



MA30104 Foundation Mathematics 4

Teacher Dr. Keerthi Prabhakar
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Class Time EP-M5/1: Thu, period 3; Fri, period 4
EP-M5/2: Mon, period 5; Fri, period 3

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, 3rd 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
- Scientific calculator (not a phone-based application)
 - Ruler
 - Glue stick, stapler, or tape
- Suggested
- Many different coloured pens/markers/highlighters
 - 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
- Eager to learn
- Dedicated to work
- Have a sense of public consciousness.
- Be an AC gentleman
- 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:

$Final\ Score \geq 80\%$	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:

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.
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

Teacher	Mr. Shiv Kumar
Contact	Science Lab, 2 nd floor Colombet Building shiv.ku@assumption.ac.th
Class Times	M5/1: Monday Period-4, Tuesday Period-5 M5/2: Tuesday Period-2, Thursday Period-2
Credits	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

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

Academic Integrity Policy

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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
$75\% \leq$ <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:

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 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.



**Semester Two: STUDENT SYLLABUS FOR FOUNDATION ENGLISH
EP (5)-1-2 Subject Code: EN30104 Teacher: Mr. Steven Raine**

COURSE DESCRIPTION:

SAT Reading Preparation

The SAT Reading Preparation course is designed to help students develop the critical reading skills necessary to excel in the Reading section of the SAT exam. This course will cover various reading strategies, text analysis, vocabulary building, and time management techniques to boost your performance in this critical component of the SAT.

Course Goals and Learning Objectives: By the end of this course, students will be able to:

1. Develop effective reading strategies for different types of passages.
2. Analyze and interpret various types of text, including fiction, non-fiction, and informational graphics.
3. Expand and improve their vocabulary through word analysis and context clues.
4. Identify and use time management techniques to complete the SAT Reading section within the allocated time.
5. Enhance their comprehension and retention skills to answer questions accurately.

Introduction to the SAT Reading Section

- Overview of the SAT exam and Reading section
- Understanding question types
- Setting goals and assessing current reading skills

Reading Strategies

- Active reading techniques
- Passage mapping and annotation
- Identifying main ideas and supporting details

Vocabulary Building

- Word analysis and context clues
- Strategies for learning and retaining new words
- Vocabulary in context

Fiction Passages

- Analyzing narrative structures
- Character development and literary devices
- Practicing fiction passage questions

Non-Fiction Passages

- Recognizing persuasive techniques
- Identifying the author's argument and purpose
- Analyzing informational graphics

Historical and Scientific Passages

- Understanding technical language and jargon
- Summarizing complex information
- Analyzing primary source documents

Time Management

- Strategies for pacing and focus
- Simulated timed practice tests
- Review and reflection

Review and Practice

- Comprehensive review of reading strategies



- Practice with full-length SAT Reading sections
- Identifying strengths and weaknesses

Test-Taking Strategies

- Tips for guessing effectively
- Strategies for tackling challenging questions
- Test anxiety management

Final Practice and Assessment

- Final practice test
- Individual feedback and assessment
- Setting personalized study plans for continued improvement

Course Materials:

- Official SAT Study Guide
- Supplemental reading materials (provided by the instructor)
- Notebooks, highlighters, and pens
- Access to SAT practice tests and online resources

Grading and Assessment: Assessment will be based on assignments, quizzes, participation, and practice tests. Grading will follow a point-based system with specific rubrics for each assignment.

COURSE DESCRIPTION:

IELTS Academic Reading Course

The IELTS Academic Reading course is designed to help students enhance their reading skills and strategies necessary to succeed in the Academic Reading section of the IELTS exam. This course will cover various types of texts and question formats, effective reading strategies, and time management techniques to maximize your performance in this key component of the IELTS.

Course Goals and Learning Objectives: By the end of this course, students will be able to:

1. Understand the format and question types in the IELTS Academic Reading section.
2. Develop effective reading strategies for various text types.
3. Enhance vocabulary and comprehension skills.
4. Practice time management to complete the IELTS Reading section within the allocated time.
5. Successfully approach different reading tasks, such as skimming, scanning, and in-depth analysis.

