Instructor Information

Instructor: Keshab Raj Acharya
Office Location: 141, Walker Hall
Telephone: Office – (906) 487-0915
E-mail: krachary@mtu.edu
Office Hours: TR 10.30 am. – 12.00 am. (and by appointment)

Course Identification

Course Number: ESL0320
Course Name: Intermediate Writing
Course Location: a) RO3: Room 106 (Chemical Science Building 19) (MWF)
        b) Graduate Seminar Room (Walker Arts Building) (TR)
Class Times: MWF 9.05 am. – 9.55 am.
            TR 9.05 am. - 9.55 am.

Course Description/Overview

This course is designed primarily to equip intermediate students to succeed at building great writing skills. After accomplishing those skills, students will be able to write effectively and easily in English. Through this course, you will, thus, improve your writing skills. While learning the skills of writing, you will learn to organize paragraphs around a topic, to use suitable pattern of developments, and to support ideas clearly by revising their multiple drafts to suit purpose and audience. This course will ultimately help you understand essential processes such as pre-writing, drafting, revising, and editing, and organizational strategies to effectively produce a final piece of writing. For this purpose, you will often work in a small group and actively participate in peer review, peer editing, group presentation, use of multi-media texts, and one-to-one conferencing with your instructor. Additionally, you can improve your writing by using the tutorial support from the Multiliteracies Center, the Online Writing Laboratory, the library, various forms of technology, your instructor’s office hours, and other student support systems. We will complete a number of assignments that will help you achieve these goals. Finally, I hope this class will be a lot more fun than you think.
Course Learning Objectives

By the end of the semester, the student will be able to

• write an effective topic sentence or thesis statement and support it with relevant examples to develop it into a paragraph
• display logical development in writing through the process of drafting and peer review
• use multiple pre-writing strategies
• recognize the difference between credible and non-credible sources (texts supported by research and those that are not)
• use compound and complex sentences by demonstrating appropriate punctuation consistently
• find resources to answer basic writing and punctuation questions
• write (short) texts in varied rhetorical modes and registers
• write a coherent and cohesive essay with appropriate use of transitions in response to a prompt in timed and untimed environments

Course Resources

Course Website(s)

• Blackboard (http://www.courses.mtu.edu)
• Dropbox (http://www.dropbox.com)

Required Course Texts:


➢ Supplemental readings in support of textbook may be provided via Internet links and/or handouts throughout the semester.

Grading Scheme

Grades will be based on the following:

Grading Scale

72-100 ➔ Pass

0-72 ➔ Fail
Homework/Class Attendance 15%
Descriptive Paragraphs 20%
Comparison Paragraphs 20%
Cause and Effect Paragraphs 20%
Essay 25%
Total Points 100%

Promotion or Exit

<table>
<thead>
<tr>
<th>Post Test</th>
<th>Course Grade</th>
<th>= promotion to the next level of class or exit ESL</th>
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<tbody>
<tr>
<td>50%</td>
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Attendance and Class Participation Requirements:

You are required to attend the class regularly and participate in class activities actively. Participation in all the class sessions is very important for successful completion of this course. If you know you must be absent, you should contact me and tell me the reasons why. If you arrive to class late three times, it will be counted as one unexcused absence. If you are 10 minutes late or more, you will be marked absent for the day. When you are absent, you ask your classmate about homework so that you do not miss any assignments. If you fail to contact me about your absence, you will be responsible for the serious reduction of your grade in your final grade. After three unexcused absences, your final course grade will be lowered 5% for each absence. However, if you informed me in advance, you have some excused absences such as religious holiday, unexpected sickness with your doctor’s note etc. You can see a full list of excused absences here: http://www.mtu.edu/dean/conduct/policy/attendance/

Chronic tardiness is unacceptable, as are coming to class unprepared, doing work that is not for this course during class, or using the computers or other personal electronic devices for text messaging, or entertainment. You are expected to be well prepared before you come to class so as to involve in class discussion actively. Your preparation and participation is worth 10% of your final grade.

Staying in Touch

Please feel free to contact me if you have any queries, concerns, and difficulties. I am more than happy to help you regarding any issue related to this course. Send me an
email if you want to set up an appointment with me. Or, alternatively come and see me during my office hours with your questions and concerns. Please check your university account e-mail daily for the class updates and assignments.

Technology:

Please turn your cell phones to vibrate or silent. Texting in class is against MTU rules. Leave all other electronic devices at home. If you are supposed to receive any emergency call during the class hours, please let me know in advance.

Late Work Policy:

Late work will not be accepted. In case of any emergency, you must notify me about it before your assignment is due and manage an alternative date for late work submission. All assignments must be completed in order to pass the course.

Plagiarism:

As plagiarism is defined as "representing the words or ideas of someone else as one's own in any academic exercise," all writing you do for this course must be your own and must be exclusively for this course, unless the instructor stipulates differently. If you have any questions about plagiarism, please ask me for help.

