**ÇANKAYA UNIVERSITY**

**FACULTY OF ARTS AND SCIENCES**

**DEPARTMENT OF ENGLISH LANGUAGE AND LITERATURE**

**Fall 2019-2020**

Inst. Yağmur Sönmez-Demir **Email:** [yagmurs@cankaya.edu.tr](mailto:yagmurs@cankaya.edu.tr)

**Office phone:** 0312 2331415 **Office hours:** Wednesday 14.10-15.00 and Thursday 11.10-12.10, or by appointment

ELL 123 **Academic Writing I Course Syllabus**

This course is the first of three writing development courses, and it engages with grammatical, linguistic and stylistic issues through short writing exercises and assignments. Coherent organization, logical development of thought, and effective use of language will be highlighted; students will learn to construct well-developed arguments and transition smoothly and logically between sentences and paragraphs, in preparation for writing longer essays in the following writing courses.

**Course Material**

The photocopy of materials collected from the following books is available in the photocopy room:

Folse, Keith and et., al.. *Great Writing 2*. Heinle, 2010.

Langan, John. *Exploring Writing : Sentences and Paragraphs,* McGrawHill, 2010.

Rooks, George M. *Paragraph Power: Communicating Ideas Through Paragraphs.* Longman, 1999.

Savage, Alice. *Effective Academic Writing 1.* Oxford UP, 2007.

**Course Requirements and Means of Evaluation**

* Please do **NOT** use your mobile phones during the courses. If you need to check dictionary, bring a published one to the class.
* If you are more than 10 minutes late to the class, do **NOT** enter the classroom. If you would like to listen to the course, you may enter yet note that you will be marked as absent for that course.
* The students who do not attend the classes regularly may fail the course with NA grade and have to repeat the course. The absenteeism limit for this course is 9 hours.
* Students who are found to have committed cheating in an examination or plagiarism on an assignment will fail the examination or assignment.

**Final grades will include:**

Participation in Class work 5 %

Midterm Exam 30 %

Portfolio 30 %

Final Exam 35 %

**Portfolio Tasks**

Portfolio Task 1: E-mail 5 pts

Portfolio Task 2: an expository paragraph 5 pts

Portfolio Task 3: opinion paragraph 5 pts

Portfolio Task 4: Comparison Contrast outline 5 pts

Portfolio Task 5: Comparison Contrast paragraph 5 pts

Portfolio Task 6: Comparison Contrast paragraph on lit. 5 pts

**Portfolio Assessment Policy**

1. The first draft of each portfolio item will be written in class on the predetermined days regarding that task. The first draft will be reviewed and marked by your instructor using “Error Correction Codes”. You need to rewrite your task by correcting the mistakes and revising your draft in accordance with the feedback you received. You will write **at least 2 drafts**, but the instructor may increase this number depending on your draft. Regardless of the number of drafts you have written, the first and the final draft will be graded individually. Then their individual scores will be added together, and the total score will be divided by 2 in order to have your final score for that particular portfolio task.

2. You have to write the first draft of the portfolio tasks in the classroom and submit it to your instructor at the end of the lesson. If you don’t submit it, you will lose half of the points assigned to that task, and you have to write it in the next lesson. Moreover, if you fail to be in the classroom in the portfolio day without an official written excuse (e.g. a health report), you will lose half of the points assigned to the task, and you have to write it in the next lesson. In urgent cases, please inform the instructor about your absenteeism indicating your excuse by email before the portfolio day.

3. When you receive your first draft with feedback from your instructor, you will have **at least 5 days** to submit it to the online class in turnitin. In order to do this, you need to attach the 1st draft’s photo (or scan the page) and please check whether the photo is legible/clear or not. If you don’t attach your 1st drafts to your second drafts, you will lose half of the points you received for the 1st draft. Your second draft has to be double spaced and typed in Times New Roman 12 point characters.

Name your documents in the following format before submitting them online.

Studentnamesurname\_tasknumberdraftnumber

mineakyurt\_T1D2

4. If you fail to submit the final draft of the portfolio task on the due date, you will be able to submit it as a late submission. However, for each late day 1 point will be deduced from your draft.

