



## MA30103 Foundation Mathematics 4

---

**Teacher** Dr. Keerthi Prabhakar  
**Contact** EP Teacher Room, 2<sup>nd</sup> Floor Colombet Bldg.  
 epackeerthi@gmail.com  
**Class Time** EP-M5/1: Wed, period 5; Thu, period 1  
 EP-M5/2: Tue, period 4; Thu, period 2  
**Credits** 1.0

### Course Description

---

This fundamental statistics course provides students with a comprehensive toolkit for data analysis and interpretation, crucial for research and decision-making across fields. Starting with data collection methods, students learn to gather accurate, relevant data, forming the basis for any analysis.

Basic data analysis introduces students to the organization and preliminary examination of data, setting the stage for deeper insights. Measures of central tendency—including the arithmetic mean, median, mode, harmonic mean, geometric mean, and mid-range—allow students to summarize data by identifying central values, while relative standing measures like quartiles, deciles, and percentiles enable comparisons within data sets. Students also explore measures of dispersion such as standard deviation and box-and-whisker plots, which reveal data variability and outliers. Standard deviation is particularly emphasized for understanding the spread of data around the mean. This leads into the study of the normal distribution, a foundational concept in statistics that describes how data naturally clusters around the mean, with applications in natural and social sciences.

Finally, students delve into correlation, which assesses the relationship between variables, providing insight into how changes in one variable might predict or impact changes in another. Altogether, this course equips students with statistical methods to analyze, interpret, and communicate data findings effectively, preparing them for data-driven roles in research, business, healthcare, and beyond.

---

### Textbook / Worksheets

---

*Mathematics for the International Student: Mathematics SL, 3<sup>rd</sup> Edition*  
 Teacher will also provide handouts

---

### Course Outline & Objectives

Unit	Topic
1	Fundamental Statistics
	1. Data collection
	2. Basic data analysis
	3. Finding central tendency by using arithmetic means, median, mode*, harmonic mean, geometric mean, and mid-range
	4. Finding relative standing by using quartile, deciles, and percentile
	5. Measures of dispersion by using standard deviation
	6. Measures of dispersion by using box-and-whisker plots
7. Standard Deviation	



	8.	Normal Distribution
	9.	Correlation

**Resources**

- |           |   |
|-----------|---|
| Required  | <input type="checkbox"/> Scientific calculator (not a phone-based application)<br><input type="checkbox"/> Ruler<br><input type="checkbox"/> Glue stick, stapler, or tape |
| Suggested | <input type="checkbox"/> Many different coloured pens/markers/highlighters<br><input type="checkbox"/> Electronic Thai-English translator (not a phone-based application) |

**Academic Integrity Policy**

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing copying, will receive a zero.

Plagiarism is taking someone else's work or ideas and passing them off as one's work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph or failure to give appropriate acknowledgement when paraphrasing any of those.

**Behavioural Expectations**

For the sake of all the class members, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (Notebooks, textbook, scientific calculator, writing utensils, etc.) and to participate throughout the lesson until class is dismissed actively.

Behaviour is monitored daily per the class rules set out at the beginning of the academic year (see the front of your notebooks). Students earn the scores they receive. At the end of the semester the average is taken and used for the student's behavior score (10%).

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an AC gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness.
- Be honest and upright.

**Attendance & Tardiness**

Attendance will be taken at the start of every class. Students are expected to be in class on time, every time. Students are expected to catch up on all missed work outside class time.



Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher as soon as possible.

### Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date. If the work is not done by the start of class, a maximum score of 15 will be possible. All late or missed assignments not turned in *before* the last week of the term will receive a zero.

### Grading

This course follows to the Assumption College grading scale:

<i>Final Score</i> $\geq$ 80%	4.0
$75\% \leq$ <i>Final Score</i> $<$ 80%	3.5
$70\% \leq$ <i>Final Score</i> $<$ 75%	3.0
$65\% \leq$ <i>Final Score</i> $<$ 70%	2.5
$60\% \leq$ <i>Final Score</i> $<$ 65%	2.0
$55\% \leq$ <i>Final Score</i> $<$ 60%	1.5
$50\% \leq$ <i>Final Score</i> $<$ 55%	1.0
<i>Final Score</i> $<$ 50%	0.0

### Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Quiz & Projects	20%
Home/class work	20%
Affective Domains (Behavior)	10% (program mandated)
STEM	10% (program mandated)
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

### Recommendations for Success

Mathematics can be a challenging course for many students. All students are encouraged to try the following:

1. Read, read, read the course textbook. Reading the text once is often insufficient, even for native English speakers. You may need to read the material multiple times to understand. Students can responsibly manage the material and gain the most from the course by reading along at home with the lessons taught at school (typically only a few pages per night).
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or to better understand the topic.
3. Get a Thai language introductory mathematics book.
4. Get a math and physics tutor. The tutor should be helping you learn, not doing the work for you!
5. Do **not** copy your classmate's work; struggle through and do the work on your own! This is how you learn!
6. See the teacher outside of class time for assistance.



THE ENGLISH PROGRAM AT ASSUMPTION COLLEGE  
Course Syllabus – Semester 2/2025

7. Do more than just the bare minimum; the textbook has plenty of problems. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
8. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



---

**MA30216 Universal Mathematics 4**

---

<b>Teacher</b>	Mr. Shiv Kumar
<b>Contact</b>	Science Lab, 2 <sup>nd</sup> floor Colombet Building <a href="mailto:shiv.ku@assumption.ac.th">shiv.ku@assumption.ac.th</a>
<b>Class Times</b>	M5/1: Tuesday Period-6, Friday Period-6 M5/2: Monday Period-1, Wednesday Period-3

---

<b>Credits</b>	1.5
----------------	-----

---

**Course Description**

The purpose of this class is to prepare you for the SAT test. In this class, you will be given an SAT style quiz at the beginning of the week every two weeks. Our first quiz will be at the beginning of next week. We will spend class time in between these quizzes going over the answers and learning SAT material and problem solving techniques. We will also review Algebra 2 and lessons associated with the SATs. Each quiz you take will be graded. However, once we go over the answers in class, you can resubmit your corrected quiz and get a half point for each answer you corrected (you must show your work). For example, if you get a 50% on your quiz, you can change your grade to 75% by re-submitting your corrected quiz. You will also earn class participation by re-submitting your corrected quiz. The midterm test and final test will also be In SAT style format.

**Textbook**

**Mathematics for the International Student SL** (Haese Mathematics)  
ISBN-978-1-921972-08-9

**Online resources**

*Google classroom, Khan Academy and Kahoot*

**Course Outline & Objectives**

The content we will be learning during this class is:

- Class notes and work sheets -Work on Complex numbers: Equality, Addition, Subtraction, Multiplication and Division Graphing and absolute values of complex numbers and Complex numbers in polar form Polynomial equations.
- Class notes and work sheets -Work on probability, Basic rules about counting, Permutation, Combination and Binomial theorem and Probability and some important rules of probability.
- Class notes and work sheets -Basic of graphing, Euler graphs and some applications of graph.

