

| Course Name : Academic Writing |                                                                                                                                   |                                                                                                                                                                              |                      |                      |                   |         |      |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------|-------------------|---------|------|
| Course Code                    | Course Type                                                                                                                       | Regular Semester                                                                                                                                                             | Lecture (hours/week) | Seminar (hours/week) | Lab. (hours/week) | Credits | ECTS |
| ELL 102                        | A                                                                                                                                 | Spring                                                                                                                                                                       | 3.00                 | 0.00                 | 0.00              | 3.00    | 5.00 |
|                                |                                                                                                                                   |                                                                                                                                                                              |                      |                      |                   |         |      |
| Lecturer                       |                                                                                                                                   | Eduina Maksuti, Msc                                                                                                                                                          |                      |                      |                   |         |      |
| Assistant                      |                                                                                                                                   |                                                                                                                                                                              |                      |                      |                   |         |      |
| Course language                |                                                                                                                                   | English                                                                                                                                                                      |                      |                      |                   |         |      |
| Course level                   |                                                                                                                                   | Bachelor                                                                                                                                                                     |                      |                      |                   |         |      |
| Description                    |                                                                                                                                   | This course provides students with strategies and practice needed to be successful at writing essays in academic level.                                                      |                      |                      |                   |         |      |
| Objectives                     |                                                                                                                                   | - 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 |                      |                      |                   |         |      |
| Core Concepts                  |                                                                                                                                   |                                                                                                                                                                              |                      |                      |                   |         |      |
| Course Outline                 |                                                                                                                                   |                                                                                                                                                                              |                      |                      |                   |         |      |
| Week                           | Topic                                                                                                                             |                                                                                                                                                                              |                      |                      |                   |         |      |
| 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                                                                                                                        |                                                                                                                                                                              |                      |                      |                   |         |      |

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|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|----------------------|
| <b>Prerequisites</b>                                                     |                                                                                                                                                                                                       | The student must attend the course at a minimum rate of 75%.                                                                                                                                                                                                                                                                                                                                                                                                |                         |                      |
| <b>Literature</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>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>Course Outcome</b>                                                    |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                         |                      |
| <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                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                         |                      |
| <b>Course Evaluation</b>                                                 |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                         |                      |
| <b>In-term Studies</b>                                                   |                                                                                                                                                                                                       | <b>Quantity</b>                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Percentage</b>       |                      |
| Midterms                                                                 |                                                                                                                                                                                                       | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 25                      |                      |
| Quizzes                                                                  |                                                                                                                                                                                                       | 0                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 0                       |                      |
| Projects                                                                 |                                                                                                                                                                                                       | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 30                      |                      |
| Term Projects                                                            |                                                                                                                                                                                                       | 0                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 0                       |                      |
| Laboratory                                                               |                                                                                                                                                                                                       | 0                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 0                       |                      |
| Class Participation                                                      |                                                                                                                                                                                                       | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 10                      |                      |
| <b>Total in-term evaluation percent</b>                                  |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>65</b>               |                      |
| <b>Final exam percent</b>                                                |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>35</b>               |                      |
| <b>Total</b>                                                             |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>100</b>              |                      |
| <b>ECTS Workload (Based on Student Workload)</b>                         |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                         |                      |
| <b>Activities</b>                                                        |                                                                                                                                                                                                       | <b>Quantity</b>                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Duration (hours)</b> | <b>Total (hours)</b> |
| Course duration (Including the exam week: 16x Total hours of the course) |                                                                                                                                                                                                       | 16                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 3                       | 48                   |
| Study hours outside the classroom (Preparation, Practice, etc.)          |                                                                                                                                                                                                       | 14                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 3                       | 42                   |
| Duties                                                                   |                                                                                                                                                                                                       | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 10                      | 10                   |
| Midterms                                                                 |                                                                                                                                                                                                       | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 0                       | 0                    |
| Final Exam                                                               |                                                                                                                                                                                                       | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 35                      | 35                   |
| Other                                                                    |                                                                                                                                                                                                       | 0                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 0                       | 0                    |
| <b>Total Work Load</b>                                                   |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                         | <b>135</b>           |
| <b>Total Work Load / 25 (hours)</b>                                      |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                         | <b>5.40</b>          |
| <b>ECTS</b>                                                              |                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                         | <b>5.00</b>          |