

Republic of Yemen

Alandalus University



الجمهورية اليمنية
جامعة الاندلس

Quality Assurance Unit

للعلوم والتقنية

وحدة ضمان الجودة والاعتماد

توصيف مقرر: Writing 3

University of : Alandalus
Faculty of: Arts & Humanities
Department: English & Translation
Title of the Program: BA in English
Template for Course Specification

I. Course Identification and General Information:						
1	Course Title:	Writing 3				
2	Course Code &Number:	3402133				
3	Credit hours:	C.H			TOTAL	
		Th.	Seminar	Pr		Tr.
		theory	Seminars, exercises..	practical		Field, training
4	Study level/ semester at which this course is offered:	Level Two/ Semester One				
5	Pre –requisite (if any):	Writing 2				
6	Co –requisite (if any):	None				
8	Program (s) in which the course is offered:	BA in English				
9	Language of teaching the course:	English				
10	Location of teaching the course:	Alandalus University				
11	Prepared By:					
12	Date of Approval					

II. Course Description:

This is the third course in English Writing. In this course the students will be exposed to more tasks of writing using some more advanced skills. They will be given the basic standards of writing long essays through various steps. This course will help the students to learn how to think about the topics of long essays, how to plan their ideas, how to organize the essays paragraphs, how to develop their thinking and how to start writing. By the end of the course, the students will be able to edit, refine, criticize their writings and the others as well. They will, also, be able to improve their first drafts through editing and reorganizing tasks.

III. Intended learning outcomes (ILOs) of the course:

1. Demonstrate the importance of integrating reading assignments and personal life experience into their writing projects.
2. Apply the research methods by writing a paper.
3. Practice the use of several standard methods to develop writing.
4. Improve their writing mechanics and self- editing skills.
5. Craft and criticize their own writing and criticize others.

(A) Alignment Course Intended Learning Outcomes of Knowledge and Understanding to Teaching Strategies and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
A1- Motivate students to create original essays, poems, and short stories.	Lecture and class discussion	Class participation
A2- Keep on following the methods the students learnt in previous courses.	Assignment, research, writing essays	Midterm exam
A3- Learn self-editing skills by following the suggestions for revision and refinement of their work.	Teacher's feedback on student's essays	Assignments
A4- Recognize the different styles and different components of the various writing genres.	Lecture and class discussion	Final Exam

(B) Alignment Course Intended Learning Outcomes of Intellectual Skills to Teaching Strategies and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
B1- Ability to argue for and against a controversial topics.	encouragement of students to discuss essay papers	Class participation

B2- Ability to develop a valid thesis.	Class discussions/ teaching students to think independently and engage in group work	Assignments
B3- Ability to think critically and analytically.	Lectures/teaching students how to read attentively and critically	Class participation
B4- Ability to use coherent English.	Lectures/teaching students how to read attentively and critically	Midterm and Final exams

©Alignment Course Intended Learning Outcomes of Professional and Practical Skills to Teaching Strategies and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
C1- Students can complete writing assignments in due time.	Discussions with students on writing rules and its usages	Class participation
C2- Students can participate in class discussion and could think independently.	Individual counseling on writing difficulties	Home work
C3- Students can act responsibly in carrying out individual as well as group assignments.	Group work and pair work	Mid term and final exams
C4- Students have the important skills to communicate , listen negotiate , and evaluate their strengths and weaknesses as members of a team.	Discussions with students on writing rules and its usages	Class participation

(D) Alignment Course Intended Learning Outcomes of Transferable Skills to Teaching Strategies and Assessment Strategies:

