

PEOPLE'S COMMITTEE OF HO CHI MINH CITY
LY TU TRONG COLLEGE OF HO CHI MINH CITY

**TRAINING PROGRAM
OF COLLEGE LEVEL**

COURSE TITLE: ENGLISH

Ho Chi Minh City, 2020



TRAINING PROGRAM

Industry name, profession: English

Industry code: 6220206

Level of training: College

Training form: Regular (Credit)

Admissions: Graduated from high school or equivalent

Training time: 2.5 years

1. Training objective

1.1. General objective:

- Training Advanced Diploma in English has enough knowledge, career skills, political qualities, ethics, occupational and good health, so that we can effectively work in the areas of expertise that use English, meet the requirements of society, the economy and international integration.

1.2. Detail Goal:

a. Knowledge:

- General Knowledge:
 - Knowledge of the fundamental principles of Marxism-Lenin, Ho Chi Minh's thoughts; Have basic knowledge in the field of social science to learn the knowledge of professional education and advanced learning abilities;
- Specialized Knowledge:
 - Have a foundational and intensive knowledge of English language values such as phonetics, grammar, vocabulary, semantics, knowledge of communication-culture rules, and the ability to recognize the use of various interaction models in English, and the recognition of the respective cultural values; Have in-depth knowledge and translation techniques, knowledge of pedagogical science, the basis of argument and English teaching methods as a premise for translation and teaching work;
- Supplemental knowledge:
 - Achieve a national level or international certificate equivalent in one of the languages: Chinese, French, German, Japanese, Spanish or Korean; Achieve level B in terms of application information.

b. Skill:

- Proficient in language skills: Listening, speaking, reading and writing English in social and professional situations equivalent to level B2 of the Council of Europe or fourth in accordance with the 6-tier foreign language capacity framework of Vietnam. Ability to apply advanced technology in professional work, teamwork skills, group management and scientific research on the issues of language, literature, culture-civilization of the countries of English language.



c. Level of autonomy and responsibility:

- Having professional ethics, the sense of organization of labor discipline and respect for the rules of the Agency, public awareness and industrial style, citizen responsibilities, attitude to teamwork and good independent work, have the spirit of advancement, cooperation and helping colleagues.

1.3. Job position after graduation:

- Training in English language students have enough knowledge and skills to be able to work well in the following positions:
- The field of trade economy: Secretary, language assistant, office worker, in charge of correspondence transaction, the reception in factories, multinational companies, state companies with partners in English;
- Tourism field: Tourism office staff, Customer Care Department of the hotel, restaurant with customers to use English as the language of communication;
- Education: Teaching faculty to native lecturers in preschool, kindergarten, elementary school, middle school, high school;
- Other fields and positions: free translation, staff at diplomatic agencies, representative offices, non-governmental organizations, international organizations need human resources to use English as an office language.

2. Volume of knowledge and course duration:

- Number of subjects: **41**
Volume of knowledge and skills for the entire course: **90** credits
- Volume of general subjects: **495** sessions
- Volume of professional subjects: **1460** sessions
- Theoretical volume: **631** sessions; exercise, practice, experiment: **1266** sessions
- Course duration: **2.5** years

3. Content Training Program:

Subject Code	Subject Title	Study Time (45 minutes per session)				
		Credits	Total number of Sessions	Theory	Practice - Internship - Experiment - Exercise - Discussion	Test
I	Subject of underlying sciences	28	495	212	255	28
CTC104	Political Education	4(3,1,7)	75	41	29	5
CTC105	Introduction to laws	2(2,0,4)	30	18	10	2
CBC105	Physical Education (*)	2(0,2,1)	60	5	51	4
CBC107	National Defense and Security Education (*)	4(3,1,7)	75	36	35	4
TTC101	Computer Skill	4(1,3,4)	75	15	58	2
CBC141	Foreign Language 1	4(2,2,5)	60	21	36	3
CBC142	Foreign Language 2	4(2,2,5)	60	21		
KTC101	Soft skill (*)	4(4,0,8)	60	55		
II	Advanced English	62	1460	419		



