

“ACADEMIC WRITING” SYLLABUS

Basic data of the subject			
Academic Unit:	FACULTY OF PHILOLOGY		
Course title:	ACADEMIC WRITING		
Program:	ENGLISH LANGUAGE AND LITERATURE		
Level:	BACHELOR		
Course status:	MANDATORY		
Study year:	I		
Number of hours per week:	2+3		
Credit value – ECTS:	7		
Time / location:	SPRING TERM/PRIZREN		
Lecturer:	SERMIN TURTULLA		
Contact details:	+383 44 116 347, sermin.turtulla@uni-prizren.com		
Course description:	The academic writing course is designed to provide academic writing skills including technical and substantive knowledge of academic writing.		
Course objectives:	The course aims to enhance writing skills and abilities of composing sentences and paragraphs in academic English. It also aims to enrich knowledge about content strengthening their academic writing skills based on contemporary teaching methods. Additionally, the course strives to develop critical thinking skills; and incorporate studies on grammatical and lexical structures in academic writing with cultural knowledge.		
Learning outcomes:	By the end of the course, students will be able to identify and use correct punctuation, main ideas and specifics of writing in academic English; synthesize information and respond to contrasting views in previous lessons; expand and practice writing skills in English language, organize, review and improve personal writing style; practice and achieve competence in composing an academic piece of writing.		
Contribution on student load (must correspond with learning outcomes)			
Activity	Hours	Days/week	Total
Lecture	2	1/15	30
Practice	3	1/15	45

Homework	5	1/4	20
Study hours outside of class /library	4	2/14	56
Evaluation hours	2	1/2	4
Exam preparation hours	2	7/3	6
Teacher consultation hours	1	2/14	14
Total			175 hours (7 ECTS)
Teaching methods :	The course is taught through interactive lecture and directed discussions incorporating instructions, offering opportunities for asking questions, demonstrating and modeling techniques, giving structured outlines, motivating activities and handouts which help in mastering the course content successfully.		
Evaluation methods:	The course is evaluated according to criteria as follows: Participation 30 % Creativity 10 % Mid-term paper 20 % End-term paper 40%		
Literature			
Basic Literature:	Johnson, J. A. (1983). Writing strategies for ESL students. Macmillan Publishing Co. Inc.		
Additional Literature:	Miller, J.L., & Cohen, R. F. (2001). Reasons to Write: Strategies for Success in Academic Writing. Oxford University Press. Bowman, D. (2012). Essential writing skills: Perfect paragraphs & super sentences. Write Well Publishing. van Geyte, E. (2013). Writing: Learn to write better academic essays. HarperCollins Publishers.		

Designed study plan:		
Week	Lectures	Exercises
<i>First week:</i>	Introduction to the basics of academic writing style for beginner writers	Practicing academic writing skills in an introductory essay
<i>Second week:</i>	Review of mechanics Introduction to abbreviations rules and exceptions	Practicing use of abbreviating titles, degrees, time designations, currencies, numbers and alike

	Numerals and its uses	
<i>Third week:</i>	Review of punctuation The comma and its functions in a sentence	Identifying phrases and clauses Eight functions of comma use
<i>Fourth week:</i>	Quotation marks – main and minor uses Three functions of italics (underlining)	Comparing uses of quotation marks and italics
<i>Fifth week:</i>	Semicolon and its uses Colon and comparison to semicolon	Enhancing academic skills using colons and semicolons
<i>Sixth week:</i>	Basics of parallel structuring Constructing sentences using parallel structure	Practicing composition of paragraphs using parallel structuring
<i>Seventh week:</i>	Composing a paragraph Basic paragraph structure (topic sentence, details, concluding sentence)	Identifying paragraph structures in examples
<i>Eighth week:</i>	Mid-term paper	Mid-term paper
<i>Ninth week:</i>	Deciding what details to include Facts, examples and illustrations Definitions and explanations	Identifying paragraph structures in examples and practicing use of facts, examples and other details in a paragraph composition
<i>Tenth week:</i>	Patterns of text organization Identifying six different patterns of organizing the text	Examples of organization patterns
<i>Eleventh week:</i>	Critical thinking skills Presenting your arguments in academic essays	Constructing your own questionnaire
<i>Twelfth week:</i>	Paraphrasing and quoting Paraphrasing techniques Summarizing	Integrate paraphrases and quotes in my writing
<i>Thirteenth week:</i>	Plagiarism and how to avoid it Acknowledging the ideas of others	Identifying ideas that need to be acknowledged
<i>Fourteenth week:</i>	Referencing and citing In-text and end-text referencing Citing based on APA	Using APA citation style
<i>Fifteenth week:</i>	End-term paper	End-term paper

Academic policies and rules of conduct:

Students are required to attend classes, conduct properly during lectures and practice classes, and participate actively in them.