Course Syllabus
ESL 420
College of Science and Arts
Fall 2011

Instructor Information

Instructor: Hana Kang Ph.D.
Office Location: 337 Walker Arts and Humanities Bldg
Telephone: Office – (906) 487-1483
E-mail: hanak@mtu.edu
Office Hours: Tuesday 11:00pm – 12:00 pm and by appointment

Course Identification

Course Number: ESL 420- L02/R02
Course Name: Advanced Writing
Course Location: Walker 145 (MTWRF)
Class Times: MTWRF 10:05am – 10:55am

Course Description/Overview

This course is for students of English as a second language, not for native speakers of English. Emphasis is on the process approach to writing, collaborative workshop approach to revision, and APA style documentation in writing academic essays and research paper.

Course Learning Objectives

By the end of advanced writing, the student will be able to:

1. write a short research paper through multiple drafts and revisions
   a. utilize the library to find resources for research
   b. understand the concept of plagiarism and ways to avoid it
   c. apply the APA format correctly
   d. acknowledge the use of sources with proper citations
   e. evaluate sources for research
   f. incorporate quotes effectively in texts
   g. paraphrase and summarize from sources
   h. synthesize information from multiple sources
   i. describe and comment on graphic representations of data
2. write an appropriate academic email
3. write a five paragraph essay in response to a prompt in a timed environment
   a. demonstrate basic organization, coherence and unity, and logical development
4. write reflective responses to a variety of texts
   a. express one’s subjective personal response
5. write academic essays of various genres on familiar topics
a. demonstrate basic organization, coherence and unity, and logical development
6. review and edit a text written by a peer
   a. provide specific, constructive and polite feedback for their peers
7. distinguish between the use of different registers
8. demonstrate sentence variety in writing
9. identify the audience, purpose and tone of a text
10. conduct error analysis of his or her own text and find resources to fix the problems

**Course Resources**

**Course Website**
- Blackboard <http://www.courses.mtu.edu>

**Required Course Text**
- Exploring through Writing: A process approach to ESL composition (2nd Ed.) by Ann Raimes
- Cambridge Dictionary of English

**Grading Scheme**

**Grading Policy**
Grades will be based on the following:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Quizzes</td>
<td>15%</td>
</tr>
<tr>
<td>Attendance</td>
<td>5%</td>
</tr>
<tr>
<td>Timed essay</td>
<td>10%</td>
</tr>
<tr>
<td>400 words response paper (4)</td>
<td>20%</td>
</tr>
<tr>
<td>800-900 words essay (4)</td>
<td>20%</td>
</tr>
<tr>
<td>Homework</td>
<td>10%</td>
</tr>
<tr>
<td>Final project (1400 words research paper, revised essay etc)</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
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**Grading Scale:**

72-100 → Pass
0-72 → Fail

**Promotion to the next level**

<table>
<thead>
<tr>
<th>Post Test</th>
<th>Course Grade</th>
<th>= advancement to the next level of ESL classes</th>
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<tbody>
<tr>
<td>50%</td>
<td>50%</td>
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**Late Assignments**
No late assignments will be accepted after the deadline.
Course Policies

Come to class every day. If you miss a class, you should contact me and tell me why you were absent. You should also ask a classmate about homework so that you do not miss any assignments.

If you do not contact me about your absence, you may be reported to IPS, and your visa status may be affected.

After three unexcused absences, your final course grade will be lowered 5% for each absence.

Excused absences include: if you are sick with a doctor’s note, religious holidays, etc. You can see a full list of excused absences here: http://www.mtu.edu/dean/conduct/policy/attendance/

Make up tests, quizzes, and presentations will not be given unless arranged in advance.

Come to class on time. 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.

Homework is due at the beginning of class. Late homework will receive 0 points.

Participate in class:

1. Use only English in this classroom, so everyone can understand what you are saying.

2. Turn your cell phone to vibrate or silent. Leave all other electronic devices at home. Texting in class is against MTU rules.

3. Come prepared with all of your class materials and homework completed.

4. Actively participate in class. Respect others by listening closely while they are talking.

You should use your own words on assignments, so that you do not plagiarize. This is very serious. A copied or plagiarized assignment will receive 0 points. Plagiarism could result in suspension or expulsion from MTU. If you have questions about plagiarism, ask one of your instructors for help.

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 policy listed below.

Academic Integrity:
http://www.studentaffairs.mtu.edu/dean/judicial/policies/academic_integrity.html

Disabilities

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/aaao/](http://www.admin.mtu.edu/aaao/)

**Disability Services**: [http://www.mtu.edu/dean/disability/](http://www.mtu.edu/dean/disability/)


**Tentative Calendar**

This syllabus may be changed during the term to accommodate the needs of either the students or the professor.