Introduction to IELTS Academic Reading

- Overview of the IELTS exam and Academic Reading section
- Understanding different question types
- Assessment of students' current reading skills

Reading Strategies

- Overview of effective reading strategies
- Skimming, scanning, and detailed reading techniques
- Note-taking and annotation

Vocabulary Building

- Word analysis and context clues
- Strategies for improving vocabulary
- Vocabulary in context

Multiple-Choice Questions

- Recognizing question patterns
- Strategies for answering multiple-choice questions



- Practice with sample questions

True/False/Not Given and Yes/No/Not Given Questions

- Understanding the nuances of these question types
- Differentiating between fact and opinion
- Practice with sample questions

Matching Headings, Summary Completion, and Sentence Completion

- Approaches to matching headings to paragraphs
- Strategies for completing summaries and sentences
- Practice with sample questions

Time Management

- Techniques for pacing and focus
- Simulated timed practice tests
- Review and reflection

Review and Final Practice

- Comprehensive review of reading strategies
- Final practice test
- Individual feedback and assessment

Course Materials:

- IELTS Official Cambridge Guide (or similar IELTS preparation book)
- Supplemental reading materials (provided by the instructor)
- Notebooks, highlighters, and pens
- Access to IELTS practice tests and online resources

Grading and Assessment: Assessment will be based on weekly assignments, quizzes, participation, and practice tests. Grading will follow a point-based system with specific rubrics for each assignment.

LEARNING MATERIALS

Textbooks and Test past questions, News, announcements, fictions, non-fictions, media, diagrams, graphs, personal experience, topical events, stories, manners and culture, traditions, festivals, language structures, idioms, life skills, native speakers,

LANGUAGE SKILLS,

Conceptualization, analysis, communication problem-solving, critical thinking & technology.

DESIRED CHARACTERS – 1) Love for the country and the king, faith in the religion 2) Be honest and upright 3) Possess discipline 4) Eager to learn 5) Be self-sufficient 6) Dedicated to work 7) Love for Thainess 8) Have a sense of public consciousness and 9) Be an AC gentleman.

RESOURCES:

Textbooks, Handouts, exam papers, worksheets, student notebooks, presentations, information technology

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|-----------|--|
| Required | <ul style="list-style-type: none">• Notebooks.• Dictionary |
| Suggested | <ul style="list-style-type: none">• Many different colored pens/markers/highlighters |



Academic Integrity Policy

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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.. 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% 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:

Total Score of all Formative Assessment*	50%
Behavior	10%
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

* This total score shall be reflected by the cumulative points scored by students on all class assignments, homework, extra credit work, etc.

Assessment determination:

This syllabus is based on the important skills that students will need to successfully pass the IELTS test at level 6. The assessment will be based on students' understanding of what is expected in the different modules of the test (Listening, Reading, and Writing & Speaking).

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. Search online (in English) if you don't understand a topic discussed in class to get a better understanding of the topic.
3. Do not copy your classmate's 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. Revise your work, as recommended by your teacher and work to continuously improve your work. Learning is a process, not a product.
6. If you don't understand then ask your friends, communication is vital for success in English, communicate with your classmates in English, you'll be surprised how quickly your English improves just by doing this.



Semester two: STUDENT SYLLABUS FOR ACADEMIC ACHEIVEMENT

EP5-2 Subject Code: EN30210 **Teacher:** Mr. Steven Raine

COURSE DESCRIPTION:

Throughout the course, students will be encouraged to:

- 1. Answer ALL parts of the question.**
- 2. Not use big words you don't know how to use.**
- 3. Communicate in English like an English adult, not an English child**
- 4. In speaking, it's not about accent but good pronunciation**
 - Good fluency: *Never having to search for a word.*
 - Good accuracy: *The student's use of tenses and especially the present continuous*
 - Good vocabulary: *Natural, normal with idiomatic phrases.*
 - Good relevance: giving examples and reasons

Business Vocabulary

Course Description: The Business Vocabulary course is designed to introduce students to essential business terms and concepts. This course will provide a foundational understanding of the business world, including key terminology, concepts, and principles. It aims to prepare students for future business studies and improve their business communication skills.

Course Goals and Learning Objectives: By the end of this course, students will be able to:

1. Understand fundamental business concepts.
2. Build a strong business vocabulary.
3. Identify and explain key business terms and concepts.
4. Use business language effectively in written and verbal communication.
5. Apply business knowledge to real-world scenarios.