**Resources**

---

Required	<ul style="list-style-type: none"><li>• A plastic folder for worksheets.</li><li>• White School Notebook</li><li>• Red and blue pen.</li></ul>
Suggested	<ul style="list-style-type: none"><li>• Many different colored pens/markers/highlighters</li><li>• Ruler</li></ul>



### **Academic Integrity Policy**

---

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero. Students should be expected to earn their scores. Scores of pass should not be given unless the student has attained sufficient knowledge to earn a passing grade.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

### **Behavioral Expectations**

---

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (Notebooks, textbook, scientific calculator, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed.

Behavior is monitored every day as per the class rules that are set out at the beginning of the academic year (see the front of your note books). At the end of the semester the average is taken and used for the student's behavior score (10%). Students *earn* the scores they receive.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an AC gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness
- Be honest and upright

### **Attendance & Tardiness**

---

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

### **Homework & Class work**

---

Homework and class work will be assigned often and must be submitted on or before the due date for a full score of 10 points. Late work without excuse will be deducted at the rate of 20% per day until the maximum possible score is zero. All work must be turned in before the last week of each term. Late work is discouraged.



## Grading

This course follows to the Assumption College grading scale:

<i>Final Score</i> $\geq 80\%$	4.0
$75\% \leq \textit{Final Score} < 80\%$	3.5
$70\% \leq \textit{Final Score} < 75\%$	3.0
$65\% \leq \textit{Final Score} < 70\%$	2.5
$60\% \leq \textit{Final Score} < 65\%$	2.0
$55\% \leq \textit{Final Score} < 60\%$	1.5
$50\% \leq \textit{Final Score} < 55\%$	1.0
<i>Final Score</i> $< 50\%$	0.0

## Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Class work	20%
Class Participation	10%
Note book	10%
Behavior	10%
Quizzes	10%
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

## Recommendations for Success

Mathematics can be a difficult course for many students. All students are encouraged to try the following:

1. Read, read, read the course textbook. Often, reading the text once is not enough even for native English speakers. You may need to read the material multiple times to understand. By reading along at home with the lessons taught at school (typically only a few pages per night), students will be able to responsibly manage the material and gain the most from the course.
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or simply to get a better understanding of the topic.
3. Get a Thai language introductory mathematics book.
4. Do **not** copy your classmate's work; struggle through and do the work on your own! This is how you learn!
5. Come see the teacher outside of class time for assistance.
6. Do more than just the bare minimum; there are plenty of problems in the textbook. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
7. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



## **EN30104 Foundation English 4**

**Teacher** Mr. Adam John Mettam

**Contact** EP Teacher Room, 2<sup>nd</sup> Floor Colombet Bldg.  
adam.me@assumption.ac.th

**Class Time** EP-M5 - Two Periods a Week for Each Class

**Credits** 1.5

### **Course Description**

---

This class will focus on improving skills in English, in particular reading, writing, listening and speaking. One of the primary goals of the course is to prepare students for the IELTS exam which we will sit during this semester.

### **Textbooks**

---

*Prepare – Student’s Book* - Cambridge Course book

*Prepare- Workbook* - Cambridge Course book

### **Course Outline & Objectives**

---

#### **Week 1 & 2 - Cambridge Prepare - Unit 1 - What are you like?**

- Introductions
- Vocabulary -To describe personality
- Grammar - Simple past
- Reading - How reliable are personality tests?
- Speaking - Personal interviews
- Writing Task 2 Diagnostic: Financial Education should be taught in secondary schools. To what extent do you agree with this statement?

#### **Week 3 & 4 - Cambridge Prepare Unit 3 - All in one piece**

- Vocabulary - The human body. Health phrasal verbs
- Grammar - Modals of speculation, deduction, permission, advice
- Reading - Details in paragraphs
- Listening - A talk about careers in healthcare
- Speaking - Speculating and describing pictures

#### **Week 5 & 6 Cambridge Unit 5- - Looking Ahead**

- Vocabulary –Techno logy and progress, adjectives and dependent preposition
- Grammar – the future
- Listening - an interview with a scientist
- Speaking - A discussion

PET Listening – Long listening (*PET listening part 4*)

#### **Week 6 & 7 - Cambridge Prepare Unit 7 - Against All Odds**

- Vocabulary – weather vocabulary
- Reading Beating the odds
- Grammar – Conditionals
- Listening an interview with two scientists
- Speaking - Reacting to what people say

**Week 8 – Revision of Skills / Catch up on missed classes**

**Week 9 – Midterm Exams**

*Christmas / New Year break (week 10)*



**Week 11 & 12 Cambridge Prepare Unit 9 - Education Generation**

- Vocabulary - Education phrasal verbs
- Grammar - 0, 1<sup>st</sup> & 2<sup>nd</sup> conditionals / when, if & unless
- Reading - Do schools prepare you for work?
- Listening - Three short conversations about schools
- Speaking - Talking about yourself

**Week 13 & 14 Cambridge Prepare - Exploited, Endangered and Extinct**  
**Week 15 IELTS Reading, Writing Listening and Speaking Test Practice**  
**Week 17 & 18 – Revision of Skills and content / Catch up on missed classes**  
**Week 19 – Final Exams**

**Resources**

---

- Required
- 1 notebook (1 white notebook)
  - Folder for English only (to keep handouts, etc.)
  - Textbooks
  - Blue or black pen + red pen for checking work
  - Dictionary (English to English)

Other resources such as worksheets will be given throughout the semester.

**Academic Integrity Policy**

---

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

**Behavioral Expectations**

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (notebook, worksheets, English Folder, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Possess discipline
- Eager to learn
- Be an AC gentleman
- Dedicated to work

**Attendance & Tardiness**

---

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of



planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

### **Homework & Classwork**

---

Homework and classwork will be assigned often and must be submitted on or before the due date. Late assignments can be submitted but some marks will be taken off as a penalty. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

### **Grading**

---

This course follows to the Assumption College grading scale:

$Final\ Score \geq 80\%$	4.0
$75\% \leq Final\ Score < 80\%$	3.5
$70\% \leq Final\ Score < 75\%$	3.0
$65\% \leq Final\ Score < 70\%$	2.5
$60\% \leq Final\ Score < 65\%$	2.0
$55\% \leq Final\ Score < 60\%$	1.5
$50\% \leq Final\ Score < 55\%$	1.0
$Final\ Score < 50\%$	0.0

### **Evaluation and Assessment**

---

The final semester grade for this course out of 100% is broken down as follows:

Formative Score	50% or less
Behavior	10% (program mandated)
Midterm Exam	20% (program mandated)
Final Exam	20% (program mandated)

### **Recommendations for Success**

---

English can be a difficult course for many students. All students are encouraged to try the following:

1. Have your materials for English on your desk at the beginning of class.
2. Pay attention and listen carefully while taking notes.
3. Always use English during discussions.
4. Do your homework yourself and do not copy.
5. Come see the teacher outside of class time for assistance.
6. Always do your best.