Course Intended Learning Outcomes	Teaching strategies	Assessment Strategies
D1- Using his knowledge to work effectively with different people in his society	Lectures, Class discussion, Collaborative learning/Team work, portfolio	Class participation, Quizzes, Midterms/Essay questions, Research papers, Final exam
D2- Connecting the acquired knowledge and experience in different aspect of English uses	Class discussions/teaching students to think independently and engage in group discussions	Class participation, Presentations, Research papers, Midterms and Final exams, Group assignments
D3- Reflecting his confidence in the ability of interacting through English language	Role plays, pair work and group work discussions, collaborative learning	Assessing presentations, group assignments, exams
D4- Interacting positively with his local, regional surrounding keeping in	Role plays, pair work and group work	Assessing presentations, group

mind his Islamic bases.	discussions, collaborative learning	assignments, exams
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IV. Course Content:

A – Theoretical Aspect:

Order	Units/Topics List	Learning Outcomes	Sub Topics List	Number of Weeks	contact hours
1	Introduction to the course	A1, A2, A3, A4	Preparing to write	1	3
2	Getting ideas	A1, B1, C1, D1	Thinking and brainstorming	1	3
3	Planning	A2, B2, C2, D2	Outlining and selecting	1	3
4	Researching	A3, B3, C3, D3	Developing ideas	1	3
5	Organizing	A4, B4, C4, D4	Coherence and cohesion	1	3
6	Drafting	A1, A2, B1, B2	Writing first sample	2	6
7	Editing	C1, C2, D1, D2	Checking and developing	2	6
8	Evaluation	B3, B4, C1, C2	Thinking critically	1	3
9	Writing Samples	C3, C4, D3, D4	Different types of essays	2	6
Number of Weeks /and Units Per Semester				12	36

B - Practical Aspect: (if any)

Order	Tasks/ Experiments	Number of Weeks	contact hours	Learning Outcomes
1	None	None	None	
2	None	None	None	
3	None	None	None	
Number of Weeks /and Units Per Semester				

V. Teaching strategies of the course:

Lecture and class discussion, Assignment, research, writing essays, teaching students to think independently and engage in group work, Discussions with students on writing rules and its usages, Individual counseling on writing difficulties, etc.

VI. Assignments:

No	Assignments	Aligned CILOs(symbols)	Week Due	Mark
1	Assignment 1	A1, A2, A3	The 3rd lecture	2
2	Assignment 2	A2, A3, C1, C2	The 7 th lecture	2
3	Assignment 3	B1, B2, B3	The 11 th lecture	1

VII. Schedule of Assessment Tasks for Students During the Semester:

No.	Assessment Method	Week Due	Mark	Proportion of Final Assessment	Aligned Course Learning Outcomes
1	Participation	All along	5	5 %	B3, C3, D3
2	Quizzes	All along	10	10 %	B1, C1, D1, D2
3	Home Assignments	All along	5	5 %	B2, C2, D2
4	Mid Term Exam	7	20	20%	A1, A2, A3, A4
5	Final Exam	14	60	60%	A4, B4, C4, D4

VIII. Learning Resources:

- *Written in the following order: (Author - Year of publication - Title - Edition - Place of publication - Publisher).*

1- Required Textbook(s) (maximum two).

- 1- Savage, A. & Mayer, A. (2005). *Effective Writing 3 –The Essay*. Oxford University Press, NY.
- 2- Robert DeMaria.(1998) *The College Handbook Of Creative Writing*. 3RD Edition.

2- Essential References.

	1- Carol Whiteley (2002). The Everything Creative Writing Book.
3- Electronic Materials and Web Sites etc.	
	<ul style="list-style-type: none"> • www.better.english.com • www.eviews.net/references.html • www.writingessentials.com

IX. Course Policies:	
1	Class Attendance: Follows the program and the university general policy.
2	Tardy: Subject to the regulations of the program and the general policy of the university.
3	Exam Attendance/Punctuality: Follows the policies of the program and university.
4	Assignments & Projects: Assignments tasks and submission to be assigned by the instructor.
5	Cheating: Subject to the regulations and rules of the university as directed by the systems of the Ministry of Higher Education.
6	Plagiarism: Such matter is ruled by the general regularities of the university and MHE.
7	Other policies: Detailed in the general policy of the program.

