

English Writing and Communication
Monday 6-9pm

This is a basic level course on academic writing skills. It focuses on developing skills for organization and logical development in short academic writings. It also focuses on the accuracy and clarity of sentences, as well as, the use of appropriate academic vocabulary.

The aim for this course by the end is that students will have the following competencies:

1. Summarize and comment on information in charts and tables;
2. Write a short summary of a source document;
3. Write an abstract about their work;
4. Write a short essay on a concrete and familiar topic;
5. Learn how to avoid plagiarism and document sources;
6. Further develop their grasp of sentence structure;
7. Develop some key academic and personal vocabulary knowledge

Week 1

Getting to know you – basic introduction – writing test
Where can I learn to learn more?
Grammar – boring but required

Week 2

Context – Argumentation – how different appeals work in writing

Week 3

Essay structure – polish your structure and your ideas will shine
Developing a good outline

Week 4

Sentence structure – review.

Week 5

Synthesizing material – the most difficult task
Critical reading – makes you a better writer

Week 6

The abstract – your work in short form

Week 6

Quotations, references and avoiding unpleasant consequences

Week 7

Professional writing – getting the job and on the job
Common pitfalls and how to avoid them

Week 8

Review – further questions
Test – show me what you have learned.

