**GAU, FACULTY OF HUMANITIES**

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| **Course Unit Title** | **Writing Skills I** |
| **Course Unit Code** | **AME107** |
| **Type of Course Unit** | Compulsory |
| **Level of Course Unit** | 1st year BSc |
| **National Credits** | 3 |
| **Number of ECTS Credits Allocated** | 6 ECTS |
| **Theoretical (hour/week)** | 3 |
| **Practice (hour/week)** | - |
| **Laboratory (hour/week)** |  |
| **Year of Study** | 1 |
| **Semester when the course unit is delivered** | Fall |
| **Mode of Delivery** | Face to Face |
| **Language of Instruction** | English-Turkish |
| **Prerequisites and co-requisites** | - |
| **Recommended Optional Program Components** | - |
| **Objectives of the Course** |
| * Introducing the students to basic concepts of writing skills.
* Introducing different types of essays.
* To ensure that the student writes all kinds of essays in accordance with the rules of the type.
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| **Learning Outcomes** |  |
| When this course has been completed the student should be able to |  Assessment |
| 1 | Learn the basic concepts of different writing types. | 1 |
| 2 | Identify the basic concepts of different types of writing styles. | 1,5 |
| 3 | Demonstrate basic word processing skills in written assignments. | 1,5 |
| *Assessment Methods*: 1. Exam, 2. Assignment 3. Project/Report, 4. Presentation |
| **Course’s Contribution to Program** |
|  | CL |
| 1 | Teach the basic principles of academic writing. | 4 |
| 2 | Teach text analysis. |  3 |
| 3 | Teach the academic terminology. | 3 |
| 4 | Teach the paragraph types. | 3 |
| 5 | Teach paragraph organisation. |  4 |
| 6 | Teach the four main essay types. | 4 |
| 7 | Teach paraphrasing. | 5 |
| 8 | Teach the use of transition words. | 3 |
| 9 | Teach the referencing, paraphrasing and quoting according to the APA and MLA formatting.  |  5 |
| *CL (Contribution Level)*: 1. Very Low, 2. Low, 3. Moderate, 4. High, 5. Very High |
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| **Course Contents** |
|  Week |  |  | Exam**s** |
| 1 |  | Introduction of the course. |  |
| 2 |  | Explaining differences between plain writing and essay writing. |  |
| 3 |  | Introduction of general essay outline. |  |
| 4 |  | Introduction of 4 main essay types. |  |
| 5 |  | Introduction of 4 main essay types 2. |  |
| 6 |  | In-class writing exercises about essay types. |  |
| 7 |  | Revision |  |
| 8 |  |  | Midterm |
| 9 |  | Introduction of APA referencing format.  |  |
| 10 |  | Introduction of MLA referencing format. |  |
| 11 |  | In-class referencing exercises with the use of APA and MLA formats. |  |
| 12 |  | Explaining the terms “Quoting” and “Referencing”. |  |
| 13 |  | In-class referencing, quoting and formatting exercises. |  |
| 14 |  | Revision |  |
| 15 |  |  | Final |
| **Recommended Sources** |
| **Textbook:** Various texts will be provided by the instructor.**Supplementary Material(s):**1. Supplementary materials will be provided by the instructor.
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| **Assessment** |
| Attendance | 5% |  |
| Quiz | 0% |  |
| Participation | 5% |  |
| Midterm Exam | 40% |  |
| Final Exam | 50% |  |
| Total | 100% |  |
| **ECTS Allocated Based on the Student Workload** |
| Activities | Number | Duration (hour) | Total Workload(hour) |
| Course duration in class (including the Exam week) | 14 | 3 | 42 |
| Labs and Tutorials |  |  |  |
| Assignments | 2 | 4 | 8 |
| E-Learning Activities | 2 | 10 | 20 |
| Project/Presentation/Report Writing | - | - | - |
| Quizzes | 2 | 4 | 8 |
| Lab Exams | - | - | - |
| Midterm Examination | 1 | 2 | 2 |
| Final Examination | 1 | 2 | 2 |
| Self Study | 4 | 80 | 84 |
| Total Workload | 166 |
| Total Workload/30 (h) | 5.5 |
| ECTS Credit of the Course | 6 |
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