

Syllabus

1	Course title	Paragraph Writing
2	Course number	2201117
3	Credit hours	3
	Contact hours (theory, practical)	3
4	Prerequisites/corequisites	-
5	Program title	Bachelor's Degree in English Literature
6	Program code	2205
7	Awarding institution	University of Jordan
8	School	School of Foreign Languages
9	Department	Department of English Language and Literature
10	Level of course	First Year & Second Year students
11	Year of study and semester (s)	2021/2022, Second Semester
12	Final Qualification	BA
13	Other department (s) involved in teaching the course	-
14	Language of Instruction	English
15	Teaching methodology	Blended <input type="checkbox"/> Online <input checked="" type="checkbox"/> Face to face
16	Electronic platform(s)	E-learning <input checked="" type="checkbox"/> <input type="checkbox"/> Microsoft Teams <input type="checkbox"/> Skype <input type="checkbox"/> Zoom <input type="checkbox"/> Others.....
17	Date of production/revision	February 2022

18 Course Coordinator:

Name: Sukayna Ali

Office number: -

Phone number: 24777

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Office Hours: Wed and Mon 9-10 or by appointment

19 Other instructors:

Name:

Office number:-

Phone number:

Email:

Name:

Office number:

Phone number:

Email:

20 Course Description:

This course is designed to build Learners' writing skills through exposing them to the essential components of the English paragraph. Students will be trained to apply their knowledge to master the technique of paragraph development and to write correct, cohesive, and organized paragraphs; eventually short essays of different rhetorical types, e.g., expository, descriptive, argumentative, etc.

21 Course aims and outcomes:

A- Aims: (PLOs)

1. Demonstrate a mastery of the basic concepts and theories of linguistics in general and in the following linguistic fields, in particular, i.e. phonetics, phonology, morphology, syntax, semantics, discourse analysis, psycholinguistics and sociolinguistics.
2. Develop English language skills by engaging students in a wide range of communicative tasks and activities in academic and non-academic contexts.
3. Discuss general issues concerning nature and function of English language with reference to relevant acquisition principles and implications for teaching and learning.
4. Apply professionally the basic translation principles, skills and techniques to translate texts of various genres from Arabic into English and vice versa.
5. Communicate effectively and appropriately in both spoken and written forms by employing the main technical terms and the basic linguistic features of English in relation to specific fields, namely business, tourism, mass media, hotels, medicine, science and technology.
6. Produce spoken and written texts for a specific disciplinary context using appropriate structure and

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22. Topic Outline and Schedule:

Week	Lecture	Topic	Intended Learning Outcome	Learning Methods* /platform	Evaluation Methods**	Resources
1	1.1	Orientation 1. Exploring the writing process 2. Prewriting to generate ideas	1&2	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	1.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	1.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
2	2.1	Orientation 1. Exploring the writing process 2. Prewriting to generate ideas	3	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	2.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	2.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
3	3.1	The process of writing paragraphs: -Defining and looking at the paragraph -Narrowing the topic and writing the topic sentence -Generating ideas for the body 2.Acheiving coherence 3. Sentence skills and editing: subjects and verb agreements	4	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook

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	3.2			Face to face meeting + synchronous Microsoft Teams meeting		
	3.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
4	4.1	Developing the paragraph: Illustration 2. Sentence skills and editing: types of sentences	4&5	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	4.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	4.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
5	5.1	Developing the paragraph: Narration	5	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	5.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	5.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
6	6.1	Sentence skills and editing: Fragments	All	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	6.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	6.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook

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7	7.1	Developing the paragraph: Description	All	Face to face meeting + synchronous Microsoft Teams meeting		
	7.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	7.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
8	8.1	Sentence skills and editing: Run-Ons	All	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	8.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	8.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
9	9.1	Sentence skills and editing: a. Pronoun agreement and reference b. pronoun types	All	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	9.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	9.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
10	10.1	Developing the paragraph: Process 2. Sentence skills and editing: Run-Ons and comma splices	All	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	10.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	10.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook

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11	11.1	Developing the paragraph: a. Definition b. Comparison and contrast 2. Sentence skills and editing: Misplaced modifiers	All	Face to face meeting + synchronous Microsoft Teams meeting		
	11.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	11.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
12	12.1	Developing the paragraph: 1. Classification 2. Cause and effect 3. Persuasion	All	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	12.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	12.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
13	13.1	Reading-Related Writing	All	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	13.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	13.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook
14	14.1	Practice	All	Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	14.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	14.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook

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15	15.1	Practice	All	Face to face meeting + synchronous Microsoft Teams meeting		
	15.2			Face to face meeting + synchronous Microsoft Teams meeting		Assigned textbook
	15.3			Synchronous Microsoft Teams meeting	Assignment	Assigned textbook

23 Evaluation Methods:

Opportunities to demonstrate achievement of the ILOs are provided through the following assessment methods and requirements:

Evaluation Activity	Mark	Topic(s)	Intended Learning outcome	Period (Week)	Platform
Assignments	10	All	1-5	1-15	E-learning and Microsoft Teams
Quiz	5	Topics from 1-4	1-4-5	9	On Campus
Project	5	All	3	14	E-learning and Microsoft Teams
Midterm Exam	30	Topics from 1-8	1-5	8	On campus
Final Exam	50	All	1-5	15	On campus

24 Course Requirements

Students should have a computer, internet connection, webcam, and account on a Microsoft Teams.

25 Course Policies:

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A- Attendance policies:

As per the University Regulations.

B- Absences from exams and submitting assignments on time:

As per the University Regulations.

C- Health and safety procedures:

Please attend all exercise and follow the safety instructions on the walls and the student's booklet.

D- Honesty policy regarding cheating, plagiarism, misbehavior:

As per the University Regulations.

E- Grading policy:

As explained above in 23.

F- Available university services that support achievement in the course:

Please ask me or your academic advisor for any help or support.

26 References:

Academic Writing Handbook for Learners in the Future Education and Training (FET) 2019

Langan, John. *Exploring Writing: Sentences and Paragraphs*. 2nd ed., McGraw Hill, 2010.

Arnaudet Martin and Barret Mary. (1990). *Paragraph Development: A Guide for Students of English as a Second Language*. Prentice-Hall.

27 Additional information:

Name of Course Coordinator: -----Signature: ----- Date: -----

Head of Curriculum Committee/Department: ----- Signature: -----

Head of Department: ----- Signature: -----



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Head of Curriculum Committee/Faculty: ----- Signature: -----

Dean: ----- Signature: -----