SJQU-QR-JW-013（A0）

**上 海 建 桥 学 院**

语言综合技能与实践课程教案

周次 1 第1次课 学时2 教案撰写人 施菁华、史燕燕

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| 课程单元名称 | **Brief Introduction of TEM-4, Dictation** | |
| 本次授课目的与要求  1.了解专业四级考试的基本题型，时间和分数分配  2. 了解专业四级考试复习方式  3. 了解专业四级听力听写部分技巧 | | |
| 教学设计思路  教师以讲授型为主，介绍考试的基本情况，重点讲解听写部分的技巧，配以学生操练2017年听写部分，并进行讲解考试技巧。 | | |
| 本次教学重点与难点  1. 专业四级考试介绍及不同题型;  2. 听写部分的考试类型及应试技巧;  3. 听写练习. | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| 1.General introduction of TEM-4 and different patterns 25’  2. Introduction of listening,,esp dictation 15’  3. Practice of the diction of 2017 test 15’  4. Peer-editing 10’  5. Feedback 10’  6. Review exercises 5’ | | 1.Lecture;  2.Q &A;  3.Discussion  4.Practice |
| 课外复习、预习要求及作业布置   1. Finish the exercises of 2017   2. Review the skills of dictation Preview the new lesson according to the teaching plan. | | |
| 课后反思 | Through the lectures, the students can learn some skills of doing dictation . As dictation is an important part of TEM-4. More practice is required. | |

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周次 2 第2次课 学时2 教案撰写人 施菁华、史燕燕

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| 课程单元名称 | **Listening- Talk –note-taking** | |
| 本次授课目的与要求   1. 介绍专业四级考试听力部分讲座 2. 介绍Note-taking技巧及操练 | | |
| 教学设计思路  教师以讲授型为主，介绍考试听力部分的基本情况，重点讲解学生听讲座的技巧及note-taking技巧，配以学生操练2017年听写部分，并进行讲解考试技巧，并讲解2017年真题。 | | |
| 本次教学重点与难点   1. 听力部分讲座的听力侧重点 2. 记笔记重点要求，和速记技巧 | | |
| 教学内容提要及时间分配 | | 教学方法与手段设计 |
| 1. Introduction of listening part- talk and skills of note-taking 20’  2. Practice of note-taking20’  **3.** Analysis of **t**he 2017 TEM-430’  4.Review exercises 10’ | | 1. Multi-media  2. Lecture;  3 Discussion;  4. Exercises |
| 课外复习、预习要求及作业布置  1.Finish the exercises of 2016 TEM-4  2. Review the skills of Note-taking | | |
| 课后反思 | Through the lectures, the students can learn some methods of note taking and skills of doing talk exercise. By giving the comments, the students’ abilities and skills might be possibly improved. However, more practices should be suggested for this is an important skill for students. | |

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周次 3 第3次课 学时2 教案撰写人 施菁华、史燕燕

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| 课程单元名称 | **Listening--Conversation** | |
| 本次授课目的与要求   1. 介绍专业四级考试听力部分对话 2. 介绍Note-taking技巧及操练 3. 复习听力所有部分并进行加强性训练 | | |
| 教学设计思路  教师以讲授型为主，介绍考试听力部分的基本情况，重点讲解学生听讲座的技巧及note-taking技巧，配以学生操练2016年听写部分，并进行讲解考试技巧，并讲解2016年真题。 | | |
| 本次教学重点与难点   1. 听力部分对话的听力侧重点   2. 记笔记重点要求，和速记技巧 | | |
| 教学内容提要及时间分配 | | 教学内容提要及时间分配 |
| 1. Introduction of listening part- conversation and skills of note-taking 20’  2. Practice of conversation20’  **3.** Analysis of **t**he 2016 TEM-430’  4.Review listening part exercises 10’ | | 1. Multi-media  2. Lecture;  3 Discussion;  4. Exercises |
| 课外复习、预习要求及作业布置  1.Finish the exercises of test 1 in TEM-4  2. Review the skills of Note-taking | | |
| 课后反思 | I Through the lectures, the students can learn some methods of note taking and skills of doing conversation practice. By giving the comments, the students’ abilities and skills might be possibly improved. However, more practices should be suggested for this is an important skill for students. | |