Introduction to Business

- Defining key business concepts

Types of Businesses

- Identifying and explaining different business structures
- The advantages and disadvantages of each type

Entrepreneurship

- What is an entrepreneur?
- The process of starting and running a business
- Key entrepreneurial skills and characteristics

Marketing and Sales

- Introduction to marketing and sales concepts
- Key marketing terms (e.g., target market, branding, advertising)

Finance and Budgeting

- Exploring financial concepts (e.g., revenue, expenses, profit)

Business Ethics and Social Responsibility

- Defining ethics in business
- Exploring ethical dilemmas and decision-making
- The concept of corporate social responsibility (CSR)

Supply Chain and Operations

- Understanding the supply chain
- Key terms related to production and operations (e.g., logistics, inventory)

Human Resources

- Key HR terms (e.g., recruitment, training, diversity)



International Business

- Globalization and its impact on business
- Key terms in international business (e.g., import, export, trade balance)

Business Communication

- Practicing business communication skills

Course Materials:

- Supplementary readings and articles on business topics
- Notebooks, pens, and access to online resources

Grading and Assessment: Assessment will be based on quizzes, assignments, class participation.

IELTS Speaking Preparation Course

Course Description: The IELTS Speaking Preparation course is designed to help students develop the necessary skills to excel in the Speaking section of the IELTS exam. This course will cover various aspects of the speaking test, including note-taking, idiomatic language, phrasal verbs, comparatives, and grammar, to enhance your performance and language proficiency.

Course Goals and Learning Objectives: By the end of this course, students will be able to:

1. Understand the format and assessment criteria of the IELTS Speaking test.
2. Develop effective note-taking strategies.
3. Improve fluency and accuracy through idiomatic language and phrasal verbs.
4. Express comparisons and contrasts using comparatives.
5. Apply grammatical structures effectively in spoken responses.

Introduction to IELTS Speaking

- Overview of the IELTS exam and Speaking section
- Understanding the three parts of the Speaking test
- Assessment of students' current speaking skills

Note-Taking Strategies

- Effective note-taking techniques for the speaking test
- Practice note-taking during listening tasks
- Utilizing notes to structure responses

Fluency and Idiomatic Language

- Improving fluency in spoken English
- Incorporating idiomatic expressions into responses
- Practice with idioms and colloquial language

Phrasal Verbs and Vocabulary

- Introduction to phrasal verbs
- Expanding vocabulary with commonly used expressions
- Practice using phrasal verbs in context

Comparatives and Contrasts

- Expressing comparisons using comparatives
- Contrasting ideas and providing balanced arguments
- Practice with comparative structures

Grammar in Speaking

- Review of essential grammar structures for speaking
- Correct usage of tenses, articles, and prepositions
- Practice incorporating grammar into spoken responses

Mock Speaking Tests



- Simulated IELTS speaking test sessions
- Feedback and assessment of mock tests
- Individualized improvement plans

Review and Final Practice

- Comprehensive review of speaking strategies
- Additional practice with all aspects of speaking
- Individual feedback and assessment

Course Materials:

- IELTS Official Cambridge Guide (or similar IELTS preparation book)
- Supplemental materials for phrasal verbs and idiomatic language
- Notebooks and pens
- Access to IELTS speaking prompts and online resources

Grading will follow a point-based system with specific rubrics for each assessment.

KNOWLEDGE: COLLOCATION

SKILL: -DID THE SHOPPING--MADE A MISTAKE-

KNOWLEDGE: ADVANCED VOCABULARY

Skill: use these words in a sentence correctly:

OBSOLETE USE INSTEAD OF: USELESS

Pronounced: as written Academic examples most factories in the area are now *obsolete*.

OMINOUS USE INSTEAD OF: DANGER COMING

Pronounced: as written Academic examples there were ominous signs that the economy was slowing down.

PANACEA USE INSTEAD OF: THEY SAY IT CURES EVERYTHING

Pronounced: pan – a – seer Academic examples Cutting welfare spending is seen by conservatives as a panacea that will solve all economic problems.

PARADIGM USE INSTEAD OF: ARGUMENT WITH A STRUCTURE

Pronounced: para – dime **Academic examples** this episode may serve as a *paradigm for the future*.

KNOWLEDGE: PHRASAL VERBS

TAKE AFTER - I think I take after my dad more than my mom.

BRUSH UP ON - I need to brush up on my English grammar.

GREAT LENGTHS -I used to go to great lengths to please people, but now I don't care if they like me.

SET OUT - I didn't set out to be good at basketball, but I began to enjoy it.

