

1	Course title	Writing
2	Course number	2201117
3	Credit hours (theory, practical)	3
	Contact hours (theory, practical)	3
4	Prerequisites	--
5	Program title	B.A. in Applied English
6	Program code	2201
7	Awarding institution	University of Jordan
8	School	Faculty of Foreign Languages
9	Department	English Language and Literature
10	Level of course	First year
11	Year of study and semester (s)	Fall 2020/2021
12	Final Qualification	BA
13	Other department (s) involved in teaching the course	All of the departments of the Faculty of Foreign Languages
14	Language of Instruction	English
15	Date of production/revision	10/10/2020

16. Course Coordinator:

Fatima Al Qaisiya
Office: Dept of Foreign Languages, 3rd Floor
Email: fatimaqaisiya33@gmail.com

17. Instructor:

Office numbers, office hours, phone numbers, and email addresses should be listed.

Tawfiq Omar
Language Center
Cell. 0797100093
Email. Tawfego@ju.edu.jo

18. 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.

19. Course aims and outcomes:

A- Aims:

The major objective of this course is to provide students with strategies and practice necessary for developing and building key writing skills. Students are supposed to improve their writing skills by:

- increasing their awareness of the different common styles of writing
- providing them with deep knowledge of the writing process and the strategies to develop, organize, and review ideas in paragraphs and essays
- learning types and formats of paragraphs
- learning how to combine and form correct sentences and developing their awareness and ability to write simple, compound and complex sentences
- learning strategies to use to proofread and edit writing

B- Intended Learning Outcomes (ILOs): Upon successful completion of this course students will be able to

{A}- Knowledge and understanding

After the completion of this course students will be able to

1. demonstrate awareness of the writing process, sentence structure, and paragraph organization.
2. compose coherent paragraphs in the various writing genres
3. compose coherent paragraphs that have a clearly stated topic sentence, supporting sentences and concluding sentence
4. compose effective outlines for paragraphs and essays
5. compose well developed common essay with a clearly stated thesis statement
6. employ transition/linking words for concise and clear writing.
7. recognize and correct fragments, comma splices, and run-on sentences

{B}- Intellectual skills with ability to

- 1- analyze a wide range of written English in different topic areas.
- 2- employ analytical skills as appropriate in identifying different topic areas and exploring different ways of approaching writing.
- 3- analyze the structure of paragraphs and essays
- 4- appreciate examples of good writing

{C}- Practical skills with ability to

- 1- write well-developed paragraphs and essays
- 2- use his/her experience of analysing some aspects of written English effectively.
- 3- work effectively within a group.

{D}- Transferable skills with ability to

- 1- display critical evaluation skills.
- 2- work to tight deadlines.
- 3- display logical argumentation skills.

20. Topic Outline and Schedule:

Topic	Week	Achieved ILOs	Evaluation Methods	Reference
-Orientation 1. Exploring the writing process 2. Prewriting to generate ideas	1-2	A1	Assignments	- Writing Part 1 (Chs. 1+2) - Evergreen (Chs. 1+2)
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. Achieving coherence 3. Sentence skills and editing: subjects and verb agreements	2-3	A1,A2, A3, A4, B4, C1	Assignments and quizzes	- Writing Part 1 (Chs. 2+3+4) - Evergreen (Chs. 3+4+28) - Writing Part 2 (pp. 1-5 pp.:42-47)
1. Developing the paragraph: Illustration 2. Sentence skills and editing: types of sentences	4	A1,A2,A3,A4, A5,A6,A7,B1, B2,B3, C1	Assignments and quizzes	- Writing Part 1 (Ch. 3: pp.: 38-40) - Evergreen (Chs. 5+22)
1. Developing the paragraph: Narration 2. Sentence skills and editing: Fragments	5	A1,A2,A3,A4, A5,A6,A7,B1, B2,B3, C1	Assignments and quizzes	- Evergreen (Chs. 6+27) - Writing Part 2 (pp. 6-19)
1. Developing the paragraph: Description 2. Sentence skills and editing: Run-Ons	6	A1,A2,A3,A4, A5,A6,A7,B1, B2,B3, C1	Assignments and quizzes	- Evergreen (Chs. 7+27) - Writing Part 2 (pp. 20-32)