**EN30204 Reading and Writing 2**

**Teacher** Mr. Adam John Mettam

**Contact** EP Teacher Room, 2<sup>nd</sup> Floor Colombet Bldg.  
[adam.me@assumption.ac.th](mailto:adam.me@assumption.ac.th)

**Class Time** EP-M5 - Two Periods a Week for one Class

**Credits** 1.5

**Course Description**

This class will focus on improving skills in English, in particular reading, writing and speaking. One of the primary goals of the course is to prepare students for an exam which we will sit during this semester.

**Textbooks**

*Cambridge Prepare - Student's Book* - Cambridge Course book

*Cambridge Prepare - Workbook* - Cambridge Course book

**Course Outline & Objectives**

**Week 1 & 2 Cambridge Prepare Unit 2 - The Bigger the Better**

- Introduction
- Vocabulary - Cities, buildings and places, idioms
- Grammar - Comparatives and superlatives
- Reading - How Cities Grow and Why this has to Change
- Writing - Informal emails of advice

**Week 3 & 4 - Cambridge Prepare - Unit 4 - Making Your Mind Up**

- Vocabulary - Making decisions: Life events, verb and noun collocations, adjective and noun collocations
- Grammar - Modals in the past
- Reading - Gap years: What do University Tutors think of them?

**Week 5 IELTS Writing**

- Task 1 - Describing graphs and charts
- Task 2 - Essay - Financial Education should be taught in secondary schools. To what extent do you agree with statement? Give your reasons.

**Week 6 & 7 - Cambridge Prepare - Unit 6 – Blockbusters and Bestsellers**

- Vocabulary - Films, books and entertainment. Adverbs and adjectives collocations, compound adjectives
- Grammar - gerunds and infinitives
- Reading – The film or the book. Which is better?

**Week 8 – Revision of Skills / Catch up on missed classes**

**Week 9 – Midterm Exams**

*Christmas / New Year break (week 10)*

**Week 11 – IELTS Reading 1/2/3**

**Week 12-14 – Reading and Writing review (before exams)**

**Week 15-17 - Prepare Unit 8 – Making Ends Meet**

- Vocabulary - Money and wealth - idioms and phrasal verbs
- Grammar - 0/1/2 conditionals
- Reading - Matters
- Writing - A formal letter



**Week 18 – Revision of Skills and content / Catch up on missed classes**

**Week 19 – Final Exam Resources**

*NOTE: Week numbers in the following outline may change due to school schedule changes.*

- Required**
- 1 notebook (1 white notebook)
  - Folder for English only (to keep handouts, etc.)
  - Textbooks
  - Blue or black pen + red pen for checking work
  - Dictionary (English to English)

Other resources such as worksheets will be given throughout the semester.

### **Academic Integrity Policy**

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

### **Behavioral Expectations**

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (notebook, worksheets, English Folder, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Possess discipline
- Eager to learn
- Be an AC gentleman
- Dedicated to work

### **Attendance & Tardiness**

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

### **Homework & Classwork**

Homework and classwork will be assigned often and must be submitted on or before the due date. Late assignments can be submitted but some marks will be taken off as a penalty. All



late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

### **Grading**

This course follows to the Assumption College grading scale:

$Final\ Score \geq 80\%$	4.0
$75\% \leq Final\ Score < 80\%$	3.5
$70\% \leq Final\ Score < 75\%$	3.0
$65\% \leq Final\ Score < 70\%$	2.5
$60\% \leq Final\ Score < 65\%$	2.0
$55\% \leq Final\ Score < 60\%$	1.5
$50\% \leq Final\ Score < 55\%$	1.0
$Final\ Score < 50\%$	0.0

### **Evaluation and Assessment**

The final semester grade for this course out of 100% is broken down as follows:

Formative Score	50% or less
Behavior	10% (program mandated)
Midterm Exam	20% (program mandated)
Final Exam	20% (program mandated)

### **Recommendations for Success**

English can be a difficult course for many students. All students are encouraged to try the following:

1. Have your materials for English on your desk at the beginning of class.
2. Pay attention and listen carefully while taking notes.
3. Always use English during discussions.
4. Do your homework yourself and do not copy.
5. Come see the teacher outside of class time for assistance.
6. Always do your best.



## **EN30244: EP5 *English for Life Skills 4***

**Teacher: Mr. Joshua Bolen, J.D. (Mr. Bolen)**

### **COURSE DESCRIPTION:**

Welcome to English for Life Skills M5! Through a series of engaging and enriching lessons using Mr. Bolen's selected materials, students will continue to strengthen their core knowledge of the language.

The students will study and listen to a range of English texts. The students will study and learn how to give effective presentations. They will use learning skills in the 21st century, which encourages the students to be able to have listening, critical thinking and problem-solving skills. The learning skills will be used to make students possess learners' key competencies, which are thinking capability, problem solving capability, capability in applying life skills and capability in technological application. This will be done through the teaching and learning focusing on promoting Thai wisdom with respect to the language and literature and religion and tradition. Teaching and learning also promotes students to live under the Sufficiency Economy Philosophy. Students will be provided with desirable characteristics such as love of nation, religion and king, honesty and integrity and self-discipline. Additional important characteristics are avidity for learning, observance of principles of Sufficiency Economy Philosophy in one's way of life, dedication and commitment to work, cherishing Thai-ness, public-mindedness and gentlemen of Assumption College.

### **COURSE OBJECTIVES:**

#### **Indicators**

1. Listen to speakers from a range of countries, using different accents and talking in a range of contexts and situations.
2. Predict content before a listening exercise. Use contextual clues to anticipate topics, potential vocabulary, and potential grammatical structures before listening.
3. Understand signposting language when listening. Show a knowledge and understanding of signposting language and how and why it is used. Make lists of the most common signposting language.
4. Infer relevant details when listening. Use contextual clues to gather information about meaning, who is speaking, what is happening and other questions appropriate to the listening exercise.
5. Practice listening activities that are connected to relevant international exams. Some of these should be done with past-paper questions and done in exam conditions.
6. Explain/discuss how listening can be improved, what techniques can be used and useful sources of practice material.
7. Use verbal communication to effectively present information. Use various techniques such as variation of tone of voice and the stress of important words to convey ideas more clearly and concisely.
8. Use non-verbal communication effectively. Use various techniques such as body language and eye contact to show confidence to the audience.