Subject Code	Subject Title	Study Time (45 minutes per session)				
		Credits				
			Total number of Sessions	Theory	Practice - Internship - Experiment - Exercise - Discussion	Test
	Fundamental Subjects					
II.1	Core Engineering Fundamental Subjects	19	317	195	108	14
	Compulsory Subjects	19	317	195	108	14
CBC108	Grammar 1	2(2,0,4)	30	28		2
CBC109	Grammar 2	2(2,0,4)	30	28		2
CBC110	Phonetics & Phonology	3(3,0,6)	45	43		2
CBC112	Listening for Employability (replaced with CoGC curriculum)	2(2,0,4)	31	5	24	2
CBC115	Speaking for Employability (replaced with CoGC curriculum)	2(2,0,4)	31	5	24	2
CBC118	Reading 1	3(3,0,6)	45	43		2
CBC121	Writing	3(3,0,6)	45	43		2
CBC122	Practical Writing 1	2(0,2,1)	60		60	
	Elective Subjects	0	0	0	0	0
II.2	Advanced English Fundamental Subjects	43	1143	224	903	16
	Compulsory Subjects	35	1023	112	903	8
CBC111	Morphology	3(3,0,6)	45	43		2
CBC113	Practical Listening 1 (**)	2(0,2,1)	60		60	
CBC114	Practical Listening 2 (**)	2(0,2,1)	60		60	
CBC116	Speaking 2	3(4,0,6)	45	43		2
CBC117	Practical Speaking	2(0,2,1)	60		60	
CBC119	Reading for Employability (replaced with CoGC curriculum)	2(2,0,4)	31	8	21	2
CBC123	Writing for Employability (replaced with CoGC curriculum)	1(0,2,1)	31	13	16	2
CBC124	Practical Translation 1	2(0,2,1)	60		60	
CBC125	Practical Translation 2 (**)	2(0,2,1)	60		60	
CBC126	English Teaching Methodology (**)	2(0,2,1)	60		60	
CBC128	English for business	2(0,2,1)	60		60	
CBC129	English for Tourism	2(0,2,1)	60		60	
CBC130	Preparing to Work (replaced with CoGC curriculum)	2(3,0,6)	31	5	26	
CBC131	Tourism Project	1(0,1,0)	45		45	
CBC132	Human Resource Project	1(0,1,0)	45		45	
CBC133	Graduation Internship (**)	6(0,6,0)	270		270	
CBC134	Enterprises Internship (**)	4(0,2,0)	180		180	

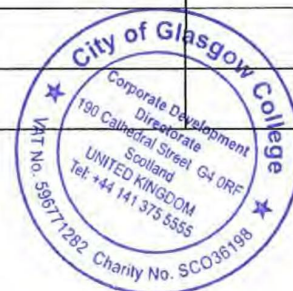


Subject Code	Subject Title	Study Time (45 minutes per session)				
		Credits				
			Total number of Sessions	Theory	Practice - Internship - Experiment - Exercise - Discussion	Test
Elective subjects (4 of 8 subjects selected)		8	120	112		8
CBC150	English for E-mail	2(2,0,4)	30	28		2
CBC151	English for Meetings	2(2,0,4)	30	28		2
CBC152	English for Negotiating	2(2,0,4)	30	28		2
CBC153	English for presentation	2(2,0,4)	30	28		2
CBC154	English for Marketing & Advertising	2(2,0,4)	30	28		2
CBC155	English for Hospitality	2(2,0,4)	30	28		2
CBC156	English for Engineering	2(2,0,4)	30	28		2
CBC157	English for Telephoning	2(2,0,4)	30	28		2
CBC158	English for Healthcare Science	2(2,0,4)	30	28		2
	Total	90	1955	631	1266	58

