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| <b>Identification</b>                 | <b>Subject (code, title, credits)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>ENGL 335 Academic Writing 3KU/6 ECTS</b>                                |
|                                       | <b>Department</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | English Language and Literature Department                                 |
|                                       | <b>Program (undergraduate, graduate)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Undergraduate                                                              |
|                                       | <b>Term</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Fall, 2026                                                                 |
|                                       | <b>Instructor</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Konul Hajiyevea                                                            |
|                                       | <b>E-mail:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <a href="mailto:konul.hajiyevea@khazar.org">konul.hajiyevea@khazar.org</a> |
|                                       | <b>Phone:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                            |
|                                       | <b>Classroom/hours</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 4 academic hours                                                           |
|                                       | <b>Office hours</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Monday – Friday                                                            |
| <b>Prerequisites</b>                  | ENGL 310                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                            |
| <b>Language</b>                       | English                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                            |
| <b>Compulsory/Elective</b>            | Compulsory                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                            |
| <b>Textbooks and course materials</b> | <ol style="list-style-type: none"> <li>1. Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers</i>. Pearson Education.</li> <li>2. Folse, K. S., &amp; Pugh, T. (2020). <i>Great Writing 5: From Great Essays to Research</i> (5th ed.). National Geographic Learning / Cengage Learning.</li> <li>3. Bailey, S. (2015). <i>Academic Writing: A Handbook for International Students</i> (4th ed.). Routledge.</li> <li>4. Liss, R., &amp; Davis, J. (2012). <i>Effective Academic Writing 3</i> (2nd ed., Student Book). Oxford University Press.</li> <li>5. Oshima, A., &amp; Hogue, A. (2006). <i>Writing Academic English</i> (4th ed., Level 4). Pearson Longman.</li> </ol> |                                                                            |
| <b>Course description</b>             | This course is designed to develop students' skills in writing clear, well-structured, and coherent academic texts. It focuses on research-based writing, critical thinking, proper citation, and the conventions of formal academic style. By the end of the course, students will be able to produce essays, reports, and assignments that meet university-level academic standards.                                                                                                                                                                                                                                                                                                                                |                                                                            |
| <b>Course objectives</b>              | By the end of this course, students will be able to: <ul style="list-style-type: none"> <li>• Develop clear, coherent, and well-structured academic texts.</li> <li>• Apply research-based writing techniques and properly cite sources.</li> <li>• Use appropriate academic vocabulary and formal style.</li> <li>• Critically analyze and evaluate information for writing purposes.</li> <li>• Understand the conventions and expectations of university-level writing.</li> </ul>                                                                                                                                                                                                                                 |                                                                            |
| <b>Learning outcomes</b>              | Upon successful completion of this course, students will be able to: <ul style="list-style-type: none"> <li>• Write essays, reports, and assignments that demonstrate clarity, coherence, and structure.</li> <li>• Integrate and cite sources correctly using recognized academic referencing styles.</li> <li>• Employ precise, formal, and academic language in writing.</li> <li>• Formulate and support arguments with evidence and critical reasoning.</li> <li>• Identify and correct common errors in grammar, punctuation, and style in academic writing.</li> </ul>                                                                                                                                         |                                                                            |
| <b>Teaching methods</b>               | <b>Lecture</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | +                                                                          |
|                                       | <b>Group Discussion</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | +                                                                          |
|                                       | <b>Presentation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | +                                                                          |
|                                       | <b>Interactive activities</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | +                                                                          |
|                                       | <b>Individual assignments</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | +                                                                          |
|                                       | <b>Peer Feedback</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | +                                                                          |

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| Evaluation         | Methods                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Date/deadlines                                                                                                                                 | Percentage (%)                     |
|                    | Midterm Exam                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | November                                                                                                                                       | 30                                 |
|                    | Quizzes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | October / December                                                                                                                             | 10                                 |