## Learning Contents

Study English on the topics of news, announcements, poems, skits, pictures, different non text information styles such as maps, graphs, and initiatives. Study non-fictions, fictions, personal information, various experiences, incidents, themes from analyzed stories, languages, voices, social manners and cultures, traditions and customs, festivals, language structures, idioms, proverbs, poems, ways of life, beliefs and cultures of native speakers, and information related to other learning content groups. Use process of establishing knowledge and understanding, reading process, process of establishing practical skills, working process, process of language skills, process of establishing attitudes, process of conceptualization, process of analysis, process of establishing realization, and process of establishing communicative knowledge and understanding to create knowledge and understanding, communicative ability, thinking ability, problem-solving ability, life skills, and ability to use technology. At the same time, students will have the following intended characteristics which are nationalism, religiosity, loyalty, disciplines, diligence, self-sufficiency, endeavor, love of being Thai, and public mind.

## Resources

- Required
- At least 1 white notebook.
  - Dictionary (English to English, not a translating one)
  - Extra lines A4 paper for written assignments.
- Suggested
- many different colored pens/markers/highlighters

## Academic Integrity Policy

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

## Behavioral Expectations

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities.

Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (notebooks, textbook, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed. Behavior is monitored every day as per the class rules that are set out at the beginning of the academic year (see the front of your note books). At the end of the semester the average is taken and used for the student's behavior score (20%). Students *earn* the scores they receive.



Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an A.C. gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness
- Be honest and upright

### Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

### Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date for a score of 20 points. If the work is not done for the start of class, a maximum score of 15 will be possible. After more than one day has lapsed, a maximum score of 10 will be available. Late assignments can be submitted for a maximum of 50% (10 points) up until the last week of the term. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

### Grading

This course follows to the Assumption College grading scale:

<i>Final Score</i> $\geq 80\%$	4.0
$75\% \leq$ <i>Final Score</i> $< 80\%$	3.5
$70\% \leq$ <i>Final Score</i> $< 75\%$	3.0
$65\% \leq$ <i>Final Score</i> $< 70\%$	2.5
$60\% \leq$ <i>Final Score</i> $< 65\%$	2.0
$55\% \leq$ <i>Final Score</i> $< 60\%$	1.5
$50\% \leq$ <i>Final Score</i> $< 55\%$	1.0
<i>Final Score</i> $< 50\%$	0.0



### Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Total Score of all Assessment	Homework 80%
Behavior	10%
Attendance	10%

### Recommendations for Success

English can be a difficult course for many students. All students are encouraged to try the following:

1. Be on task during class. Focus and follow instructions and do the required activities to your best abilities. Do not worry about making mistakes as they are the best way for us to incorporate the materials into our long-term memories.
2. Watch Movies, or TV shows, or YouTube with British / Australian accents, with the English subtitles is a good way to improve your speaking and listening skills; it also helps with vocabulary too.
3. Search online (in English) if you don't understand a topic discussed in class to get a better understanding of the topic.
4. Do not copy your classmate's work; struggle through and do the work on your own. This is how you learn.
5. Come see the teacher outside of class time for assistance.
6. Revise your work, as recommended by your teacher and work to continuously improve your work. Learning is a process, not a product.

### Precise resources:

- **Teacher** Handouts, Worksheets, Presentations.
- Whiteboards & Projector.

<u>Week</u>	<u>Content</u>
1 & 2	IELTS Task 1: Maps
3&4	IELTS Task 1: Multiple Visual Aids, Bar Charts & Pie Charts
5	Jaturamitr
6 & 7	IELTS Task 1: Line Graphs and Tables
8	In-class midterm
9	MIDTERMS
10	<b>MIDTERM EXAMS</b>
11	IELTS Reading – Summary Completion



12	IELTS Reading – True, False, Not Given
13	IELTS Reading – Sentence completion
14	IELTS Reading – Matching headings
15	IELTS Reading – Matching paragraphs questions
16	IELTS Reading – Multiple choice
17	IELTS Reading – T/F/NG
18	IELTS Reading – Matching headings
19	IELTS Reading – List selection
20	<b>FINAL EXAMS</b>



## **ST30213 Universal Physics 3**

**Teacher** Mr. Glenn Thomas

**Contact** EP Teacher Room, 2<sup>nd</sup> Floor Colombet Bldg.

**Class Time** EP-M5/1: Mon, period 6; Tues, period 1-2; Wed, period 1

### **Course Description**

---

This course focuses on continuation of electricity studies from semester 1. The course offers both a conceptual foundation and an algebra-based presentation of Physics. Critical thinking skills in solving problems will be the emphasis with a sound basic understanding of conventional Mathematics. The course will closely follow the order and content of the latest version of the *A-Level Physics Student Book 1 and 2*. The course is prerequisite to ST30204 Physics.

Students are encouraged to read widely from different resources that include the Internet, various Physics (both British and American), books published for improving examination skills as well as from Thai Physics books. They can always approach the teacher for references should they require.

### **Textbook (as a base)**

---

*Physics student Book 1 and 2*, Miles Hudson 2018

ISBN-13: 978-0-547-58669-4; ISBN-10: 0-547-58669-8

Miscellaneous references available from the teacher upon request.

### **Course Outline & Objectives**

---

#### Unit 1- Electrical Circuits

- Series vs Parallel circuit calculations
- Electrical circuit rules
- E.m.f. and internal resistance
- A.C vs D.C calculations and uses

#### Unit 2 Magnetism

- Definitions of magnetism, magnetic fields and magnetic forces.
- Plotting magnetic fields of magnets and current carrying wires.
- Prediction of magnetic fields between various alignments of magnets.
- Permanent vs Induced magnetism

#### Unit 3 Electromagnetic effects

- Definitions and calculations related to magnetic flux, magnetic flux density and flux linkage
- Measuring strength of electromagnets to investigate the variables (current, coil turns, iron core)
- Exploration of the interaction between magnetic fields, electric current and electromotive force (right hand rule)
- Predictions of force direction on a motor
- Magnetic forces – forces on wires, forces on particles, and the mass spectrometer



#### Unit 4 Electromagnetic Induction

- Calculations using Faraday's and Lenz's laws.
- Step-up and step-down transformers
- Calculating induced e.m.f.s

#### **Resources**

---

- |           |   |
|-----------|---|
| Required  | <ul style="list-style-type: none"><li>• Notebooks</li><li>• Scientific calculator (not a phone-based application)</li><li>• Ruler</li></ul>   |
| Suggested | <ul style="list-style-type: none"><li>• Many different colored pens/markers/highlighters</li><li>• Electronic Thai-English translator (not a phone-based application)</li><li>• A Matayom-level physics practice book in Thai</li></ul> |

#### **Academic Integrity Policy**

---

Students are expected to following the guidelines laid down in the Assumption College Student Handbook in terms of academic pursuits and excellence. They are strongly and constantly reminded that it is of paramount importance to understand one topic intensively before being able to move on to the next one. However, all the topics are inter-related. Therefore, any forms of idleness of poor attitude in learning Physics will not be tolerated and remedial actions immediately instigated to rectify the situation. Students are always welcome to consult the teacher for guidance of whatever issues related to learning which may arise.

