting at a higher level than Beginner or post-GCSE, this is an opportunity to bring your general language skills to a high level of proficiency.

Another important objective is to develop your understanding of cultural aspects of the countries where the language is spoken.

Level 4 / C units provide entry points for all students studying for the first time at the School of Modern Languages (regardless of their language level and year of their degree course). The units are primarily aimed at 1st year students but they are also open to 2nd, 3rd and 4th year students.*

If you successfully complete a Level 4 unit you may progress onto the corresponding Level 4 or 5 unit if you have open units in that year of study.

If you have an AS level or another qualification, we advise you to take the diagnostic test (for French, German and Spanish) – see 4. above. You may also wish to contact the relevant language director for further advice if you are uncertain which level to join.

You may continue your language study by taking up a further unit in the same language in the following year of study. The diagram below shows the progression. This means that the language units can be the first step of a two-year course that aims to equip you with the language skills to enable you to function effectively in a variety of situations (e.g. study abroad, professional, etc.).

Again, please check with your School whether you may take a Level 5 unit in the next year of study.

* Some departments do not permit 2nd, 3rd and 4th year students to take a Level 1 unit. Check with your department before enrolling.
PROGRESSION:

STUDY YEAR ONE
Beginners
Post-Beginners
Intermediate

STUDY YEAR TWO
Follow-on
Advanced
LEVEL 5 / I UNITS

These follow on from the Level 4 / C units as indicated in the diagram above:

- Follow-on – for students who have taken a Beginners course
- Advanced – for students who have completed an Intermediate course

Level 5 / I units follow on from Level 4 and equip you with the language skills which will enable you to function effectively in a variety of situations (e.g. study abroad, professional, etc.).

They aim to develop the academic (e.g. oral presentation, listening for note-taking) and social skills which are necessary for studying or working in an international environment. For Advanced Units a further aim is the development of language competence in your specialist area (e.g. engineering, science, economics, etc.)

A further important objective is to further develop your understanding of cultural aspects of the countries where the language is spoken.

Level 5 / I units are the level of entry for all students who have already completed one year of study on the School of Modern Languages University-wide Language Programme.

However, 2nd, 3rd and 4th year students may be directly admitted to this level if they demonstrate that they already have a higher level of proficiency in the language. Law students taking “Study in Continental Europe” who have an A level in a language go directly into Advanced units in their second year.

Online self-access materials which complement the Advanced units are available on Blackboard. The materials are available in French, German, Italian and Spanish and are designed to supplement the schemes of work for this unit.
LEVEL 6 / H UNITS

In addition to the above units a number of students every year return from a Year Abroad and wish to continue study in their chosen language.

These carry 20 credit points and are the highest level of units on offer at the School of Modern Languages. This level is designed for undergraduate students who have followed the 'Study in Continental Europe' pathway and are returning from a year abroad.

In some cases, where numbers are small 'Study in Continental Europe' students may be offered an alternative unit from the School of Modern Languages’ courses for final year languages undergraduates.

The unit aims to maintain and reinforce the advanced specialist concepts and cultural awareness acquired during the period abroad. It focuses on developing the communication skills necessary for interviews, meetings, negotiations and presentations, enabling students to function effectively in an international business environment and labour market. These units do not include translation or the study of literature. The course includes:

- advanced general language development, advanced writing skills, job application and CV,
- writing skills, job interview skills, preparing and giving presentations, negotiating skills,
- chairing and participating in meetings, awareness of current affairs.

Any students wishing to follow this unit who have not spent a year abroad should have advanced language skills in the target language. Please contact the Language Director of the language concerned before registering for this Level to ensure you have the required level.

Please note: The format of all of these units has been devised to ensure quick progress. The approach is different from GCSE or A Level courses.
9. **HOW WILL I BE PLACED IN AN APPROPRIATE GROUP FOR MY LEVEL?**

Choosing a group depends on your prior learning experience.

All students studying at the School of Modern Languages for the first time will normally start at one of three entry-level points:

- **Beginners** – students with zero experience in the language. Students with prior experience will normally be eligible for the relevant unit below;
- **Post-Beginners** – you have a first qualification, a GCSE or equivalent;
- **Intermediate** – you have a second qualification, an A level or equivalent.

