Programme Specification

Academic Year: 2021
8811: Pre-sessional 16

Awarding Institution	University of Southampton
Teaching Institution	University of Southampton [full-time]
Mode of study	16 weeks of full-time study
Duration in years	Not applicable
Accreditation details	Not applicable
Final award	Not applicable
Name of award	Not applicable
Interim Exit awards	Not applicable
FHEQ level of final award	Not applicable
UCAS code	Not applicable
QAA Subject Benchmark or other external reference	Not applicable
Programme Leads	Nick Barratt, Director of Pre-sessional Programmes

Date specification was written	30/11/2020
Date Programme was validated	December 2020
Date specification last updated	December 2020

Programme Overview

Pre-sessional 16 (16 weeks) is designed for International students who:

- need to improve their language skills as a condition of entry to the University of Southampton

or

- have already met the English language conditions for entry to the University, but who want to find out more about the use of English in academic study and expectations relating to academic life in the UK.

Pre-sessional 16 will:

- help you to develop the English language skills you will need to follow a taught degree programme or undertake research at a UK university

- help you to develop the necessary study skills for effective learning through the medium of English

- introduce you to life in the UK and to UK culture

- give you a chance to settle into a UK academic environment before starting your degree

programme at the University of Southampton.

Students who successfully complete Pre-sessional 16 with the minimum English level requirements (stated in your conditional offer from your admitting Faculty Recruitment and Admissions Team), will have met the English language requirements of the University of Southampton.

Special Features of the programme

ALL PS 16 students will be allocated to specific study groups and tutors will help you improve language and study skills. After 5 weeks you will join students on PS 11 and you will be allocated new groups based on subject area. This means that whether you are studying at Southampton Business School or hoping to study Law or Engineering or Art or any degree at the University of Southampton you will study with students from the same Faculty and in most cases similar degree programmes. All Southampton Pre-sessional programmes are designed to prepare you for study in your subject area. Our group system means that you will have the opportunity to meet and work with students who have the same interests as you and will enable your tutor to make the Pre-sessional relevant for your future degree programme.

To aid your learning, Pre-sessional 16 includes compulsory weekly independent learning sessions and academic advising sessions delivered by designated academic skills tutors. This feature of the programme has been recognised as a particular strength by our external examiners and is not always standard practice on other university Pre-sessional programmes.

Learning and teaching

Pre-sessional 16 consists of five core modules: Academic Reading, Academic Writing, Academic Listening, Academic Speaking and Independent Learning. You will have approximately 21 University contact hours per week (excluding the assessment period) and an academic advising session. You will also be expected to carry out further independent study and complete assessments outside the classroom.

You will receive regular lectures, which are usually arranged by subject area, such as Business, Engineering or Art, and have tutorials with your tutors in which you receive feedback on your learning to help you further develop your language and academic skills.

Written, in-class and tutorial feedback will be provided to enable you to identify your strengths and weaknesses, so that you develop your language and academic skills effectively. Your tutors will give extensive guidance, by providing clear advice on where to find reference and source materials. However, a clear feature of university study is that you learn to take more responsibility for your own learning as the programme develops.

Learning activities include:

- academic writing tasks
- academic reading tasks e.g. identifying reliable sources
- academic oral interactions, including seminar work and presentations
- grammar and vocabulary work
- academic listening and note-taking activities e.g. from lectures or recorded sources
- information gathering activities i.e. research
- tutorials in which you will receive academic advice and ask questions
- independent learning workshops where you will engage with academic skills tutors.

Assessment
Your knowledge and understanding will be assessed in a variety of ways, which include formative summative language and study skills tasks and coursework. Summative language tasks assess your ability to apply your knowledge and understanding within a limited period.

Coursework may include tasks such as essays, writing study reports, presentations, and participation in seminars. Ongoing coursework tests your ability to apply your knowledge and understanding of academic language and study skills, to work independently, to do research,

and to construct in-depth arguments over a much longer period.

Please note: As a research-led University, we undertake a continuous review of our programmes to ensure quality enhancement and to manage our resources. As a result, this programme may be revised during a student's period of registration; however, any revision will be balanced against the requirement that the student should receive the educational service expected. Please read our Disclaimer to see why, when and how changes may be made to a student's programme.