#### **Behavioral Expectations**

---

A good sense of behavioral awareness in the classroom will be strictly reinforced which is essential to the ultimate success of the learning process. Students are not allowed to do other subjects in the Physics class or play with electronic gadgets not related to what is being taught in the classroom. Infraction of behavioral rules will be handled accordingly.

#### **Attendance & Tardiness**

---

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

#### **Homework & Classwork**

---

Homework and classwork will be assigned often and must be submitted on or before the due date. All late or missed assignments will receive a zero.



## Grading

Foundation Physics follows to the Assumption College grading scale:

$Final\ Score \geq 80\%$	4.0
$75\% \leq Final\ Score < 80\%$	3.5
$70\% \leq Final\ Score < 75\%$	3.0
$65\% \leq Final\ Score < 70\%$	2.5
$60\% \leq Final\ Score < 65\%$	2.0
$55\% \leq Final\ Score < 60\%$	1.5
$50\% \leq Final\ Score < 55\%$	1.0
$Final\ Score < 50\%$	0.0

## Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Classwork/Lab	30%
Quiz	20%
Behavior	10% (program mandated)
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

## Recommendations for Success

Physics can be a difficult course for many students. All students are should do the following:

1. Take good notes in the classroom. Go home and revise the notes; make sure every single part is clearly understood. For any doubts, queries, clarifications, the student should immediately note down and ask the teacher either in the classroom or individually in the teachers' room.
2. Students are encouraged to read widely-from various textbooks available in the market, from the school library and from the Internet. (e.g Youtube, google, etc.)
3. They should do the prescribed homework.
4. It is useful to organize small study group among the students.
5. Students can consult me individually for techniques in getting high or full scores in external Physics tests like CU-ATS and SAT Subject Tet.
6. Ability for find the time to read Thai Physics (e.g from the library) would be an additional asset.



**ST30233 Universal Chemistry 3**

**Teacher** Ms. Cherise Nieuwoudt

**Contact** EP Teacher Room, 2<sup>nd</sup> Floor Colombet Bldg.

**Class Time** EP-M 5/1 Monday 2<sup>nd</sup> Period, Thursday 3<sup>rd</sup> Period, Friday 4<sup>th</sup> Period

EP-M 5/2 Wednesday 4<sup>th</sup> Period, Thursday 1<sup>st</sup> Period, Friday 5<sup>th</sup> Period

**Credits** 1.5

**Course Description**

---

Although this course is technically called Universal Chemistry 3, in reality it is the fourth installment within the comprehensive Chemistry program offered here at Assumption College English Program. At this point in the student's progression within the discipline, course material will gradually advance into more concrete, fundamental areas of Chemistry. Within this semester, Organic Chemistry, Fossil Fuels and Products and Biomolecules are introduced.

Demonstrations, computer-simulated activities and laboratory sessions will allow students to learn basic laboratory techniques, lab safety and get a hands-on experience of the theories and concepts learned in the lectures. As with many courses within the English Program, critical thinking skills are emphasized over those of rote learning and BMAT- style questions are a part of the evaluation process. The course will follow the content of BMAT Past Paper Worked Solutions (2003-2017) 2018 by Black Stone Tutors. The course is prerequisite to ST30234 Universal Chemistry 4.

**Textbook**

---

- *International A Level Chemistry*, Oxford (2016), by Ted Lister and Janet Renshaw.

Supplementary:

- *BMAT Past Paper Worked Solutions (2003-2017)* 2018 by Black Stone Tutors

**Course Outline & Objectives**

---

**Organic Chemistry**

Section 1: Carbon bonds

- Writing structural formula of organic compounds.
- Isomerism

Section 2: Functional groups

- Alcohol and Ether
- Organic acids and esters
- Aldehyde and Ketone
- Amines and amides

Section 3: Hydrocarbon Compounds

- Aliphatic hydrocarbon
- Alicyclic hydrocarbons
- Aromatic hydrocarbons



### **Fossil Fuels and Products**

- Section 1: Coals
- Section 2: Oil Shale
- Section 3: Petroleum
- Section 4: Polymer

### **Biomolecules**

- Section 1: Carbohydrates
  - Monosaccharide
  - Polysaccharide
- Section 2: Protein
  - Amino Acids
  - Peptide Bonding
- Section 3: Lipids (fat and oil)
  - Glycerol and fatty acids
  - The reaction of the lip
- Section 4: Gases: Mixtures and Movements
- Section 4: Soaps and detergents
- Section 5: Nucleic acids

### **Resources**

- |           |   |
|-----------|---|
| Required  | <ul style="list-style-type: none"><li>• Assumption Notebook (2)</li><li>• Binder/ folder</li><li>• Scientific calculator (not a phone-based application)</li><li>• Ruler</li></ul>  |
| Suggested | <ul style="list-style-type: none"><li>• Many different colored pens/markers/highlighters</li><li>• Electronic Thai-English translator (not a phone-based application)</li><li>• A Matayom-level chemistry practice book in Thai</li></ul> |

### **Academic Integrity Policy**

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

### **Behavioral Expectations**

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (Notebook,



textbook, scientific calculator, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed.

A behavior score (out of 5 points) is taken every day. At the end of the semester the average is taken and used for the student's behavior score (10%).

