



## Writing NSRIC-CMP-ENS-I-CO10246

### 1.0 Faculty Information

Name: Prof. Dr. S. A. Ali

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Fax: n/a

Email: (personal) asimalig@gmail.com

### 2.0 Course Information

Course Code and Title Month Year	<b>NSRIC-CMP-ENS-I-CO10246</b> <b>Writing</b> February 2023
Class Days	Mon, Tue, Wed
Class Time	12:00 – 1:00 PM (Ontario time)
Course Credit Hours	3
Class Location	NSRIC online platform
prerequisites and/or co-requisites	Grade XII
Level /A, E, H, I, K12, M, P, S, T, U, V, W	Undergraduate / I

**Note:** The below classification of courses is related any areas of knowledge:

**A:** Advanced level academic level courses; **C:** Canadian Immigration Course; **E:** Executive courses; **H:** Higher-level courses (i.e., graduate courses); **I:** Intermediate courses (i.e., university preparatory courses – Grade XII+); **K12:** Foundational, and lower-level courses; **M:** Mid-level courses (i.e., undergraduate courses); **P:** Professional courses; **S:** Short/seminar courses; **T:** Training courses; **U:** Tutorial Courses; **V:** Vocational training courses; and **W:** Workshop courses.

### 3.0 Professor Information

Name	Prof. Dr. S. A. Ali
Title	Professor
Contact Information	Email: <a href="mailto:saali668@yahoo.com">saali668@yahoo.com</a> ; <a href="mailto:asimalig@gmail.com">asimalig@gmail.com</a>
Office Location	NSRIC online platform
Office Hours	Friday, 11:00 AM – 12:00 noon EST (Ontario time)

### Our Specializations:

1. **ADK:** to create different avenues and opportunities for the **Acquisition and Dissemination of Knowledge**.
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## 4.0 TA Information

Name	n/a
Contact Information	n/a
Office Location	NSRIC online platform

## 5.0 Course Description

This course is designed for intermediate level ESL/EFL learners to enhance their writing skills and teach the basics of sentence formation, paragraph writing, paragraph types, and relevant language skills including proper punctuation, connectives and transitions. Topics include paragraph structure, coherence, unity, topic sentence, supporting sentence, and concluding sentence. Students will also be introduced to the use of outside sources for supporting details, proper quotations, and trained to avoid plagiarism. This course will steer students to the next level of essay writing. The main focus stays on developing effective writing skills and inculcating appreciation towards writing. This course provides a solid foundation and equips students with writing skills essential to prepare for TOEFL, IELTS, or other higher academic pursuits.

## 6.0 Course Learning Outcomes

Upon successful completion of this course, students will be able to:

- CLO1: Recognize components of a sentence and parts of a paragraph (topic sentence, supporting ideas, concluding sentence).
- CLO2: Identify fragments, parallel structures, and misplaced and dangling modifiers to avoid.
- CLO3: Employ correct punctuation and quotation rules in their writings.
- CLO4: Plan various stages of the writing process, including pre-writing, writing and postwriting.
- CLO5: identify different types of paragraphs and the difference between a paragraph and an essay.
- CLO6: Produce error-free sentences and well-structured paragraphs in the appropriate and correct language.
- CLO7: Demonstrate their knowledge of the techniques of avoiding plagiarism.

## 7.0 How the course supports the attainment of the student outcomes

Student Learning Outcomes (1-6)						
1	2	3	4	5	6	7
High	High	High	High	High	High	Moderate

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## 8.0 Course Materials

### *Online course materials*

- 1) Online PowerPoint presentation slides in pdf form, and video/audio recording of lectures
- 2) Online tutorials and meetings with students

### *Textbook and resources:*

- 1) Lipschutz, Scarry & Scarry. (2017). *The Canadian Writer's Workplace* (8<sup>th</sup> edition). Nelson Education: Toronto.
- 2) Oshima & Hogue. (2006). *Writing Academic English* (4<sup>th</sup> edition). Pearson Education: New York.
- 3) Shiras, R. & Smith, S. C. (2003). *Paragraph Writing Made Easy*. Scholastic Professional Books. Jefferson City: Scholastic Inc.
- 4) Greetham, B. (2013). *How to Write Better Essays*: Palgrave Macmillan.
- 5) <https://www.press.umich.edu/script/press/331840>
- 6) <http://www.eslcafe.com/bookstore/writing.html>

## 9.0 Academic Integrity

Students are encouraged to have a look at the NSRIC's statement of academic integrity at NSRIC website. It is noted that by signing this syllabus, you will acknowledge that you have understood that any detected plagiarism should be reported.

