The Eng. Ed.

BLUEBOOK

The Eng. Ed. Bluebook Contents

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Map of Seongseo Campus

FAQ

Q I'm a freshman, and I don't know how to sign up for classes.

A All freshmen are automatically registered for some classes, but must sign up for the rest by themselves on http://sugang.kmu.ac.kr. Sophomores, juniors, and seniors must sign up by themselves.

Q I am a freshman. I wonder who my faculty advisor is and what he or she will advise?

A You can check your faculty advisor on the EDWARD System > Academics > Records → Personal Information → Check the Faculty Advisor. You are advised to consult with your advisor and discuss your overall academic progress and campus life at least once a semester.

Q I am a freshman. Where can I find more information about my major?

A Read the bluebook closely first. If you still have more inquiries, please visit the department office.

Q I have a suggestion for our department. Who should I talk to about it?

A Contact to the department student body first. It will review and forward your suggestions to the college student council and the faculty accordingly.

Q I want to be of a help to the department according to the core values. How can I do it?

A All the students are the valued members of the department community, and thus are encouraged to work together. Express your interest to the department student body, the department assistant, or your faculty advisor.

Q I would like to be a member of a dub or a society.

A **[Club]** University Website > Student Services > Student Activities > The Club Association of Keimyung University

[Study Group] University Website > Open Hall > Join Us ? Study Group

Q I've been called up for military service. How can I apply for a leave of absence?

A Thank you very much for protecting our nation in advance.
Process: EDWARD System > Academics > Records > Register Change Manager > Apply for Leave of Absence (Attach the scanned draft notice).
(Apply in advance from 2 weeks prior to the date of entry into the service.)

Q I have a hard time keeping up with my academics. I think I can do better if I could get some help.

A Discuss with your faculty advisor first. Alternatively, you are welcome to visit the student counseling center.

Q I have information that I would like to share with all the students in the department. What should I do?

A Please use the department website, blog or other SNS services.

▶What is the Student Bluebook?

▶College of Education

Overview

Structure

▶Department of English Education

The department is…

Goals and Curriculum

Education has for its object the formation of character.”

-Herbert Spencer

1. What is the Bluebook?

This handbook contains essential information about the academics, administrative procedures, code of conduct, and basic regulations that a student in the Department of English Education should be familiar with.

2. College of Education

(1) Overview

The College aims at fostering prospective educators fully equipped with the competencies, scientific exploration skills, and thinking skills which will allow them to contribute to the advancement of future generations.

(2) Department

There are five departments in the College of Education (Departments of Education, Sino-Korean Literature Education, Early Childhood Education, English Education, and Korean Language Education)
For any inquiries, read this handbook closely first, and then talk to the department assistant if you are not sure of any support that you can get.

☎ Department Office: 053-580-5090

3. Department of English Education

The department of English Education was established as part of the College of Education in 2008 in response to the growing need to cultivate secondary school English teachers who can effectively teach English through English (TETE). Based on many years of experience in the teaching field and in teacher training programs, the faculty in the department work toward developing highly skilled educators who are creative and innovative, and who can instill in students a sense of ethicality and effectively prepare students for leadership in a highly competitive globalized society.

Offering both practical experience in and theoretical insight into the field of English teaching, the English Education department provides a comprehensive curriculum that aims at deepening student understanding of the fundamental principles and practices that underlie teaching and learning English. The curriculum moves students from courses focused on language skill development, to courses promoting understanding of teaching practice and theory, to courses offering practical experience teaching English.

The curricular focus of the first and second year courses is in strengthening core English skills for use both in and out of the classroom. Courses taken by first and second year students include Critical Reading, English for Communication, Academic English, English Composition, Grammar Communication, and Academic pedagogy including courses in English Teaching Theory, English literature and linguistics, second language acquisition and teaching methodologies. Students in their final year will also take part in practicum assignments designed to give them hands-on experience with English learners within authentic learning contexts.

The department of English Education also offers a number of additional extra-curricular programs to help deepen student understanding of English education and further develop English language ability. These
include: Exchange Student Program, Teachers' Forum and Volunteer work for underprivileged children in the community.

▶Academic Affairs

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Tomorrow hopes we have learned something from yester-day."

- John Wayne

4. Academic Affairs

(1) Credit System

KMU homepage (http://www.kmu.ac.kr/)→ College of Education (Department of English Education > Curriculum > Course (choose a course for the course description).

(2) Curriculum

Freshmen must register for the courses that the University assigns them to.

▶P credit: There aren't any credits for the chapel, graduation thesis, etc., but a Pass is required for graduation.

▶1 credit: One-hour theory class or two-hour experiments/ practicums/ field work per week during the semester (15 weeks)

▶2 credits: Two-hour theory class or four-hour experiments/ practicums/ field work per week during the semester (15 weeks)

▶3 credits: Three-hour theory class or six-hour experiments/ practicums/ field work per week during the semester (15 weeks)

영어교육과 이수체계도

(2026년 개편 교육과정)