If you are taking a “Study in Continental Europe” pathway, you will usually enter at Intermediate or Post-Beginners level, depending on prior qualification.

You may be given a diagnostic level test to assess your linguistic competence (see 4. above). We use the test:

- to determine suitability for admission onto the course,
- to stream according to levels of ability,
- to create balanced groups to suit individual learning needs where possible.

The test is available on-line. It consists of a grammar multiple-choice questionnaire: [https://www.bris.ac.uk/sml/uobonly/diagnostictests.html](https://www.bris.ac.uk/sml/uobonly/diagnostictests.html)

10. **UNITS IN CHINESE AND JAPANESE**

For these languages, we use slightly different names to describe the levels because students typically have not learned these languages before. Making progress in Chinese and Japanese is usually slower at lower levels because of the need to master a new writing system. However, there are still three levels:

- **Beginners**
- **Pre-intermediate**
- **Intermediate**

Students with prior learning experience in Chinese and Japanese should contact the School for advice on which level to select – please email [sml-uwlbp@bristol.ac.uk](mailto:sml-uwlbp@bristol.ac.uk).
Common European Framework of Reference for Languages (CEFR) has six broad descriptive levels A1, A2, B1, B2, C1, C2, each expressed a series of capability statements (e.g. “a student at this level can…”).

Beginners units
Overall, students will reach a level comparable to A1 of the CEFR.

Post-Beginners
Overall, students will reach a level comparable to A2 / B1 of the CEFR.

Intermediate
Overall, students will reach a level comparable to B2 of the CEFR.

Follow-on
Overall, students will attain a level comparable to A2 / B1 of the CEFR.

Advanced units
Overall, students will reach a level comparable to C1 of the CEFR.

Ab-initio units in Japanese and Mandarin Chinese
Overall, students will reach a level comparable with key elements of Japanese-Language Proficiency Test (JPLT) Level N5 or the Chinese Proficiency Test (HSK) Level 1.

Pre-intermediate units in Japanese and Mandarin Chinese
Overall, students will reach a level comparable with the Japanese-Language Proficiency Test (JPLT) Level N5 or the Chinese Proficiency Test (HSK) Levels 2 & 3.

Intermediate units in Japanese and Mandarin Chinese
Overall, students will reach a level comparable with the Japanese-Language Proficiency Test (JPLT) Level N4 or the Chinese Proficiency Test (HSK) Level 4.
12. **How many contact hours will I have?**
Contact hours vary according to the level of study and language:

- Beginners classes in French, German, Spanish and Italian have two contact hours per week
- Other units at Level 4 / C and 5 / I units have three contact hours per week.

You should expect to complete a minimum of two hours study outside of class contact time each week for each timetabled hour.

**Please note:** Classes Start in Week 2 and take place every week during term.

13. **Attendance**
Attendance registers are kept by your tutor and you should be aware that regular attendance is essential. Students who do not attend class regularly will be reported to their School and will receive a formal warning that may affect their progress.

Language learning requires a continued commitment to attending class and carrying out the activities set by your tutor. From many years of experience, we know that students who miss class often make poor progress. Those that attend regularly make good progress and pass assessments.

The programme as a whole has very high success rates (95%+) but these depend on good attendance and engagement in learning. The very few students who fail are usually those who have missed numerous classes and not kept up with the syllabus.

14. **Where will the classes take place?**
Wherever possible, teaching takes place in the School of Modern Languages.

However, due to the number of classes on offer, you may find that your class is scheduled to take place in another University building. Details of classroom location are made available at the beginning of term on the [School of Modern Languages website](http://www.sml.ac.uk).

15. **How are the classes run?**
The language units are taught in small groups of normally 10 to 15 students.

More advanced classes are delivered entirely in the target language and students are expected to take an active role during class time.

All tutors are native speakers or have near native competence in the language they are teaching. The emphasis during class will be on developing all four basic skills...
through a combination of classroom interaction and home learning. Extensive reading and writing tasks will be generally completed outside contact hours.

16. **How are the units assessed?**

Effective language learning depends on constant checking and revision.

Set homework and tests in class are part of this process. We refer to these activities as “formative”. You are expected to complete any formative in-class tests or formative written homework as part of the course. Formative work must be completed for the award of credit in line with the principles set out at [http://www.bristol.ac.uk/academic-quality/assessment/codeonline.html](http://www.bristol.ac.uk/academic-quality/assessment/codeonline.html)

We will review student progress at the end of the first term. Any student who is not completing work as expected may receive a formal warning.