## 10. Assessment for Grade

The course grade is only related to the academic courses (i.e., K12, and university level courses) based on individual and team performance as shown in Table 1:

**Table 1: NSRIC Grading System**

Type of Assessment	Grade %
Participation/Engagement/Performance	10%
Assignments	20%
Quizzes	20%
Midterm Exam I	15%
Midterm Exam II	15%
Final Exam	20%
<b>Total</b>	<b>100%</b>

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## Important Note:

- i) The below classified courses (i.e., academic courses) will only be evaluated based on the grade system shown in Table 2. A grade and certificate will be issued for the student(s) and participant(s).  
**A:** Advanced level academic level courses; **H:** Higher-level courses (i.e., graduate courses); **I:** Intermediate courses (i.e., university preparatory courses – Grade XII+); **K12:** Foundational, and lower-level courses; **M:** Mid-level courses (i.e., undergraduate courses).
- ii) The below classified courses will **not** be evaluated based on the grade system shown in Table 2. A certificate will be issued for the student(s) and participant(s).  
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## Participation/Engagement/Performance

Your participation in every aspect of the course is important for the learning process. Your engagement in every discussion in the course, due delivery of all assignments and quizzes will be fruitful. These efforts from your side will reflect your performance in the course delivery and your commitments. This performance is the reflection of your dream grade!!

## Assignments

You will be given **5 assignments** during the course delivery. The due dates for assignments are specified in the course content and schedule section. The assignments will be given time to time to solve/answer during the term. Assignments will be posted through Google Classroom online platform at least one week before they are due. Due dates are given in course schedule (tentative schedule). However, in case of any special circumstance, the date will be posted beforehand or announced in class.

## Quizzes

A **Maximum of five** quizzes (maximum of **ten MCQs @ ten minutes**) will be given based on class lectures and performance. The quiz will be given in the beginning of the lecture through **Google Classroom** online platform. If you miss the quiz without any valid official excuse, you will receive **zero** for the non-attended quiz. If any student fails to attend the quiz, he/she must submit a valid reason to the instructor. In such case, he/she should take another quiz or may be averaged on the quizzes that he/she attended. It will depend on the situation and instructor.

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## Midterm and Final Exams

Two midterm exams and one final exam will be given according to the NSRIC policies and guideline. The exams would be through NSRIC online platform. The midterm and final exam dates would be announced by the course instructor/NSRIC administration.

## 11. Grading Scale of the Course

### Important Note:

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- iv) The below classified courses will **not** be evaluated based on the grade system shown in Table 2. A certificate will be issued for the student(s) and participant(s).

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At the end of the term, the below Table 1 will be used for translating your marks into a “Letter Grade” based on NSRIC grading policy.

**Table 2:** NSRIC grading system

Marks	Letter Grade	Points	Description
≥ 93	A+	4.00	Outstanding
≥ 90	A	3.75	
≥ 87	A-	3.50	Excellent
≥ 84	B+	3.25	Very good
≥ 81	B	3.0	
≥ 78	B-	2.75	Moderately Good
≥ 75	C+	2.50	Good
≥ 72	C	2.25	
≥ 69	C-	2.0	Moderately Good
≥ 66	D+	1.75	Pass
≥ 63	D	1.50	
≥ 60	D-	1.25	Poor Pass
< 60	F	0	Failing

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## 12.0 Advice and Additional Requirements

### *I advise you to:*

- Please contact me if you need any help.
- Students are expected to attend all scheduled online lectures/classes.
- Students are expected to study from the course materials and/or textbooks which will help to easily read and understand.
- Students are encouraged to write their own notes during lectures/presentations (pdf PowerPoint presentations, and additional materials if any).
- Students are encouraged to attend online platform classes on time because late-attendees disrupt the flow of the class for both the instructor and the other students.

### *Additional Information (During Online Course offering Period)*

- Weekly online lectures will be delivered via **Zoom**
- Quizzes, Assignments, Exams will be administered via: **Google Classroom**
- The PowerPoint course materials, and video lectures will be available at the NSRIC Platform.
- There will be scheduled discussion/tutorial sessions **every Thursday** at the scheduled class time. All students must attend this session.
- There will be an office hour for students **every Friday**, 11:00 AM – 12:00 noon, Toronto time. Students need to send an email request so that a zoom meeting can be arranged. In addition, any time student can set up an online appointment (i.e., phone, zoom, and/or other mode of communications) based on availability of the course instructor. However, student should send an email request for setting up this type of meeting.

