The Department of Language and Communication (LC) helps students improve their language and communication skills in order to function more effectively in their studies, and in their working life when they graduate. This includes the ability to communicate in writing in many different kinds of situations, the ability to interact orally with people and the ability to use technology effectively to communicate with individuals as well as the wider public.

Students make use of a wide range of resources. These include multimedia laboratories, which deliver lessons via computers to students to improve their writing skills, a fully-equipped studio to record oral presentations and other face-to-face interactions and a Self-Access Centre for independent language learning.

The Department also caters to demands from industry, through courses offered by the Business Communication Centre.
Many students learn to communicate in Asian (Chinese, Japanese, Thai and Malay) and European (French, German and Spanish) languages – languages that will give them an edge in the job market in Singapore and overseas.

Besides helping to raise the language competencies of our students, the department also oversees the coordination of the institutional Character Development (CD) module which is owned by parent schools. The LC team develops a generic syllabus and framework within which schools develop discipline-specific case study scenarios for discussing SP CORE values and National Education (NE) messages. Character Development directly contributes towards the achievement of Singapore Polytechnic’s vision of producing graduates who are not only technically competent, but also “imbued with sound values”. This module is taken by all first year students.

To help instil in students attitudes and behaviours important for the development of a national identity, LC also leads a campus-wide National Education (NE) committee to organise a series of talks and discussions for the students by community leaders, prominent members of the public, Central NE Office and MINDEF.

**Diploma in Applied Drama and Psychology (DADP)**

The Diploma in Applied Drama and Psychology is the first course to be offered by LC. To be launched in 2008, this is the first multidisciplinary course in Singapore that integrates the Arts and Social Sciences. Singapore Polytechnic is also the first in Asia to offer Applied Drama as a course of study.

Applied Drama refers to the wider use of drama practices in various community and educational settings, in ways that benefit individuals, communities and societies. It is used to engage, educate, and empower participants, to foster social inclusion, promote a sense of well-being and to support cultural development.

Psychology and its study of human behaviour and motivation are therefore, integral to this course. Students’ use of applied drama will be further enriched by their understanding of practical approaches to psychology and the use of psychological principles and theories in a variety of social settings. They can also use psychological data and data-gathering skills to support certified professionals in decision-making and intervention work in these social settings.

This course is unique as it combines the theory and practice of Applied Drama and Psychology, with a strong foundation in business principles and communication skills. Graduating students will be able to find employment in the arts, arts education, community development and the social services sectors.

### Coursework

All modules use a combination of tutorials and/or practical sessions. Tutorials are avenues for students to discuss and present their views in a variety of ways – critiques, role-plays, presentations and brainstorming sessions.

Other instructional strategies include:
- Master classes from relevant industry practitioners to provide practical tips
- Library / research sessions to encourage independent learning skills.

Distinctive features of the course include:
- Training attachments with local theatre companies / practitioners who are involved in applied drama, community development or with social service agencies in Year 1.
- Entrepreneurial opportunities through collaborative projects with schools, social service agencies and non-profit organisations.
- Internships with local theatre companies involved in applied drama and with community development or social service agencies in Year 3.
- Student mentorship scheme that involves senior and junior students working together on projects.

### Academic Progression

Graduates of this diploma may go on to relevant undergraduate degree courses such as Drama, Theatre, Applied Drama and Psychology in universities and colleges either locally or abroad.

### Career Prospects

Graduates of this diploma can expect to find rewarding positions as Educators/Facilitators and Administrators in drama enrichment companies, theatre companies, childcare centres and the various community development and social service agencies.

Examples of jobs in these agencies include: Drama Facilitator / Educator, Teacher Aides, Student Care Centre Programme Staff, Educational & Outreach Officer / Coordinator, Facilitators for educative and rehabilitation work, Programme Administrators / Officers, Library Officers, Prevention & Intervention Programme Officers, Social Work Assistants, Welfare Officer and Youth Worker.
Special Admissions

For the students who are not eligible for admission into DADP through JAE, they would need to attend an interview / audition where they have to present a project or portfolio of relevant work that demonstrates their interest and aptitude in Drama, and/or interest in Social Services.