Programmes and major changes to programmes are approved through the University's programme validation process which is described in the University's Quality handbook.

Educational Aims of the Programme

The key aims of Pre-sessional 16 are to:

- consolidate and extend your existing English language knowledge and communication skills in order to facilitate under-graduate or post-graduate academic study
- develop the academic study skills required for study in higher education in the UK and familiarise yourself with the learning and teaching strategies used in higher education in the UK
- help you to adapt to life in the UK both within and beyond the academic environment.

Programme Learning Outcomes

Knowledge and Understanding

Having successfully completed this programme you will be able to demonstrate knowledge and understanding of:

A1. The relevant conventions followed in academic English (both written and spoken) e.g. referencing, appropriate formality

A2. What is expected of a student in UK higher education, especially in terms of approach to studying and learning e.g. active engagement with peers and academic staff, and independent learning

A3. How to efficiently identify and use reliable sources appropriate for your discipline e.g. use of library sources

A4. How to understand texts such as journal articles in which writers adopt particular attitudes or viewpoints

A5. How academic texts are coherently constructed e.g. using abstracts, and formal structures such as in essay or report writing

A6. How to read efficiently in order to complete necessary research e.g. skimming and scanning

A7. How to construct an academic essay, or similar piece of academic writing, which involves the use of sources

A8. How to write clear, detailed text supporting your points with academic evidence e.g. in text citation

A9. How to complete academic writing tasks of different styles and formats

A10. How to identify the main and supporting points in lectures e.g. signposting language, discourse markers

A12. How to process extended speech and follow complex lines of argument

A13. How to take an active part in discussions and to sustain a point of view e.g. seminar discussion

A14. How to deliver academic presentations e.g. preparation, structure, flow.

Teaching and Learning Methods

Although there are five separate modules, Pre-sessional 16 language and study skills teaching will be integrated as much as possible. For example, you will have one tutor who will teach Reading and Writing modules and one tutor who will teach Listening and Speaking modules.

We encourage the use of communicative teaching methods, and this means that any teaching session could include use of each of the four language skills. You further develop your study skills through independent learning workshops and academic advising sessions. You will also attend lectures of academic interest, and all modules use online material.

Depending on the assessment type, written, in-class and tutorial feedback will be provided to enable you to identify your strengths and weaknesses, and continue to develop your language and academic skills effectively. Tutors will give extensive guidance, especially through recommendations of reference and source materials. You will learn to take more responsibility for your own learning as you move through the programme.

Assessment methods

Your knowledge and understanding will be assessed in a variety of ways, which include formative and summative language and study skills tasks and coursework. Summative language tasks assess your ability to apply your knowledge and understanding within a limited period.

Coursework may include tasks such as essays, writing study reports, presentations, and participation in seminars. Ongoing coursework tests your ability to apply your knowledge and understanding of academic language and study skills, to work independently, to do research, and to construct in-depth arguments over a much longer period.

Skill (% of final mark)	Pre-sessional Course 16
Reading (25%)	**Total 3 tasks** 2 formative tasks Preparation reading task: Initial Reading Report (record of reading) RT1: Reading report (record of reading) 1 summative task RT2: Reading report (record of reading) (100%)
Writing (25%)	**Total 5 tasks** 3 formative tasks Preparation writing task: Initial Writing Task WT1: Identifying a topic [NOT SCORED] WT2: Planning researched writing [NOT SCORED] WT3: Researched writing – full draft [SCORED] 1 summative task WT4: Researched writing – full draft (1400 words)

Listening (25%)	Total 4 tasks 3 formative tasks Preparation listening task: Initial Interactive listening based on module content LT1: Interactive listening task based on academic content LT2: Interactive listening task based on academic content 1 summative task LT3: Interactive listening task based on academic content (100%)
Speaking (25%)	Total 3 tasks 2 formative tasks Preparation task: Individual presentation task ST1: Individual presentation task 1 summative task: ST2: Individual presentation task (100%)

Subject Specific Intellectual and Research Skills

Having successfully completed this programme you will be able to:

B1. Recognise and understand academic vocabulary

B2. Identify appropriate sources of information for your subject area

B3. Locate resources for your subject area by accessing University of Southampton

Library services in person or online

B4. Interpret and analyse a range of information from different sources

B5. Extract, paraphrase and synthesise key information from written and spoken sources

B7. Express facts, concepts and arguments clearly using appropriate language

B8. Understand and present detailed reasoning.