GET ROUND TO - I would like to play a musical instrument, but I just haven't got around to it.

HAD MY HEART SET ON -When I was younger, I had my heart set on becoming a musician.

FED UP - I think we are all fed up with online learning.

CHEER UP - I like to play with my dog; it cheers me up.

Talk about your family. "There is just me, my mom and dad. I think I TAKE AFTER my mom more than my dad."

What would you like to improve about yourself? "I like playing the guitar, but I need to BRUSH UP ON my finger skills."



Talk about something you found difficult. “I have always found Math hard, but to get into the university I will have to KNUCKLE DOWN and concentrate.”

Talk about some advice you gave someone. “I remember trying to teach my cousin to play guitar. I went to GREAT LENGTHS to show him where to place his fingers.”

Do you paint? “No, I don’t, but it is one of those activities I will GET ROUND TO one day. It would be OUTSTANDING to be able to paint pictures.”

What will you study at university? “I HAVE MY HEART SET ON becoming a doctor so I want to do Pre-Med at university.”

What school subjects do you like? “To be honest, with all this online learning, I am a little FED UP with school at the moment.”

What do you do in your spare time? “I have a lot of studying, so I don’t get much spare time, but to CHEER MYSELF UP I like to play basketball with my friends.”

KNOWLEDGE: HOW EXAMINERS CONSTRUCT QUESTIONS

- Tell me about ...
- How are the... ?
- Why do you think...?
- What is your opinion about...?
- How can the... ?
- What changes do you think will happen if...
- How popular is ...?
- Why do people like to... ?
- Why it is important... ?
- What types of ...?
- To what extent do you think ...?
- What are the benefits of...?

LEARNING MATERIALS

News, announcements, fictions, non-fictions, media, diagrams, graphs, personal experience, topical events, stories, manners and culture, traditions, festivals, language structures, idioms, life skills, native speakers,

LANGUAGE SKILLS

Conceptualization, analysis, communication problem-solving, critical thinking & technology.

DESIRED CHARACTERS – 1) Love for the country and the king, faith in the religion 2) Be honest and upright 3) Possess discipline 4) Eager to learn 5) Be self-sufficient 6) Dedicated to work 7) Love for Thainess 8) Have a sense of public consciousness and 9) Be an AC gentleman.

RESOURCES:

Textbooks, Handouts, exam papers, worksheets, student notebooks, presentations, information technology

- | | |
|-----------|--|
| Required | <ul style="list-style-type: none">• notebooks.• Dictionary |
| Suggested | <ul style="list-style-type: none">• 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.. 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% 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:

Total Score of all Formative Assessment*	50%
Behavior	10%
Midterm (Summative) Exam	20% (program mandated)
Final Exam	20% (program mandated)

* This total score shall be reflected by the cumulative points scored by students on all class assignments, homework, extra credit work, etc.

Assessment determination:

This syllabus is based on the important skills that students will need to successfully pass the IELTS test at level 6. The assessment will be based on students' understanding of what is expected in the different modules of the test (Listening, Reading, and Writing & Speaking).

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. Search online (in English) if you don't understand a topic discussed in class to get a better understanding of the topic.
3. Do not copy your classmate's 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.



ST30107 Technology of Data Presentation

Teacher Mr. David Thomas

Contact EP Teacher Room, 2nd 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
- 4.

Resources

Required • EP Computer Lab

Academic Integrity Policy

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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, 2nd Floor Colombet Building
DrHermann365@gmail.com

Website Google Classroom

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
- A pink A.C. notebook (minimum A4 size)
 - Basic stationary (pen, pencil, eraser, ruler, sharpener etc.)
 - Extra stationary (glue stick, stapler, tape, liquid paper etc.)
 - AC Portfolio A4 with clear front cover
- Suggested
- Various colored pens / markers / highlighters / pencils
- Occasional
- Smart phones for research in class
 - USB thumb drives to save typed work onto
 - Materials potentially needed for special projects
- The above will be requested a week in advance of use*

Academic Integrity Policy

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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



ST30277 Computer Creation

Teacher Mr. Matt Harris
Contact Location: 5th Floor Computer Lab

Class Time EP-M 5/2B: Tuesday 08:30 – 09:20

Credits 1.0

Course Description

Learn knowledge of programs for developing graphic works Adobe Photoshop & Illustrator. Understanding the software that is used for editing & manipulating imagery. Editing of photographs to a variety of levels, integration of Vector based graphics and photographs. Creation of graphics to be used in a number of different applications. Creation of template and vector-based graphics, editing and wider use of vector graphics. Use information technology skills and processes which are data exploration, explanation, demonstration and analysis, discussion, group skills and process to create knowledge and understanding, thinking ability, exploring ability, ability to use technology, learning ability, communicative ability, systematic thinking ability, ability to use living skills and daily life with honesty, diligence, and endeavor.