Course Modules

<table>
<thead>
<tr>
<th>Full-Time First Year</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Stage 1A</td>
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<tr>
<td>LC5000</td>
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<tr>
<td>LC5001</td>
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<td>LC5002</td>
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<td>LC5003</td>
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<tr>
<th>Full-Time Second Year</th>
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<tbody>
<tr>
<td>Stage 2A</td>
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<tr>
<td>LC5016</td>
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<td>LC5017</td>
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<td>LC5018</td>
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<td>LC5020</td>
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<td>LC5021</td>
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<td>LC5022</td>
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<td>LC5023</td>
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Specialist Diploma in English Language Teaching (SDELT) (Full-time and Part-time)

The Specialist Diploma in English Language Teaching is the first specialist diploma to be offered by LC. Starting in April 2008, this 300-hour course aims to equip students with the fundamental knowledge and practical skills needed to teach the English Language (EL) to a variety of learners.

Students will learn important concepts in language studies to understand language varieties and variation; the needs and motivations of different groups of EL learners; lesson planning, design and delivery appropriate to the learning and teaching context; methods and strategies for teaching reading, writing, listening and speaking skills; and modes of assessment appropriate to the skills and knowledge to be tested.

In addition, students can select from a wide range of electives that would suit their area of interest—drama in education, teaching English to young learners, teaching English to foreign learners, teaching English to children with special needs and facilitation skills for adult training.

The course also includes practicum opportunities and value added workshops to enhance students professional development.

Duration

The full-time course runs for four months and the part-time course runs for one year.

Coursework

The course has a mix of theory and practice, with a strong emphasis on the practicum component to give students exposure and experience in the EL teaching classroom.

To enhance students’ professionalism and effectiveness in the teaching field, workshops and talks on such areas as improving one’s interpersonal, IT and communication skills are also planned.

Career Prospects

Graduates of the course would be able to immediately apply their knowledge and skills in the following areas: relief teachers or untrained graduate teachers in the MOE scheme; service providers of enrichment or supplementary classes in the pre-school sector or community centres; teachers in local or overseas language schools; editorial assistants of pre-school, primary and secondary English Language assessment books produced by publishing firms; and as training providers for communication skills-related courses.

Graduates with excellent results may be accepted into the Masters programme at UK universities such as Sheffield and Leicester.
Entry Requirements

Students should possess a Diploma or Degree from any field. All eligible candidates will be required to attend an interview and sit for a written test.

Course Modules

Students are required to take six core modules and one elective module.

<table>
<thead>
<tr>
<th>Core Modules</th>
<th>Hours</th>
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<tbody>
<tr>
<td>LC 6001 Introduction to English Language</td>
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<tr>
<td>LC 6002 Language Teaching Methodology</td>
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</tr>
<tr>
<td>LC 6003 Materials Design, Development and Assessment</td>
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<tr>
<td>LC 6004 Teaching Practicum</td>
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<tr>
<td>LC 6005 Language and Society</td>
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<tr>
<td>LC 6006 Project</td>
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Elective Modules

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<tr>
<th>Elective Modules</th>
<th>Hours</th>
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<tbody>
<tr>
<td>LC 6007 Teaching English to Young Learners</td>
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<tr>
<td>LC 6008 Teaching English to Foreign Learners</td>
<td>30</td>
</tr>
<tr>
<td>LC 6009 Drama in Education</td>
<td>30</td>
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<tr>
<td>LC 6010 Facilitation Skills for Adult Learners</td>
<td>30</td>
</tr>
<tr>
<td>LC 6011 Teaching Children with Special Needs (Dyslexia)</td>
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</tbody>
</table>

Certificate in Theatre Performance and Production

The Certificate in Theatre Performance & Production (CTPP) is the first Diploma-Plus course offered by LC. This performance-based course will enable students to use acting skills and techniques in improvised performances and scripted plays and undertake production, direction and management roles in a theatre production.

It also equips them with the methodology and knowledge of Theatre in Education to devise productions for specific purposes and audiences. Most importantly, students will develop understanding and ownership of a distinctive creative process that promotes commitment, collaboration, communication, risk-taking and trust in others. Skills and knowledge gained in the CTPP will enhance work attitude and performance of graduates in their chosen fields.

Language and Communication Programme

The Department offers a variety of modules on the English Language and communication skills. There are modules to help students in their academic studies, prepare them for jobs, and provide enrichment in language experience and life skills.

Students entering the Polytechnic this year will take a combination of these modules as specified by their academic schools.