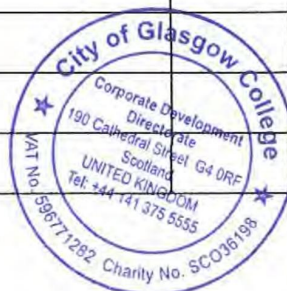


4. Training Plan:

No	Subject Code	Subject Title	Number of Credit	Subject Code: Study first (a) Study in parallel (b)	Notes
Semester 1			18		
Compulsory subjects			18		
1	CBC107	National Defense and Security Education	4(3,1,7)		
2	CBC105	Physical Education	2(0,2,1)		
3	KTC101	Soft skill	4(4,0,8)		
4	CTC104	Political Education	4(3,1,7)		
5	CBC108	Grammar 1	2(2,0,4)		
6	CBC112	Listening for Employability (replaced with CoGC curriculum)	2(2,0,4)		
Elective subjects			0		
Semester 2			22		
Compulsory subjects			22		
1	CBC109	Grammar 2	2(2,0,4)	CBC108(a)	
2	CBC110	Phonetics & Phonology	3(3,0,6)		
4	CBC113	Practical Listening	2(0,2,1)	CBC112(a)	
5	CBC115	Speaking for Employability (replaced with CoGC curriculum)	2(2,0,4)		
6	CBC118	Reading 1	3(3,0,6)		
7	CBC121	Writing	3(3,0,6)		
8	CBC128	English for business	2(0,2,1)		
9	CBC109	Grammar 2	2(2,0,4)	CBC108(a)	
10	CBC110	Phonetics & Phonology	3(3,0,6)		
Electives (2 in 5 subjects)			4		
8	CBC150	English for E-mail	2(2,0,4)		
9	CBC157	English for Telephoning	2(2,0,4)		
10	CBC151	English for Meetings	2(2,0,4)		
11	CBC158	English for Healthcare Science	2(2,0,4)		



No	Subject Code	Subject Title	Number of Credit	Subject Code: Study first (a) Study in parallel (b)	Notes
12	CBC156	English for Engineering	2(2,0,4)		
Semester 3			25		
Compulsory subjects			25		
1	CBC141	Foreign Language 1	4(2,2,5)		
2	TTC101	Computer Skill	4(1,3,4)		
3	CTC105	Introduction to laws	2(2,0,4)		
4	CBC111	Morphology	3(3,0,6)		
5	CBC116	Speaking 2	3(3,0,6)	CBC115(a)	
6	CBC119	Reading for Employability (replaced with CoGC curriculum)	2(2,0,4)	CBC118(a)	
7	CBC122	Practical Writing 1	2(0,2,1)	CBC121(a)	
8	CBC124	Practical Translation 1	2(0,2,1)		
9	CBC114	Practical Listening 2	2(0,2,1)	CBC113(a)	
10	CBC131	Tourism Project	1(0,1,0)		
Elective			00		
Semester 4			20		
Compulsory subjects			16		
1	CBC142	Foreign Language 2	4(2,2,5)	CBC141(a)	
2	CBC129	English for Tourism	2(0,2,1)		
3	CBC117	Practical Speaking	2(0,2,1)	CBC116(a)	
4	CBC123	Writing for Employability (replaced with CoGC curriculum)	1(0,2,1)	CBC122(a)	
5	CBC126	English Teaching Methodology	2(0,2,1)		
6	CBC130	Preparing to Work (replaced with CoGC curriculum)	2(3,0,6)		
7	CBC125	Practical Translation 2	2(0,2,1)	CBC124(a)	
8	CBC132	Human Resource Project	1(0,1,0)		
Elective (2 of 4 subjects selected)			4		
9	CBC152	English for Negotiating	2(2,0,4)		
10	CBC153	English for presentation	2(2,0,4)		



No	Subject Code	Subject Title	Number of Credit	Subject Code: Study first (a) Study in parallel (b)	Notes
11	CBC154	English for Marketing & Advertising	2(2,0,4)		
12	CBC155	English for Hospitality	2(2,0,4)		
Semester 5			19		
Compulsory subjects			15		
4	CBC133	Graduation Internship (**)	6(0,6,0)		
5	CBC134	Enterprises Internship (**)	4(0,2,0)		
Total			90		

Note:

City of Glasgow College will supply all course and assessment materials for the 5 modules in English. Each module has 31 sessions and it will be delivered by Ly Tu Trong College lecturers in Vietnamese. In addition, City of Glasgow College will provide their customised Virtual Learning Environment (MyCity) and E-library resources to those students enrolled for the modules to support their study.

5. Instructions for using the program:**5.1. Guidelines for determining content and time for extracurricular activities:**

- In order for students to have full awareness of the profession they are studying, the school arranges for students to visit some production and business establishments suitable to the training profession;
- Time for extracurricular activities is arranged outside of the formal training time at an appropriate time.

