**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. | | | | |
| **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. | | | | | | | | |
| **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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