**Course Syllabus**

**Course Name: Paragraph Writing**

**Course Number: 01022101**

General Course Information:

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| Course title | Paragraph Writing  |
| Course number | 01022101 |
| Credit hours (theory, practical) | 3 |
| Contact hours (theory, practical) | 3 hrs per week( 1 theory & 2 Practical) / 45 per month |
| Prerequisites/corequisites | 01101112 |
| Academic Program | English Language/Literature & English Language/ Translation |
| Program code | 02& 08 |
| Awarding institution | Isra University  |
| Faculty | Faculty of Arts  |
| Department | Dept. of English Language / LiteratureDept. of English Language / Translation |
| Level of course  | Second Year – First Semester  |
| Academic year /semester  | 2019 – 2020 / First Semester  |
| Awarded qualification | Bachelor Degree |
| Other department(s) involved in teaching the course | None |
| Language of instruction | English  |
| Date of production/revision | 16 / 10/ 2019 |

Course Coordinator:

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| Coordinator's Name: Doaa RiziqOffice No.: 2103 Office Phone: 2396**Office Hours:** 9:00-10:00 Sun., 10:00-11:30 Mon, 12:00-01:00 Tues., 11:00-12:30 Wed., 01:00-02:00 Thurs.**Email:** doaa.riziq@iu.edu.jo |

Other Instructors:

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| Instructor’s Name: Yasmin H. HannounaOffice No.:2109Office Phone:2388**Office Hours:** 9:00-10:00am & 12:00-1:00pm Every (SU. TUE &THUR) -11:00am-12:30pm (Every MON & WED)**Email:** yasmin.hannouna@iu.edu.joInstructor’s Name: Dr. Laila El-OmariOffice No.: 2303Office Phone: 2417Office Hours: Sun:11-12// Mon:11-12:30// Tues: 1-2//Wed: 2-3:30//Thurs: 2-3Email: laila.elomari@iu.edu.jo  |

Course Description:

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| * Writing different types of meaningful and grammatically correct English sentences using proper punctuation;
* producing a coherent and well-constructed paragraph;
* writing process: prewriting (deciding topic, brainstorming, outlining), writing (developing ideas appropriately, drafting), and rewriting (revising mechanics and ideas);
* analysis of model paragraphs;
* methods of paragraph development/ modes of academic discourse: narrative-descriptive, expositive [comparison and contrast, cause and effect, definition, analysis, and illustration], and argumentative
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Text Book: *Author(s), Title, Publisher, Edition, Year, Book website.*

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| 1. Savage, A, Shafiei, M. ***Effective Academic Writing 1***, Oxford University Press, 2007.
 |

References: *Author(s), Title, Publisher, Edition, Year, Book website.*

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| Required book (s), assigned reading and audio-visuals:1. McLean, S. ***Successful Writing***. University of Arizona and Northern Arizona University-Yuma (2012).
2. Rawlings Miller, C. Glasscock, S. ***Powerful Paragraphs***. New York, Scholastic Inc.(2005).
3. Rawlings Miller, C. Glasscock, S. ***Writing Different Types of Paragraphs***. New York, Scholastic Inc(2005).
4. Boardman, C .***Writing to communicate***. University of California Irvine Extension, San Francisco (2002).
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Course Educational Objectives (CEOs):

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|  | Students should understand some grammatical rules that maintain the structure of written texts. |
|  | Students should identify different important terms in paragraph writing. |
|  | Students should be able to write well-structured paragraphs effectively and creatively,  |
|  | Students should be able to edit their paragraphs. |

Intended Learning Outcomes (ILO’s):

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|  | **Intended Learning Outcomes (ILO’s)** | **Relationship to CEOs** | **Contribution to PLOs** |
| 1. A
 | **Knowledge and Understanding:** |
| 1. A1
 | Address different themes paying attention to different rhetorical modes of academic discourse (narrative-descriptive, expositive, and argumentative) | 2 | 1, 2 , 3 &4 |
| 1. B
 | **Intellectual skills:** |
| 1. B1
 | Emphasize the importance of coherence, unity and structure. | 1 | 1, 3 & 4 |
| 1. C
 | **Subject specific skills:** |
| 1. C1
 | Edit written work to avoid sentence errors such as run-on sentences, fragments, etc. | 4 | 1, 3, 4 &9 |
| 1. D
 | **Transferable skills:** |
| 1. D1
 | Write a well-structured paragraph (topic or thesis sentence, body, and conclusion) on any topic. | 3 | 1, 2 & 9 |