University of: Alandalus
 Faculty of: Arts & Humanities
 Department: English and Translation
 Title of the Program: BA in English

Template for Course Plan (Syllabus)

I. - Information about Faculty Member Responsible for the Course:							
Name of Faculty Member		Office Hours					
Location & Telephone No.		SAT	SUN	MON	TUE	WED	THU
E-mail							

II. Course Identification and General Information:					
1	Course Title:	Writing 3			
2	Course Number & Code:	3402133			
3	Credit hours:	C.H			Total
		Th.	Seminar	Pr.	
		theory	Seminars, exercises..	practical	Field, training
4	Study level/year at which this course is offered:	Level Two			
5	Pre –requisite (if any):	Writing 2			
6	Co –requisite (if any):	None			
7	Program (s) in which the course is offered	BA in English			
8	Language of teaching the course:	English			

9	System of Study:	Full Time
10	Mode of delivery:	Lecturing
11	Location of teaching the course:	Alandalus University

III. Course Description:

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IV. Intended learning outcomes (ILOs) of the course:

- Brief summary of the knowledge or skill the course is intended to develop:
 1. Demonstrate the importance of integrating reading assignments and personal life experience into their writing projects.
 2. Apply the research methods by writing a paper.
 3. Practice the use of several standard methods to develop writing.
 4. Improve their writing mechanics and self- editing skills.
 5. Craft and criticize their own writing and criticize others.

V. Course Content:

- Distribution of Semester Weekly Plan of Course Topics/Items and Activities.

A – Theoretical Aspect:

Order	Topics List	Week Due	Contact Hours
1	Introduction to the course	1	3
2	Getting ideas	2	3
3	Planning	3	3
4	Researching	4	3

5	Organizing	5	3
6	Drafting	6,7	6
7	Editing	8,9	6
8	Evaluation	10	3
9	Writing Samples	11,12	6
Number of Weeks /and Units Per Semester		12	36

B– Practical Aspect: (if any)			
Order	Topics List	Week Due	Contact Hours
1	None	None	None
2	None	None	None
Number of Weeks /and Units Per Semester			

VI. Teaching strategies of the course:
Lecture and class discussion, Assignment, research, writing essays, teaching students to think independently and engage in group work, Discussions with students on writing rules and its usages, Individual counseling on writing difficulties, etc.

VII. Assignments:				
No	Assignments	Aligned CILOs(symbols)	Week Due	Mark
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2	Assignment 2	A2, A3, C1, C2	The 7 th lecture	2
3	Assignment 3	B1, B2, B3	The 11 th lecture	1

VIII. Schedule of Assessment Tasks for Students During the Semester:

Assessment	Type of Assessment Tasks	Week Due	Mark	Proportion of Final Assessment
1	Participation	All along	5	5 %
2	Quizzes	All along	10	10 %
3	Home Assignments	All along	5	5 %
4	Mid Term Exam	7	20	20%
5	Final Exam	14	60	60%

IX. Learning Resources:

• Written in the following order: (Author – Year of publication – Title – Edition – Place of publication – Publisher).

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2- Essential References.

1- Carol Whiteley (2002). *The Everything Creative Writing Book*.

3- Electronic Materials and Web Sites etc.

- www.better.english.com
- www.eviews.net/references.html
- www.writingessentials.com

X. Course Policies:

Unless otherwise stated, the normal course administration policies and rules of the Faculty of ----- apply. For the policy, see: -----

1	Class Attendance: Follows the program and the university general policy.
2	Tardy: Subject to the regulations of the program and the general policy of the university.
3	Exam Attendance/Punctuality: Follows the policies of the program and university.
4	Assignments & Projects: Assignments tasks and submission to be assigned by the instructor.
5	Cheating: Subject to the regulations and rules of the university as directed by the systems of the

	Ministry of Higher Education.
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