

|                               |  |                 |         |                     |      |
|-------------------------------|--|-----------------|---------|---------------------|------|
| Course Title                  | Academic Skills  |                 |         |                     |      |
| Course Code                   | EUC110   |                 |         |                     |      |
| Course Type                   | Compulsory   |                 |         |                     |      |
| Level                         | Bachelor (1st Cycle)   |                 |         |                     |      |
| Year / Semester               | 1 <sup>st</sup> Year / 1 <sup>st</sup> Semester  |                 |         |                     |      |
| Teacher's Name                | TBA  |                 |         |                     |      |
| ECTS                          | 5  | Lectures / week | 2 Hours | Laboratories / week | None |
| Course Purpose and Objectives | The main aim of the course is the development of certain academic skills that are needed to ensure smooth incorporation of freshmen into the academic environment. Particular emphasis will be given to the development of perception, written and oral skills, as well as the introduction of ways to study, understand and present academic essays, work independently or in teams, and learn to document and support scientific information.  |                 |         |                     |      |
| Learning Outcomes             | <p>Upon completion of the course the students are expected to be able to:</p> <ul style="list-style-type: none"> <li>• Recall the academic organization of a university and explain the academic procedures and regulations</li> <li>• Develop simple research skills to support a piece of scientific information</li> <li>• Develop skills for independent and team-based work</li> <li>• Summarize basic concepts, principles and stages of a research project, report or essay</li> <li>• Demonstrate written and oral expression skills of good scientific merit</li> <li>• Apply proper ways of citing appropriate literature during report or essay writing</li> <li>• Understand the consequences of plagiarism and be familiarized with ways of proper academic and scientific conduct</li> </ul> |                 |         |                     |      |
| Prerequisites                 | None   | Co-requisites   | None    |                     |      |
| Course Content                | <ul style="list-style-type: none"> <li>- University organization</li> <li>- Academic procedures and regulations, program requirements, organization of studies</li> <li>- Study preparation, time management, study skills, note taking, preparing for and taking exams</li> <li>- Development of the four skills (Listening, Reading, Writing, Speaking)</li> </ul>   |                 |         |                     |      |

|                      |  |                      |     |                   |     |             |     |                     |     |  |      |
|----------------------|--|----------------------|-----|-------------------|-----|-------------|-----|---------------------|-----|--|------|
|                      | <ul style="list-style-type: none"> <li>- Proper Structure and writing of a Scientific report/essay</li> <li>- Main types of scientific studies and scientific evidence</li> <li>- Preliminary research concepts and principles: types of research, research protocols, conducting research, ethics in research, writing and presenting original research</li> <li>- References Managing Systems</li> <li>- Ways and tips on searching literature: Library and Electronic sources (Internet)</li> <li>- Scientific essay/ research paper understanding (abstract, composition, paraphrasing, etc.)</li> <li>- Technical writing, writing and presentation of written work</li> <li>- Oral presentation of individual and group projects using modern technological means</li> <li>- Academic Ethics in essay writing</li> </ul> |                      |     |                   |     |             |     |                     |     |  |      |
| Teaching Methodology | Face- to- face   |                      |     |                   |     |             |     |                     |     |  |      |
| Bibliography         | <p>Langman, John (2006). <i>Reading and study skills</i> (8<sup>th</sup> edition). McGraw-Hill</p> <p>Additional books may be proposed by the instructor(s) of the course.</p>   |                      |     |                   |     |             |     |                     |     |  |      |
| Assessment           | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Mid-Term Examination</td> <td style="text-align: center;">30%</td> </tr> <tr> <td>Final Examination</td> <td style="text-align: center;">40%</td> </tr> <tr> <td>Assignments</td> <td style="text-align: center;">20%</td> </tr> <tr> <td>Class participation</td> <td style="text-align: center;">10%</td> </tr> <tr> <td></td> <td style="text-align: center;">100%</td> </tr> </table>  | Mid-Term Examination | 30% | Final Examination | 40% | Assignments | 20% | Class participation | 10% |  | 100% |
| Mid-Term Examination | 30%  |                      |     |                   |     |             |     |                     |     |  |      |
| Final Examination    | 40%  |                      |     |                   |     |             |     |                     |     |  |      |
| Assignments          | 20%  |                      |     |                   |     |             |     |                     |     |  |      |
| Class participation  | 10%  |                      |     |                   |     |             |     |                     |     |  |      |
|                      | 100%   |                      |     |                   |     |             |     |                     |     |  |      |
| Language             | English  |                      |     |                   |     |             |     |                     |     |  |      |