

Identification	Subject(code, title, credits)	ENGL 310 Essay Writing 3KU/6 ECTS
	Department	English Language and Literature
	Program(undergraduate, graduate)	Undergraduate
	Term	Spring, 2024
	Instructor	Sona Rasulova
	E-mail:	sona.rasulova@khazar.org
	Classroom/hours	4
	Office hours	as scheduled
Prerequisites		
Language	English	
Compulsory/ Elective	Compulsory	
Required textbooks and course materials	1. Longman Academic Writing Series 4. Essays Fourth Edition 2. “Writing Academic English”, Fourth Edition Alice Oshima.	
Course outline	<p>In this course, students will develop the foundational reading skills to think critically and function effectively in academic programming. Furthermore, students will engage with, and understand, textual and graphical information in various formats, and learn how to assess reading content in terms of accuracy, authority, and relevance. Finally, through independent novel study, students will progress from a personal interaction with a story, to an interaction rooted in a beginning level of literary analysis. In addition to the development of reading skills, students will improve their listening and speaking skills through structured group work and class discussion.</p>	
Course objectives	Academic Reading Comprehension course that is designed to: <ul style="list-style-type: none"> • guide the students to read extensively, • help the students to apprehend the immediate surface meaning of texts through intensive reading, • help the students to develop an understanding of a multiple approach to a text. 	
Learning outcomes	By the end of the course the students are expected to: <ul style="list-style-type: none"> • have an insight into what reading is, starting from primitive reading to advanced reading. • read the books/texts given in the reading list and to grasp the content of each book/text, 	

	<ul style="list-style-type: none"> • skim and scan to find out the focus of a piece of writing, • gain the necessary knowledge and flexibility to look at a text from different angles and to produce novel meanings accordingly, • have the ability to derive text external meanings, 		
Teaching methods	Predicting the meaning of a text		+
	Determining the purpose of a text		+
	Using strategies to improve understanding of the text		+
	Reading aloud and monitoring		+
Evaluation	Methods	Date/deadlines	Percentage(%)
	Midterm Exam	April	30
	Quiz 1 Quiz 2	Till the midterm exam Till the final exam	10
	Research Presentation	Till the final exam	5
	Essays (4)	Till the final exam	10
	Activity	Till the final exam	5
	Participation	Till the final exam	5
	Final Exam	June	35
	Total		100
Assessment / Policy	<p>The course participants are expected to understand that the assessment system of this program is made up of both <i>formative</i> and <i>summative</i> components. This means that the overall score you will get at the end of this program would not be based upon your performance in exams perse (mid-term and final). The quality of your classroom participation, the way you will deal with your weekly assignments (including summaries, presentations, group work, etc.) will also make 25 percent of your overall score. Hence, it is expected that all participants pay due attention to each component of the assessment fairly and do their best in fulfilment of the expectations. If you feel that any of these requirements sounds vague and you are not sure of what you are expected to do, do not hesitate to ask for clarification from the course instructor as soon as possible.</p> <p>COURSE POLICIES</p> <p>* Attendance (Lateness): It is important absences can be detrimental to one's grade due to the number of class activities (presentations, and class participation) and complexity of the subject. In case the students are late for more than 10 minutes after the beginnings of lessons, he/she will be marked as absent.</p> <p>* Missed exams or assignments: A notification should be given in advance if the student is unable to attend the scheduled presentation or test. Full class participation and completion of assigned homework are necessary.</p> <p>* Academic Dishonesty: Any plagiarism while studying will be severely penalized (by a non-pass for the course). Reference should be given to the sources used in the work. However, any research paper consisting of references and citations only, without further analysis by the student, will not be acceptable either. Cheating during the tests will be penalized likewise.</p> <p>* In class regulations: With exception of plain drinking water, no food or beverages (including chewing gums) are allowed during the classes. Students are not allowed to use their mobile phones for making phone calls, texting and surfing internet (unless the instructor has given specific assignment).</p> <p>* Teacher evaluation: In the end of the course (possibly even twice during the whole semester) the students will be requested to evaluate their teacher's work and</p>		

6	Week 6	Chapter 6. Cause/Effect Paragraph. Organization	Longman Academic Writing Series 4
<div> <div>Chapter 6. Cause/Effect Paragraph. Writing Assessment</div> <div>Tentative Schedule</div> </div>			
Week 7	Date/Day (tentative)	Topics	Textbook/Assignments/Reading
1	Week 1	Novruz holiday	
8	Week 7	Introduction to the course. Chapter 1. The Writing Process. Background to Writing. Organization Chapter 4. From Paragraph to Essay. Outlines of an Essay. Chapter 6. Cause/Effect Paragraph. Writing Assessment	Longman Academic Writing Series 4 Longman Academic Writing Series 4
2 9	Week 9	Midterm Exam	
10	Week 10	Chapter 9. Types of Sentences. Dependent and Independent Clauses	Longman Academic Writing Series 4
11	Week 11	Chapter 7. Comparison/Contrast Essay. Writing of Sentences. Kinds of Sentences Chapter 7. Comparison/Contrast Essay	Longman Academic Writing Series 4
3 11	Week 11	Chapter 8. Argumentative Essay Organization	Longman Academic Writing Series 4
12	Week 12	Chapter 10. Parallelism and Sentence Problems. Analyzing the model. Chapter 8. Argumentative Essay Writing Assessment	Longman Academic Writing Series 4
4	Week 4	Chapter 10. Parallelism and Sentence Problems. Sentence Clauses	Longman Academic Writing Series 4
13	Week 13	Chapter 5. Process Paragraph. Organization Chapter 11. Noun Clauses. If Clauses	Longman Academic Writing Series 4
5	Week 5	Chapter 12. Adverb Clauses. Kinds of Adverb Clauses	Longman Academic Writing Series 4
14	Week 14	Chapter 12. Adverb Causes Clauses. Writing Practice Chapter 5. Process Paragraph. QUIZ 2 Chapter 13. Adjective Clauses. Kinds of Adjective Clauses	Longman Academic Writing Series 4 Longman Academic Writing Series 4
15	Week 15	Students' presentations	
16	Week 16	Revision Final Exam	
		encouraged to take it seriously as their evaluation can help with further developments in the given subject.	