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Possess discipline - Eager to learn
- Be an AC gentleman - Dedicated to work

### **Attendance & Tardiness**

---

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

### **Homework & Classwork**

---

Homework and classwork will be assigned often and must be submitted on or before the due date. Late assignments can be submitted for a maximum of 50% up until the last week of the term. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

### **Grading**

---

Foundation Chemistry follows to the Assumption College grading scale:

$Final\ Score \geq 80\%$	4.0
$75\% \leq Final\ Score < 80\%$	3.5
$70\% \leq Final\ Score < 75\%$	3.0
$65\% \leq Final\ Score < 70\%$	2.5
$60\% \leq Final\ Score < 65\%$	2.0
$55\% \leq Final\ Score < 60\%$	1.5
$50\% \leq Final\ Score < 55\%$	1.0
$Final\ Score < 50\%$	0.0

### **Evaluation and Assessment**

---

The final semester grade for this course out of 100% is broken down as follows:

Homework/Classwork/Labs	30%
Quizzes	20%
Behavior	10% (program mandated)
Midterm Exam	20% (program mandated)
Final Exam	20% (program mandated)



### **Recommendations for Success**

---

Chemistry can be a difficult course for many students. All students are encouraged to try the following:

1. Read, read, read the Chemistry textbook. Oftentimes, reading the text once is not enough even for native English speakers. You may need to read the material multiple times to understand. By reading along at home with the lessons taught at school (typically only a few pages per night), students will be able to responsibly manage the material and gain the most from the course.
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or simply to get a better understanding of the topic.
3. Get a Thai language introductory chemistry book.
4. Do **not** copy your classmate's work; struggle through and do the work on your own! This is how you learn!
5. Come see the teacher outside of class time for assistance.
6. Do more than just the bare minimum; there are plenty of problems in the textbook. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
7. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



<b>ST30258</b>	<b>Universal Biology 3</b>
<b>Teacher</b>	Mr. Nicholas Crook
<b>Contact</b>	EP Teacher Room, 2 <sup>nd</sup> Floor Colombet Bldg.
<b>Email</b>	epacnic@gmail.com
<b>Class Time</b>	EP-M 5/1: Wed, period 2; Fri, period 5.
<b>Credits</b>	1.5

### Course Description

Students will study the following topics: - Types and characteristics of plant tissue; the internal structure of monocotyledonous roots (monocot) and dicotyledon (dicot) roots; the internal structure of the monocot stem and of the dicot stem; the internal structure of leaf blade from a cross section. - Gas exchange and transpiration in plants; the mechanism of the conduction of water and nutrients in plants; the importance of nutrients; examples of important nutrients that affect growth of plants; the mechanism of transport of nutrients in plants. - The experiments about the photosynthesis conducted by scientists in the past; the steps in the photosynthesis process of C<sub>3</sub> plants; the mechanism of the carbon dioxide fixation occurred in C<sub>3</sub>, C<sub>4</sub> and CAM plants; the factors relative to light intensity, carbon dioxide intensity and temperature that affect the photosynthesis of plants. - The life cycle with alternation of generations of the flowering plants; the production process of male and female reproductive cells in the flowering plants and their fertilization. - The formation of seeds and fruit in flowering plants; structure of seed and fruit; examples of uses of different structures of seed and fruit; various factors affecting the sprouting of seed and seed dormancy and methods used to overcome the seed dormancy. - Roles and functions of auxin, cytokinin, gibberellin, ethylene and abscisic acid; application of this knowledge for agricultural use; the external stimuli that affect growth in plants. - The innate behavior and the learned behavior of animals; the relationship between behavior and the evolution of nervous system; the communication between animals that cause their behaviors.

### Textbook

*Biology*, by Pearson (ISBN-13: 978-0-328-92512-4)

### Course Outline & Objectives

#### Chapter 22: What is a Plant?

##### 22.1 The Plant [Indicators 1-3]

- Describe plants.
- Explain the characteristics of a plant.
- Research different types of plant.

##### 22.2 The Seedless Plants [Indicators 4-6]

- Describe the structure & function of the seedless plants.
- Explain how seedless plants reproduce.
- Describe the different types of seedless plant.

##### 22.3 The Seed Plants [Indicators 7-9, 38]

- Describe the structure & function of the seed plants.
- Describe the different types of seed plants.



### **Chapter 23: The Structure & Function of Flowering Plants.**

- 23.1 Plant Tissues [Indicators 13-14, 40]
- State the functions and identify the structures of plant tissues.
  - Lab to study and classify plant tissues.
- 23.2 Plant Roots [Indicators 13-14, 40]
- State the functions and identify the structures of plant roots.
  - Lab to study the structure & function of plant roots.
- 23.3 Plant Stem [Indicators 13-14, 40]
- State the functions and identify the structures of plant stems.
  - Lab to study the structure & function of plant stems.
- 23.4 Plant Leaves [Indicators 13-14, 40]
- State the functions and identify the structures of plant leaves.
  - Lab to study the structure & function of plant leaves.
- 23.5 Transport of Nutrients in Plants [Indicators 13-14, 40]
- Describe transpiration, translocation, and nutrients in plants.
  - Explain how water & nutrients are transported in plants.

End of Midterm Exam Content – Start of Final Exam Content

### **Chapter 8: Plant Photosynthesis**

- 8.2 Photosynthesis [Indicators 15-19]
- Research photosynthesis.
  - Describe the photosynthetic process.
  - Explain light reaction & carbon fixation.
  - Lab on photosynthesis and factors affecting plant photosynthetic rates.
  - Explain photorespiration.
  - Describe the mechanism of the increase in carbon in C4 plants.

### **Chapter 24: Reproduction in Flowering Plants**

- 24.1 Reproduction [Indicator 29]
- Research life cycle with alternation of generations.
  - Describe the structure of flowers.
  - Describe the different types of flower.
  - Lab on the structure of flowers.
  - Explain gametogenesis in flowering plants.
  - Describe sexual reproduction of flowering plants.
- 24.2 Fruits & Seeds [Indicators 33-35]
- Describe the formation of fruits and seeds.
  - Describe the structure of fruits and seeds.
  - Describe the different types of fruit.
  - Lab on the structure of fruit.
  - Explain how seeds sprout and factors affecting sprouting of seeds.
- 24.3 Control of Plant Growth & Response [Indicators 36-37]
- Investigate the chemicals that control the growth of plants.
  - Explain how plants respond to their environment.
  - Discuss factors affecting the growth of plants.
  - Lab to study influences of plant hormones & stimuli on plants.



### Resources

- Required  Textbook: *Biology*, by Pearson  
 Plastic Folder for Biology only (to keep handouts, etc.)
- Suggested  Many different colored pens/markers/highlighters  
 Electronic Thai-English translator (not a phone-based application)  
 Ruler  
 Glue stick, stapler, or tape

### Academic Integrity Policy

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

### Behavioral Expectations

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (textbook, plastic folder for handouts, writing utensils, etc.) and to actively participate throughout the lesson until class is dismissed.

A behavior score (out of 3 points) is taken every day. At the end of the semester the average is taken and used for the student's behavior score (10%). Students *earn* the scores they receive.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Possess discipline
- Eager to learn
- Be an AC gentleman
- Dedicated to work

### Attendance & Tardiness

Attendance will be taken at the start of every class. Students are expected to be in class on time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

### Homework & Classwork

Homework and classwork will be assigned often and must be submitted on or before the due date. No late assignments will be accepted unless the student is absent the day the



assigned work is due. If a student is absent the day an assignment is due, the assigned work will be due at the beginning of the following class. Remember- it is the student's responsibility to remember what and when assignments are due.

