BBI2421
General Writing Skills

Week 1
Introduction to the Course

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Course Synopsis

This course covers sentence patterns and types, paragraph development, transition between ideas, using correct grammar and structure, identifying and correcting common errors, drafting, editing and revising various types of short texts.

Students will be actively involved in the process of planning, writing and revising texts to meet their academic and professional needs.
Learning Outcomes

Students are able to:

1. construct correct sentences in their writing *(P4)*
2. organise ideas to develop coherent paragraphs *(A4)*
3. write various types of short texts *(C5, LL)*
4. review their own written texts with peers *(CTPS)*
## Evaluation

<table>
<thead>
<tr>
<th>Coursework</th>
<th>Date / Duedate</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Mid – Semester Exam</td>
<td>Week 6</td>
<td>25%</td>
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<tr>
<td>Writing Assignment</td>
<td>Week 5 Week 10</td>
<td>25%</td>
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<tr>
<td>Self Directed Learning Portfolio 1</td>
<td>Week 5 Week 10</td>
<td>10%</td>
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<tr>
<td>Final Examination</td>
<td>End of Sem</td>
<td>30%</td>
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Writing Assignment (25%)

Part 1 (15%)
- Students are required to create a portfolio of an opinion paragraph based on the given topic.

Part 2 (10%)
- Will be announced during the 2nd Face-to-Face
Self-Directed Learning Portfolio 1 (10%)
- Students are required to do and print out all the online exercises listed in the SDL page.

Self-Directed Learning Portfolio 2 (10%)
- Will be announced during the 2nd Face-to-Face
Text Book

- Title: Introduction to Academic Writing (3rd Edition)
- Writers: Oshima, A. & Hogue, A.
- Publisher: Pearson Education Inc.
Important Dates!

**Week 5**
SDL Portfolio 1 and Writing Assignment Part 1
(*Please ensure that it reaches on Week 5 – 17.03.2015!*)

**Week 6**
Mid-Semester Exam

**Week 10**
Submission of Writing Assignment Part 2 & SDL Portfolio 2
(*Please ensure that it reaches on Week 10!*)