

**Course Title : Academic Writing**

Code	Course Type	Regular Semester	Lecture (hours/week)	Seminar (hours/week)	Lab (hours/week)	Credits	ECTS
ELL 102	A	2	3	0	0	3.00	5
<b>Lecturer and Office Hours</b>			Ilda Poshi, PhD				
<b>Teaching Assistant and Office Hours</b>							
<b>Language</b>			English				
<b>Course Level</b>			Bachelor				
<b>Description</b>			This course provides students with strategies and practice needed to be successful at writing essays in academic level.				
<b>Objectives</b>			- To equip students with knowledge on strategies essays of various types. - Enable the student to use the process of writing - To enable the correct use of written language				

**Course Outline**

Week	Topics
1	Introduction to Academic Writing: Issues at Word level: word-choice; word-order; word-formation and ambiguities
2	Issues at Sentence and Clause level: types of sentence; clauses and transitions; structural and functional implications
3	Issues at Paragraph level: Organization; types and structure of paragraphs; transitions and paragraph length
4	The process of Academic Writing: Pre-writing: Brainstorming, choosing, extending and narrowing the topic
5	The process of Academic Writing: The article (types): Describing; narrating; discussing an issue; responding to generalisations
6	The process of Academic Writing: Letters (types): of complaint; of recommendation;
7	The process of Academic Writing: Letters (types): of job application, of response to an editor / newspapers
8	The process of Academic Writing: Essays (types) : of comparison: Expository & Argumentative (Persuasive);
9	The process of Academic Writing: Essays (types) : of opinion: Descriptive & Narrative
10	The process of Academic Writing: Proposals (types); applying for funds; assessing choices; giving reasons; evaluating a situation
11	The process of Academic Writing: Reviews (types): a fest; a holiday; a magazine; a book; a film
12	The process of Academic Writing: Reports (types): discussing findings in surveys; providing solutions; evaluating
13	The process of Academic Writing: Scientific Research Articles for Journals
14	The process of Academic Writing: Dissertations
15	The process of Academic Writing: Citation, marking and bibliography: APA/MLA
16	Final Exam
<b>Prerequisites</b>	
<b>Textbook</b>	<ul style="list-style-type: none"> <li>Fowler, W.S. (2010), New Proficiency-Writing-Skills, New Editions, English Language Teaching</li> <li>Jack R. Hart-A (2007), Writer's Coach_ The Complete Guide to Writing Strategies That Work _ Anchor Books</li> </ul>

<b>Other References</b>	<ul style="list-style-type: none"> <li>• Robert A. Dooley _ Stephen H. Levinsohn (2000), Analyzing Discourse - A Manual of Basic Concepts, SIL Int.</li> <li>• Cargill, O'Connor; (2009), Writing Scientific Research Articles- Strategy and Steps, Wiley-Blackwell LTD</li> <li>• <a href="http://owl.english.purdue.edu/">http://owl.english.purdue.edu/</a></li> <li>• <a href="http://www.uefap.com/index.htm">http://www.uefap.com/index.htm</a></li> </ul>
<b>Laboratory Work</b>	-
<b>Computer Usage</b>	-
<b>Other</b>	-

### Learning Outcomes and Competences

<b>1</b>	Students should be able to write clear, well-structured academic texts of some length, with a high degree of grammatical accuracy and in an appropriate style (essays, articles, dissertations, etc.)
<b>2</b>	Students should be able to use in an appropriate way a range of argument types and demonstrate a command of both general and specialised vocabulary
<b>3</b>	Students should be able to edit one's own and colleagues' texts, improving them stylistically and grammatical

### Course Evaluation Methods

In-term studies	Quantity	Percentage
Midterms	0	0
Quizzes	0	0
Projects	1	20
Term Projects	0	0
Laboratory	0	0
Attendance	1	20
<b>Contribution of in-term studies to overall grade</b>		<b>40</b>
<b>Contribution of final examination to overall grade</b>		<b>60</b>
<b>Total</b>		<b>100</b>

### ECTS (Allocated Based on Student) Workload

Activities	Quantity	Duration (hours)	Total Workload (hours)
Course Duration (Including the exam week : 16 x Total course hours)	16	3	48
Hours for off-the-classroom study (Pre-study, practice)	14	3	42
Assignments	1	15	15
Midterms	0	0	0
Final examination	1	20	20
Other	0	0	0
<b>Total Work Load</b>			<b>125</b>
<b>Total Work Load / 25 (hours)</b>			<b>5</b>
<b>ECTS</b>			<b>5</b>