Topic Outline and Schedule:

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| **Topic** | **Weeks** | **Achieved ILOs** |
| Introduction: Writing Effective Sentences: Subjects and verbs Punctuation and Capitalization | 1 | C2 |
| Kinds of sentences: Simple, compound, complex Correcting fragments, and run on sentences | 2 | C2 |
| From sentence to paragraph | 3 | C2 |
| Descriptive paragraphs | 4 | A1, B1,B2, C1,C2, D1 |
| Descriptive paragraphs (Practice) | 5 | A1, B1,B2, C1,C2, D1 |
| Opinion paragraphs | 6 | A1, B1,B2, C1,C2, D1 |
| Opinion paragraphs (Practice) | 7 | A1, B1,B2, C1,C2, D1 |
| Narrative paragraphs | 8 | A1, B1,B2, C1,C2, D1 |
| Narrative paragraphs (Practice) | 9 | A1, B1,B2, C1,C2, D1 |
| Compare and Contrast paragraphs | 10 | A1, B1,B2, C1,C2, D1 |
| Compare and Contrast paragraphs (Practice) | 11 | A1, B1,B2, C1,C2, D1 |
| Cause and Effect Paragraph | 12 | A1, B1,B2, C1,C2, D1 |
| Analysis Paragraph: Classification Paragraph &Process Paragraph | 13 | A1, B1,B2, C1,C2, D1 |
| Definition Paragraph | 14 | A1, B1,B2, C1,C2, D1 |
| Revision | 15 |  |
| **Final exam** | 16 |  |

Teaching Methods and Assignments:

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| Development of ILOs is promoted through the following teaching and learning methods:Lectures (discussing theoretical material & Practice based on theories discussed). |

Course Policies:

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| A- Attendance policies:The maximum allowed absences is 15% of the lectures.B- Absences from exams and handing in assignments on time:First Exam and second exam can be retaken based on approval of excuse by the instructor's discretion.Not handing assignment on time will incur penalties.C- Academic Health and safety proceduresD- Honesty policy regarding cheating, plagiarism, and misbehaviour: Cheating, plagiarism, misbehaviour will result in zero grade and further disciplinary actions may be taken.E- Grading policy:* All homework is to be posted online through the e-learning system.
* Exams will be marked within 72 hours and the marked exam papers will be handed to the students.

F- Available university services that support achievement in the course: **Labs, Library.** |

Required equipment:

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| **A Notebook, a pen, Arabic-English dictionary and other dictionaries, if needed.** |

Assessment Tools implemented in the course:

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| ☐√ First Written Exam. 25%☐√ Second Written Exam. 25%☐√ Final Written Exam. 40%☐√ Homework.5%☐√ Participation in Lecture.5% |

Program Learning Outcome (PLOs):

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| Program Learning Outcomes describe what students are expected to know and be able to do by the time of graduation. These relate to the knowledge, skills, and behaviours that students acquire as they progress through the program. A graduate of the () program will demonstrate |
| 1.  | Acquiring the basic language skills in English. |
| 2.  | Understanding the disciplines of knowledge of the English language. |
| 3. | Developing different skills of contact and communication. |
| 4. | Analysing linguistic and literary texts. |
| 5. | The ability to adapt to different working environments and conditions. |
| 6. | Evaluating different working environments and conditions. |
| 7. | The ability to write scientific researches related to English language and literature. |
| 8. | Acquiring technical skills in the field of scientific research. |
| 9. | Enhancing critical thinking skills. |

Responsible Persons and their Signatures:

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| **Course** **Coordinator** | **Doaa Riziq** | **Completed Date** | 16/ 10 / 2019 |
|  |  | **Signature** |  |

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| **Received by** (Department Head) | **Dr. Bakir Bani Khair** | **Received Date** | 16/ 10 / 2019 |
|  |  | **Signature** |  |