

Effective Communication

Course title – Intitulé du cours	Working on Accuracy in written and spoken English
Level / Semester – Niveau /semestre	M2/S1
School – Composante	TSE Ecole d'Economie de Toulouse
Teacher – Enseignant responsable	Jennifer Harpur, jennifer.harpur@tse-fr.eu
Lecture Hours – Volume Horaire CM	
TA Hours – Volume horaire TD	15 en présentiel, Face to Face sessions (+5=20)
Course Language – Langue du cours	English
Prerequisites – Pré requis	B1-C1 CEFR level
Grading system – Modalités d'évaluation :	Regular no-stakes tests, Retrieval practice
Bibliography/references – Bibliographie/références :	Advanced Grammar in Use , Martin Hewings; Academic Writing, A handbook for international Students, Stephen bailey.
Session planning – Planification des séances	10 Face to Face sessions, 1h30 per week

Course Description/Objectives – Description/Objectifs du cours :

You lose face as a professional when writing e-mails or reports, or speaking at a meeting or during an interview when you make basic grammatical errors (tenses, prepositions, word order...). The misuse of certain words can lead to ambiguity or confusion. Knowing the correct tense to use, or the exact meaning of a word can help you avoid misunderstandings, and precise understanding is especially useful when you try to use idiomatic expressions or humour. During this course we will work on **accuracy in spoken and written English** in a fun, interactive way, studying false friends, trying to avoid Frenchisms, common mistakes, and build up vocabulary with a view to better results in real-life academic and business environments.

Methodology, Examples of areas covered

- Foster metacognition awareness to improve learning
- Emphasis on English for **professional communication**
- Use of rapport-building strategies, Interaction, Dynamism to enhance learning and improve students' communication skills, comfort level, confidence, to prepare for speaking in front of audiences
- Accuracy in all communication- reactive rather than pre-emptive, giving the sessions an organic* quality

Syntax – back to the drawing board, last chance!

Phrasal verbs at work

Idiomatic expressions and humour- Sound authentic but don't put your foot in it!

False cognates which cause misunderstanding

Common mistakes to avoid at all costs

Constant, careful **correction of** syntax errors, the misuse of vocabulary, **pronunciation** and word stress, inappropriate **style and register** in everyday written (e.g. e-mails) and spoken English for the workplace

* This course emphasizes accuracy in communication by responding to situations as they arise (reactive), rather than planning responses in advance (pre-emptive). The sessions will adapt to the flow of interactions, making them feel more natural and spontaneous ("organic"). It implies addressing real-time needs or questions rather than strictly following a predetermined script or curriculum. The goal is to create a dynamic learning environment that responds to participants' inputs and challenges as they come up