Teaching and Learning Methods

The structure and content of Pre-sessional 16 gives you the opportunity to develop a range of cognitive skills as you are introduced to the academic rigours of higher education in the UK. From the outset of the programme, cognitive skills are developed in communicative learning activities such as seminars, presentations, and discussions. Lectures and other listening activities develop the skills of processing and summarising information. Critical thinking skills will be developed as you learn how to recognise subjectivity, analyse arguments objectively and to apply these skills in your own work. You further develop cognitive skills through researching and writing essays throughout the programme.

Depending on the assessment type, written feedback, oral in-class feedback and tutorial feedback is given to help you to identify any gaps in your cognitive skills. This allows you to develop your skills effectively by building on your strengths and addressing weaknesses or gaps in conveying subject specific knowledge or processing relevant research.

Assessment methods

Assessment methods include formative and summative assessments and coursework. Assessments, whether written or oral, often test your overall thinking skills in conditions where time and support for reflection are limited, and are designed to replicate real academic situations. Coursework assessment provides formative and summative testing against the

intended learning outcomes of the module concerned.

Assessment tasks are directly related to learning outcomes of modules and usually integrate thinking skills with language knowledge outcomes. For example, a class presentation and discussion on a specialist topic test your ability to think through and organise your material in preparation, and to 'think on your feet' in discussion, as well as testing your topic knowledge, interactive skills, strategic competence, and your linguistic accuracy and fluency.

Transferable and Generic Skills

Having successfully completed this programme you will be able to:

C1. Produce writing in appropriate academic genres and follow required conventions, including referencing

C2. Employ a range of general and academic vocabulary appropriately

C3. Apply a range of reading strategies to help you to read efficiently

C4. Listen to, understand and take notes in lectures

C5. Actively participate in discussions and tutorials

C6. Prepare and deliver oral presentations, both individually and as part of a group

C7. Work as a member of a team by cooperating with others, negotiating, listening to others in a group, sharing responsibilities & tasks and meeting deadlines

C8. Adhere to guidelines and meet relevant deadlines

C9. Set and monitor individual goals, reflect on your own learning and feedback, and have the confidence to seek help when needed

C10. Use ICT to produce documents and other material.

Teaching and Learning Methods

Each Pre-sessional 16 module (Academic Reading, Academic Writing, Academic Listening, Academic Speaking, Independent Learning) identifies specific linguistic and study / learning skills to be achieved. As the skills are rarely used in isolation, reading and writing modules are integrated within the Pre-sessional 16 syllabus as are the speaking and listening modules.

The Reading and Writing modules are structured to ensure the development of important transferable academic skills for both reading and writing, with tasks set to provide you with practice of the skills being covered in class. To aid you in your future studies, you will attend a library induction at the start of the programme.

The first part of the Reading and Writing modules focuses on how to find information, how to read efficiently and to take notes, how to write structured paragraphs and essays, how to incorporate information from outside sources in the form of paraphrase, summary and quotation and how to recognise different academic genres. The second part of the reading and writing modules aims to develop and refine those skills already learnt and focuses on critical thinking skills, improving accuracy and increasing awareness of academic demands and expectations. These skills are essential for study on future university programmes.

The Listening and Speaking modules are also integrated and are structured so that you focus on developing your listening and speaking skills simultaneously. Activities include preparing for and attending a weekly lecture in which you learn to listen effectively and to take appropriate and useful notes while listening; these notes are used later in classroom discussions. Your speaking skills are further enhanced through the development of your presentation and seminar skills. You will also focus on improving your pronunciation. All these skills are highly transferable.

The Independent Learning module supports the academic reading, academic writing, academic listening and academic speaking modules and is designed to equip you with the transferable study skills that you need to be successful in your future studies. The module is designed to work in partnership with the reading and writing, and listening and speaking syllabi.

In short, all the skills you develop on Pre-sessional 16 are transferable to your future studies and employment if you are in an English-speaking environment.