구분		학년 / 이수학점	1학년 1학기		1학년 2학기		2학년 1학기		2학년 2학기		3학년 1학기		3학년 2학기		4학년 1학기		4학년 2학기	
교양	공통교양 (필수) 1,2학년 때 이수	12	채플(1)	0	채플(2)	0	스마트비즈니스와 창업기초(원격, P/F)		(23학년도 입학생까지는 학기당 20학점 이하, 연간 36학점 이하 수강 신청 가능) (24학년도 입학생부터는 학기당 18학점 이하, 연간 34학점 수강 신청 가능)									
			교양세미나와토론	3	College English	3												
			기독교와계명인	2	글로벌시티즌십	1												
					AI와 컴퓨팅사고 (원격, P/F)	1												
	균형 및 일반교양	18학점 이상	균형교양과목 (균형교양은 영역별 균형있게 이수 권장)과 일반교양과목 구분없이 18학점 이상 이수 (1~4학년 중 이수)															
	30학점 이상																	
교직	이론	18					교육학개론 / 교육철학 및 교육사 교육심리 / 교육사회 / 생활지도 및 상담 특수교육학개론 / 학교폭력예방및학생의이해	2	교육행정 및 교육경영 교육과정 / 교육평가 / 교육방법 및 교육공학 고직실무 / 디지털교육(인공지능)관련	2								
	실습	2													영어교원자격실무실습	2		
	교육봉사	2	교육봉사 총 60시간 이수 *교육봉사에 대한 자세한 사항은 아래 내용 참고														교육봉사 과목 수강신청	2
	22학점																	
전공	필수	필수	예비교사를 위한 대학생활과진로설계	1														
	Skill	선택	9	Critical Reading & Reflection	3	English Composition 1	3	English Composeition 2** Presentation & Public Speaking (영어강의) English Reading & Discussion (영어강의)	3 3	English Composition 3	3 3	Advanced English Communication	3	Discussion for Current Issues in EFL	3			
	이론	선택	45					Introduction to Teaching English** (22년도 입학자부터) Intercultural Awareness & Communication Introduction to Linguistics for English Teachers 1	3 3 3	영문학개론** 영어교수법 Introduction to Linguistics for English Teachers 2** (24년도 입학자)	3 3 3	Teaching Grammar** Teaching Speaking & Listening** 영어음성학** 영어논리및논술***	3 3 3 3	Teaching Reading & Writing** 영어교육론*** 교사를 위한 영문법 영어교과과정의이해 AI기반영어융합수업설계	3 3 3 3 3	영어교재연구및 지도법*** 졸업논문***** 현장역량강화를위한영어교사인성교육	2 0 3 3	졸업논문***** 영어교사를위한 통사론특강 영어수업연습	0 3 3
	활용	선택	15			Grammar for Communication	3							영어교육현장이해와실제	3	Digital Literacy & English Practice	3	AI-Based Materials Development	3
	69학점 이상 (제1전공 54학점 이상)		**기본이수과목, ***교과교육영역 이수과목, ****졸업논문에 대한 사항은 아래 참고 상황에 따라 개설되지 않는 과목이 있을 수 있음															

***교육봉사**

1. Admission of educational volunteer services organization
2. Fill out the form of 교육봉사 계획서, upload on the EDWARD system, and get approved from professor. Then print it, and get signature of manager in the volunteer services organization.
3. After volunteering services, fill out the form of 활동일지, upload on the EDWARD system, and get approved from professor. Then print it, and get the signature of manager in the volunteer services organization.
4. Print 교육봉사활동 이수확인 및 학점인정신청서, and get signature of chief in the volunteer services.
5. Print 교육봉사활동 이수계획 및 동의서, 교육봉사일지, 교육봉사활동 이수확인 및 학점인정신청서, submit all the document to 교무·교직팀.

For more details,
http://newcms.kmu.ac.kr/teach/776/subview.do
To fill out the documents for educational volunteer services,
https://tinyurl.com/58esfdp2

****기본이수과목 (8과목 중 7 분야, 7 과목 이상 이수)**

영어교육론, 영문학개론, 영어음성학
English Composition 2, Introduction to Teaching English
Introduction to Linguistics for English Teacher 2
Teaching Grammar, Teaching Speaking & Listening,
Teaching Reading & Writing

For more details,
http://newcms.kmu.ac.kr/teach/811/subview.do

*****교과교육영역 이수과목 (3과목 이수)**

영어교육론, 영어교재연구및지도법, 영어논리및논술

	Spring semester	Fall Semester
Freshmen	• Critical Reading & Reflection • 예비교사를 위한 대학생활과 진로설계	• English Composition 1 • Grammar for Communication
Sophomores	• **English Composition 2** • **Introduction to Teaching English** • **Introduction to Linguistics for English Teachers 1** • **Intercultural Awareness & Communication** • **English Reading & Discussion** • **Presentation & Public Speaking**	• **영문학개론** • **영어교수법** • **Introduction to Linguistics for English Teachers 2** • **English Composition 3**
Juniors	• **Teaching Grammar** • **Teaching Speaking & Listening** • **영어 음성학** • **영어 논리 및 논술** • **Advanced English Communication**	• Discussion for Current Issues in EFL • Teaching Reading & Writing • 영어 교육론 • 영어교사를 위한 영문법 • 영어교육현장 이해와 실제 • 영어 교과과정의 이해 • AI기반 영어 융합 수업 설계
Seniors	• **영어교재 연구 및 지도법** • **졸업논문** • **현장역량강화를 위한 영어교사 인성교육** • **Digital Literacy & English Practice**	• 졸업논문 • AI-Based Materials Development • 영어교사를 위한 통사론 특강 • 영어수업연습
More 58 credits		

For more details,

http://newcms.kmu.ac.kr/teach/790/subview.do

******졸업논문**

Students majoring in English Education must register for the class named 졸업논문 to get the credit.

-Target: Students who registered more than 6 semesters.

-Final paper: must be submitted during the semester before final exam.

