



## Teaching Guide

| Teaching Guide      |                                                |        |                        |           |
|---------------------|------------------------------------------------|--------|------------------------|-----------|
| Identifying Data    |                                                |        |                        | 2019/20   |
| Subject (*)         | Applied English                                |        | Code                   | 631G01502 |
| Study programme     | Grao en Náutica e Transporte Marítimo          |        |                        |           |
| Descriptors         |                                                |        |                        |           |
| Cycle               | Period                                         | Year   | Type                   | Credits   |
| Graduate            | 2nd four-month period                          | Third  | Optional               | 6         |
| Language            | English                                        |        |                        |           |
| Teaching method     | Face-to-face                                   |        |                        |           |
| Prerequisites       |                                                |        |                        |           |
| Department          | Ciencias da Navegación e Enxeñaría Mariña      |        |                        |           |
| Coordinador         | Campa Portela, Rosa Mary de la                 | E-mail | rosa.mary.campa@udc.es |           |
| Lecturers           | Campa Portela, Rosa Mary de la                 | E-mail | rosa.mary.campa@udc.es |           |
| Web                 |                                                |        |                        |           |
| General description | Internal en external communications in english |        |                        |           |
|                     | Bridge team management                         |        |                        |           |
|                     | Ship and cargo documents management            |        |                        |           |
|                     | Intercultural communication                    |        |                        |           |

## Study programme competences

| Code | Study programme competences                                                                                                                                                     |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A10  | Redactar e interpretar documentación técnica e publicacións náuticas.                                                                                                           |
| A11  | Empregar o inglés, falado e escrito, aplicado á navegación e ao negocio marítimo.                                                                                               |
| A15  | Realizar unha garda de navegación segura.                                                                                                                                       |
| A17  | Adoptar as medidas axeitadas en casos de emerxencias.                                                                                                                           |
| A18  | Responder a sinais de socorro no mar.                                                                                                                                           |
| A19  | Utilizar as frases normalizadas da OMI para as comunicacións marítimas, e emprego do inglés falado e escrito.                                                                   |
| A37  | Usar correctamente os diferentes aparatos de navegación e radiocomunicacións.                                                                                                   |
| B1   | Aprender a aprender.                                                                                                                                                            |
| B4   | Comunicarse de xeito efectivo nun ámbito de traballo.                                                                                                                           |
| B5   | Traballar de forma autónoma con iniciativa.                                                                                                                                     |
| B6   | Traballar de forma colaboradora.                                                                                                                                                |
| B7   | Comportarse con ética e responsabilidade social como cidadán e como profesional.                                                                                                |
| B11  | Capacidade de adaptación a novas situacións.                                                                                                                                    |
| B12  | Uso das novas tecnoloxías TIC, e de Internet como medio de comunicación e como fonte de información.                                                                            |
| B13  | Comunicar por escrito e oralmente os coñecementos procedentes da linguaxe científica.                                                                                           |
| B14  | Capacidade de análise e síntese.                                                                                                                                                |
| B15  | Capacidade para adquirir e aplicar coñecementos.                                                                                                                                |
| B18  | Dominar a expresión e a comprensión de forma oral e escrita dun idioma estranxeiro.                                                                                             |
| B22  | Valorar criticamente o coñecemento, a tecnoloxía e a información dispoñible para resolver os problemas cos que deben enfrontarse.                                               |
| C2   | Dominar a expresión e a comprensión de forma oral e escrita dun idioma estranxeiro.                                                                                             |
| C3   | Utilizar as ferramentas básicas das tecnoloxías da información e as comunicacións (TIC) necesarias para o exercicio da súa profesión e para a aprendizaxe ao longo da súa vida. |
| C5   | Entender a importancia da cultura emprendedora e coñecer os medios ao alcance das persoas emprendedoras.                                                                        |
| C8   | Valorar a importancia que ten a investigación, a innovación e o desenvolvemento tecnolóxico no avance socioeconómico e cultural da sociedade.                                   |
| C13  | Que os estudantes posúan as habilidades de aprendizaxe que lles permitan continuar estudando dun modo que haberá de ser en grande medida autodirixido ou autónomo.              |