Assessment methods
The effectiveness of your communication, learning and research skills is tested through both formative and summative assessments and ongoing coursework tasks, which involve writing of different kinds, group and individual projects, oral presentations and other interactive tasks.

Your use of ICT implicitly contributes to your assessment since it is a necessary condition for presenting much of your work.

Programme Structure

Module Title	Module Code
Academic Listening (Pre-sessional 16)	PRES000X
Academic Reading (Pre-sessional 16)	PRES000X
Academic Speaking (Pre-sessional 16)	PRES000X
Academic Writing (Pre-sessional 16)	PRES000X
Independent Learning (Pre-sessional 16)	PRES000X

Typical course content

Pre-sessional 16 consists of the five modules of Academic Reading, Writing, Listening, Speaking and Independent Learning. All modules are designed to contribute towards an improvement in your overall language ability, your academic communication and study skills, and enable you to meet the language entry requirements for your degree programme, which are almost always higher than the language entry requirements for Pre-sessional.

The Academic Reading module will focus on developing criticality in reading and how you approach research. The module will ask you to reflect actively on what you are reading and researching and demonstrate that you understand appropriate and inappropriate sources and explain your thought processes when undertaking reading and research. We would expect students to move from a limited understanding of research expectations at a UK university to a genuine understanding.

The Academic Listening module will encourage you to engage in listening from day one. This will involve listening to and engaging with peers and teaching staff and other members of the University community. You will listen to regular lectures on relevant subject related topics and develop your skills so that you can understand key points and relevant detail.

The Academic Speaking module will develop your ability not only to prepare and deliver formal academic presentations, but it will also develop skills of interacting with peers and teaching staff in seminar discussions and tutorials, and also less formal group work and classroom discussion. A key feature will be building confidence and fluency.

The Academic Writing module will develop your writing skills in a variety of academic contexts. A key focus will be on researched writing skills and how to convert reading into writing, but the module will also develop your core communication skills in written form with an emphasis on coherence and cohesion in writing and an understanding of structure from sentence to paragraph level and beyond.

The Independent Learning is a key aspect of University of Southampton Pre-sessionals. It is designed as a non-assessed addition to your study package and has a focus on developing study skills at a very functional level. This could anything from accessing University services and further discussion of academic skills to a more informal discussion of any part of the student experience. This has been identified as a special feature of Southampton Pre-sessional programmes by students and by external examiners.

Progression Requirements
The Programme follows the University's regulations for Progression, Determination and Classification of Results: Pre-sessional Programmes as set out in the University Calendar.

If you complete the Pre-sessional Programme with the minimum English level requirements as set out in your conditional offer from your admitting Faculty Recruitment and Admissions Team, you will have met the English language requirements of the University of Southampton.

Support for student learning

There are facilities and services to support your learning some of which are accessible to students across the University and some of which will be geared more particularly to students in your particular Faculty or discipline area.

The University provides:
- library resources, including e-books, on-line journals and databases, which are comprehensive and up to date; together with assistance from Library staff to enable you to make the best use of these resources
- high speed access to online electronic learning resources on the Internet from dedicated PC workstations onsite and from your own devices; laptops, smartphones and tablet PCs via the Eduroam wireless network. There is a wide range of application software available from the Student Public Workstations.
- computer accounts which will connect you to a number of learning technologies for example, the Blackboard virtual learning environment (which facilitates learning and access to specific learning resources)
- standard ICT tools such as email, secure filestore and calendars
- access to key information through the MySouthampton student mobile portal which delivers timetables, module information, locations, tutor details, library account, bus timetables etc. while you are on the move.
- IT support through a comprehensive website, telephone and online ticketed support and a dedicated helpdesk in the Hartley Library.
- Enabling Services offering support services and resources via a triage model to access crisis management, mental health support and counselling.
- assessment and support (including specialist IT support) facilities if you have a disability, long term health problem or Specific Learning Difficulty (e.g. dyslexia)
- the Student Services Centre (SSC) to assist you with a range of general enquiries including financial matters, accommodation, exams, graduation, student visas, ID cards
- Career Destinations, advising on job search, applications, interviews, paid work, volunteering and internship opportunities and getting the most out of your extra-curricular activities alongside your degree programme when writing your CV
- Other support that includes health services (GPs), chaplaincy (for all faiths) and 'out of hours' support for students in Halls (18.00-08.00) and in-sessional courses, providing assistance in the development of English language and study skills for non-native speakers.

