Course Syllabus

Course Name: Paragraph Writing

Course Number: 01022101

General Course Information:

Course title	Paragraph Writing
Course number	01022101
Credit hours (theory, practical)	3
Contact hours (theory, practical)	3 hrs per week /
Prerequisites/corequisites	01101112
Academic Program	English Language/Literature & English Language/ Translation
Program code	02 & 08
Awarding institution	Isra University
Faculty	Faculty of Arts
Department	Dept. of English Language / Literature Dept. of English Language / Translation
Level of course	Second Year – First Semester
Academic year /semester	2019 – 2020 / Second Semester
Awarded qualification	Bachelor Degree
Other department(s) involved in teaching the course	None
Language of instruction	English
Date of production/revision	1/3/2020

Course Coordinator: N. A.

Coordinator's Name:
Office No.:
 Office Phone:
Office Hours:
Email:

Other Instructors:

 Instructor's Name: Dr. Laila El-Omari
 Office No.: 2303
 Office Phone: 2417
 Office Hours: Sun:10-11// Mon: 9:30-11// Tues: 8-9//Wed: 12:30-2//Thurs: 1-2
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Course Description:

- Writing different types of meaningful and grammatically correct English sentences using proper punctuation;
- producing a coherent and well-constructed paragraph;
- writing process: **prewriting** (deciding topic, brainstorming, outlining), **writing** (developing ideas appropriately, drafting), and **rewriting** (revising mechanics and ideas);
- analysis of model paragraphs;
- methods of paragraph development/ modes of academic discourse: narrative-descriptive,

expositive [comparison and contrast, cause and effect, definition, analysis, and illustration], and argumentative

Text Book: *Author(s), Title, Publisher, Edition, Year, Book website.*

1. Savage, A, Shafiei, M. *Effective Academic Writing 1*, Oxford University Press, 2007.

References: *Author(s), Title, Publisher, Edition, Year, Book website.*

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

1. McLean, S. *Successful Writing*. University of Arizona and Northern Arizona University-Yuma (2012).

2. Rawlings Miller, C. Glasscock, S. *Powerful Paragraphs*. New York, Scholastic Inc.(2005).

3. Rawlings Miller, C. Glasscock, S. *Writing Different Types of Paragraphs*. New York, Scholastic Inc (2005).

4. Boardman, C .*Writing to communicate*. University of California Irvine Extension, San Francisco (2002).

5. Check paragraph types and different modes of academic discourse on the internet

Course Educational Objectives (CEOs):

1.	Students should understand some grammatical rules that maintain the structure of written texts.
2.	Students should identify different important terms in paragraph writing.
3.	Students should be able to write well-structured paragraphs effectively and creatively,
4.	Students should be able to edit their paragraphs.

Intended Learning Outcomes (ILO's):

1.		**Intended Learning Outcomes (ILO's)**	**Relationship to CEOs**	**Contribution to PLOs**
2.	A	**Knowledge and Understanding:**		
3.	A1	Address different themes paying attention to different rhetorical modes of academic discourse (narrative-descriptive, expositive, and argumentative)	2	1, 2 , 3 &4
4.	B	**Intellectual skills:**		
5.	B1	Emphasize the importance of coherence, unity and structure.	1	1, 3 & 4

		Subject specific skills:		
6.	C	**Subject specific skills:**		
7.	C1	Edit written work to avoid sentence errors such as run-on sentences, fragments, etc.	4	1, 3, 4 &9
8.	D	**Transferable skills:**		
9.	D1	Write a well-structured paragraph (topic or thesis sentence, body, and conclusion)on any topic.	3	1, 2 & 9

Topic Outline and Schedule:

Topic	Weeks	Achieved ILOs
Introduction: Writing Effective Sentences: Subjects and verbs Punctuation and Capitalization	1	C2
Kinds of sentences: Simple, compound, complex Correcting fragments, and run on sentences	2	C2
From sentence to paragraph	3	C2
Descriptive paragraphs	4	A1, B1,B2, C1,C2, D1
Descriptive paragraphs(Practice)	5	A1, B1,B2, C1,C2, D1
Opinion paragraphs	6	A1, B1,B2, C1,C2, D1
Opinion paragraphs (Practice)	7	A1, B1,B2, C1,C2, D1
Narrative paragraphs	8	A1, B1,B2, C1,C2, D1
Narrative paragraphs(Practice)	9	A1, B1,B2, C1,C2, D1
Compare and Contrast paragraphs	10	A1, B1,B2, C1,C2, D1
Compare and Contrast paragraphs (Practice)	11	A1, B1,B2, C1,C2, D1
Cause and Effect Paragraph	12	A1, B1,B2, C1,C2, D1
Analysis Paragraph: Classification Paragraph & Process Paragraph	13	A1, B1,B2, C1,C2, D1
Definition Paragraph	14	A1, B1,B2, C1,C2, D1
Revision	15	
Final exam	16	

Teaching Methods and Assignments:

Development of ILOs is promoted through the following teaching and learning methods: - Lectures (discussing theoretical material & Practice based on theories discussed).

Course Policies:

A- Attendance policies:

The maximum allowed absences is 15% of the lectures.

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

First Exam and second exam can be retaken based on approval of excuse by the instructor's discretion.

Not handing assignment on time will incur penalties.

C- Academic Health and safety procedures

D- Honesty policy regarding cheating, plagiarism, and misbehaviour:

Cheating, plagiarism, misbehaviour will result in zero grade and further disciplinary actions may be taken.

E- Grading policy:

- All homework is to be posted online through the e-learning system.
- Exams will be marked within 72 hours and the marked exam papers will be handed to the students.

F- Available university services that support achievement in the course: **Labs, Library.**

Required equipment:

A Notebook, a pen, Arabic-English dictionary and other dictionaries, if needed.

Assessment Tools implemented in the course:

☐√Second Written Exam.   35%
☐√Final Written Exam.   50%
☐√Homework.5%
☐√Participation in Lecture.10%

Program Learning Outcome (PLOs):

	Program Learning Outcomes describe what students are expected to know and be able to do by the time of graduation. These relate to the knowledge, skills, and behaviours that students acquire as they progress through the program. A graduate of the () program will demonstrate
1.	Acquiring the basic language skills in English.
2.	Understanding the disciplines of knowledge of the English language.
3.	Developing different skills of contact and communication.
4.	Analysing linguistic and literary texts.
5.	The ability to adapt to different working environments and conditions.
6.	Evaluating different working environments and conditions.
7.	The ability to write scientific researches related to English language and literature.
8.	Acquiring technical skills in the field of scientific research.
9.	Enhancing critical thinking skills.

Responsible Persons and their Signatures:

Course Coordinator	**Dr. Laila El Omari**	**Completed Date**	1 / 3 / 2020
		Signature	

Received by (Department Head)	**Dr. Bakir Bani Khair**	**Received Date**	1 / 3 / 2020
		Signature	