| Learning outcomes                                                                                                                                                                           |                             |     |     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-----|-----|
| Learning outcomes                                                                                                                                                                           | Study programme competences |     |     |
| Aprender a aprender.                                                                                                                                                                        |                             | B1  |     |
| Comunicarse de manera efectiva en un entorno de trabajo.                                                                                                                                    |                             | B4  |     |
| Usar correctamente los diferentes aparatos de navegación y radiocomunicaciones.                                                                                                             | A37                         |     |     |
| Utilizar las frases normalizadas de la OMI para las comunicaciones marítimas, y empleo del inglés hablado y escrito.                                                                        | A19                         |     |     |
| Adoptar las medidas adecuadas en casos de emergencias                                                                                                                                       | A17                         |     |     |
| Responder a señales de socorro en la mar.                                                                                                                                                   | A18                         |     |     |
| Realizar una guardia de navegación segura.                                                                                                                                                  | A15                         |     |     |
| Emplear el inglés, hablado y escrito, aplicado a la navegación y el negocio marítimo.                                                                                                       | A11                         |     |     |
| Comportarse con ética y responsabilidad social como ciudadano y como profesional.                                                                                                           |                             | B7  |     |
| Trabajar de forma colaborativa.                                                                                                                                                             |                             | B6  |     |
| Capacidad de adaptación a nuevas situaciones                                                                                                                                                |                             | B11 |     |
| Trabajar de forma autónoma con iniciativa.                                                                                                                                                  |                             | B5  |     |
| Comunicar por escrito y oralmente los conocimientos procedentes del lenguaje científico.                                                                                                    |                             | B13 |     |
| Uso de las nuevas tecnologías TIC, y de Internet como medio de comunicación y como fuente de información.                                                                                   |                             | B12 |     |
| Dominar la expresión y la comprensión de forma oral y escrita de un idioma extranjero.                                                                                                      |                             |     | C2  |
| Valorar críticamente el conocimiento, la tecnología y la información disponible para resolver los problemas con los que deben enfrentarse                                                   |                             | B22 |     |
| Utilizar las herramientas básicas de las tecnologías de la información y las comunicaciones (TIC) necesarias para el ejercicio de su profesión y para el aprendizaje a lo largo de su vida. |                             |     | C3  |
| Comunicarse de manera efectiva en un entorno de trabajo.                                                                                                                                    |                             | B4  |     |
| Redactar e interpretar documentación técnica y publicaciones náuticas.                                                                                                                      | A10                         |     |     |
| Valorar la importancia que tiene la investigación, la innovación y el desarrollo tecnológico en el avance socioeconómico y cultural de la sociedad.                                         |                             |     | C8  |
| Entender la importancia de la cultura emprendedora y conocer los medios al alcance de las personas emprendedoras.                                                                           |                             |     | C5  |
| Que los estudiantes posean las habilidades de aprendizaje que les permitan continuar estudiando de un modo que habrá de ser en gran medida autodirigido o autónomo.                         |                             |     | C13 |
| Capacidad de análisis y síntesis.                                                                                                                                                           |                             | B14 |     |
| Dominar la expresión y la comprensión de forma oral y escrita de un idioma extranjero                                                                                                       |                             | B18 |     |
| Capacidad para adquirir y aplicar conocimientos.                                                                                                                                            |                             | B15 |     |

| Contents                                 |                                                                                                                                                                        |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Topic                                    | Sub-topic                                                                                                                                                              |
| 1.- UNIT 1: SHIP TO SHORE COMMUNICATIONS | 1. VTS routine communications.<br>2. VTS distress, urgency and safety communications.<br>3. Port State Control<br>4.- Coast Guard.                                     |
| UNIT 2: SHIP TO SHIP COMMUNICATIONS      | 2.1. ship to ship routine communications<br>2.2. ship to ship distress, urgency and safety communications                                                              |
| UNIT 3: INTERNAL COMMUNICATIONS          | 3.1. Watch relief<br>3.2. voyage planning<br>3.3. Mooring and anchoring<br>3.4. Pilot on board<br>3.5. Crisis management<br>3.6. Safety and management meetings report |



|                                      |                                                                                          |
|--------------------------------------|------------------------------------------------------------------------------------------|
| UNIT 4: PORT OPERATIONS              | 4.1. Vessel types<br>4.2. Cargo documents<br>4.3. Cargo handling<br>4.4. Port Management |
| UNIT 5: PSC- VETTING                 | 5.1. Ship certificates<br>5.2. Port State Control<br>5.3. Vetting process                |
| UNIT 6: DRY DOCK AND REPAIR          | 6.1. Dry dock<br>6.2. Repair list                                                        |
| UNIT 7: INTERCULTURAL COMMUNICATIONS | 7.1. Cultural awareness<br>7.2. Multicultural teams<br>7.4. Intercultural communication  |