5.2. Instructions to test the end of the subject:

Comply with the Regulation on organizing the implementation of training programs at intermediate level and college level by mode of credit accumulation; Regulations on test, examination and graduation recognition at Ly Tu Trong College of Ho Chi Minh City, issued together with Decision No. 713 / QD-LTT-DT dated July 19, 2017 of the Rector of Ly Tu Trong College of Ho Chi Minh City is amended and supplemented some articles according to Decision No. 696 / QD-LTT-DT dated June 26, 2019 by the Rector of Ly Tu Trong College of Ho Chi Minh City.

5.3. Graduation accreditation review guide:

Graduation recognition consideration shall comply with the Regulation on organizing the implementation of training programs at intermediate level and college level according to the mode of credit accumulation; Regulations on test, examination and graduation recognition at Ly Tu Trong College of Ho Chi Minh City, issued together with Decision No. 713 / QD-LTT-DT dated July 19, 2017 of the Rector of Ly Tu Trong College of Ho Chi Minh City is amended and supplemented some articles according to Decision No. 696 / QD-LTT-DT dated June 26, 2019 by the Rector of Ly Tu Trong College of Ho Chi Minh City.



DT dated July 19, 2017 of the Rector of Ly Tu Trong College of Ho Chi Minh City is amended and supplemented some articles according to Decision No. 696 / QD-LTT-ĐT dated June 26, 2019 by the Rector of Ly Tu Trong College of Ho Chi Minh City.

Based on the proposal of the Graduation Examination Council, the Rector signs the decision to recognize the graduation and issue the diploma of the College for students who are eligible to graduate.

5.4. Other notes

The Enterprises Internship course is not included in the total number of credits in the program. Depending on the expertise of each profession, the Dean (of faculty) can choose one of the following forms to perform:

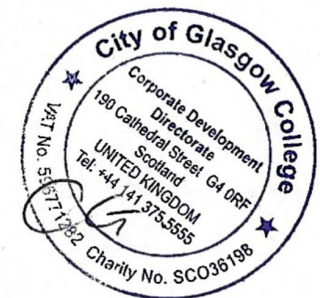
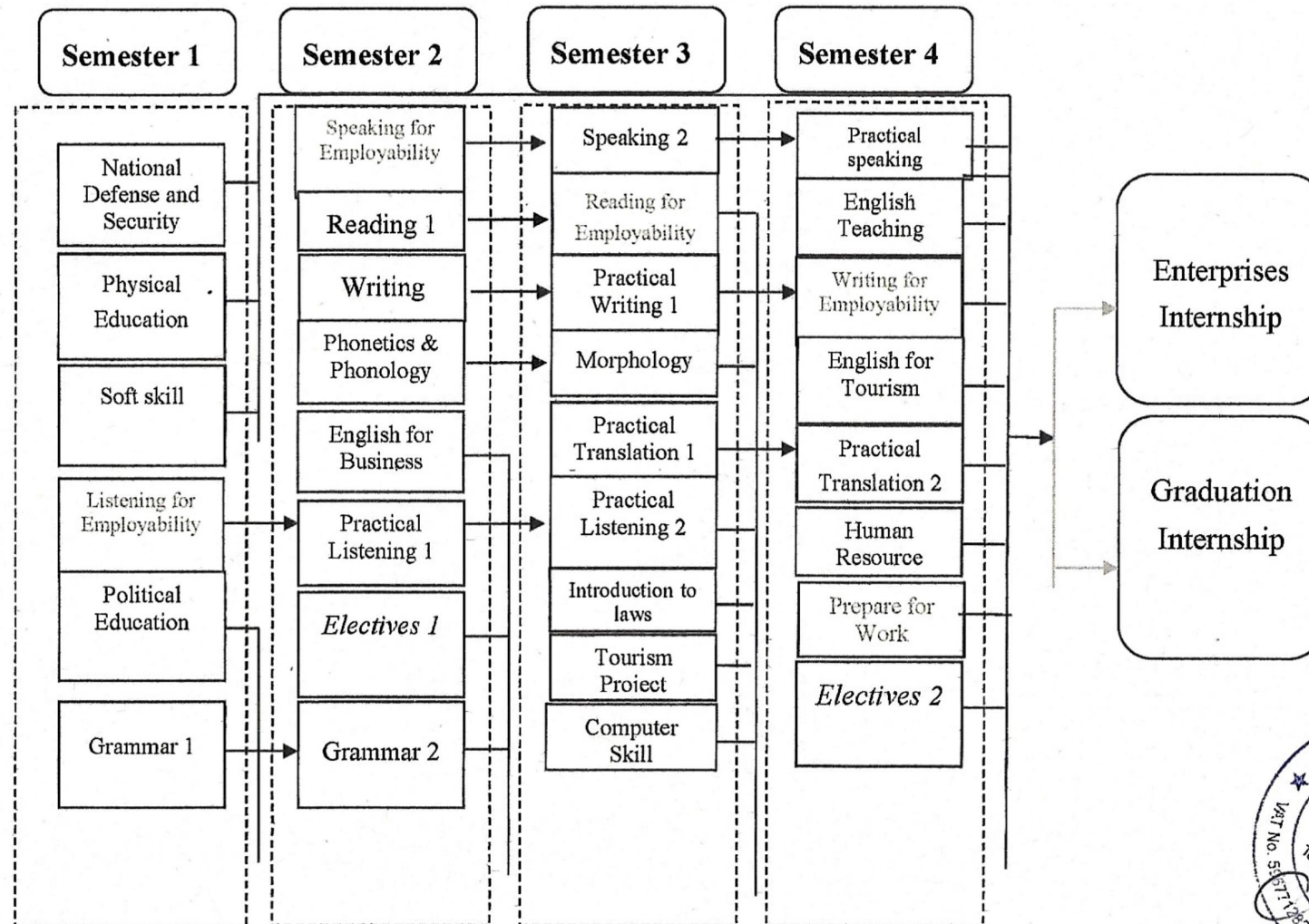
- Internship in Enterprises.
- Internship at specialized workshops or Affiliated Business Centers located at Ly Tu Trong College of Ho Chi Minh City.
- Join specialized clubs in the faculty.
- Implement models and projects deployed by the faculty.
- The subjects marked with (**) will be trained at the Enterprise.



