

1.Academic Writing

Subject Name: English SEC FYUGP

Course Name: ACADEMIC WRITING

EXISTING BASE SYLLABUS: NIL

Objectives: This course is designed to -

- ☐ Ease the students into the domain of writing that measures up to academic standards.
- ☐ Introduce the central ideas and forms of academic writing, and guide the students through them in an orderly way.
- ☐ Facilitate and encourage methodical thinking and analyzing. Such processes would then enable the students to work on and improve the quality of their writing.

COURSE LEVEL: 100-199 (FOUNDATION AND INTRODUCTORY) **COURSE**

OUTCOMES (GRADUATE ATTRIBUTES):

Upon the end of this course, students should be able to:

- Understand the features of professional and academic writing.
- Enhance vocabulary, communicative and writing skills.
- Write grammatically cohesive and articulate sentences in their own words. • Engage in critical thinking and brainstorming ideas.
- Form cogent arguments and compose analytical drafts.
- Review their essays to maintain academic integrity and avoid plagiarism.

TOTAL CREDITS: 3

COURSE CONTENT:

UNIT I: Introduction to the Writing Process

- Basics and Conventions of Academic Writing
- Reading and Developing Ideas
- Understanding Paragraph Formats
- Annotating
- Note-making

UNIT II: Organizing Paragraphs and Research Work

- Summarizing
- Paraphrasing

- Outlining Essays
- Planning and Structuring Arguments
- Introductions and Conclusions

UNIT III: Critical Analysis and Finalizing Drafts

- Citing quotations and Referencing
- Checking for Plagiarism
- Revision and Re-writing
- Final Editing
- Proofreading

REFERENCE BOOKS & MATERIALS:

Bailey, Stephen. *Academic Writing: A Practical Guide for Students*. RoutledgeFalmer, 2004. Booth, Wayne C., et al. *The Craft of Research*. The University of Chicago Press, 2016. Day, Trevor. *Success in Academic Writing*. Palgrave Macmillan, 2013.

Sivia, Paul J. *How to Write a Lot: A Practical Guide to Productive Academic Writing*. American Psychological Association, 2007.

Zemach, Dorothy E., and Lisa A. Rumisek. *Academic Writing: From Paragraph to Essay*. Macmillan, 2005
