

## Module Synopses

### **International Certificate of Foundation Studies**

Awarded by Nanyang Institute of Management

Total numbers of Modules - 7

<b>Module &amp; Description</b>	<b>Hours</b>
<p><b>1. General English - Elementary</b></p> <ul style="list-style-type: none"> <li>• Read texts and deal with the given range of reading comprehension question types. Students would have developed skills such as skimming, scanning, finding topic sentences and guessing the meaning of new vocabulary from context. The level of difficulty and length of the texts will increase gradually as students progress from elementary to advanced levels</li> <li>• Plan, use appropriate lexical resources, edit as well as style their essays in structured paragraphs.</li> <li>• Use correct vocabulary and phrases relating to particular functions such as giving and justifying opinions. Students will also be able to present information and ideas or discuss key issues in a classroom as well as in predictable everyday situations.</li> <li>• Comprehend academic vocabulary and extended monologues and hence have a level of proficiency to receive instructions in academic discourse.</li> <li>• Interact effectively with people from their own or different cultures.</li> </ul> <p><b>Assessment weighting: 100% coursework</b></p>	160
<p><b>2. General English – Intermediate</b></p> <ul style="list-style-type: none"> <li>• Have increased confidence in speaking English with clarity, simple but proper grammar structure and expression of thoughts.</li> <li>• Able to read news articles loud, explain the concept behind a story or news and make simple oral presentations.</li> <li>• Fewer spelling mistakes in writing daily notes or messages for friends and able to organise writing a simple report.</li> </ul> <p><b>Assessment weighting: 100% coursework</b></p>	160

Module & Description	Hours
<p><b>3. General English – Advanced</b></p> <ul style="list-style-type: none"> <li>• Listen to, read and view with understanding, accuracy and critical appreciation, a wide range of fiction and non – fiction text from print, non – print and electronic sources.</li> <li>• Speak, write and make presentations in internationally acceptable English that is grammatical, fluent and appropriate for purpose, audience, context and culture. At this level, students are also able to speak and write for academic purposes and creative expression, using language that is inventive and imaginative.</li> <li>• Think through, interpret and evaluate fiction and non – fiction texts from print and electronic sources to analyse how language is used to evoke responses and construct meaning; how information is presented; and how different modes of presentation create impact</li> <li>• Interact effectively with people from their own or different cultures.</li> </ul> <p><b>Assessment weighting: 100% coursework</b></p>	160
<p><b>4. Principles of Accounting</b></p> <p>This module introduces the generally accepted principles that govern an entity's financial accounting system and the income statement and balance sheet that are the principal end products of the system. Students will learn how accounting information is used to evaluate the performance and financial status of an organization, both by managers within the organization and by shareholders, lenders, and other outside parties.</p> <p><b>Assessment weighting: 100% coursework</b></p>	45
<p><b>5. Introduction to Economics</b></p> <p>The module Introduction to Economics will develop an understanding of economic theory, terminology and principles. Learners study the economics of different countries and how these interrelate. They also learn to work with simple economics data and to use the tools of economic analysis. Learners apply understanding of economics to current economic issues. The module syllabus provides a foundation for further study.</p> <p><b>Assessment weighting: 100% coursework</b></p>	45
<p><b>6. Business Report Writing</b></p> <p>This module explores a variety of forms and techniques in business writing. The course is designed to equip the student with knowledge about critical analysis of business issues along with skills to help them negotiate a variety of writing contexts. The module also aims to hone a student's analytical abilities and gain ways of thinking about the business communication they do every day, in and out of the classroom.</p> <p><b>Assessment weighting: 100% coursework</b></p>	45

Module & Description	Hours
<p><b>7. Fundamentals of Management</b></p> <p>This module introduces students to the functions of management. Students will understand how managers and organizations effectively apply the basic principles of management and management-related skills in solving problems.</p> <p><b>Assessment weighting: 100% coursework</b></p>	<p>45</p>