Course Outline & Objectives

Topics include: [Indicator 1,2,3,4]

Computer for Graphic works [Indicator 1, 2, 3, 4]

Graphics	
Week 1:	Intro Computer for Graphic Works
Week 2-4:	Unit 1. Photoshop [Indicators 1, 2] Intro into Photoshop, editing images
Week 5-7:	Creation of images based on photographs, digital artwork
Midterm Exam (Week 8 and 9)	
Week 10-12:	Unit 2. Illustrator [Indicators 3, 4] Intro into Illustrator & Illustration
Week 13-14:	Vector Graphics
Week 15:	Unit 3. Integration of Graphic Systems [Indicators 1, 2, 3, 4]
	Create works based on Vectors and Image files
Final Exam (Week 16)	

Resources

Required	• EP Computer Lab
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Academic Integrity Policy

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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:

STEAM	10%
Homework/Classwork	30%
Coursework	30%
Behavior	10% (program mandated)
Midterm Exam/Project	10% (program mandated)
Final Exam	10% (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 teacher's online notes. 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 teacher's online notes. 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.



OC30223 Financial & Accounting

Teacher Dr. Hermann Gruenwald

Contact EP Teacher Room, 2nd Floor Colombet Building
DrHermann365@gmail.com

Website <https://app.schoology.com/course/6363305015/materials>

Class Time EP-M5/2 B : Thursdays P5 & P6 13:00-14:50

Credits 0.5

Learning Content Description

Students will study the following topics: meaning, objectives and benefits of accounting; accounting concept; definition of asset, debt and owner's equity in accounting framework; accounting equation; transaction analysis; recording accounting transactions following the Generally Accepted Accounting Principles for a sole proprietorship in general journal and two column cash book; posting; trial balance; the six-column worksheet; the financial statement; adjusting entries; closing the book; and summary of the accounting cycle. In learning, students will use a range of process skills: critical thinking, problem-solving, practicing, group work, and attitude building. Students will be able to communicate, solve the problems, use life skills, and use technology. Additionally, they will learn to be an innovative thinker and have opportunities to practice learning skills. They will be creative, initiative, collaborative, think critically, solve problems systematically, and communicate effectively. The course will also develop information literacy skills, media literacy skills, and technological skills. Life and career skills are also embedded in this course. Students will learn to be resilient, build adaptability, have self-responsibility, and gain social skills. Finally, as part of the desirable characteristics, the course will develop honesty, discipline, avidity for learning, dedication and commitment to work, and public-mindedness.

Learning Outcomes

1. *Understand the principles, methods, and steps to work on accounting for a sole proprietorship, service business.*
2. *Have skills for basic accounting based on Generally Accepted Accounting Principles (GAAP) for a sole proprietorship, service business.*
3. *Have the desirable characteristics of an accountant: attention to detail, honesty, discipline on time management and good attitude towards the accounting profession.*

Resources

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



Academic Integrity Policy

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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 schoology 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:

