

Study Programme: BA in Primary Teacher Education
Course Unit Title: Academic Writing in English as a Foreign Language
Course Unit Code: PTE5
Name of Lecturer(s): Assistant Professor Ivana Miškeljin
Type and Level of Studies: Bachelor
Course Status (compulsory/elective): Elective
Semester (winter/summer): Winter, Semester 7
Language of instruction: English
Mode of course unit delivery (face-to-face/distance learning): Face-to-face
Number of ECTS Allocated: 6
Prerequisites: -
<p>Course Aims:</p> <p>The course reflects upon various aspects of academic writing at university, namely avoiding plagiarism, the process of writing, elements and conventions of academic writing, and different writing models. Special attention is paid to writing summaries as the basis of other kinds of writing demanded at university and writing seminar papers as written discussions of a narrowly defined topic serving as a basis of an oral presentation.</p>
<p>Learning Outcomes:</p> <p>Upon completion of the course, students will be able to:</p> <ul style="list-style-type: none"> • Avoid plagiarism by understanding its meaning, its degrees and learn how to prevent it in their own work. • Understand writing as a process from understanding academic writing tasks to using reading sources and drafting the final piece of writing. • Understand academic writing as a product of a number of considerations, namely audience, purpose, organization, style, flow and presentation. • Write summaries and well-structured seminar papers with a high degree of grammatical accuracy demonstrating a good command of specialized vocabulary and stylistic features and acknowledging sources properly. • Edit English texts improving them grammatically and stylistically, including punctuation. • Present their seminar paper and participate in a discussion. • Know how to write a formal letter, CV, report, case study and literature reviews
<p>Syllabus:</p> <p><i>Theory</i></p> <p>Topic 1: Avoiding plagiarism (acknowledging sources, degrees of plagiarism, avoiding plagiarism by summarizing and paraphrasing, avoiding plagiarism by developing good study habits, research)</p> <p>Topic 2: The writing process (background to writing, developing plans from titles, evaluating a text, understanding purpose and register, selecting key points, note-taking, paraphrasing, summary writing, verbs of reference, combining sources, planning a text, organizing paragraphs, organizing the main body, introductions, conclusions, re-reading and re-writing, proof-reading, writing strategies).</p> <p>Topic 3: Elements of academic writing (audience, purpose, organization, style, presentation, positioning).</p> <p>Topic 4: Writing models (formal letters and emails, CVs, reports, case studies, literature reviews)</p>

Practice

Each unit contains exercises to practice the aspect of writing in question and revise common difficulties.

Required Reading:

1. Swales, J. M. & C. B. Feak. (2012). *Academic Writing for Graduate Students*, Michigan: University of Michigan Press.
2. Bailey, S. (2011). *Academic Writing – A Handbook for International Students*. London and New York: RoutledgeFalmer.
3. Hogue, A. (2008). *First Steps in Academic Writing*. New York: Pearson Education Inc.
4. McCarthy, M. & F. O’Dell. (2008). *Academic Vocabulary in Use*. Cambridge: CUP.
5. Chin, P., Red, S., Wray, S. & Y. Yamazaki. (2012). *Academic Writing Skills 2*. Cambridge: CUP.
6. Foley, M. & D. Hall. (2005). *Advanced Learner’s Grammar*. Harlow: Longman.

Weekly Contact Hours:	Lectures: 2 + 2 (lectures + exercises)	Practical work:
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Teaching Methods:
Verbal, textual, audio-visual teaching methods

Knowledge Assessment (maximum of 100 points):

Pre-exam obligations	points	Final exam	points
Active class participation	10	written exam	50
Practical work	-	oral exam	-
Seminar paper	20	
Seminar paper presentation	20		

The methods of knowledge assessment may differ; the table presents only some of the options: written exam, oral exam, project presentation, seminars, etc.