DONGGUAN UNIVERSITY OF TECHNOLOGY

School of Economics and Management

Course Syllabus

Fall 2018

Instructor Information

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| Instructor | Xiaochun Wang |
| E-mail | chriswxc@163.com |
| Phone | 13724467766; 647766 |
| WeChat/QQ | christinawxc/512748571 |
| Office | 3207 Guancheng Campus |
| Office Hours | Friday 14:30-16:10; By Appt. |

Student Information

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| Entry Year | 2017 |
| Level | Undergraduate |
| Major | Economics and Finance (Financial Management Industry-University International Program) |

Course Information

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| Course Code | 088833 |
| Course Title | Academic English Writing |
| Course Category | ☐Compulsory Elective |
| Credit(s) | 1 |
| Total Hours | 18 |
| Hours per week | 2 |
| Practical Hours | 0 |
| Lab Practice Hours | None |
| Classroom | 2208 Guancheng Campus |
| Time | Friday, 08:30-10:10 |
| Required Textbook | Toby Fulwiler. College Writing-A Personal Approach to Academic Writing (3rd Edition). Boynton/Cook Publishers, Inc. Heinemann Portsmouth, NH 2002. |
| Supplementary Materials |  |
| Prerequisites | None |

Assessment and Grading

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| --- | --- |
| Assignments | Percent of Final Grade |
| Attendance | 18% |
| Participation in class | 12% |
| Individual Assignments | 20% |
| Final Paper | 50% |
| Total | 100% |

Course Description

Ultimately, this course is designed to help you understand what makes an effective writing, a good writer and the principles of academic writing. Good writing communicates an idea clearly and effectively. Good writing is elegant and stylish. A good writer must have something to say and have logical and clear thinking. Writing to inform is a craft, not an art. Clear and effective writing can be learned. There are a few simple and learnable rules of style. There are certain principles for academic writing.

Based on that, this course is aimed at giving you some guidance for writing a academic manuscript. A typical academic manuscript is composed of the abstract, key words, introduction, literature review, methods, results, and discussion. Introduction takes the reader step by step from what is known to what is unknown, and end with your specific question. It emphasizes what is new and important about your work. The literature review acts as the theoretical foundation of your study. The methods and results tell what methods you use for your research, and describe the results. The Discussion is the section that gives you the most freedom and the most chance to put good writing on display, which is the most challenging to write. Discussion answers the question posed in the introduction, supports and defends your conclusion with details, acknowledges limits, and highlight the broader implications of the work.

Course Objectives

* Learn the principles of effective writing in English.
* Learn to write an academic manuscript in English.

Course Expectations

Students should expect to spend several hours per week on this course. To succeed, you must complete course work, read each chapter, engage in class discussion and lecture, carefully read each chapter and outline the chapters and finish the assignment. This will require a time commitment from you, one that may exceed 2 hours of work per week.

Attendance & Participation - Attendance is expected and active participation is strongly encouraged, which is graded. Please arrive to class on time. Late arrivals are highly discouraged due to the interactive nature of the class.

Reading Assignments –You should finish the readings assigned from our required text and from supplementary articles. Timely and analytical reading of these materials will play an important role in your overall course performance. Please complete the readings listed for the week prior to attending that week’s class session.

Lecture - Roughly 2/3 of our class meetings will be devoted to “interactive” lectures (i.e., lectures that may include opportunities to share insights and questions). To perform well, it is in a student’s best interests to both read the required text AND regularly and attend class.

Course Schedule

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| Week/Date | Topic | Required Reading and Assignments |
| 1/Sept 7 | The purposes of academic writing | Reading related Chapters |
| 2/Sept 14 | Overview of Effective writing | Reading related chapters, hand in interested topic |
| 3/Sept 21 | Principles of effective writing | Read related chapters |
| 4/Sept 28 | Overview of Academic writing | Read related chapters, start to search for literature |
| 5/Oct 5 | Introduction | Read related chapters |
| 6/Oct 12 | Literature Review | Read related chapters, start to write literature review |
| 7/Oct 19 | Methods and Results | Read related chapters |
| 8/Oct 26 | Discussion | Read related chapters |
| 9/Nov 2 | References and Acknowledgements | Read related chapters, finish off the course paper |
| Date:  Reviewed by  Signature  Director of  Department of International Business and Management | | |