

Academic Writing: From Paragraphs to Essays

INSTRUCTOR

Mgr. Bibiana Machátová

CONTENT

The aim of this course is to prepare students to work in high level English environments. The course will focus on both micro-level skills (grammar, vocabulary, spelling, sentence structure) as well as on macro-level skills (summarizing, paraphrasing, direct quotation, MLA and APA citations).

Students will be expected to do practical exercises both in class as well as at home. These may include writing abstracts, summaries, paraphrases, reviews, and sections of essays. Students should bear in mind that writing good essays is not spontaneous and it requires their full attention and practice.

Topics may include:

- Academic vocabulary
- Grammar and mechanics
- Paragraph structure
- Essay structure
- Paraphrasing and summarizing
- Effective use of quotations
- Stylistics (vocabulary, conciseness)
- Correct paper formatting
- Responding to reading
- Writing process (pre-writing, writing, re-writing)

At the beginning of the course students will take a test. The scope to which we will pay attention to the individual topics will be determined based on the test results.

INSTRUCTION

The course will be conducted in English. Methods of instruction include: individual work, seminar discussion, in-class assignments, peer-revision, independent reading, and working in pairs or small groups.

SAMPLE MATERIALS USED IN THE COURSE

Students are not required to buy any textbooks. They will be working with materials which will be handed to them in class or shared electronically.

Sample exercises from the following textbooks will be used in class:

Bailey, Stephen. *Academic Writing: A Handbook for International Students*. 5th ed. New York: Taylor & Francis, 2017.

Barry, Marian. *Steps to Academic Writing*, Cambridge: CUP, 2011.

Hacker, Diana. Nancy Sommers. *A Pocket Style Manual*. 8th ed. Boston: Bedford Books, 2018.

Kirton, Bill. *Brilliant Academic Writing*. Harlow: Pearson Education, 2012.

Zemach, Dorothy E. Lisa A. Rumisek. *Academic Writing from Paragraph to Essay*. Oxford: Macmillan, 2005.

ASSESSMENT

Students will be expected to engage actively in class, write shorter assignments during the course, and write a longer piece of writing as their final work.

Required attendance: 70%

2 shorter texts (up to 200 words)

1 final essay (750 - 1,000 words)

CONTACT

You can contact me at biba.machatova@gmail.com. Please note that I do not check my email 24/7 and my response may not be immediate.