

**UNIVERSITI TEKNOLOGI MARA
PUSAT BAHASA JABATAN BAHASA INGGERIS BEL250:
MAINSTREAM ENGLISH II**

SCHEME OF WORK

Week	Grammar	Reading	Writing
1	Review of items covered in ME I Parts of Speech: :Pronoun, Noun, Article & Determiner, Verb, Adjective, Conjunction, Adverb, Preposition, Subj.-Verb Agreement	Review of reading skills covered in ME 1 e.g: skimming, scanning, summarising, paraphrasing	Organising & presenting information using chronological order
	Listening	Speaking	
	Review of listening skills covered in ME 1 e.g: listening for specific information, listening for main ideas and supporting details, listening and paraphrasing information, listening to take notes	Review of skills in ME 1	

Week	Grammar	Reading	Writing
2	Review of items covered in ME I: Tenses: Simple (Present/Past/Future), Other forms of the Future, Continuous (Present/Past/Future), Perfect (Present/Past/Future)	Differentiating between fact & opinion	Organising & presenting information using spatial order
	Listening	Speaking	
	Drawing & Interpreting information	Factors that aid effective presentations	

Week	Grammar	Reading	Writing
3	Review of items covered in ME 1 Future Perfect Continuous Modal Auxiliary	Drawing inferences Making predictions	Organising & presenting information using topical order
	Listening	Speaking	
	Making inferences	Planning the main points for presentations using different organisational patterns Using transitional expressions and internal summaries	

Week	Grammar	Reading	Writing
4	Review of items covered in ME 1 Clauses: Noun, Adjective. Adverb	Distinguishing main ideas from supporting details	Organising & presenting information using comparison and contrast order
	Listening	Speaking	
	Predicting outcomes	Handling topics from differed angles	

Week	Grammar	Reading	Writing
5	Review of items covered in ME 1 Clauses: Noun, Adjective. Adverb	As in week 4	Organising & presenting information using cause and effect order
	Listening	Speaking	
	Drawing conclusions	Preparing points within time limits	

Week	Grammar	Reading	Writing
6	Review of items covered in ME 1 Reported Speech	Extracting points to summarise linear and/or non-linear text(s)	Organising & presenting information using problem-solving order
	Listening	Speaking	
	Recognising features of spoken language	Making individual presentations using different formats	

Week	Grammar	Reading	Writing
7	Review of items covered in ME 1 Reported Speech	Paraphrasing sentences	Writing guided essays
	Listening	Speaking	
	Analysing & evaluating information	As in week 6	

Week	Grammar	Reading	Writing
8	Passive	Analysing & evaluating texts	Responding critically & appropriately to information contained in texts .and non -linear texts
	Listening	Speaking	
	As in Week 7	Initiating a group discussion Expressing opinions, agreement, disagreement	

Week	Grammar	Reading	Writing
9	Passive	Analyzing & evaluating texts	Identifying main points in a text Summarizing short texts
	Listening	Speaking	
	Listening to specific situations to complete tasks	Maintaining a group discussion-Making suggestions, alternatives Accepting, rejecting ideas	

Week	Grammar	Reading	Writing
10	Conditionals	Interpreting writer's point of view	Summarising texts according to the questions
	Listening	Speaking	
	As in Week 9	Maintaining a group discussion -Persuasive arguments and clarifications	

Week	Grammar	Reading	Writing
11	Conditionals	As in Week 10	Identifying & Overcoming common errors in writing
	Listening	Speaking	
	As in Week 10	Concluding a group discussion Assessment criteria Practice	

Week	
12	REVISION
13	LISTENING EXAM (15%)
14	SPEAKING EXAM (15%)
15	SPEAKING EXAM (15%)
	FINAL EXAM: WRITING = (25%) READING = (45%)