

English Writing Workshop 3: Academic / Career Writing

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Course Homepage: wpsteeves.blogspot.com

Textbook: Materials posted on course homepage

Course Description

This is a writing course that focuses on the development of key writing concepts. Writing for academic and career purposes will be studied. The goal of this course is to enable students to organize and write information that is relevant to their everyday lives. Group work is going to be an important part of this course. The level of preparedness shown by students will be reflected in the attendance and participation grade.

Grading and Evaluation

Attendance and Participation	10%
Test	10%
Mid-term Exam	40%
Career Assignment	10%
Final Exam	30%

Course Procedures

Firstly, students who are absent (or late by more than 10 minutes) will lose two points from their Attendance and Participation grade. Two incidents of tardiness will be counted as one absence.

Course Topics

Weeks 1 - 9: Academic Writing

Weeks 10 - 16: Career Writing