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



OC30231 Financial & Investment Planning

Teacher Dr. Hermann Gruenwald

Contact EP Teacher Room, 2nd Floor Colombet Building
DrHermann365@gmail.com

Website <https://app.schoology.com/course/6363309209/materials>

Class Time EP-M5/2 B : Fridays P5 & P6 13:00-14:50

Credits 0.5

Learning Content Description

Learners study and practice on the following topics: the fundamental principles for investment; differences between saving, investing, and speculating; characteristics of sources of information and sources of information for investment analysis; calculation for risks and the expected return from an investment; other alternatives for management; effective decision making on financial matters both for personal matters and investment. Learners also study the meaning and importance of investment planning; steps to plan an investment; returns from investment and risks; diversification and choosing assets; analysis of investment in securities; types of securities, risk measurement; calculating returns; Modern Portfolio Theory; stock market efficiency; capital asset pricing; factors affecting the decision making on investing; using diversification to reduce risks. When studying, learners will use the following skills: the analytical thinking process, problem solving process, practice process, groupwork process, and aptitude development process. Learners will subsequently be able to communicate, think, solve the problems, use life skills, and apply technology. Additionally, they will learn to be an innovative thinker and have opportunities to practice learning skills. They will be creative, initiative, collaborative, think critically, solve problems systematically, and communicate effectively. The course will also develop information literacy skills, media literacy skills, and technological skills. Life and career skills are also embedded in this course. Students will learn to be resilient, build adaptability, have self-responsibility, and gain social skills. Finally, as part of the desirable characteristics, the course is aimed to develop honesty, discipline, avidity for learning, dedication and commitment to work, and public-mindedness

Learning Outcomes

1. *Learners acquire knowledge and understanding of the fundamental principles of investment.*
2. *Learners have the knowledge to calculate risks and the expected return from an investment as well as decisions about financial matters effectively.*
3. *Learners have knowledge and guidelines for different types of investments.*

Resources

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



The above will be requested a week in advance of use

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



OC30229 Entrepreneurship

Teacher Mr. Pathomphone Thongchanh

Contact EP Personnel Office, 1st Floor Colombet Building
pathomphone.th@assumption.ac.th

Website <https://classroom.google.com/c/NzI0NjA5ODM5MjMw?cjc=jbv4haz>

Class Time Monday, Period 1, 08:30 - 09:20 | Wednesday, Period 2, 09:20 – 10:10

Credits 0.5

Course Description

Students will learn and understand the basic entrepreneurial concepts and gain general knowledge in entrepreneurship, know and understand the entrepreneurial mindset, and develop entrepreneurial skills through hands-on learning. This course emphasizes the entrepreneurial process and the application of this process to a broad range of business contexts. The course will also address the students' creativity, including their skills related to securing resources, team building, communication, and leadership.

Learning Outcome:

Students will be able to—

1. Know and understand the entrepreneurial mindset.
2. Know about the working methods of successful business owners and entrepreneurs.
3. Understand essential entrepreneurial skills.
4. Recognize the importance of business management in entrepreneurship.

Course Outline & Objectives

Introduction to Entrepreneurship (*Indicators 1, 2, 3, 4*)

- Gain knowledge and understanding of business management operations
- Gain knowledge and understanding of business establishment
- Gain knowledge and understanding of business production
- Gain knowledge and understanding of business marketing
- Gain knowledge and understanding of business finance
- Gain knowledge and understanding of business HR and PR departments
- Understand the importance of business expansion and the annual report

Unit 1: Entrepreneurship 1

1. *Business management skills*
2. *Leadership, roles, vision, and mission*
3. *Fundraising, company naming, and selecting executives*
4. *Writing a fundraising plan for company establishment*
5. *Market Research*
6. *Product decision-making*
7. *Sales strategy and advertising*



8. *Designing company logos and packaging*
9. *Creating a video presentation*
10. *Preparing an annual report*

Unit 2: Entrepreneurship 2

1. *Production Department*
2. *Defining the steps in product manufacturing*
3. *Designing and selecting products*
4. *Choosing a manufacturing facility*
5. *Quality control of products*

Unit 3: Entrepreneurship 3

1. *Marketing Department*
2. *Designing evaluation forms/surveys*
3. *Conducting target market research*
4. *Marketing analysis*

Unit 4: Entrepreneurship 4

1. *Finance Department*
2. *Accounting and balance sheet auditing*
3. *Human Resources Department*
4. *Selling shares and managing salaries*
5. *Establishing company regulations.*
6. *Public Relations Department*
7. *Creating advertisements*
8. *Finding distribution channels for products*

Unit 5: Entrepreneurship 5

1. *Business expansion*
2. *Summary of work from each department*
3. *Preparing the annual report*
4. *Final presentation*

Resources

-
- | | |
|-----------|--|
| Required | <ul style="list-style-type: none">• A pink A.C. notebook (minimum A4 size)• Basic stationary (pen, pencil, eraser, ruler, sharpener etc)• AC Portfolio A4 with clear front cover |
| Suggested | <ul style="list-style-type: none">• Various colored pens / markers / highlighters / pencils• Laptop or tablet (i.e. iPad)• Smart phones for research in class |



Occasional

- USB thumb drives to save typed work onto
- Materials potentially needed for special presentation projects
The above will be requested a week in advance of use

Academic Integrity Policy

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Behavioral Expectations

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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 schoology 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 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
Homework In-class activities/assignments	50%	Formative
		50% Formative
Midterm Project	20 %	Project
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 Google Classroom for assignments and course materials and grades



Student Syllabus for: EP5 *English for Life Skills 4*: EN30244

Teacher: Mr. Joshua Bolen, (Mr. Bolen)

COURSE DESCRIPTION:

This course is for preparation of the IELTS examination.

