



0502E110

College English Writing

Instructor: TBA

Time: May 13, 2024 - June 14, 2024

Office Hours: 2 hours (according to the teaching schedule)

Contact Hours: 60 (50 minutes each)

Credits: 4

E-mail: TBA

Course Description

This course is designed to teach the students the conventions of academic writing and help them develop their critical thinking skills. Students will practice all aspects of writing, including writing summaries, producing outlines, responding to and critiquing a wide range of primary and secondary sources, learning to give feedback in peer editing sessions, and reflecting on their own skills and development. Students will learn the mechanics of writing research papers, from developing a thesis to properly citing external sources. There are a number of papers and writing assignments, in addition to student presentations and meta-cognitive exercises.

Course Goals

At the end of the course the student will be able to:

- Write short and long summaries of texts
- Write outlines of existing texts and create outlines for papers
- Write effective thesis statements for different types of papers
- Critique texts and state opinions rationally
- Write a research paper in MLA format
- Express ideas in a range of structures
- Properly use and cite external sources
- Peer edit research papers and give constructive feedback
- Self-reflect on their writing in a variety of contexts
- Give a structured presentation on a text with an outline and discussion questions

Required Text

Muller, Gilbert. *The McGraw-Hill Reader: Issues Across The Disciplines*. 11ed. ISBN-13: 978-0073383941.

Graff, Gerald, and Cathy Birkenstein. *They Say/ I Say*. 3e, W. W. Norton & Company; ISBN-13: 978-0393937510y.

Course Schedule

Please note that the schedule is meant to give an overview of the major concepts of this course. Changes may occur in this calendar as needed to aid in the student's development.

WEEK 1

- Monday Introduction to course
Writing and Speaking Diagnostics
- Tuesday Developing Summaries
TSIS, Introduction and Part I, Chapter 1
Assigned Web material for Summaries
MHR, p 2-9; 23-30; 148-151
- Wednesday MHR, p 30-35
TSIS, Part 1, Chapter 2
Assigned Web material on Avoiding Plagiarism
- Thursday Minor paper 1 due: Basic Summary
Assigned Web material for Prewriting
MHR, 44-53; 71-75
TSIS, Part One, Chapter 3 and Part Two, Chapter 4
- Friday Quiz #1
Discussion

WEEK 2

- Monday MHR, 53; 100-105
TSIS, Part Two, Chapter 5
Assigned Web material for Creating a Thesis Statement
- Tuesday Minor paper 2 due: Personal Reaction
MHR, 9-12, 278-280
TSIS, Part Two, Chapter 6
Assigned Web material for MLA formatting

Wednesday MHR, 649-655
TSIS, Part Two, Chapter 7
Assigned Web material for MLA Sample Papers

Thursday MHR, 405-408
TSIS, Part Three, Chapter 8 and Chapter 9
Assigned Web material for Reverse Outlining

Friday Quiz #2
Discussion

WEEK 3

Monday Minor Paper 3 due: Analysis of Rhetorical Techniques
MHR, 465-467
TSIS, Part Three, Chapter 10
Peer editing in class

Tuesday Major paper 1 due: Analysis
MHR, 69-70; 86-90
TSIS, Part 3, Chapter 11
Assigned Web material for Proofreading

Wednesday MHR, 120-133; 133-134
TSIS, Part 4, Chapter 12
Assigned Web material for Establishing Arguments

Thursday MHR, 54-55; 59-60; 264-267
TSIS, Part 4, Chapter 13
Assigned Web material for Paragraphs and Paragraphing
Major paper 2 due: Comparison

Friday Quiz #3
Discussion

WEEK 4

Monday Major Paper 1 due, first draft
TSIS, Part 4, Chapter 14
MHR, 135-147; 155-157; 157-163
Assigned Web material for Conciseness

Tuesday MHR, 472-475
TSIS, Part 4, Chapter 15
Assigned Web material for Appropriate Language

Wednesday MHR, 321-327

TSIS, Part 4, Chapter 16
Assigned Web material for Sentence Clarity

Thursday Major Paper 1 due, second draft
TSIS, Part 4, Chapter 17
MHR, 64-65; “Mother Tongue” by Amy Tan (Find on Internet)
Assigned Web material for How to Use Articles
Assigned Web material for Subject/ Verb Agreement
Major paper 3 due: Thesis Driven Research Paper

Friday Quiz #4
Discussion

WEEK 5

Monday Major paper 2 due, first draft
MHR, 656-659
Assigned Web material for Relative Pronouns

Tuesday Major paper 2 due, second draft
MHR, 498-504
Assigned Web material for Verb Tenses

Wednesday MHR, 485-496
MLA format review
General review

Thursday Major Paper 2 due, final draft
Metacognitive exercises

Friday Metacognitive exercises
Evaluations

Grading Policy

Minor papers	15%
Major papers with drafts	30 %
Unit quizzes	30%
Oral presentations on readings	10%
Participation	15%
TOTAL	100%

Grading Scale

The instructor will use the grading system as applied by JNU:

Definition	Letter Grade	Score
Excellent	A	90~100
Good	B	80~89
Satisfactory	C	70~79
Poor	D	60~69
Failed	E	Below 60

Academic Integrity

As members of the Jinan University academic community, students are expected to be honest in all of their academic coursework and activities. Academic dishonesty, includes (but is not limited to) cheating on assignments or examinations; plagiarizing, i.e., misrepresenting as one's own work any work done by another; submitting the same paper, or a substantially similar paper, to meet the requirements of more than one course without the approval and consent of the instructors concerned; or sabotaging other students' work within these general definitions. Instructors, however, determine what constitutes academic misconduct in the courses they teach. Students found guilty of academic misconduct in any portion of the academic work face penalties that range from the lowering of their course grade to awarding a grade of E for the entire course.