



UNIVERSITI TEKNOLOGI MARA

ELS202: CRITICAL WORKPLACE READING

Course Name (English)	CRITICAL WORKPLACE READING APPROVED
Course Code	ELS202
MQF Credit	3
Course Description	The course aims to expose students to critical reading through the use of work-related reading materials. It also aims to improve students' critical and creative thinking skills by analysing the texts. Students are taught different aspects of analysing and evaluating reading texts in order to discern the underlying meaning or message of author in order to enable them to be effective communicators.
Transferable Skills	Ability to integrate positive values, attitudes, ethics, professionalism and managerial skills in critical workplace reading.
Teaching Methodologies	Lectures, Reading Activity, Simulation Activity, Collaborative Learning
CLO	CLO1 Integrate positive values, attitudes and ethics while evaluating authentic workplace documents based on critical reading strategies. CLO2 Evaluate the worthiness of authentic workplace documents based on critical reading strategies. CLO3 Demonstrate managerial skills in evaluating the worthiness of authentic workplace documents.
Pre-Requisite Courses	No course recommendations
Topics	
1. Introduction to Critical Reading 1.1) Literal and Contextual Meaning 1.2) Facts and Opinion 1.3) Making Inferences, Predicting Outcomes, Drawing Conclusion	
2. Argument Reasoning 2.1) Writer's style, tone, and mood 2.2) Writer's purpose, attitude and bias 2.3) Inductive and Deductive Reasonings	
3. Fallacy 3.1) Fallacy of Inconsistency and Insufficiency 3.2) Fallacy of Irrelevance and Inappropriate Presumptions	
4. Evaluating Arguments 4.1) Critical Reading Strategies	

Assessment Breakdown		%	
Continuous Assessment		100.00%	

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Individual Project	Individual Report	40%	CLO2
	Written Report	Group Report	30%	CLO1
	Written Report	Written Report	30%	CLO3

Reading List	Recommended Text	<ul style="list-style-type: none"> Peter Mather and Rita McCarthy 2015, <i>The Art of Critical Reading</i>, 3rd Ed., 12, McGraw-Hill New York [ISBN: 978007351359]
	Reference Book Resources	<ul style="list-style-type: none"> Sylvan Barnet, Hugo Bedau and John O'hara 2016, <i>Critical Thinking, Reading, and Writing: A brief Guide to Argument</i>, 9th Ed., Bedford/St. Martins Boston [ISBN: 9781319035457] Gregory Bassham, James Wallace, William Irwin, Henry Nardone 2012, <i>Critical Thinking: A Student's Introduction</i>, 5th Ed., 15, McGraw-Hill Education New York [ISBN: 9780078038310] David R. Morrow, Anthony Weston 2015, <i>A Workbook for Arguments</i>, 2nd Ed., 9, Hackett Publishing Company Indianapolis [ISBN: 9781624664274] Janet Nay Zadina, Rita Smilkstein, Deborah Daiek, Anter 2013, <i>College Reading: The Science and Strategies of Expert Readers</i>, 13, Cengage Learning Boston [ISBN: 9781111350017]
Article/Paper List	This Course does not have any article/paper resources	
Other References	This Course does not have any other resources	