## 13.0 Course Topics

- Parts of Speech
- Verb Problems
- Subject-Verb Agreement
- Coordination and Subordination
- Fragments, Run-Ons, and Parallel Structure
- Misplaced and Dangling Modifiers
- Punctuation and Quoting
- Paraphrasing and Summarizing
- Four Stages of Paragraph Writing
- Components and Qualities of a Paragraph
- Paragraph Types and Writing Techniques
- Plagiarism

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## 14.0 Course Contents and Schedule

Lec No.	Module	Topics	Remarks
<b>MODULE 1</b>			
01	Introduction	Course overview, setting expectations, and overview of Parts of Speech	
02	Parts of Speech	Brief discussion of nouns, pronouns, adjectives, verbs	
03	Parts of Speech	adverbs, prepositions, conjunctions, interjections, articles	
04	Sentence	A complete sentence? Finding the subject. Finding the verb.	
05	Verb Problems	Verb problems. Irregular verbs? Shift in verb tense. Sequence of tenses?	Quiz 1
06	Tenses	Correct use of the present perfect and past tenses.	
07	Voice	Active and passive voice.	Assignment 1 due
08	S-V Agreement	Subject-Verb agreement within the sentence?	
09	S-V Agreement	Special problems: subject-verb agreement.	
10	Coordination & Subordination	Coordination? Subordination? Combining sentences using coordination and subordination. Semicolon.	
11	<b>MIDTERM EXAM # 1</b>		<b>11<sup>th</sup> Lecture</b>
<b>MODULE 2</b>			
12	Fragments	Fragment? Recognizing and correcting sentence fragments.	
13		Phrases vs. sentences. Making a sentence from a fragment.	Quiz 2
14	Run-Ons	Definition. Run-Ons vs. long sentences. Complete sentences from a run-on.	
15	Parallel Structure	Definition. Making sentences parallel.	
16	Pronouns	Pronouns and Case. Pronoun-Antecedent Agreement. Missing, ambiguous, or repetitious pronouns.	Assignment 2 due
17	Modifiers	Definition. Misplaced modifiers. Dangling modifiers.	
18	Punctuation	Definition. Correct punctuation. Comma: basic rules.	
19	Punctuation	Other marks of punctuation.	
20	Capitalization	Definition. Basic rules.	Quiz 3
21	Paraphrasing	Definition. Samples and practice	
22	Summarizing	Definition. Samples and practice.	Assignment 3 due
23	Quoting	Text references. Rules. Length of a quotation. Quotations and paraphrase ideas.	
24	Quoting	Integrated quotations. Block quotations.	

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25	<b>MIDTERM EXAM # 2</b>		<b>24<sup>th</sup> Lecture</b>
<b>MODULE 3</b>			
26	Paragraph	Definition. Four stages: 1. Prewriting, 2. Organizing, 3. Rough draft, 4. Postwriting: (revising, editing, proofreading)	
27	Paragraph	Topic sentence. Controlling idea.	
28	Paragraph	Supporting detail: types and features. Concluding sentence.	Quiz 4
29	Style	Clarity. Word economy. Active vs. passive. Word order. Repetition of words.	Assignment 4 due
30	style	Audience and tone. Purpose. Consistency. Avoidance of abstract terms and jargon.	
31	Paragraph Writing strategies: <b>Description</b>	Definition. Spatial order.	
32	<b>Comparison and contrast</b>	Definition. Two methods. Transitions.	
33	<b>Process</b>	Definition. Coherence and order.	
34	<b>Cause and Effect</b>	Definition. Two types.	Assignment 5 due
35	<b>Argumentation</b>	Definition. Strategies and techniques for argumentation. Role of critical thinking. Argumentative tools. Fallacies.	
36	<b>Narration</b>	Definition. Coherence.	Quiz 5
37	Essay	From a paragraph to an essay. Components. Structure. Features. Transitions.	
38	Plagiarism	Definition. Degrees of plagiarism. How to avoid it?	
39	<b>FINAL EXAM</b>	<b>TBA</b>	

Prepared by Prof. Dr. S A Ali, ESL/EFL Division, NSRIC Inc., London, ON, Canada.

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