The final marks for each UWLP unit are referred to as “summative” assessment.

Summative assessment of each UWLP unit is built around the need to test how well students have mastered the four skills of reading, writing, speaking and listening.

For **all Beginners, Post-Beginners, Intermediate and Follow-on units and all units in Japanese and Chinese**:

- Speaking and Listening tests are tested by examinations held in class time at the end of Teaching Block 2.
- Writing and Reading are tested in formal examinations held in the summer exam period at the end of Teaching Block 2.

For **Advanced units**:

- Speaking tests are held at the end of each teaching block (this includes a presentation – see 17 below).
- Listening is assessed by a class test at the end of the second teaching block.
- Writing is assessed by a subject-specific project (see 17 below)
- Reading is assessed by an examination in the summer exam period

Your tutor will advise you of the dates for assessments.

**Please note:** If you miss an assessment through illness or for some other reason you must fill in the appropriate [extenuating circumstances form](#) and provide supporting documentation to the School Office.

Otherwise you are expected to attend all assessments and repeat sessions for absentees will not be arranged. If you fail to attend without good reason you will receive a mark of zero.
All parts of the assessment are compulsory.

If assignments are not submitted on the day of the agreed deadline, a penalty of 10 marks will be applied for each working day the work is not submitted post agreed deadline. If the penalty effected summative assessment mark is brought below the pass mark of 40, it will be classed as a failure.

17. **SUBJECT-SPECIFIC PRESENTATION & WRITTEN PROJECT (ADVANCED UNITS ONLY)**

The Subject-Specific Oral Presentation and Written Project form the core of the Continuous Assessment at Level 2. The aims are:

- to develop your study skills (e.g. reference skills, summarising and paraphrasing, analysing and synthesising, organising, etc.) in relation to your main subject;
- to provide a bridge between language study and your main subject course;
- to provide an opportunity for the development and practice of oral presentation skills taught in class;
- to provide an opportunity for the development and practice of extended written academic skills taught in class;
- to offer a platform for feedback on oral and written performance in a specialized context;
- to provide an opportunity for researching and acquiring subject-specific vocabulary.

**Choice of a topic**

In consultation with your language tutor you are required to choose a topic closely related to your core subject. In some cases, this can be done in consultation with the relevant subject department.

**Research and reading**

You are expected to research your topic thoroughly and extensively, selecting reading materials from target language sources as far as possible, although you may also use relevant sources in English. Possible source materials are to be found on the Internet, in periodicals kept in the School of Modern Languages or in University libraries.

Please note: Quotations should be acknowledged and all sources identified in a bibliography at the end of the written project. At all times, you should be able to provide evidence of the sources used.

**Organisation, preparation and assessment**

**Presentation**

You should submit a title and outline during Week 4 of Term 1, and start preparing your presentation once this has been agreed with your language tutor. A time limit of
10 minutes per presentation is given, plus five minutes at the end for questions and feedback. You should also consider using visual aids and/or handouts and should prepare a list of key vocabulary. For hints on how to best prepare for this assessment see Oral Presentation Guidelines.

**Written Project**
You should submit the title and a brief outline in Week 11. You should hand in your completed project before the Easter break.

**18. Plagiarism**
For details of Arts Faculty policy on plagiarism see the Teaching Support Unit Guidelines on Plagiarism.

**19. Where and when will my assessment take place?**
Assessment is made up of three parts and takes place as follows:
- Listening Comprehension
- Oral examination
These will usually take place in class time at the end of each teaching block. You will be informed by your tutor when these two assessments are to be tested. Followed by:
- Writing and Reading Examination

This examination takes place in week 25 (pre-exam week) – which is the week after the end of teaching and before the beginning of the main examination weeks. This is to avoid clashes with your main subject examination timetable.

The examination timetable for all written papers is organised centrally by the University, and all information regarding the location and the time of your final examination will be posted on Student Information before the examination period begins. It is your responsibility to access this information and know where and when your examination takes place.

If you fail to attend any part of the examination without extenuating circumstances you will receive a mark of zero for that component.