### Grading

This course follows to the Assumption College grading scale:

$Final\ Score \geq 80\%$	4.0
$75\% \leq Final\ Score < 80\%$	3.5
$70\% \leq Final\ Score < 75\%$	3.0
$65\% \leq Final\ Score < 70\%$	2.5
$60\% \leq Final\ Score < 65\%$	2.0
$55\% \leq Final\ Score < 60\%$	1.5
$50\% \leq Final\ Score < 55\%$	1.0
$Final\ Score < 50\%$	0.0

### Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Homework/Classwork	30%
Quizzes	20%
Behavior	10% (program mandated)
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

### Recommendations for Success

Biology can be a difficult course for many students. All students are encouraged to try the following:

1. Read, read, read the *Biology*, by Pearson textbook. Oftentimes, reading the text once is not enough even for native English speakers. You may need to read the material multiple times to understand. By reading along at home with the lessons taught at school (typically only a few pages per night), students will be able to responsibly manage the material and gain the most from the course.
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or simply to get a better understanding of the topic.
3. Get a Thai language introductory biology book.
4. Do **not** copy your classmates work; struggle through and do the work on your own!  
This is how you learn!
5. Come see the teacher outside of class time for assistance.
6. Do more than just the bare minimum; there are plenty of problems in the textbook. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
7. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



## **ST30107 Technology for Presentation**

**Teacher** Mr. Dave

**Contact** EP Teacher Room, 2<sup>nd</sup> Floor Colombet Bldg.

**Credits** 0.5

### **Course Description**

---

Students will study the following topics: use of information technology to present work appropriately based on the objectives of work, analyzing changes of information technology, selecting appropriate software for presentation. Students will also learn to search for information on the internet and to be able to give references sources.

In this course, students will apply the knowledge and understanding development process, engineering design process, and skill practicing process.

Subsequently, students are expected to develop the 21st century learning skills: learning and innovation skill (think creatively, interested in innovation, have problem solving skill, and communicate effectively), information, media and technology skill (stay up-to-date with the news, have media literacy, and have information technology knowledge and skills), and life and careers skill (stay flexible, be initiative, have responsibility, be enthusiastic to learn across different areas of knowledge and have leadership skills).

The following set of characteristics will additionally be enhanced in students: honesty and integrity, self-discipline, avidity for learning and commitment to work.

### **Course Outline & Objectives**

---

ST 4.2 S.6/1

#### **1. Knowledge about technology for presentation**

- 1.1 Objectives of the presentation
- 1.2 Basic principles for presenting work

#### **2. Principles for selecting ready-made presentation software**

- 2.1 Readymade presentation software
- 2.2 Data presentation formats with the use of computer

#### **3. Digital tools to enhance presentations**

1. Digital camera
2. Slide projector
3. Printer-3D printer

### **Resources**

---

Required • EP Computer Lab

### **Academic Integrity Policy**

---

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.



Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

### **Behavioral Expectations**

---

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. A behavior score (out of 10 points) is taken every day. At the end of the semester the average is taken and used for the student's behavior score (10%). Students *earn* the scores they receive.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Love for the country and the King, faith in religion
- Possess discipline
- Be self-sufficient
- Proud to be Thai
- Be an AC gentleman
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness
- Be honest and upright

### **Attendance & Tardiness**

---

Attendance will be taken at the start of every class. Students are expected to be in class on-time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time.

### **Homework & Classwork**

---

Homework and classwork will be assigned often and must be submitted on or before the due date. Late assignments can be submitted for a maximum of 50% up until the last week of the term. All late or missed assignments that are not turned in *before* the last week of the term will receive a zero.

### **Grading**

---

This course follows to the Assumption College grading scale:

$Final\ Score \geq 80\%$	4.0
$75\% \leq Final\ Score < 80\%$	3.5
$70\% \leq Final\ Score < 75\%$	3.0
$65\% \leq Final\ Score < 70\%$	2.5
$60\% \leq Final\ Score < 65\%$	2.0
$55\% \leq Final\ Score < 60\%$	1.5
$50\% \leq Final\ Score < 55\%$	1.0
$Final\ Score < 50\%$	0.0



### **Evaluation and Assessment**

The final semester grade for this course out of 100% is broken down as follows:

Homework/Classwork	10%
Quiz	20%
Coursework	20%
Behavior	10% (program mandated)
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

### **Recommendations for Success**

Information technology can be a difficult course for many students. All students are encouraged to try the following:

1. Read, read, read the textbook. Oftentimes, reading the text once is not enough even for native English speakers. You may need to read the material multiple times to understand. By reading along at home with the lessons taught at school (typically only a few pages per night), students will be able to responsibly manage the material and gain the most from the course.
2. Search online, in either Thai or English, if you don't understand a topic discussed in class or simply to get a better understanding of the topic.
3. Do **not** copy your classmates work; struggle through and do the work on your own! This is how you learn!
4. Come see the teacher outside of class time for assistance.
5. Do more than just the bare minimum; there are plenty of problems in the textbook. We only have time for so many of them. Do the review questions at the end of the chapter and see the teacher for the answers.
6. Study the notes and vocabulary at least a few minutes every day, such as in homeroom or during any free time you might have in other classes.



### **OC30106 Foundation Occupational Works 3**

**Teacher** Dr. Hermann Gruenwald

**Contact** EP Teacher Room, 2<sup>nd</sup> Floor Colombet Building  
hermann.gr@assumption.ac.th

**Website** <https://classroom.google.com/c/ODAzODgzMDYzODkz>  
<https://classroom.google.com/c/ODEwODEwMjA4MzUy>

**Class Time** EP-M 5/1: Mondays P5  
EP-M 5/2: Mondays P7

**Credits** 0.5

#### **Course Description**

---

Students will study about the principles on how to operate the information services organizations; important components of the information services organizations; operations of organization; policy making and planning, human resource management, document management; budgeting and finance; buildings and sites; standards and quality assurance; evaluation and report; partnership with industry. Students will learn through the analytic thinking process, problem solving process, practices, group work, and attitude building process. Students are expected to subsequently develop the ability to communicate, to think, and to solve problems. Life skills and the use of technology are also to be enhanced. Students will additionally be developed learning skills and skills to create innovation -- think creatively, demonstrate innovation, use critical thinking, solve problems wisely, communicate effectively, and be willing to work with others. Information-related skills will also be included in this course. Students are expected to learn about technological media, to keep themselves updated with news and information, to have good judgment on media, to be a well-rounded individual in the field of information technology and to communicate wisely. Another skill that will be fostered is life and career skills which cover flexibility, adaptability, creativity, self-responsibility and social skills. As for the students' desired characteristics, the course will focus on honesty, discipline, avidity for learning, dedication for work and public-mindedness.