| Planning                                                                                                                        |                                                       |                      |                               |             |
|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|----------------------|-------------------------------|-------------|
| Methodologies / tests                                                                                                           | Competencies                                          | Ordinary class hours | Student's personal work hours | Total hours |
| Guest lecture / keynote speech                                                                                                  | A15 A17 A19 B11<br>B15 B18 C2                         | 17                   | 17                            | 34          |
| Simulation                                                                                                                      | A11 A15 A17 A18<br>A19 A37 B4 B6 B7<br>B11 B12 B22 C3 | 15                   | 0                             | 15          |
| ICT practicals                                                                                                                  | A11 A19 B1 B4 B5<br>B12 B15 B18 B22 C2<br>C3 C13      | 5                    | 10                            | 15          |
| Student portfolio                                                                                                               | A10 A11 A19 B1 B5<br>B12 B13 B15 B18 C2               | 1                    | 15                            | 16          |
| Supervised projects                                                                                                             | A10 A11 B4 B6 B12<br>B13 B14 B15 B18<br>B22 C3 C5 C8  | 3                    | 30                            | 33          |
| Directed discussion                                                                                                             | A11 A19 B4 B13 B18<br>C2                              | 19                   | 0                             | 19          |
| Objective test                                                                                                                  | A11 A19 B4 B13 B15<br>B18 C2                          | 2                    | 10                            | 12          |
| Personalized attention                                                                                                          |                                                       | 6                    | 0                             | 6           |
| (*)The information in the planning table is for guidance only and does not take into account the heterogeneity of the students. |                                                       |                      |                               |             |

| Methodologies                  |                                                                                                                                                                                                                                                                             |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Methodologies                  | Description                                                                                                                                                                                                                                                                 |
| Guest lecture / keynote speech | Presentation classes on ship to ship, ship to shore communications, cargo handling, inspections, etc.                                                                                                                                                                       |
| Simulation                     | Training on several situational conversations related with on board duties, such as manoeuvring, watch relief, etc.                                                                                                                                                         |
| ICT practicals                 | Practicals on maritime communications vocabulary.                                                                                                                                                                                                                           |
| Student portfolio              | Set of students' assignments on maritime communications terminology.                                                                                                                                                                                                        |
| Supervised projects            | Writing and presentation of a technical article.                                                                                                                                                                                                                            |
| Directed discussion            | Conversation training and professional documentation management.                                                                                                                                                                                                            |
| Objective test                 | The students that attend at least to 80% of keynote speeches and do at least 80% of required assignments could be subjected to continuous evaluation. The students that don't achieve the attendance requirements (80% minimum) must do an examination on subject contents. |

## Personalized attention



| Methodologies                                              | Description                                                                                                                                         |
|------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Supervised projects<br>Student portfolio<br>ICT practicals | To do ITC practicals and supervised projects and to prepare students' portfolio the professor's supervision and personalized attention is required. |

| Assessment                     |                                                 |                                                                                                                                                            |               |
|--------------------------------|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Methodologies                  | Competencies                                    | Description                                                                                                                                                | Qualification |
| Directed discussion            | A11 A19 B4 B13 B18 C2                           | A asistencia e aproveitamento dos exercicios de role playing, xunto coas simulacions son os pilares fundamentais desta asignatura.                         | 20            |
| Supervised projects            | A10 A11 B4 B6 B12 B13 B14 B15 B18 B22 C3 C5 C8  | Carrying out and presentation of a particular proposed assignment.                                                                                         | 15            |
| Guest lecture / keynote speech | A15 A17 A19 B11 B15 B18 C2                      | Guest lecture/keynot speech attendance and carrying out of proposed tasks.                                                                                 | 10            |
| Simulation                     | A11 A15 A17 A18 A19 A37 B4 B6 B7 B11 B12 B22 C3 | Simulation classes attendance and progress.                                                                                                                | 20            |
| Student portfolio              | A10 A11 A19 B1 B5 B12 B13 B15 B18 C2            | The student should complete a set of exercises related with maritime communications vocabulary. The delivery of such exercises is the student's portfolio. | 10            |
| ICT practicals                 | A11 A19 B1 B4 B5 B12 B15 B18 B22 C2 C3 C13      | ICTs practical at computers' room on maritime terminology.                                                                                                 | 5             |
| Objective test                 | A11 A19 B4 B13 B15 B18 C2                       | Those students that achieve the previously proposed objectives should carry out an extra objective test.                                                   | 20            |

| Assessment comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Those students that don't take part in continuous evaluation (80% of class attendance) must complete a comprehensive final test. To carry out such a test the delivery of student portfolio and supervised project is compulsory. The final test is composed of four independent parts (it is necessary to pass all them): written test (10%), listening (20%), simulation or role playing test (45%), and supervised project presentation (25%).<br>The assessment criteria reflected on table A-II/1 of the STCW Code, and also reflected in the Quality System, are taken into account to design and perform the assessment. |

| Sources of information |                                                                                                 |
|------------------------|-------------------------------------------------------------------------------------------------|
| Basic                  | Se utilizarán además otros recursos electrónicos tales como MarEng Project o TUMSAT initiative. |
| Complementary          |                                                                                                 |

| Recommendations                                          |
|----------------------------------------------------------|
| Subjects that it is recommended to have taken before     |
| Subjects that are recommended to be taken simultaneously |
| Subjects that continue the syllabus                      |
| Other comments                                           |

(\*)The teaching guide is the document in which the URV publishes the information about all its courses. It is a public document and cannot be modified. Only in exceptional cases can it be revised by the competent agent or duly revised so that it is in line with current legislation.