**20. Special circumstances**
Should you need extra time in an examination, you must register with the examinations office for special circumstances. The examinations office will duly provide the School of Modern Languages with a list of students requiring extra time.

**21. How do I obtain my final marks?**
The School of Modern Languages does not release details of exam results to students as all marks are subject to the exam boards in the different faculties.
In order to find out your final mark you need to contact your home department. Administrative staff in each department can access all School of Modern Languages results electronically.

22. WHAT HAPPENS IF I FAIL A UNIT?
All parts of the assessment are compulsory. If you do not attempt any component and do not provide extenuating circumstances, you will automatically receive a mark of zero for that component.

In order to pass a language unit you need to obtain an overall pass mark of 40%. If you are taking the Study in Continental Europe Programme, in order to go abroad you may be required by your home department to achieve a mark of at least 50%.

In the event of failing a unit you may be offered the opportunity to take a resit examination. Resit examination papers are administered at the School of Modern Languages during the University's standard resit period in August/September. Your home department and the examinations office will contact all students who have failed with details of the resit schedule.

23. STAFF
There is a Language Director for each of the languages taught.

Any issues which are related to the administration of the unit you are taking should in the first instance be addressed to the email address in the School of Modern Language Office sml-uwlp@bristol.ac.uk and may be referred to the relevant language director (see contact details below).

The Director of Foreign Language Teaching has overall responsibility for the programme and acts as manager for Chinese, Japanese, Korean and Modern Standard Arabic.

The School has an open-door policy should any student wish to see a member of either the management or administration team.
The following key staff are involved in the delivery of the UWPL units at the School of Modern Languages:

<table>
<thead>
<tr>
<th>Contacts:</th>
<th>Email</th>
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<tbody>
<tr>
<td><strong>French</strong></td>
<td></td>
</tr>
<tr>
<td>Ms Fabienne Vailes - Language Director</td>
<td><a href="mailto:f.vailes@bristol.ac.uk">f.vailes@bristol.ac.uk</a></td>
</tr>
<tr>
<td>Ms Stephanie Demont - Deputy Language Director</td>
<td><a href="mailto:s.demont@bristol.ac.uk">s.demont@bristol.ac.uk</a></td>
</tr>
<tr>
<td><strong>German</strong></td>
<td></td>
</tr>
<tr>
<td>Ms Mandy Poetzch - Language Director</td>
<td><a href="mailto:Mandy.Poetzch@bristol.ac.uk">Mandy.Poetzch@bristol.ac.uk</a></td>
</tr>
<tr>
<td>Ms Ruth Winter - Deputy Language Director</td>
<td><a href="mailto:R.R.Winter@bristol.ac.uk">R.R.Winter@bristol.ac.uk</a></td>
</tr>
<tr>
<td><strong>Russian and Czech</strong></td>
<td></td>
</tr>
<tr>
<td>Mrs Elena McNeilly – Language Director</td>
<td><a href="mailto:elena.mcneilly@bristol.ac.uk">elena.mcneilly@bristol.ac.uk</a></td>
</tr>
<tr>
<td>Mrs Jana Nahodilova – Deputy Language Director</td>
<td><a href="mailto:jana.nahodilova@bristol.ac.uk">jana.nahodilova@bristol.ac.uk</a></td>
</tr>
<tr>
<td><strong>Spanish and Portuguese</strong></td>
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</tr>
<tr>
<td>Ms Marga Menendez-Lopez – Language Director</td>
<td><a href="mailto:M.Menendez-Lopez@bristol.ac.uk">M.Menendez-Lopez@bristol.ac.uk</a></td>
</tr>
<tr>
<td>Ms Itziar Martinez – Deputy Language Director</td>
<td><a href="mailto:i.martinez@bristol.ac.uk">i.martinez@bristol.ac.uk</a></td>
</tr>
<tr>
<td><strong>Italian</strong></td>
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<tr>
<td>Dott. Andrea Zhok - Language Director</td>
<td><a href="mailto:A.Zhok@bristol.ac.uk">A.Zhok@bristol.ac.uk</a></td>
</tr>
<tr>
<td>Dr Vera Castiglione – Deputy Language Director</td>
<td><a href="mailto:V.Castiglione@bristol.ac.uk">V.Castiglione@bristol.ac.uk</a></td>
</tr>
<tr>
<td><strong>Japanese, Chinese, Arabic, Modern Standard Arabic, Korean and Overall Programme Issues</strong></td>
<td></td>
</tr>
<tr>
<td>Dr Ian Foster – Director of Foreign Language Teaching</td>
<td><a href="mailto:Ian.Foster@bristol.ac.uk">Ian.Foster@bristol.ac.uk</a></td>
</tr>
</tbody>
</table>
24. **GENERAL CONTACT DETAILS**