#### **Learning Outcome:**

1. Apply concepts and principles to effectively manage an organization or the information services organization.
2. Explain the principles of operations, policy making, and planning for running organizations or the information services organizations.
3. Present how to work and put them into practice in the area of document management, finance, office supplies, building and maintenance.
4. Know the principles of quality assurance and evaluate the organizations or information services organizations with morality and ethics.

#### **Course Outline & Objectives**

---

##### **Business Management** (*Indicators 1, 2, 3, 4, 6, 8, 10, 11*)

- Learn basic principles for business management.
- Discuss and apply management techniques.



**Unit 1: Management of the information services organizations**

1. *General administration*
2. *Information services organization management*
3. *Definition/Components of administration*
4. *Types and characteristics of the administrator*
5. *Role and responsibilities of the administrator*
6. *Qualifications of the administrator*

**Unit 2: Management principles and theories for the information services organization**

1. *Good characteristics of the information services organization*
2. *Administration theories for the information services organizations*
3. *Principles of personnel management*
4. *Writing a project*
5. *Organizations and management*
6. *Organizational structure of the information services organization*

**Unit 3: Policy, budget plan, and finance**

1. *Policy and planning*
2. *Budget and finance*
3. *Types of budget*
4. *Budget administration policy and standards*
5. *Budget spending of the information services organization*

**Unit 4: Personnel management**

1. *Principles of personnel management*
2. *Personnel in the information services organization*
3. *Selection of personnel for information services work*
4. *Personnel development*

**Unit 5: Management of supplies and equipment**

1. *Meaning and importance of supply*
2. *Cycle of supply administration*
3. *Principle for managing and specifying needs for supplies and equipment*
4. *Maintenance of supplies and equipment*

**Unit 6: General administrative work and document control in the information services organization**

1. *Meaning and importance of the document control work*
2. *Types, kinds, and forms of documents*



3. *Drafting and typing the documents or letters*
4. *Storage and destruction of documents*

#### **Unit 7: Building and site administration**

1. *Meaning, objectives and importance of buildings and sites*
2. *Location and management of buildings and sites*
3. *Place decoration*

#### **Unit 8: Statistics, reports and public relations**

1. *Meaning and the importance of statistics and reports*
2. *Preparing statistics and reports*
3. *Meaning and the importance of public relations*
4. *Media and public relations*
5. *Qualifications and codes of ethics of public relations professionals*

#### **Unit 9: Quality assurance for the information services institute**

1. *Meaning, objectives and benefits*
2. *Quality assurance system selected*
3. *Components of the system*
4. *Implementation of the quality assurance system*

#### **Unit 10: Evaluation and development of the information services organization**

1. *Meaning, importance and objectives of evaluation*
2. *Steps and methods of evaluation*
3. *Problems and solutions*
4. *Developing the information services organization*

#### **Resources**

Required	<ul style="list-style-type: none"><li>• A pink A.C. notebook (minimum A4 size)</li><li>• Basic stationary (pen, pencil, eraser, ruler, sharpener etc.)</li><li>• Extra stationary (glue stick, stapler, tape, liquid paper etc.)</li><li>• AC Portfolio A4 with clear front cover</li></ul>
Suggested	<ul style="list-style-type: none"><li>• Various colored pens / markers / highlighters / pencils</li></ul>
Occasional	<ul style="list-style-type: none"><li>• Smart phones for research in class</li><li>• USB thumb drives to save typed work onto</li><li>• Materials potentially needed for special projects</li></ul> <p><i>The above will be requested a week in advance of use</i></p>

#### **Academic Integrity Policy**

Students are expected to adhere to the Assumption College student handbook. There is to be no plagiarism, no copying, and no cheating of any kind. These and any other acts of academic dishonesty lower the quality of the education and will not be tolerated. Students involved in



any form of academic dishonesty, including any student supplying or allowing the copying to take place, will receive a zero.

Plagiarism is the act of taking someone else's work or ideas and passing them off as one's own work or ideas. Examples of plagiarism include the failure to give appropriate acknowledgement when repeating another's idea, phrase, sentence or paragraph, or failure to give appropriate acknowledgement when paraphrasing any of those.

### **Behavioral Expectations**

For the sake of all the members of the class, students are expected to respect themselves, their classmates, the teacher, and the facilities. Students must accept responsibility for themselves and their actions. Students are expected to be ready at the start of every class (sketch book, basic stationary, materials, ingredients etc.) and to actively participate throughout the lesson until class is dismissed.

Behavior and participation is monitored during every class and points are deducted for misbehavior, non-participation or disruption to the class. This is averaged throughout the semester and calculated as a score of 10 at the end of semester.

Additionally, all Thai students are expected to embrace the following *desired characteristics*:

- Possess discipline
- Be an AC gentleman
- Be honest and upright
- Be eager to learn
- Be dedicated to work
- Have a sense of public-consciousness

### **Attendance & Tardiness**

Attendance will be taken at the start of every class. Students are expected to be in class on time, every time. Unexcused absences or tardiness will not be tolerated. In the case of planned absences, please notify the teacher in as far in advance as possible. Students are expected to catch up on all missed work outside of class time check Google Classroom for the content of the lectures and the in-class assignments and homework and project assignments.

### **Homework & Class Work**

Homework and class work will be assigned often, must be completed to a high standard and be submitted on or before the due date. Late assignments are subject to 50% less marks for each week they are late. All missed assignments will receive a zero and will dramatically reduce the averaged class work and homework scores of the individual.

### **Grading**

This course follows to the Assumption College grading scale:

$Final\ Score \geq 80\%$	4.0	A
$75\% \leq Final\ Score < 80\%$	3.5	B+
$70\% \leq Final\ Score < 75\%$	3.0	B
$65\% \leq Final\ Score < 70\%$	2.5	C+
$60\% \leq Final\ Score < 65\%$	2.0	C
$55\% \leq Final\ Score < 60\%$	1.5	D+
$50\% \leq Final\ Score < 55\%$	1.0	D
$Final\ Score < 50\%$	0.0	F



### Evaluation and Assessment

The final semester grade for this course out of 100% is broken down as follows:

Behavior & Participation	10%	Affective Domain
Class Work	10%	Formative
Home Work	10%	Formative
Presentation	10%	Formative
Portfolio	10%	Formative
Team Work	10%	Formative
		50% Formative
Midterm Exam	20 %	Exams
Final Exam	20%	Exams

### Recommendations for Success

---

1. Bring all the materials that are needed to complete projects on the day of class
2. Be creative and work hard for your own success and learning.
3. Don't be afraid to experiment and have fun studying
4. Plan projects carefully and have the required materials for your project
5. Keep your notebook tidy, attractive and up-to-date and submit work on time
6. Check schoology.com for assignments and course materials and grades