Midterm Exam	7				
-Sentence skills and editing: a. Pronoun agreement and reference b. pronoun types				Assignment s and quizzes	- Writing Part 2 (pp. 52- 63)
1. Developing the paragraph: Process 2. Sentence skills and editing: Run-Ons and comma splices	8	A1,A2,A3,A4, A5,A6,A7,B1, B2,B3, C1, C2, D2		Assignment s and quizzes	- Evergreen (Chs. 7+27) - Writing Part 2 (pp. 20-32)
1. Developing the paragraph: a. Definition b. Comparison and contrast 2. Sentence skills and editing: Misplaced modifiers	9	A1,A2,A3,A4, A5,A6,A7,B1, B2,B3, C1, C2, D2		Assignment s and quizzes	- Evergreen (Chs. 8+9+22) - Writing Part 2 (pp. 69-76)
Developing the paragraph: 1. Classification 2. Cause and effect 3. Persuasion	10-11	A1,A2,A3,A4, A5,A6,A7,B1, B2,B3, C1, C2, D2		Assignment s and quizzes	- Evergreen (Chs. 11+12+13)
Reading- Related Writing	11	A1,A2,A3,A4, A5,A6,A7,B1, B2,B3, C1, C2, D2		Assignment s and quizzes	- Writing Part 1 (Ch. 6: pp.: 75-92)
The process of writing an essay	12+13	All of the ILOS		Assignment s and quizzes	- Writing Part 1 (Ch. 7+8+9) - Evergreen (Ch.14+15)

21. Teaching Methods and Assignments:

Development of ILOs is promoted through the following teaching and learning methods:

1. Assignments
2. Discussions
3. Written exams

22. Evaluation Methods and Course Requirements:

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

Assignments, Portfolio and Quizzes	20
Mid- Term Exam	30
Final Exam	50

23. Course Policies:

A- Attendance policies:

1. Students are expected to join the meeting on time.
2. Students are allowed up to 5 absences. Students exceeding this limit will fail the class.
3. Students are expected to participate in the meeting, and this means actually taking part in class discussions. Attendance alone will not be regarded as participation

B- Absences from exams and handing in assignments on time:

1. No submissions will be accepted after the deadline is due.
2. In case of sickness, only reports issued directly from a public clinic or hospital will be accepted. The report should be produced within a week of the exam date. There are no make-ups for quizzes no matter how justified the absence is.

C- Honesty policy regarding cheating, plagiarism, misbehaviour.

24. Required equipment: (Facilities, Tools, Labs, Training....)

Textbook, notebook, file and pencil case

25. References:

Required book (s), assigned reading and audio-visuals:

Brandon, Lee. *Paragraphs and Essays: A Worktext with Readings*. Houghton Mifflin, 2001.

Fawcett, Susan. *Evergreen: A Guide to Writing with Readings*. 9th edition. Houghton Mifflin, 2011.

Langan, John. *College Writing Skills*. McGraw Hill, 2000.

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

Recommended books, materials, and media:

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

Savage, Alice & Masoud Shafiei. (2012). *Effective Academic Writing*. Oxford: Oxford Uni. Press.

26. Additional information:

Name of Course Coordinator: Fatima Al Qaisiya Signature: Fatima Date: 10/10/2020

Head of curriculum committee/Department: Dr. Barkuzar Aldubbati Signature: -----

Head of Department: Dr. Barkuzar Aldubbati Signature: -----

Head of curriculum committee/Faculty: ----- Signature: -----

Dean: Prof. Yosif Awad Signature: -----