The School of Modern Languages School Office is situated in room G88 at:

17 Woodland Road  
Bristol BS8 1TE  
Tel: +44 117 33 18011  
Fax: +44 117 33 18010  
E-mail: sml-uwl@bristol.ac.uk

Office hours:  
Term time and Vacation time:  
Monday to Friday 8.30am - 4.30pm
# APPENDICES

## A. Table of Entry Levels and Prerequisites

<table>
<thead>
<tr>
<th>Language</th>
<th>Pre-requisite</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>French, German, Italian, Spanish, Brazilian Portuguese, Russian, Modern Standard Arabic, Korean, Mandarin Chinese, Japanese</strong></td>
<td><strong>Pre-requisite</strong> No Prior knowledge, qualification or experience of the language, absolute beginner</td>
</tr>
<tr>
<td>Beginners</td>
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<tr>
<td>French</td>
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<td>Italian</td>
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<td>Spanish</td>
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<td>Brazilian Portuguese</td>
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<td>Russian</td>
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<tr>
<td>Modern Standard Arabic</td>
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<td>Korean</td>
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<tr>
<td>Mandarin Chinese</td>
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<td>Japanese</td>
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<table>
<thead>
<tr>
<th><strong>French, German, Italian, Spanish</strong></th>
<th><strong>Pre-requisite</strong></th>
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<tbody>
<tr>
<td>Post-Beginners</td>
<td>A pass at GCSE grade C or equivalent qualification</td>
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<tr>
<td>Intermediate</td>
<td>A pass at A Level grade C or equivalent qualification</td>
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<tr>
<td>Follow-on</td>
<td>Successful completion of Beginners course</td>
</tr>
<tr>
<td>Advanced</td>
<td>Successful completion of Intermediate course or equivalent</td>
</tr>
<tr>
<td>Level 6 units</td>
<td>Successful completion of year abroad or equivalent experience</td>
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<tr>
<th><strong>Mandarin Chinese, Japanese</strong></th>
<th><strong>Pre-requisite</strong></th>
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<tbody>
<tr>
<td>Pre-intermediate</td>
<td>Successful completion of Beginners course or equivalent qualification or experience</td>
</tr>
<tr>
<td>Intermediate</td>
<td>Successful completion of Pre-intermediate course or equivalent qualification or experience</td>
</tr>
<tr>
<td>Post-Intermediate</td>
<td>Successful completion of intermediate course or equivalent qualification or experience (typically Year Abroad)</td>
</tr>
</tbody>
</table>
B. AIMS AND OBJECTIVES

Beginners

This unit provides a general introduction to the target language. It is intended:

- To provide students with a solid foundation of the essential structures of the target language, thus enabling them to communicate effectively across the four key language skills at an elementary level on a variety of general topics.
- To enable participants to give and understand information and to achieve a confident elementary level of communicative competence in everyday situations.
- To introduce students to the customs, culture and society of the regions/countries in which the languages are spoken and to develop student awareness of the general social and cultural background of the language.
- To enable students to apply their developing language skills into areas related to their field of study.

Post-Beginners

This unit provides further development of students' knowledge of the target language beyond beginners’ level. It is intended:

- To review and consolidate the essential structures of the target language, developing both vocabulary and a range of language structures thus equipping students with the linguistic tools to enable them to communicate effectively in everyday situations.
- To further develop active and passive language skills, including comprehension skills in listening and note taking, productive skills in speaking, reading and writing.
- To expand students’ knowledge of the socio-cultural aspects of the regions/countries in which the languages are spoken, and to introduce the transferable skills necessary for studying and/or working abroad.
Intermediate

This unit provides further development of students' knowledge of the target language beyond intermediate level. It is intended:

- To review and consolidate the essential structures of the target language, developing both vocabulary and a range of language structures thus equipping students with the linguistic tools to enable them to communicate effectively in everyday situations.
- To further develop active and passive language skills, including comprehension skills in listening and note taking, productive skills in speaking, reading and writing.
- To expand students' knowledge of the socio-cultural aspects of the regions/countries in which the languages are spoken and to introduce the transferable skills necessary for studying and/or working abroad.