-Necessary document (Students who entered after 2014)

1. Application form (download on the website of department of English Education or CTL)

2. One of them in the below:

2.1 Grade card of official test of English: TOEIC over 800 scores, or TOEFL iBT over 65 scores, or IELTS over 5.0 scores

2.2 Among classes of English Education titled in English, two grade cards over BO. (Except 기본이수과목 8개 과목, 교과교육영역 3개 과목)

For more details,

http://haksa.kmu.ac.kr/haksa/1939/subview.do

(3) Overview of the Course Offerings in the Department

구분	2013학년도 입학자부터	2009학년도 입학자부터
전공과목	○ 전공과목 50학점 이상 - 기본이수과목 7개 분야 21학점 이상 포함 - 교과교육영역 8학점 이상 포함	○ 전공과목 50학점 이상 - 기본이수과목 7개 분야 21학점 이상 포함 - 교과교육영역 8학점 이상 포함
교직과목	○ 교직과목 22학점 이상 - 교직이론 12학점(6과목) 이상 - 교직소양 6학점(4과목) 이상 - 교육실습 4학점 이상 (교육봉사 2학점 포함)	○ 교직과목 22학점 이상 - 교직이론 14학점(7과목) 이상 - 교직소양 4학점(2과목) 이상 - 교육실습 4학점 이상 (교육봉사 2학점 포함)
기타	○ 산업체 현장실습 (공업계 표시과목에 한함) ※ 현장실습은 교원자격증 취득을 위한 전공 학점에는 포함하지 않음	○ 산업체 현장실습 (공업계 표시과목에 한함) ※ 현장실습은 교원자격증 취득을 위한 전공 학점에는 포함하지 않음
성적 기준	○전공평균성적 75/100점 이상 ○교직평균성적 80/100점 이상 ○교직 적성 및 인성검사 적격판정 2회 이상 ○응급처치 및 심폐소생술 실습 2회 이상(단, 2017년 2월 졸업자는 1회 이수)	○ 졸업전체 평균성적 75점 이상 ○교직 적성 및 인성검사 적격판정 1회 이상 ○응급처치 및 심폐소생술 실습 2회 이상(단, 2017년 2월 졸업자는 1회 이수)

▶Graduation Thesis Alternatives (Select One)

2009-2013	AFTER 2014
TOEIC 850	TOEIC 800
TOEFL CBT 190 / IBT 70	TOEFL IBT 65
IELTS 5.0	IELTS 5.0
B + or higher in two English-medium elective courses offered in the department	B or higher in two English-medium elective courses offered in the department

~~(4) Courses for Teaching Certification (Level II) Requirements~~

(5) Course pack

EDWARD System>Academics>Courses>Course Registration Manager>Application for Course Pack

The Course Pack is a system where you can save the courses that you are interested in taking prior to actual course registration, much like the 'shopping cart'. There is a certain period for your Course Pack before the date of course registration. The courses saved in your Course Pack are easily registered for only with a simple code at the point of your actual registration.

(6) Registration for Courses

① Log in http://sugang.kmu.ac.kr within the course registration period (first-come-first-served basis).

(7) Add/Drop

EDWARD System > Academics > Courses >
Course Registration Manager > Check Add/ Drop

(8) Grade Evaluation (may vary from course to course)

▶ Attendance: 10-20%
▶ Assignment(s), Presentation(s): 20-30%
▶ Examinations: 50-70%
▶ Any grade for experiments, practicums, practical work, or other special courses may be calculated differently.

(9) Grade Appeals

▶Contact your professor personally via telephone or email during the period of grade appeals in each semester. If your appeal is unresolved, contact the Academic Affairs at 580 - 6066 or visit Room #104 on the 1st floor of the Main Building on Seongseo Campus.
▶Grades are not usually changed unless there is an error made by a course instructor.

(10) Leave of Absence and Return

Application for Leave of Absence
EDWARD System>Academics>Records→ Register Change Manager> Apply for Register Change (Leave of Absence)

Application for Return
EDWARD System > Academics > Records >
Register Change Manager → Apply for Register Change (Return)

(11) Failure and Dismissal

The following conditions may lead to dismissal:
▶ Academic Probation: a student whose G.P.A. is below 1.50 for a given semester (excluding the 8th semester)
▶ Dismissal due to Academic Probation: a student on academic probation for 3 consecutive semesters

(12) Transcripts

▶ Transcripts can be issued by the administration team of the College of Education, at the Registrar's Office on the 1st floor of the main building, at the Automated Issuer in front of the post office in Bauer Hall, and on the 1st floor of the Dongsan Library

▶ Online: EDWARD System>Academics>Records>Register Change Manager

▶Student Support

Faculty Counseling Services
Expenses (examples)
Learning Disabilities
Early Employment
Work-study Opportunities
Personal Belongings Protection
Students Participation
Compass K
Health and Counseling
College Student Council
Department Student Body
Departmental Events
Freshman Orientation

I was always looking outside myself for strength and confidence, but it comes from within. It is there all the time."

- Anna Freud

5. Student Support

(1) Faculty Counseling Service

Making an Appointment: EDWARD System > Academics > Counseling > Integrated Application for Advising

Checking your Faculty Advisor: EDWARD System > Academics > Records > Personal Information > Faculty Advisor

(2) Expenses (examples)

▶**Student Body Dues (due in every March)**

Subject to change pending the annual department budget

▶Recommended: Personal notebook (useful for class assignments, team projects, etc.)

(3) Learning Disabilities

Consult with your faculty advisor or visit the Student Counseling Center

▶ **Student Counseling Center**

General counseling for students, conducting aptitude test for freshmen, counseling for the victims of sexual harassment:

Contact Ms. Park Kyung Ok at 580-5811.