5. You need to create an account on turnitin.com if you don’t have one yet. While signing up you will need the following information to enrol my class:

Turnitin class id: **22497815**

Enrollment key: **Ell123**

**Tentative WEEKLY SCHEDULE**

|  |  |  |
| --- | --- | --- |
| Week 1 | 24.09.2019 | Introduction to the Course  Error correction codes |
| 26.09.2019 | Writing an e-mail **(Task 1)**  Formal vs informal writing |
| Week 2 | 01.10.2019 | Subjects and Verbs  Fragments |
| 03.10.2019 | Run-ons  Pronoun Reference (p.252) |
| Week 3 | 08.10.2019 | Sentence patterns (p.194) |
| 10.10.2019 | Subject-Verb Agreement |
| Week 4 | 15.10.2019 | Pre-writing activities |
| 17.10.2019 | Unity and coherence |
| Week 5 | 22.10.2019 | The Paragraph  Elements of the paragraph |
| 24.10.2019 | Topic sentence |
| Week 6 | 29.10.2019 | National Holiday- Republic Day |
| 31.10.2019 | Supporting sentences and concluding sentence |
| Week 7 | 05.11.2019 | Logical Division of Ideas  Patterns of paragraph development |
| 07.11.2019 | Writing an Expository Paragraph **(Task 2)** |
| Week 8 | **12.11.2019** | **Midterm** |
| Week 9 | 19.11.2019 | Opinion Paragraph |
| 21.11.2019 | Student Practice **(Task 3)** |
| Week 10 | 26.11.2019 | Peer review |
| 28.11.2019 | Comparison Contrast Paragraph Outline |
| Week 11 | 03.12.2019 | Student Practice (Outline) **(Task 4)** |
| 05.12.2019 | Peer review |
| Week 12 | 10.12.2019 | Comparison Contrast Paragraph |
| 12.12.2019 | Comparison Contrast Paragraph **(Task 5)** |
| Week 13 | 17.12.2019 | Writing about Literature |
| 19.12.2019 | Comparison contrast paragraph on literary texts **(Task 6)** |
| Week 14 | 24.12.2019 | Feedback on Paragraphs |
| 26.12.2019 | Feedback on Paragraphs |

**Error Correction Codes**

|  |  |  |  |
| --- | --- | --- | --- |
| Symbol | Kind of Error | Example | Corrected version |
| Sp | Spelling | The **custumer** bought a pair of trousers by credit card. | The **customer** bought a pair of trousers by credit card. |
| P | Punctuation | I studied very hard **however** I failed. | I studied very hard**;** **however,** I failed. |
| C | Capitalization | My friend **susan** is very beautiful. **she** has green eyes. | My friend **Susan** is very beautiful. **She** has green eyes. |
| SVA | Subject-verb agreement | Ali and Ayşe **has** been abroad several times.  There **is** five students in the classroom. | Ali and Ayşe **have** been abroad several times.  There **are** five students in the classroom. |
| Sing/plu | Singular or Plural | The manager treats his employees like **slave**.  When I entered my office, I saw a **people** waiting for me. | The manager treats his employees like **slaves.**  When I entered my office, I saw a **person** waiting for me. |
| Art | Article (a/an- the) | **An** university is going to be opened in the eastern side of Turkey.  I bought an umbrella yesterday. **An** umbrella is broken. | **A** university is going to be opened in the eastern side of Turkey.  I bought an umbrella yesterday. **The** umbrella is broken. |
| Prep | Preposition | She is looking **to** a new pair of shoes.  Alice is going to stay **on** a hotel. | She is looking **for** a new pair of shoes.  Alice is going to stay **in** a hotel. |
| WL | Wrong Linker | The company hosted a trade fair**; however,** they wanted to increase their sales.  For example, Antalya. | The company hosted a trade fair **because** they wanted to increase their sales.  For example, Antalya is one of the Mediterranean cities. |
| Voc | Vocabulary Choice | My teacher **learns** English very well. | My teacher **teaches** English very well. |
| WF | Word Form | My friend speaks English very **good.**  There are a lot of negative **effectives** of tap water.  This result will **effect** lots of people. | My friend speaks English very **well.**  There are a lot of negative **effects** of tap water.  This result will **affect** lots of people. |
| WO | Word Order | I enjoy **books reading.** | I enjoy **reading books.** |
| VT | Verb Tense | After she **washes** her clothes, she took a shower. | After she **had washed** her clothes, she took a shower. |
| GR | Grammar | You are **gooder** than me at English.  She talked to **he** in the canteen. | You are **better** than me at English.  She talked to **him** in the canteen. |
| SF | Sentence Fragment | Going to theatre nice. | Going to theatres is a nice thing to do. |
|  | Unnecessary Word | My boss **he** is very conscientious. | My boss is very conscientious. |
|  | Connect the sentences | We work together. So we have become friends. | We work together, so we have become friends. |
| ∆ | Missing Word | After she kissed him,∆ took a  shower and left for work. | After she kissed him, she took a shower an left for work. |
| ¶ | Start a new paragraph |  |  |
|  | Rewrite | I very often trying new. | I often try new things. |
| ROS | Run on sentence | Murray takes the train to school Mom rides the bus. | Murray takes the train to school, **and** Mom rides the bus. |
| IR | Irrelevant sentence, erase it. |  |  |
| PSM | Please See Me |  |  |