The Students' Union provides:

- an academic student representation system, consisting of Course Representatives, Academic Presidents, Faculty Officers and the Vice-President Education; SUSU provides training and support for all these representatives, whose role is to represent students' views to the University
- opportunities for extracurricular activities and volunteering
- an Advice Centre offering free and confidential advice including support if you need to make an academic appeal
- support for student peer-to-peer groups, such as Nightline.

Associated with your programme you will be able to access:

- an induction to the programme
- a dedicated integrated Blackboard site for the programme
- a dedicated Pre-sessional student hub Blackboard site
- regular access to the dedicated academic skills team for advice and conversation

Methods for evaluating the quality of teaching and learning

You will have the opportunity to have your say on the quality of the programme in the following ways:

- completing online student evaluation questionnaires at the end of the programme
- completing a feedback questionnaire sent by the Students' Union

The ways in which the quality of your programme is checked, both inside and outside the University, are:

- regular module and programme reports which are monitored by the Faculty
- Programme validation, normally every five years.
- external examiners, who produce an annual report
- a national Research Assessment Exercise (our research activity contributes directly to the quality of your learning experience)
- Institutional Review by the Quality Assurance Agency

Criteria for Admission

The minimum English level requirements for Pre-sessional 16 will depend on the entry requirements for your chosen degree programme stated in your conditional offer from your admitting Faculty Recruitment and Admissions Team. For Pre-sessional 16 this will typically be 1.5 IELTS bands below entry for your chosen degree programme.

Career Opportunities

The communication and research skills you will develop on Pre-sessional 16 are highly transferable. The increased ability to work with peers, express ideas and understand complex language should mean that future career opportunities will be enhanced.

External Examiner(s) for the programme

Name: Mr Richard Hitchcock **Institution**. University of Portsmouth	**Name:** Ms Norlene Conway **Institution**: University of London

Students must not contact External Examiner(s) directly, and external examiners have been advised to refer any such communications back to the University. Students should raise any general queries about the assessment process for the programme with their Course Representative, for consideration through Staff: Student Liaison Committee in the first instance, and Student representatives on Staff: Student Liaison Committees will have the opportunity to consider external examiners' reports as part of the University's quality assurance process.

External examiners do not have a direct role in determining results for individual students, and students wishing to discuss their own performance in assessment should contact their personal tutor in the first instance.

Please note: This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. More detailed information can be found in the programme handbook (or other appropriate guide) or online at:
http://www.southampton.ac.uk/humanities/international/language_support/presess.page

Appendix:

Additional Costs

Students are responsible for meeting the cost of essential textbooks, and of producing such essays, assignments, laboratory reports and dissertations as are required to fulfil the academic requirements for each programme of study. In addition to this, students registered for this programme typically also have to pay for the items listed in the table below.

Please also ensure you read the section on additional costs in the University's Fees, Charges and Expenses Regulations in the University Calendar available at www.calendar.soton.ac.uk.

Main Item	Sub-section	PROGRAMME SPECIFIC COSTS
Stationery		You will be expected to provide your own stationery items, e.g. pens, pencils, notebooks. Any specialist stationery items will be specified under the Additional Costs tab of the relevant module profile.
Textbooks		No specific textbooks are required for this programme
Printing and Photocopying Costs		All coursework and assessed tasks are either submitted online or completed in class, in online classroom sessions or recorded and submitted online. However, students may occasionally want to print or copy documents for study purposes and on-campus printing services are available. A list of the University printing costs can be found here: https://www.southampton.ac.uk/isolutions/students/printing-for-students.page
Parking Costs		Parking for students is extremely limited and permit applications are restricted. You may apply for a permit for an academic campus if: - You are registered as a student. - You have a University computing account. If you do not yet have an account you can apply for one on Subscribe. Once you have applied your account is normally active within 15 minutes. - You are disabled, have medical reasons or have extenuating circumstances which make it necessary to bring a car to campus. https://www.southampton.ac.uk/transport/parking/student-parking-permits.page