☎ 580-6300: Learning services

☎ 580-5745: Psychological tests

☎ 580-5743: Counseling for Individuals/Groups

☎ 580-5744: Educational Support

Location: #1125, 1st floor of Bauer Hall on Seongseo Campus

Website: http://kmusangdam.org/

(4) Early Employment

The first employment before graduation may be translated to an internship (15 points) for the second semester of the senior year. A senior is allowed to be hired by a University-affiliated company at the recommendation of a faculty member.

(actual affiliations and companies may vary year by year).

<Early employment confirmation and attendance approval procedure for the graduating semester>

▶ Eligibility: A student who gets hired during the graduating semester

▶ Approval of Alternative Attendance: Applicable to the courses enrolled during the period of employment

A) The total period of employment confirmed as early employment during the graduating semester

B) Including the period of employment by a transfer to a different organization

▶ Procedure

A) Step 1: Verification of Early Employment

(1) Apply for confirmation of early employment (within 2 weeks from the date of employment)

(2) The Employment Support Team confirms the early employment status.

(3) Print out the certificate of early employment (within 1 week from the confirmation)

(4) Submit the certificate to your course instructors and follow their guidelines (within 2 weeks from the date of employment).

B) Step 2: Procedure for Alternative Attendance

(1) Apply for alternative attendance on Edward before the final examinations end.

(2) Your request for alternative attendance will be approved by the Employment Support Team periodically.

(3) Print out the attendance certificate before the final examinations end.

(4) Submit the certificate to all your course instructors before the final examinations end.

▶ Accepted Supporting Document according to the Types of Employment: The Employment Support Team will verify the supporting documents below in order to confirm employment and approve alternative attendance requests.

Type of Employment	Supporting Document	Remark
Registered Business	Select one ①Certificate of qualification for health insurance ②Certificate of employment insurance ③Certificate of employment +Certificate of payment	Excludes employment in unregistered businesses or private academies
One-person Business	Business registration and statement of working hours	
Overseas Employment	Employment contract and certificate of entry to exit from Korea	

(5) Work-Study Opportunities

EDWARD Portal System > Academics >Scholarship > Apply for Scholarship > Apply for Work-Study Scholarship → Print out the completed application > Submit it to the department office

▶What is the work-study scholarship?
It is a system that gives a tuition waver to the students who support the department assistant at the department office for 50 hours. These students are called 'Work-Study Student'.
▶Application Period: To be notified on the department Kakao Talk chat room semester by semester.
▶Eligibility: A student belonging to within the 8th income class as a result of examination for provision of national scholarship
▶A student who does not apply for national scholarships will not be considered for work-study positions.
▶The recipient gets a tuition waver on the tuition bill without a separate notice.
▶ Students selected as a work-study will render services at the department office.
*Falling short of 50-hour-long services disqualifies his or her application for the following semester, and forces the full amount of scholarship to be repaid.

(6) Personal Belongings Protection

▶ Personal belongings and property of the students in the department must be protected, and the obligation lies in the hands of the owner.

▶ It is important to prevent any loss, damage, or theft of one's personal belongings in advance. Should such an event happen, the owner is fully responsible.

(7) Students Participation

▶Various special lectures and major-related experiential activities (pending the budget and the University policies).

(8) Compass K

▶ **Introduction**
- Developed to enhance the students' learning capacity and competitive advantage for employment
- Consists of the following 7 sectors: goal management, major, globalization, IT, volunteering, creativity, career and employment
- Classifies the students' learning capacity into 18 areas for their own management

▶ **Purpose of the Point System**
- To help the students to set early career objectives and to give them the motivation to develop their own learning capacity
- To manage the students' competitiveness in employment through the preparation of individual portfolios
- To manage job seekers better and identify successful ones
- The components of the program: career search, career counseling, and capacity management
- To grant scholarships according to the points
- Regarding the approval of points, the items related to grade evaluation and credit acquisition are automatically processed on the system.
- The students themselves must fill in the information on the web system and submit the supporting documents such as licenses or certificates to the staff of the college administration team for verification and approval.
- One achievement is translated into a capacity only in a single sector. (One achievement cannot be recognized in two or more sectors.)

How To Use
EDWARD System > Academics > Compass K Program

(9) Health & Counseling

▶ **Campus Healthcare Center**: offers free annual physical checkup services to help students to find diseases in advance
-Registration Period: Mid-March (to be announced on the website) / EDWARD System (early March)
EDWARD System > Academics > Student Support > Register for Student Health Examination

▶ **Counseling Center for Preventing Sexual Harassment**
http://newcms.kmu.ac.kr/kmuhr/index..do

- Provides appropriate education and counseling services for the victims to cope with and overcome the damage from sexual harassment and violence
- Aims at fostering the establishment of sense of values about sex and of healthy sexual activities through preventive education.
- Is an open space not only for healing psychological damage from sexual harassment or violence but also for counseling the students who worry about sex and dating.

(10) College Student Council

▶ **Role**

- To organize and lead all the student-organized activities held in the college and adequately process suggestions from students.

▶ **Selection**

- One-month notice for candidate registration will be given in the event of replacement or additional selection of the student president or the student council of the college.
- Candidates for the president, the deputy president, the general manager, and the secretary are recommended either by themselves or by someone else between February to March, and elected according to the number of ballots.
- The student representative and the deputy student representative of each year in each department are elected by the students semester by semester (the positions for freshmen may be filled in by those recommended by a faculty advisor or the departmental seniors).

(11) Department Student Body

▶ **Role:** To support academic affairs of students, collect their suggestions, closely communicate with the student council at college and university, and to play a role in channeling communication with the faculty in the department; and to plan and host events organized by the department

(12) Departmental Events

▶ **February:** Commencement, Freshmen Orientations
▶ **March**: Entrance Ceremony, Academic Seminar (MT)
▶ **May**: Teacher's Day, University Festival
▶ **November**: Fall Festival, Student's Day

(13) Freshman Orientation

▶ **Target**: Freshmen

▶ **Objectives**

- To make freshmen well adapted to their new environment. It is an opportunity for them to be informed of the university and the courses.