Foreign Language Programmes

Asian and European language modules courses are offered as enrichment modules to full-time students outside of curriculum time. Students may opt for beginner-level modules in the following languages, which are offered on a semestral or yearly basis:

- Arabic
- Chinese
- French
- German
- Japanese
- Korean
- Malay
- Spanish

Those already proficient in Malay Language may opt for the following:

- Malay: The Living Language
- Of Pages and Stages: Malay Drama and Literature

Those proficient in the Chinese Language may opt for the 30-hour Business Chinese module. Those sitting for Hanyu Shuiping Kaoshi (HSK) or Japanese Language Proficiency Test Level 3 (JLPT 3) may also register for the exam preparation classes.

LC Modules offered in Full-Time and Part-Time Diploma Courses

All the schools select a number of modules from the list below for inclusion as core modules in the full-time and part-time Diploma courses, as specified in their course structures:

- Communication Skills
- Communication Skills for Business
- Communication Skills for Entrepreneurs
- Communication Skills for Health Professionals
- Communication Skills for Sales and Marketing
- Communication Skills for Work
- Creative Communication
- Critical Reasoning Skills
- Effective Communication
- Effective Interpersonal Communication
- Effective Language Skills
- Issues and Viewpoints
- Oral Communication
- Report Writing and Presentation
- Report Writing and Presentation Skills
- Scriptwriting for Games Design
- Writing for E-Commerce
- Writing Skills for Entrepreneurs

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Business Communication Centre (BCC)

Recognising how communication skills are critical in the industry, LC established the Business Communication Centre (BCC) in 1994. BCC is the training arm of LC and is committed to providing high quality language and communication courses to corporate organisations in Singapore and the region.

The BCC team has conducted numerous language and communication courses for foreign employees, international students and working professionals. BCC’s forte lies in its ability to tailor-make short and intensive courses for organisations, companies and schools. In addition, the BCC’s trainers are highly-qualified experts in the various language and communication fields.

BCC has successfully conducted training programmes for the following organisations:
- AP Moller Singapore
- ASEAN Integration Unit
- Dresser Singapore
- IMF Singapore Regional Training Institute
- Institute of Banking and Finance
- Ministry of Defence
- Ministry of Foreign Affairs
- Ministry of Manpower
- National Council of Social Service
- Reed Business Information
- SAS Institute
- Sembawang Shipyard
- SIA Engineering
- Singapore Workforce Development Agency

What is available at the SAC (T2126)

English Language
- Magazines
- Reference books
- Fiction books (Novels, short stories)
- Newspapers
- SA worksheets (Self-learning modules)
- GCE ‘O’ level English Language Practice papers (Vocabulary, comprehension, summary writing, exam practice (papers 1, 2 and 3)
- Audio Visual resources (Training and entertainment videos, DVDs and cassette tapes)
- English Language Board Games

Foreign Language
- Reference books
- Fiction (Novels / Short Stories)
- Japanese Language worksheets
- Audio Visual resources

What is available at the SAIL (T2125)

SAIL has 25 student booths, each equipped with:
- A multimedia Pentium 4 PC, for accessing computer applications, and the Internet
- A Digital Language Laboratory (DLL) system, for speaking and listening comprehension practice
- Four video TV stations, for viewing training or entertainment videos / DVDs

SAIL is regularly used by LC lecturers for their lessons during the semester.

The JCCI Cultural Room

Set up partly from funds donated by the Japanese Chamber of Commerce and Industry (Singapore Foundation), this room with its Japanese teahouse and garden, provides the appropriate setting for students to learn and appreciate such Japanese arts as the tea ceremony, calligraphy and flower arrangement, and for cultural demonstrations and performances.

Self-Access (SA) Facilities

The SA facilities comprise the Self-Access Centre (SAC) at T2126 and a multimedia lab called the Self-Access Interactive Language Learning Laboratory (SAIL) at T2125.

Currently, the SA programme focuses on helping students taking the Critical Reasoning Skills (CRS) module to write more coherent paragraphs, complete with topic sentences. Besides doing the CRS self-learning package, students may also get to participate in workshops and activities organised by the SA lecturers and peer mentors.

English Proficiency Course

The Department offers an English Proficiency Course which is specially designed for selected international students who have successfully gained entry into Singapore Polytechnic. Enrolment into the course is determined by the results of the student’s Singapore Polytechnic Entrance Test for English. It is a structured course that will improve the students’ English skills in:

- Reading
- Speaking
- Listening
- Writing

The course is 60 hours long and runs for one semester.