|                    | Research-oriented project                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | December                                                                                                                                       | 10                                 |
|                    | Critical review                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | November                                                                                                                                       | 5                                  |
|                    | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | During the term                                                                                                                                | 5                                  |
|                    | Participation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | During the term                                                                                                                                | 5                                  |
|                    | Final Exam                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | January                                                                                                                                        | 35                                 |
|                    | Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                | 100                                |
| Assessment         | <p><b><i>Class activity and participation</i></b></p> <p>Active participation is essential for success in this course. Your engagement in peer reviews, discussions of sample texts, in-class exercises, and short writing tasks will form the basis of participation assessment. By actively contributing and following class guidelines, you can earn up to 10 points toward your final grade.</p> <p><b><i>Research-oriented project</i></b></p> <p>Students conduct a mini-research paper on a chosen topic, collecting at least three sources, applying research skills, proper citation, and structured argumentation.</p> <p><b><i>Critical review</i></b></p> <p>Students write a review of a book, movie, or article using an academic style, focusing on critical analysis, structured argumentation, and formal language.</p> <p><b><i>Quizzes</i></b></p> <p>Quizzes are an important component of your semester grade. You will complete two written quizzes during the semester. Successfully completing the quizzes allows you to earn up to 10 points.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                |                                    |
| Policy             | <p>Full-time students are expected to attend all elements of their courses unless they are sick or have permission of their School Dean. In general, to be eligible for taking exams students should not miss more than 30% of the class hours. In addition, the students are expected to be in the classroom ready to work at the appointed hour. It is the students’ responsibility to be on time, ready and attentive. Continuing and unexcused absence or lack of participation may lead to withdrawal from the course. All forms of cheating and plagiarism are strictly banned. If 25% plagiarism is found in a submitted assignment, the student gets no point for it. If the student submits the assignment later than due time, 20% of the grade for that assignment is subtracted. The student whose behavior is disruptive either to the instructor or other students will be removed from the team.</p> <p><b><i>AI Policy:</i></b> Students may use artificial intelligence (AI) tools to assist with learning, brainstorming, and revising their work, unless the use of AI is specifically restricted for a particular assignment. Students remain responsible for ensuring that their submitted work demonstrates their own knowledge, understanding, and effort. Where required, the use of AI tools must be properly acknowledged or cited. Students must not use AI to generate or complete assignments when its use has been explicitly prohibited by the instructor. Presenting AI-generated content as entirely one’s own work may constitute a violation of academic integrity.</p> |                                                                                                                                                |                                    |
| Tentative Schedule |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                |                                    |
| Week               | Date/Day (tentative)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Topics                                                                                                                                         | Textbook/Assignments/Reading       |
| 1                  | Sep.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p><b><i>The Writing Process (Part 1)</i></b></p> <p><b><i>1.1 Background to Writing</i></b></p> <p><i>The purpose of academic writing</i></p> | Bailey, S. (2015). <i>Academic</i> |

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|   |      | <p><i>Common types of academic writing</i><br/> <i>The format of long and short writing tasks</i><br/> <i>The features of academic writing</i><br/> <i>Some other common text features</i><br/> <i>Simple and long sentences</i></p> <p><b>Unit 1: Reviewing the Essay</b></p> <ul style="list-style-type: none"> <li>• <i>Elements of Great Writing</i></li> <li>• <i>What Is an Essay?</i></li> <li>• <i>The Introduction Paragraph</i></li> <li>• <i>Body Paragraphs</i></li> <li>• <i>The Conclusion Paragraph</i></li> <li>• <i>Grammar: Modifying Nouns</i></li> </ul> <p>Building Better Vocabulary<br/> Building Better Sentences</p> | <p><i>Writing: A Handbook for International Students</i> (4th ed.).</p> <p>Folse, K. S., &amp; Pugh, T. (2020). <i>Great Writing 5: From Great Essays to Research</i> (5th ed.)</p> |
| 2 | Sep. | <p><b>Chapter 1. Expository Essays</b></p> <p><i>Introduction</i><br/> <i>Noticing Vocabulary: Negative Prefixes</i><br/> <i>A Clear Thesis Statement</i><br/> <i>Topic Sentences</i><br/> <i>A Strong Conclusion</i><br/> <i>Writing Assignment: A Personal Essay about the Writing Experience</i></p>                                                                                                                                                                                                                                                                                                                                       | <p>Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers</i>.</p>                                                                                |
| 3 | Oct. | <p><b>Chapter 2. Classification Essays</b></p> <p><i>Introduction</i><br/> <i>Noticing Vocabulary: Collocations</i><br/> <i>Introductory Paragraph</i><br/> <i>Body Paragraphs</i><br/> <i>Concluding Paragraph</i><br/> <i>Establishing Unity and Coherence</i><br/> <i>Writing Assignment: A Classification Essay from Survey Data</i></p>                                                                                                                                                                                                                                                                                                  | <p>Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers</i>.</p>                                                                                |