▶ **Program**

- Guide to the Campus life (see the bluebook)
- Guide to Course timetable and registration
- Introduction to the department and the open discussion with the faculty
- How to get a student ID card
- How to enter student data

▶ **When**: Towards the end of every February

▶Campus Life

Department News
Student ID Cards
Access to Campus
Classroom Use
Libraries
Lockers
Lost and Found
Notice of Emergencies
Disaster Evacuation Training
Nearby Medical Institutions
Holidays
Transportations
Parking on Campus

Well done is better than well said.”

- Benjamin Franklin

6. Campus Life

(1) Department News

https://engedu.kmu.ac.kr/engedu/2996/subview.do?enc=Zm5jdDF8QEB8JTJGYmJzJTJGZW5nZWR1JTJGMTY3JTJGYXJ0Y2xMaXN0LmRvJTNGcGFnZSUzRDElMjZmaW5kVHlwZSUzRCUyNmZpbmRXb3JkJTNEJTI2ZmluZENsU2VxJTNEJTI2ZmluZE9wbndyZCUzRCUyNnJnc0JnbmRlU3RyJTNEJTI2cmdzRW5kZGVTdHIlM0QlMjY%3D

▶ Notification for each grade: via the group kakaotalk

(2) Student ID Cards

Application and Issuance: Submit an application through the EDWARD System

▶ **Procedure**

EDWARD Portal > EDWARD System > Academics > Student Support > Application for a Student ID > Consent for the Use of Personal Information > Apply for an Account at a Daegu Bank branch > Pick up at the College Administration Team (only by the requesting student)

▶ **Period of Issuance**: 1 to 2 weeks

(3) Access to Campus

Opening Hours: AM 06:00 ~ PM 24:00

Abbr	Building	Abbr	Building
영	영암관	스	스미스관
백	백은관	공	공학관
바	바우어관	음	음악공연예술대학
건	덕래관	보	보산관
사	봉경관	오	오산관
체	체육관	쉐	쉐턱관
국	동영관	M	의학관
대	동천관	의	의양관
N	전갑규관		

(4) Classroom Use

- No food or alcohol is allowed in the classrooms (report violators to the department or lab assistant).
- Upon exiting the classroom, turn off all the electronic devices such as computer, air-conditioner, heater, or lights.
- Do not install illegal software on the university computers. If caught, you are fully responsible.
- Gen an authorization of the computer lab assistant when you want to install a program for academic purposes.
- Accept liability if installation of unauthorized software is detected (e.g., purchasing the program, a compensation, etc.)

(5) Library

▶ Operating Hours

During semesters: 09:00~22:00 (Weekdays); 09:00~13:00 (Saturday)

During vacations: 09:00~17:00 (Weekdays) Saturday (Closed)

▶ General Reading Room: 06:00~24:00 (Chuseok, Seollal closed)

▶ Borrowing Privilege: 14 days on 10 books, which may be extended only once

▶ Overdue books incur late charges.

(6) Lockers

Apply to the department student body for use

(7) Lost and Found

If you find any lost property, kindly leave it with the department office. If you want to reclaim lost property later, write down the details of the lost property and submit it to the assistant.

(If the owner appears after the release of the lost property by the assistant's judgment, legal consequences may ensue).

(8) Notice of Emergencies

Notices will be passed on through the emergency contact line of each grade (i.e., Department Office/ President of the Department Student Body → Representatives by year → All the students).

(9) Disaster Evacuation Training

▶ Earthquake

① If you feel an earthquake, open the closest door wide.

- It is possible that you may not be able to evacuate as the door won't open due to structural distortions or damage.
- The person who first opens the door should shout out 'earthquake' and keep others informed about emergency exits.

② Protect the head with a book, laptop or other sturdy items.

- Underground facility is relatively safer than on-ground facility, but you should remain in your present location until the shaking stops.
- A large number of people spontaneously flocking into narrow exits from an underground facility may lead to a delay in evaluation. Let the people near the exit out first and follow the directions of the authorities.
- Those on the 3rd or 4th floor, which are relatively high floors, must get under a desk or a table first as the conditions of the damaged building may hinder any escape. (Evacuate immediately when the shakings weaken, nonetheless).

③ Evacuate quickly through an open door.

- Run crouching down and cover your head.
- Avoid evacuating through the windows.

(Windows on the 1st floor tend to be seriously damaged during earthquakes.)

④ Upon evacuation from buildings, move to a wide empty space.

- Wait for rescue, standing up in order to prevent damage from aftershocks (It is dangerous to squat or lie on the ground after evacuation because these postures limit mobility and agility).

▶ How to evacuate a building on fire

- Activate a fire alarm.
- If you cannot go downstairs, go onto the rooftop.
- Cover your face and body with a wet blanket or towel if you have to run through flames.
- If door handles or knobs are too hot to touch, do not open the door and find another way.
- Once evacuating, do not go back into the building again.
- After evacuation, wait for rescue at the windward side.