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语言综合技能与实践课程教案

周次 4 第4次课 学时2 教案撰写人 施菁华、史燕燕

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| 课程单元名称 | **Quiz1 + Grammar+ Cloze** | |
| 本次授课目的与要求   1. quiz 1 2. 介绍专业四级考试语法和完形填空 3. 介绍语法和完形填空技巧及操练 | | |
| 教学设计思路  考核测试学生的听力能力，教师以讲授型为主，介绍考试语法和完形填空基本情况，重点讲解学生语法和完形填空技巧，配以学生操练历年语法部分，并进行讲解考试技巧，并讲解模拟题。 | | |
| 本次教学重点与难点  1.语法讲解   1. 完形填空做题技巧 | | |
| 教学内容提要及时间分配 | | 教学内容提要及时间分配 |
| 1. Quiz 1 50’ 2. Introduction of grammar and cloze and skills of cloze 10’ 3. Practice of grammar and cloze15’ 4. Review 5’ | | 1. Multi-media  2. Lecture;  3 Discussion;  4. Exercises |
| 课外复习、预习要求及作业布置  1.Finish the exercises of test 2 in TEM-4  2. Review the skills of grammar and cloze | | |
| 课后反思 | I Through the lectures, the students can learn some methods of cloze. By giving the comments, the students’ abilities and skills might be possibly improved. However, more practices should be suggested for this is an important skill for students. | |

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语言综合技能与实践课程教案

周次 5 第5次课 学时2 教案撰写人 施菁华、史燕燕

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| 课程单元名称 | Writing | |
| 本次授课目的与要求   1. quiz 1 分析 2. 介绍专业四级考试写作 3. 写作技巧及操练 | | |
| 教学设计思路  教师以讲授型为主，quiz1考试的讲解，介绍历年写作的基本情况，重点讲解学生写作的结构，每个结构的构成及技巧，配以学生操练历年写作部分，并进行讲解考试技巧，并讲解模拟题。 | | |
| 本次教学重点与难点   1. 测试讲解 2. 写作的结构 3. 写作题目的分析及练习 | | |
| 教学内容提要及时间分配 | | 教学内容提要及时间分配 |
| 1. Analysis of Quiz 1 20’ 2. Introduction of writing and the structure of writing 20’ 3. Practice of writing 20’ 4. Analysis of Test 2 15 5. Review 5’ | | 1. Multi-media  2. Lecture;  3 Discussion;  4. Exercises |
| 课外复习、预习要求及作业布置  1.Finish the exercises of test 3 in TEM-4  2. Review the skills of writing | | |
| 课后反思 | I Through the lectures, the students can learn some methods and structure of writing. By giving the comments, the students’ abilities and skills might be possibly improved. However, more practices should be suggested for this is an important skill for students. | |

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语言综合技能与实践课程教案

周次 6 第6次课 学时2 教案撰写人 施菁华、史燕燕

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| 课程单元名称 | Reading Comprehension | |
| 本次授课目的与要求   1. 介绍专业四级考试阅读部分题型及考试技巧 2. 阅读技巧的操练和应用 3. 分析Test 3 | | |
| 教学设计思路  教师以讲授型为主，介绍历年阅读的基本情况，重点讲解学生阅读考试的解题结构，配以学生操练历年写作部分，并进行讲解考试技巧，并讲解模拟题test 3。 | | |
| 本次教学重点与难点   1. 测试讲解 2. 写作的结构 3. 写作题目的分析及练习 | | |
| 教学内容提要及时间分配 | | 教学内容提要及时间分配 |
| 1.Introduction of the patterns and skills of reading 20’  2. Practice of reading and explanation 30’  3.Analysis of Test 3 25’  4. Review 5 | | 1. Multi-media  2. Lecture;  3 Discussion;  4. Exercises |
| 课外复习、预习要求及作业布置  1.Finish the exercises of test 4 in TEM-4  2. Review the skills of reading | | |
| 课后反思 | I Through the lectures, the students can learn some methods and skills of reading. By giving the comments, the students’ abilities and skills might be possibly improved. However, more practices should be suggested for this is an important skill for students. | |

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语言综合技能与实践课程教案

周次 7 第7次课 学时2 教案撰写人 施菁华、史燕燕

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| 课程单元名称 | Review | |
| 本次授课目的与要求   1. 总复习分析 2. 习题讲解 | | |
| 教学设计思路  教师以讲授型为主，将学生完成的习题进行讲解，对专业四级考试进行总复习，提醒注意要点，答疑，期末考试要点 | | |
| 本次教学重点与难点   1. 试题讲解 2. 专四总复习 3. 期末考试要求 | | |
| 教学内容提要及时间分配 | | 教学内容提要及时间分配 |
| 1. Analysis of Test 4 30’ 2. Review of the process and skills of TEM-4 20’ 3. Structure of Final 10’ 4. Q&A 15 5. Final Reminder 5’ | | 1. Multi-media  2. Lecture;  3 Discussion;  4. Exercises |
| 课外复习、预习要求及作业布置  1. Review | | |
| 课后反思 | I Through the lectures, the students can learn some methods and structure of TEM-4. By giving the comments, the students’ abilities and skills might be possibly improved to enable them to be more prepared for final and TEM-4. | |