Follow-on

This unit is designed to follow on from the beginners’ level unit. It provides further development of students’ knowledge of the target language beyond that level.

It is intended:

- To review and consolidate the essential structures of the target language, developing both vocabulary and a range of language structures thus equipping students with the linguistic tools to enable them to communicate effectively in everyday situations.
- To further develop active and passive language skills, including comprehension skills in listening and note taking, productive skills in speaking, reading and writing.
- To expand students' knowledge of the socio-cultural aspects of the regions/countries in which the languages are spoken and to introduce and develop the transferable skills necessary for studying and/or working abroad.
- To introduce the linguistic structures and terminology which will enable them to pursue academic goals in the target language and to develop the skills which will facilitate their integration into the socio-cultural and academic environment of the target language.

Advanced

This unit is designed to follow on from the intermediate level unit. It provides further development of students' knowledge of the target language at an advanced level. It is intended:
• To introduce and develop the linguistic structures and terminology which will enable the student to pursue academic goals of their chosen discipline.
• To develop and offer practice in specific academic skills such as those necessary for taking notes from lectures, giving oral presentations and writing an extended report on a core subject related topic.
• To equip students with the background knowledge which will enable them to integrate quickly in the social, cultural and academic environment of the target language.

AFTER YEAR ABROAD (OR WITH EQUIVALENT COMPETENCE) ONLY

Level 6 / H (Business and Professional Purposes)

These units are designed to follow on from a year abroad or equivalent experience. They provide further development of students’ knowledge of the target language at an advanced level. It is intended:

• To maintain and reinforce the advanced specialist concepts and the cultural awareness acquired during the period of study or work in the country of the target language.
• To prepare students to function effectively in an international business environment and the International labour market.
**JAPANESE AND CHINESE ONLY**

**Pre-Intermediate**

This unit provides further development of students’ knowledge of the target language beyond beginners’ level. It is intended:

- To review and consolidate the essential structures of the target language, developing both vocabulary and a range of language structures thus equipping students with the linguistic tools to enable them to communicate effectively in everyday situations.
- To further develop active and passive language skills, including comprehension skills in listening and note taking, productive skills in speaking, reading and writing.
- To build on knowledge of the socio-cultural aspects of the regions/countries in which the languages are spoken and to introduce the transferable skills necessary for studying and/or working abroad.

**Post-Intermediate**

This unit provides further development of students’ knowledge of the target language at an advanced level. It is intended:

- To introduce and develop the linguistic structures and terminology which will enable the student to pursue academic goals of their chosen discipline.
- To develop and offer practice in specific academic skills such as those necessary for taking notes from lectures, giving oral presentations and writing an extended report on a core subject related topic.
- To equip students with the background knowledge which will enable them to integrate quickly in the social, cultural and academic environment of the target language.
## C. COURSE CODES

<table>
<thead>
<tr>
<th>Entry Level</th>
<th>Credit points</th>
<th>Language</th>
<th>Course code</th>
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<tbody>
<tr>
<td>Beginners</td>
<td>20</td>
<td>Catalan, Czech, French, German, Italian, Japanese, Korean, Mandarin Chinese, Modern Standard Arabic, Portuguese, Russian, Spanish</td>
<td>UWLP10025, UWLP10017, UWLP10001, UWLP10004, UWLP10014, UWLP10012, UWLP10018, UWLP10013, UWLP10008, UWLP10024, UWLP10016, UWLP10009</td>
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<td>Post-Beginners</td>
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<td>UWLP10003, UWLP10006, UWLP10011</td>
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<td>Follow-on</td>
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<td>UWLP20001, UWLP20003, UWLP20010, UWLP20005</td>
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<td>Advanced</td>
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<td>UWLP20002, UWLP20004, UWLP20006</td>
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## JAPANESE AND MANDARIN CHINESE

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## LANGUAGE FOR BUSINESS AND PROFESSIONAL PURPOSES

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<td>Level 6 / H (normally after Year Abroad)</td>
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<td></td>
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<td>Spanish for Business</td>
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