※ How to deal with a fire following an earthquake

1. Upon feeling minor shocks and noticing a fire, shout out 'Fire!' immediately, attempt to notify others of the danger, and turn off all heaters before the main quake hits.
2. Shout out 'Fire!' when the main quake stops. Put out the fire.
3. The main quake usually subsides within one or two minutes. This means that any fires can be quickly extinguished in their early stages. Keep a fire extinguisher near fire-hazardous areas for immediate action

(10) Nearby Medical Institutions

Seongseo Hospital	**☎ 053-584-6655**
대한산업보건협회대구의원	**☎ 053-592-4901**
상원한의원	**☎ 053-586-0467**
우종이비인후과의원	**☎ 053-591-5075**
삼성제일치과의원	**☎ 053-591-7585**
계명대학교 동산병원	**☎ 1577-6622**

(11) Holidays

http://www.kmu.ac.kr/uni/eng/page.jsp?mnu_uid=3582&

(12) Transportations

출발지	구분		도착지
대구시내	지하철	동대구역[1호선]→(반월당)→계명대역[2호선] 대구역[1호선]→(반월당)→계명대역[2호선]	성서 캠퍼스
	버스	급행1, 달서3, 성서1, 성서1-1, 성서2, 425, 503, 527, 564, 655, 급행5, 달서1, 405, 250	
동대구역	지하철	동대구역[1호선]→(반월당)→계명대역[2호선]	
	버스	524	
대구역	지하철	대구역[1호선]→(반월당)→계명대역[2호선]	
동대구고속 버스터미널	지하철	동대구역[1호선]→(반월당)→계명대역[2호선]	
	버스	425	
서대구고속 버스터미널	지하철	만평역[3호선]→(신남)→급행5	
서부정류장	지하철	성당못역[1호선]→(반월당)→계명대역[2호선]	
	버스	564	
동부정류장	버스	425	
북부정류장	지하철	만평역[3호선]→(신남)→계명대역[2호선]	
서울 방면	자가용	경부고속도로→서대구진입→광주마산방면(중부내륙고속도로)으로 진입하여 약3km 주행→성서IC에서 성주방면으로 빠져나온후→성서방면으로 약 2km주행	
부산, 울산, 경주, 포항 방면		서울방면과 동일	
마산, 광주 방면		중부내륙고속도로 지선또는 광주대구고속도로(구88) 이용→성주 방면으로 빠져나온후→성서방면으로 약2km주행	

(13) Parking on Campus

-Parking permits are issued on application in the beginning of the semester.
-Park your vehicle only at designated areas.

▶Guidelines, Procedures, Policies, & Regulations

Code of Conduct
Academic Attitude
Equality & Equal Opportunity
Discrimination & Ostracization/ Bullying
Sexual Discrimination & Harassment
Plagiarism
Alcohols & Drugs
Smoking
Hazardous Materials
Access to Campus Facilities
Internet Access on Campus

"Eighty percent of success is showing up."

- Woody Allen

7. Guidelines, Procedures, Policies, & Regulations

(1) Code of conduct

All the students in the department are important members of our community. They are expected to be self-motivated, collaborative, respectful of the diversity in the community, and mindful of their responsibilities within the community.

(2) Academic Attitude

Responsible exercise of rights and obligations, respect for diversity, and voluntary consideration constitutes the spirit of the community

(3) Equality & Equal Opportunity

All the students in the department are granted equal opportunities for learning regardless of gender, race, religion, sexual orientation, disability, etc. At the same time, social minorities are taken into consideration so that they are not placed at disadvantage.

(4) Discrimination and Bullying

The department does not tolerate any discrimination against a certain gender, race, religion, sexual orientation, disability, etc. Such an incident, should it arise, will result in serious consequences in the form of administrative warnings and discipline.

(5) Sexual Discrimination and Harassment

▶ The department does not discriminate for or against a certain gender under the policies of the corresponding laws. Such an incident, should it arise, will result in serious consequences in the form of administrative warnings and discipline.

▶ The department does not tolerate any psychological/physical sexual harassment, violence, and stalking. Such an incident will result in legal punishment.

▶ Any victims of sexual discrimination or harassment, or those worrying about it, are advised to report to and consult with the Student Body and the chair of the department immediately.

(6) Plagiarism

▶ Plagiarism is the practice of using or copying someone else's idea or work without his or her permission (including non-commercial and education use).

▶ The department does not tolerate any plagiarism. Should such an incident arise, serious legal and financial consequences may result.

(7) Alcohols and Drugs

No alcohols or drugs are allowed on any part of the campus. If caught, violators are subject to administrative penalties

(8) Smoking

Only in the designated areas on campus is smoking permitted. Smokers elsewhere are subject to administrative penalties.

(9) Hazardous Materials

No hazardous materials are allowed on any part of the campus. (e.g., explosive materials, volatile liquids, etc.)
Contact the department office if you are not sure if a material is hazardous.

(10) Access to Campus Facilities

-Operation Hours: AM 06:00 ~ PM 24:00
(For weekends and holidays, fill out the log in the building entrance).

▶ Procedure to Rent an Available Classroom
Submit a request on the Edward system at least one week prior to the date of actual use

(11) Internet Access on Campus

▶ All wired and wireless internet on campus allows access to educational contents only.

▶ This applies to public computers, personal computers, and personal smartphones, etc. that gain access to the internet through the university's network.

▶ No proprietary contents may be transmissible through the university's network.

″ All our dreams can come true, if we have the courage to pursue them.″

- Walt Disney

▶Contact Information

Department Office

Faculty Offices

College of Education Administrative Office

Nearby Conveniences

"Most of the important things in the world have been accomplished by people who have kept on trying when there seemed to be no hope at all."