Disability, Discrimination and Harassment Policy:

If you have a disability that could affect your performance in this class or that requires an accommodation under the Americans with Disabilities Act, please see me as soon as possible so that we can make appropriate arrangements. The Affirmative Action Office has asked that you be made aware of the following:

*Michigan Tech complies with all federal and state laws and regulations regarding discrimination, including the Americans with Disabilities Act of 1990. If you have a disability and need a reasonable accommodation for equal access to education or services at Michigan Tech, please call the Dean of Students Office, at 487-2212. For other concerns about discrimination, you may contact your advisor, department head or the Affirmative Action Office, at 487-3310. Affirmative Action:* http://www.admin.mtu.edu/aae/

Academic regulations and procedures are governed by University policy. Academic dishonesty cases will be handled in accordance the University's policies. You are required to read the university's Academic Integrity, Disability Policy and Equal Opportunity Statement listed below:

http://www.studentaffairs.mtu.edu/dean/judicial/policies/academic_integrity.html
http://www.mtu.edu/dean/disability/policies/
Special Notes:

- **Use only English in this classroom**, so *everyone* can understand what you are saying.
- **Make up tests, quizzes, and presentations** will not be given unless arranged in advance.
- While doing small-group works, engage in productive and lively discussions. Please do not make fuss and digress too much from the topic of that day’s discussion.
- I always respect your hard work and believe in quick and respectful feedback. My conviction is that you should get enough time to be on the right track. Your final grade is cumulative grade that depends on your overall performance in the class. I take pride in careful evaluation of your work.
- This course syllabus is tentative, and it is subject to changes and adjustments anytime to facilitate your learning process.
- Come prepared with all of your class materials and homework completed.
- Actively participate in class. Respect others by listening closely while they are talking.

Units and Assignments

1. **Overview of paragraphs**

   Students will be able to
   - Compose a paragraph with the following structure: topic sentence, supporting sentence(s), and concluding sentence
   - Understand the concept of audience, purpose, content, and language use

2. **Overview of essays**

   Students will be able to
   - Understand the basic considerations and process of writing an academic essay
     - The writing process: pre-writing, writing, sharing, re-writing, revising and editing, evaluating
     - Prewriting strategies; outlining
     - Five paragraph essay structure and organization
     - Introduction, Body, Conclusion
     - Unity: thesis statement/topic sentence, and supporting details
• Cohesion and coherence: transitional devices

• Practice peer review giving constructive feedback.

### Tentative Course Schedule

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<thead>
<tr>
<th>Unit</th>
<th>Lessons</th>
<th>Assignments</th>
<th>Homework</th>
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<tbody>
<tr>
<td>Wk1</td>
<td>Overview of Paragraphs</td>
<td>• Syllabus Discussion</td>
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<td></td>
<td></td>
<td>• Introduction to Paragraphs?</td>
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<tr>
<td>Wk2</td>
<td>Overview of Paragraphs</td>
<td>• Elements of Good Writing</td>
<td>Develop a topic sentence into a paragraph</td>
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<td></td>
<td>• Types of Paragraphs</td>
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<tr>
<td>Wk3</td>
<td>Descriptive Paragraphs</td>
<td>• Outline of Descriptive Paragraph</td>
<td>First draft of Descriptive Paragraphs DUE for Peer Review</td>
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<td>• Discussion on Descriptive Paragraphs with Examples</td>
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<tr>
<td>Wk4</td>
<td>Descriptive Paragraphs</td>
<td>• Understanding the Writing Process</td>
<td>Descriptive Paragraphs DUE</td>
</tr>
<tr>
<td>Wk5</td>
<td>Comparison Paragraphs</td>
<td>• Outline of Comparison Paragraphs</td>
<td>Analyze a Comparative Paragraph</td>
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<td>• Discussion on Comparison Paragraphs with Examples</td>
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<tr>
<td>Wk6</td>
<td>Comparison Paragraphs</td>
<td>• Organization of a Comparison Essay</td>
<td>First Draft of Comparison Paragraph Due for Peer Review</td>
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<tr>
<td>Wk7</td>
<td>Cause-Effect Paragraphs</td>
<td>• Outline of Cause-Effect Essay</td>
<td>Comparison Paragraph DUE</td>
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<td></td>
<td>• Discussion on Cause-Effect Paragraphs with Examples</td>
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<tr>
<td>Wk8</td>
<td>Cause-Effect Paragraphs</td>
<td>• Organization of a Cause-Effect Essay</td>
<td>Make an outline on &quot;The Harmful Effects of Smoking&quot;</td>
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<tr>
<td>Wk9</td>
<td>Overview of Essays</td>
<td>Classification Essay</td>
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<tr>
<td>Wk10</td>
<td>Overview of Essays</td>
<td>Continue: Classification Essay</td>
<td>First draft of Cause and Effect Paragraphs DUE for peer review</td>
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<tr>
<td>Wk11</td>
<td>Descriptive Essay</td>
<td>Analysis of Descriptive Essay</td>
<td>Cause and Effect Essay DUE</td>
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<td>Wk12</td>
<td>Thanksgiving Break</td>
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<tr>
<td>Wk13</td>
<td>Comparison Essay</td>
<td>Analysis of Comparison Essay</td>
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<tr>
<td>Wk14</td>
<td>Cause-Effect Essay</td>
<td>Analysis of Cause-Effect Essay</td>
<td>First Draft of Essay DUE for Peer Review</td>
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<tr>
<td>Wk15</td>
<td>Classification Essay</td>
<td>Discussion on Classification Essay, Course Wrap-up</td>
<td>Essay DUE</td>
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End of Semester