| 4 | Oct. | <p><b>Chapter 2. Process Essays</b></p> <p><i>Introduction</i><br/> <i>Noticing Vocabulary: Irregular Plurals from Latin and Greek</i><br/> <i>Introductory Paragraph</i><br/> <i>Body Paragraphs</i><br/> <i>Concluding Paragraph</i><br/> <i>Writing a Summary and an Abstract</i><br/> <i>Procedure for Summarizing an Article</i><br/> <i>Writing Assignment: A Process Essay about an Experiment</i></p>                                                                                                                                                                                                                                 | <p>Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers</i>.</p>                                                                                |
| 5 | Oct. | <p><b>Unit 3: Using Original Sources</b></p> <ul style="list-style-type: none"> <li>• <i>Elements of Great Writing</i></li> <li>• <i>Using Information from Sources</i></li> <li>• <i>Using Direct Quotation and Paraphrasing</i></li> <li>• <i>Methods of Citing Sources</i></li> <li>• <i>Introducing a Direct Quotation or a Paraphrase</i></li> <li>• <i>Summarizing</i></li> <li>• <i>Synthesizing</i></li> </ul>                                                                                                                                                                                                                        | <p>Folse, K. S., &amp; Pugh, T. (2020). <i>Great Writing 5: From Great Essays to Research</i> (5th ed.)</p>                                                                         |

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|    |      | Building Better Vocabulary<br>Building Better Sentences<br>Writing                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                              |
| 6  | Oct. | <b>Chapter 4. Cause / Effect Essays</b><br><i>Introduction</i><br><i>Noticing Vocabulary: Phrasal Verbs</i><br><i>Chain Organization</i><br><i>Block Organization</i><br><i>Distinguishing between Cause and Effect</i><br><i>Writing a Summary and an Abstract</i><br><i>Writing Assignment: A Cause / Effect Essay about a Historical Event</i>                                                                                                                                                             | Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers.</i>                                |
| 7  | Oct. | <b>Chapter 5. Extended Definition Essays.</b><br><i>Introduction</i><br><i>Noticing Vocabulary: Synonyms</i><br><i>Three Ways to Define a Term</i><br><i>Expanding on a Definition</i><br><i>Paraphrasing Material from Sources</i><br><i>Writing Assignment: An Extended Definition Essay about a Concept</i>                                                                                                                                                                                                | Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers.</i>                                |
| 8  | Nov. | <b>Unit 7. Graphs with a trend</b><br>Re-wording the introduction<br>Writing an overview<br>Language to describe changes 1: Verbs and adverbs<br>Language to describe changes 1: Adjectives and nouns<br><b>Unit 8. Comparative graphs</b><br>Key language for making comparisons<br>More comparative structures<br>Advanced comparatives and linking devices<br>Describing numbers<br><b>Unit 9. Processes and maps</b><br>Using the present simple passive to describe a process<br>Linking stages together | Brown, R., & Richards, L. (2017). <i>IELTS Advantage Writing Skills: A step-by-step guide to a high IELTS writing score.</i> |
| 9  | Nov. | <b>QUIZ 1</b><br><b>MIDTERM EXAM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                              |
| 10 | Nov. | <b>Chapter 6. Problem / Solution Essays</b><br><i>Introduction</i><br><i>Noticing Vocabulary: Adverbial Intensifiers</i><br><i>Introductory Paragraph</i><br><i>Body Paragraphs</i><br><i>Concluding Paragraph</i><br><i>Writing Assignment: A Problem / Solution Essay about Education</i>                                                                                                                                                                                                                   | Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers.</i>                                |
| 11 | Nov. | <b>Chapter 7. Summary / Response Essays</b><br><i>Introduction</i><br><i>Noticing Vocabulary: Words Related to Cultural Change</i><br><i>The Summary</i><br><i>The Response</i><br><i>Writing Assignment: A Summary / Response Essay on</i>                                                                                                                                                                                                                                                                   | Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers.</i>                                |

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|    |      | <i>Culture</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                            |
| 12 | Dec. | <b>Chapter 8. Argumentative Essays</b><br><i>Introduction</i><br><i>Noticing Vocabulary: Synonyms</i><br><i>Block Organization</i><br><i>Point-by-Point Organization</i><br><i>The Introductory Paragraph(s)</i><br><i>Body Paragraphs</i><br><i>Concluding Paragraph</i><br><i>Writing Assignment: An Argumentative Essay on a Controversial Topic</i>                                                                                                                                                                                                                                                                                     | Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers</i> .                                                                                                                                                                                                             |
| 13 | Dec. | <b>Writing models (Part 4)</b><br><i>4.1 Case studies</i><br><i>4.2 Literature reviews and book reviews</i><br><i>4.4 Reports</i><br><i>4.5 Surveys</i><br><b>Unit 8: The Research Paper</b><br><b>Chapter 9. Research Papers</b> <ul style="list-style-type: none"> <li>• <i>Elements of Great Writing</i></li> <li>• <i>What Is a Research Paper?</i><br/> <i>Narrowing Your Focus</i><br/> <i>Developing an Effective Thesis Statement</i><br/> <i>Documenting Research</i></li> <li>• <i>Preparing to Write a Research Paper</i></li> <li>• <i>Grammar: Passive Voice</i><br/> <i>A Research Paper of Five or More Pages</i></li> </ul> | Bailey, S. (2015). <i>Academic Writing: A Handbook for International Students</i> (4th ed.).<br><br>Folse, K. S., & Pugh, T. (2020). <i>Great Writing 5: From Great Essays to Research</i> (5th ed.)<br><br>Meyers, A. (2020). <i>Longman Academic Writing Series Level 5: Essays to Research Papers</i> . |
| 14 | Dec. | <b>Critical Review</b><br><b>Research-oriented project presentation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                            |
| 15 | Dec. | <b>Revision</b><br><b>QUIZ 2</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                            |
| 16 | Jan. | <b>FINAL EXAM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                            |