- Dale Carnegie

8. Contact Information

(1) Department Office

Yungamhall 328

All inquiries about study and schedule:

☎053-580-5090

(2) Professor contact

Kim, Shin Hye	Yungamhall 307	053-580-5125
Kim, Ji Hyun	Yungamhall 411	053-580-5136
Kim, Ki Tae	Yungamhall 402	053-580-5072
Kerr. Robert Charles	Yungamhall 223	053-580-6916

(3) College of Education Administrative Office

☎ **053-580-5222**

(4) Nearby Conveniences

Pharmacy	Sungsu pharmacy **053-584-6659**
Post Office	Sung su keimyung post office **053-592-1350**
	Daegu gangchang post office **053-593-9115**
Print service	Seomunmunhwasa **053-246-9344**
	Insaboksamaeul **053-591-6339**

▶ Three Recommendations for English Education Majors for Successful College Life

▶ Map

▶ Index

"The man of virtue makes the difficulty to be overcome his first business, and success only a subsequent consideration."

- Confucius

Three Recommendations for Better Campus Life for English Education Majors

"Reading + Writing + Speaking"

Reading

It is said that you are not really an educated or a cultured person unless you have read 'Mun-Sa-Cheol 600'. Mun-Sa-Cheol 600 means 300 books of literatures, 200 books of history, and 100 books of philosophy. It is a strict lesson that you cannot be raised to the level of a true intellectual without reading from an early age. Needless to say, there are so many benefits of reading good books. Not reading books can evidently be regarded as that a statement that you are apathetic about your inner world. The following is a list of 100 recommended books for you that may help you develop a habit of readings books.

100 Recommended Books for Students

	제목	저자		제목	저자
1	1984	조지 오웰	28	모비 딕	허먼 멜빌
2	걸리버 여행기	조너선 스위프트	29	무기여 잘 있거라	어니스트 헤밍웨이
3	겐지이야기	무라사키 시키부	30	무정	이광수
4	고도를 기다리며	사뮈엘 베케트	31	밤으로의 긴 여로	유진 오닐
5	고백록	성 아우구스티누스	32	백 년 동안의 고독	가브리엘 가르시아 마르케스
6	구운몽	김만중	33	변신	프란츠 카프카
7	구토	장 폴 사르트르	34	보바리 부인	귀스타브
8	군주론	니콜로 마키아벨리	35	분노의 포도	존 스타인벡
9	기탄잘리	라빈드라나드 타고르	36	산에 가서 외치라	제임스 볼드윈
10	꿈의 해석	지그문트 프로이트	37	삼국유사	일연
11	내가 죽어 누워 있을 때	윌리엄 포크너	38	삼대	염상섭
12	누구를 위하여 종은 울리나	어니스트 허밍웨이	39	서부전선 이상 없다	에리히 마리아 레마르크
13	닥터 지바고	보리스 파스테르나크	40	서양미술사	언스트 핸스 곰브리치
14	데카메론	조반니 보카치오	41	성경	모세 외
15	돈키호테	미겔 데 세르반테스	42	수호지	시내암
16	동물농장	조지 오웰	43	시경	작가 미상
17	등대로	버지니아 울프	44	신곡	단테 알리기에리
18	레 미제라블	빅토르 위고	45	실락원	존 밀턴
19	로빈슨 크루소	대니얼 디포	46	심판	프란츠 카프카
20	롤리타	블라디미르 나보코프	47	싯타르타	헤르만 헤세
21	루쉰 소설 전집	루쉰	48	아들과 연인	데이비드 허버트 로렌스
22	리어왕	윌리엄 셰익스피어	49	아메리카의 비극	시오도어 드라이저
23	마의 산	토마스 만	50	아큐정전	루쉰
24	말과 사물	미셸 푸코	51	악의 꽃	샤를 피에르
25	맥베스	윌리엄 셰익스피어	52	안나 카레니나	톨스토이
26	멋진 신세계	올더스 헉슬리	53	앵무새 죽이기	하퍼 리
27	모든 것은 무너진다	치누아 아체베	54	양철북	권터 그라스

55	열하일기	박지원	78	종의 기원	찰스 다윈
56	오디세이	호메로스	79	죄와 벌	도스토옙스키
57	오만과 편견	제인 오스틴	80	주역	작가 미상
58	위대한 개츠비	프린시스 스콧 피츠제럴드	81	주홍글씨	너대니얼 호손
59	위대한 유산	찰스 디킨스	82	참을 수 없는 존재의 가벼움	밀란 쿤데라
60	위선자 타르튀프	몰리에르	83	천변풍경	박태원
61	율리시스	제임스 조이스	84	천일야화	작가 미상
62	음향과 분노	윌리엄 포크너	85	카리마조프가의 형제들	도스토옙스키
63	이반 데니소비치의 하루	알렉산드로 솔제니친	86	캉디드	볼테르
64	이방인	알베르 까뮈	87	캐치 22	조지프 헬러
65	인간 조건	앙드레 말로	88	캔터베리 이야기	제프리 초서
66	인형의 집	헨리크 입센	89	테스	토머스 하디
67	일리아드	호메로스	90	토지	박경리
68	잃어버린 시간을 찾아서	마르셀 프루스트	91	파리대왕	윌리엄 골딩
69	자본론	카를 마르크스	92	파우스트	요한 볼프강 폰 괴테
70	자서전	마하트마 간디	93	팡세	블레즈 파스칼
71	장미의 이름	움베르트 에코	94	프로테스탄트 윤리와 자본주의 정신	막스 베버
72	적과 흑	스탈당	95	햄릿	윌리엄 셰익스피어
73	전쟁과 평화	톨스토이	96	허클베리 핀의 모험	마크 트웨인
74	젊은 예술가의 초상	제임스 조이스	97	호밀밭의 파수꾼	제롬 데이비드 샐린저
75	제2의 성	시몬 드 보부아르	98	홍길동전	허균
76	제3의 물결	엘빈 토플러	99	홍루몽	조설근
77	제인 에어	샬롯 브론테	100	황무지	토마스 엘리엇