Welcome to English for Life Skills M4! 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. 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

- Understand the format, structure, and scoring criteria of the **IELTS Speaking test**.
- Familiarize students with the three parts of the test:
 - **Part 1:** Introduction & Interview (4-5 minutes)
 - **Part 2:** Long Turn (3-4 minutes, including preparation time)
 - **Part 3:** Discussion (4-5 minutes)

Content:

- **Structure:** Timings and sections explained.
- **Assessment Criteria:**
 - **Fluency and Coherence:** Speaking smoothly and logically.
 - **Lexical Resource:** Using a wide range of vocabulary.
 - **Grammatical Range and Accuracy:** Using various structures and grammar correctly.
 - **Pronunciation:** Clarity and ease of understanding.



Learning Objectives:

- Build confidence in answering basic personal questions on familiar topics.
- Practice providing detailed responses to everyday topics.
- Develop strategies for expanding simple answers.

Content:

- Common Topics: Work/study, hometown, family, hobbies, daily routines, and future plans.
- Question Types: Open-ended questions that require more than just “yes/no” answers.
- Answer Expansion: Techniques for elaborating answers, including:
 - Giving reasons and examples.
 - Talking about likes/dislikes, experiences, and comparisons.
- Fluency Practice: Responding promptly with varied vocabulary.

Practice Activity:

- Vocabulary building.
- Practicing Part 2 topic responses.
- Sentence-building exercises focusing on fluency and coherence.

Part 2: The Long Turn (Cue Card)

Learning Objectives:

- Develop the ability to speak at length on a given topic.
- Practice structuring a 1-2 minute monologue.
- Enhance skills in organizing thoughts and using cohesive devices (linkers and connectors).

Content:

- Cue Cards: Understanding the format, typically containing:
 - A topic (e.g., "Describe a place you have visited recently.")
 - 3-4 prompts (e.g., what you did there, who you went with, why you enjoyed it).
- Preparation Time: Tips for using the 1-minute preparation wisely (brainstorming ideas, outlining).
- Answer Structure: Beginning, middle, and end format for speaking.
- Storytelling Techniques: Using descriptive language, past tenses, and time markers to tell a story.
- Linking Words: Organizing thoughts using high level connectors

Part 3: Discussion



Learning Objectives:

- Engage in a more in-depth discussion, developing ideas, opinions, and complex responses.
- Practice answering abstract and opinion-based questions related to the Part 2 topic.
- Develop skills for responding to challenging follow-up questions.

Content:

- Common Themes: Social issues, education, technology, environment, etc.
- Critical Thinking Skills: Formulating opinions and supporting them with evidence, examples, and reasoning.
- Agreeing/Disagreeing: Phrases for expressing and justifying opinions and handling contrasting viewpoints.
- Complex Sentences: Using conditional structures, modals, and passive voice to add variety to responses.
- Interactive Techniques: Engaging with the examiner by asking for clarification if needed and responding naturally.

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 | <input type="checkbox"/> At least 1 white notebook. |
| | <input type="checkbox"/> Dictionary (English to English, not a translating one) |
| | <input type="checkbox"/> Extra lines A4 paper for written assignments. |
| Suggested | <input type="checkbox"/> 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 dishonestly 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.

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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.

Parent/Guardian Acknowledgement

Dear Parent/Guardian:

Please sign below to acknowledge that you have reviewed this course syllabus with your son. Thank you. I look forward to teaching your son this year!

Student's Name

Student's ID No.

Parent/Guardian Signature

Date



<u>Week</u>	<u>Content</u>
1	Food
2	Technology
3	Technology
4	Education
5	Hobbies
6	Historical Buildings
7	Parties
8	In class midterms
9	MIDTERM EXAMS
10	Movies / Music / Books
11	Goals / future
12	Culture
13	Environment
14	Advertising
15	Business – small businesses
16	How to answer questions about topics you know almost nothing about.
17	In class final exams
18	FINAL EXAMS