

HONG KONG BAPTIST UNIVERSITY

COURSE OUTLINE

1. COURSE TITLE

Academic and Professional Writing

2. COURSE CODE

ENGL2027

3. NO. OF UNITS

3 Units

4. OFFERING DEPARTMENT

Department of English Language and Literature

5. PREREQUISITES

Nil

6. MEDIUM OF INSTRUCTION

English

7. AIMS & OBJECTIVES

- 1) Helping students improve their skills when writing in English for academic and professional purposes
- 2) Enhancing students' awareness of the appropriate uses of English in professional or academic contexts apart from everyday life

8. COURSE CONTENT

I. COMPONENTS OF WRITTEN COMPOSITION

The text as product

The writing process

The social context

Analytical thinking

Preparing students for writing

Computer-assisted writing

II. APPLYING WRITING SKILLS: CONTENT DRIVEN

Narrative mode

Defining
 Persuading
 Outlining and summarizing
 Reviewing

9. COURSE INTENDED LEARNING OUTCOMES (CILOs)

<u>CILO</u>	<u>By the end of the course, students should be able to:</u>
CILO 1	Evaluate several techniques and devices utilized in academic and professional writing in English
CILO 2	Develop, and assess their own progress toward, a particular style and voice in written English
CILO 3	Distinguish between acceptable use and plagiarism when writing assignments

10. TEACHING & LEARNING ACTIVITIES (TLAs)

<u>CILO alignment</u>	<u>Type of TLA</u>
CILO 1	- Complete in-class exercises and assignments as preparation for essay-length exercises - Conduct peer review of student drafts
CILO 2	- Do in-class writing exercises, editing and group projects on assigned topics - Complete essay exercises including draft cycles of up to three versions
CILO 3	- Participate regularly in workshops

11. ASSESSMENT METHODS (AMs)

<u>Type of Assessment Methods</u>	<u>Weighting</u>	<u>CILOs to be addressed</u>	<u>Description of Assessment Tasks</u>
Coursework	40 %	1, 2, 3	In-class exercises will assess students' abilities to identify quality processes of effective composition and distinguish between appropriate use of research data and plagiarism. Additionally, e-pedagogy may also be used, including gathering and analyzing data via social media and/or other digital tools and visualization aids (such as word cloud, mobile device in-class survey, digital sketching, and/or coding).
Essays	60 %	2, 3	Essays will test whether students can identify

		quality processes of effective composition and edit their own work as well as their classmates' work effectively
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Last Update: 2019-06-04
Published Date: 2019-08-30

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