* 추천기준: 아래 6가지 추천 목록에 3회 이상 거론된 42권과 2회 이상 거론된 58권을 취합하여 총 100권 ① 서울대 권장 도서100 ② 고려대 권장 도서100 ③ 연세대 권장 도서200 ④ 미국 대학위원회 추천도서101 ⑤ 뉴욕 타임스 20세기 최고 도서100 ⑥ 랜덤하우스 20세기 영문학100

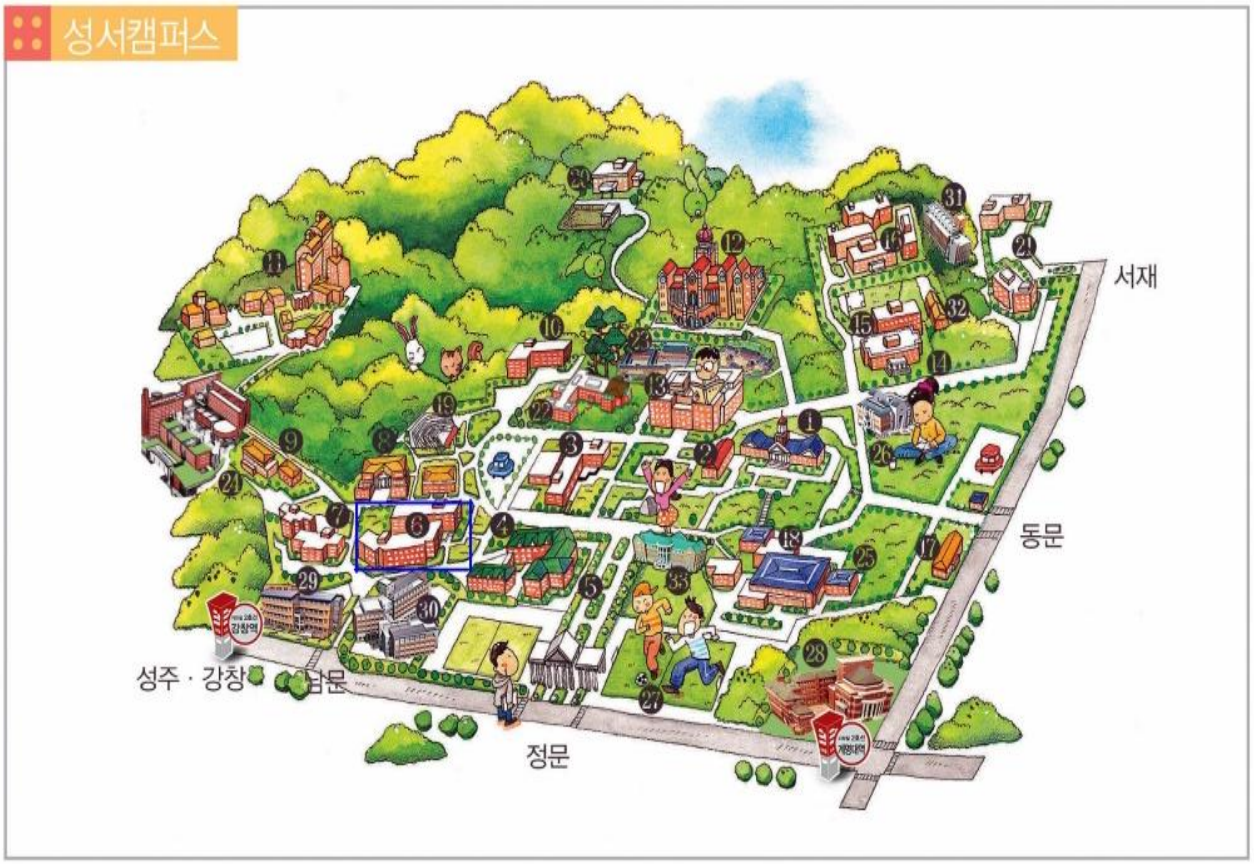
Writing

It is said that "records last longer than clear memories". Particularly, recording is very useful for your schoolwork. Making a habit of keeping notes helps your memory, makes you monitor yourself, and leads you to be grown and developed. If we rely only on memory without recording, we lose a lot. The simple habit of filling a small notebook with records each semester will turn into a present called 'self-development and growth'.

Speaking

Nobody will be able to know what you have in mind if you do not speak it out because we obviously belong to the experiential world of human beings. Now that you are grown-up as a college student, you must articulate your thoughts. You will be given a lot of opportunities to join a discussion for a specific subject. Discussion is a speaking technique in which you reason and argue logically between 'for' and 'against' positions about a subject. Discussion (Speaking) is a basic way of life in the world of intellectuals.

9. Seongseo Campus Map



❶ 본관
❷ 전산교육원
❸ 사회관(경제통상, 사회과학, 미디어영상대학)
❹ 바우어관
❺ 종합지원실
❻ 영암관(인문, 외국어문학, 사범대학)
❼ 백은관(자연과학대학)
❽ 제1학생관
❿ 아담스채플
⓭ 동산도서관
⓮ 쉐턱관(법경대학)
⓯ 오산관(환경대학)
⓰ 공학관(공과대학)
⓱ 산학협력관
⓲ 체육관(체육대학)
⓳ 노천강당
㉓ 계명한학촌
㉔ 의과대학, 간호대학
㉕ 태권도센터
㉖ 행소박물관
㉗ 대운동장
㉘ 음악·공연예술대학
㉙ 첨단산업지원센터
㉚ 국제교육센터