



Sharif University of Technology
Languages and Linguistics Center
Minor Program
Fall Semester, 2015



Course: *Essay Writing for Minor Students in English*

Number of Credits: *2 Credits*

Instructor: *Saeed Rezaei*

Location: *Ebn-e Sina Building, Languages and Linguistics Center*

Office Hours: *Sundays, Mondays, & Tuesdays (by appointment)*

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1. Course Description

This course is developed for English Minor Students at Sharif University of Technology who have already passed two pre-requisite courses namely “Grammar and Writing” and “Advanced Writing”. This course could have been offered even before the Advanced Writing but now the instructor will try to incorporate the materials from the previous two courses plus some new content in academic writing. In brief, both creative writing and genre-based writing will be encouraged in this class. In addition, this course will employ a negotiated syllabus at times where students can bring their own writing needs to the class. Hence, some minor changes might occur during the term depending on the students’ competence and ability.

2. Course Objectives

Among many objectives students are to

- get familiar with types of essays including descriptive, argumentative, etc.;
- get familiar with the writing sections in International Tests including TOEFL, IELTS, and GRE;
- get familiar with the main types of email writing;
- learn the conventions in academic paper writing
- boost their academic integrity by learning how to avoid plagiarism;
- be introduced to the main publications and journals in the field of science and engineering;
- improve their critical reading/writing skills along with writing more clearly & incisively;
- develop the ability to edit, refine, and polish their written works; and
- get familiarized with the APA/MLA system of referencing and citation.

3. Scoring Criteria

a) Class Participation	2 points
b) Classroom Assignments	6 points
c) Final Exam	10 points
d) Paper Submission	4 EXTRA points

4. Required Readings

- Bailey, S. (2011). *Academic writing: A handbook for international students*. London: Routledge.
- Emmerson, P. (2004). *Email English: Includes phrase bank of useful expressions*. London: Macmillan.
- Körner, A. M. (2008). *Guide to publishing a scientific paper*. London: Routledge.
- Silyn-Roberts, H. (2012). *Writing for science and engineering: Papers, presentations and reports*. Oxford: Butterworth Heinmann.

5. Supplementary Readings

- Ellison, C. (2010). *McGraw-Hill's concise guide to writing research papers*. New York: McGraw Hill.
- Savage, A., & Shafiei, M. (2007). *Effective academic writing 1: The paragraph*. Oxford: Oxford University Press.
- Winkler, A., & McCuen-Metherell, J. R. (2011). *Writing the research paper: A handbook*. Boston, MA: Wadsworth.

6. Course Schedule

	Topic	Source	Assignments
1	Introducing the syllabus & Ice-breaking		
2	Plagiarism, paraphrasing, and citation rules	Bailey (2011), pp. 30-61	Turnitin
3	Reference rules (MLA, APA, Chicago)	Bailey (2011), pp. 62-97	Google Scholar
4	Accuracy in writing: Academic vocabulary and grammar	Bailey (2011), pp. 173-202	Analyzing some (un)published papers
5	Accuracy in writing: Academic vocabulary and grammar	Bailey (2011), pp. 203-245	Practicing paraphrasing and editing
6	Email Writing: Episode 1	Emmerson (2004)	Email writing
7	Email Writing: Episode 2	Emmerson (2004)	Email writing
8	Academic papers: The nuts & bolts	Silyn-Roberts (2012), Ch. 6	Finalizing your topic for research
9	Before Writing	Körner (2004), Ch. 2	
10	Title Page & Abstract	Körner (2004), Ch. 3 & 4	Writing a one page summary of what you plan to do
11	Introduction & Review of Literature	Körner (2004), Ch. 5	Writing a one page review
12	Methodology	Körner (2004), Ch. 6 & 7	Writing the method of your project
13	Results	Körner (2004), Ch. 8	Collecting your data
14	Conclusion & Discussion	Körner (2004), Ch. 9, 10, 11	Analyzing and reporting your results
15	Final Trainings		