DIAGRAM AND PROCESS OF TRAINING PROGRAM

Industry name, profession: College Degree of English

Industry code: 6220206



BRIEF DESCRIPTION OF CITY OF GLASGOW COLLEGE SUBJECTS:

Listening for Employability

Designed for learners whose first language is not English and who need to develop their ability to use English in a range of personal/social, transactional and work related contexts. While studying this Module learners will develop their competence in the skill of listening to English. Learners undertaking this Module will already have an understanding of simple English. On completion of this Module learners will be able to: Listen to and demonstrate understanding of straightforward English on matters of personal or social interest; Listen to and demonstrate understanding of straightforward English in a transactional context; Listen to and demonstrate understanding of straightforward English in a work-related context.

Speaking for Employability

Designed for learners whose first language is not English but who need to develop their ability to use English in a range of personal/social, transactional and work related contexts. While studying this Module learners will develop their competence in the skill of speaking. Learners undertaking this Module will already have a simple command of spoken English. On completion of the Modules Learners will be able to Speak in straightforward English on matters of personal or social interest; Speak in straightforward English in a transactional context; Speak in straightforward English in a work-related context.

Reading for Employability

Designed for learners whose first language is not English but who need to develop their ability to read and demonstrate understanding of straightforward texts in English in a range of personal/social, transactional and work-related contexts. Learners undertaking this Module will already have an understanding of simple English. On completion of this Modules learners will be able to: Read and demonstrate understanding of a text in straightforward English on matters of personal or social interest; Read and demonstrate understanding of a text in straightforward English in a transactional context; Read and demonstrate understanding of a text or texts in straightforward English in a work-related context.

Writing for Employability

Designed for learners whose first language is not English and who need to develop their ability to use written English in a range of personal/social, transactional and work-related contexts. Learners undertaking this Module will already be able to produce simple written English. On completion of this Module Learners will be able to: Produce a piece of writing in straightforward English on matters of personal or social interest; Produce a piece of writing in straightforward English in a transactional context; Produce a piece of writing in straightforward English in a work-related context.

Preparing to Work

Designed to help learners in gaining, preparing for and sustaining purposeful employment. Learners will be given a variety of opportunities to examine their own personal skills and reflect on these within the context of current job markets. Learners will develop employability skills and personal attributes in relation to gaining and sustaining employment including job selection methods, employee and employer expectations, appropriate workplace behaviours and attitudes, rights and responsibilities and personal finance. This Module will emphasise the importance of gaining and sustaining employment and assist learners to develop the confidence and self-esteem to actively seek employment and/or further learning.

