

RAW

LESSON: 1 READING & WRITING SKILLS

What is **READING**?



- Define according to two types (Lapp and Flood, 1978)

1. A **DECODING** process (breaking down of written codes)

2. A **COMPREHENSION** process

- Reading is a dynamic process in which the reader interacts with text to construct meaning.

WHY DO WE READ?

- To develop a broad background

- To build a good vocabulary

- To anticipate and predict

What is **WRITING**?

- A method of **REPRESENTING LANGUAGE** in visual or tactile form

- A **SYSTEM OF GRAPHIC SYMBOLS** that can be used to convey meaning.

WHY DO WE WRITE?

- express
- inform
- entertain
- describe
- persuade

LESSON: 2 THE WRITING PROCESS

- We have 5 important process when writing

THIS IMPORTANT PROCESS CONTAINS 5 PARTS:

1. PRE-WRITING

2. DRAFTING

3. REVISING

4. EDITING

5. PUBLISHING

- What is **PRE-WRITING?**

- choose/narrow your topic
- Determine your **AUDIENCE, PURPOSE, TONE**
- Write down all of your ideas, good or bad
- create a basic order of your ideas.
- Do some research

- Determine your **AUDIENCE**

- Your **AUDIENCE** is composed of those who will read your writing.

- ask yourself
- Who are my readers?
- How do my readers feel about my topic?

- Determine your **PURPOSE**

- **PURPOSE** is the reason you are writing.

Whenever you write, you **ALWAYS HAVE THE PURPOSE MOST WRITING FITS INTO ONE OF 3 CATEGORIES;**

- Expressive Writing
- Informative Writing
- Persuasive Writing
- Determine your **TONE**

- **TONE** is the mood or attitude you adopt as you write

What is **MOOD**?

- the emotional atmosphere of the story

- Can affect how the readers feels while reading the story.

- Determine your **POINT-OF-VIEW**

- **POINT-OF-VIEW**, is the perspective from which you write an essay.

THESE ARE 3 POINT-OF-VIEWS:

1. First person - "I, we"
2. Second person - "you"
3. Third person - "he, she, they"

THE NEXT IMPORTANT PROCESS WHEN WRITING IS DRAFTING.

- What is **DRAFTING**?
- Use your brainstorming to get started
- Write in full sentences and paragraphs

- Do **NOT** worry about spelling and grammar.

- What is **REVISING** ?

- Read your work again.

- Add, remove and rearrange sentences and words.

- Ask yourself: Does it make sense?

- What is **EDITING**?

- Read your work again

- Check carefully for spelling and grammar mistakes.

What is **PUBLISHING**?

- Write out your final work neatly, or use a computer.

- Post it to a blog!

- Submit it to a Publication!

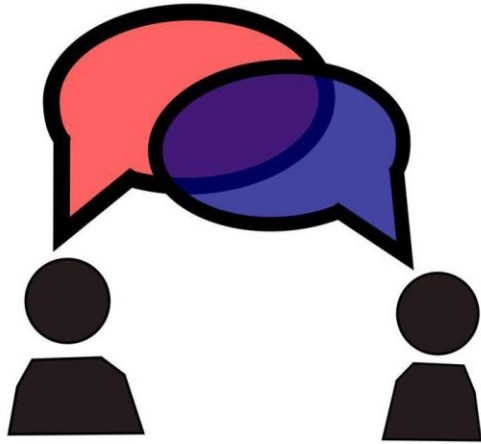
LESSON: 3 TEXT AS CONNECTED DISCOURSE

what is **TEXT**?

- A text is generally considered as written material or printed, especially longer pieces of writing such as a book, a letter or a newspaper.

- A group of ideas put together to make a point or one central idea.

what is **DISCOURSE**?



- Text with distinct features and purpose.
- Formal and often lengthy discussion of a topic where concepts and insights are arranged in an organized and logical manner.
- Convey meaning, propel actions and provoke specific response.

PURPOSE

- To inform
- To persuade
- To entertain

Examples of **Discourse**:

- Journal Dairy
- News Article
- Procedures
- Research

TEXT AND DISCOURSE

FASHION

TEXT - Made up of sentences having the property of grammatical cohesion

DISCOURSE - Made up of utterances having the property of coherence.

TEXT AS CONNECTED DISCOURSE

-A text is a connected discourse, which means that all ideas in text must be related in the sense that they would express only one main idea, or that the text must have unity by combining all ideas to emphasize central idea.

TECHNIQUES IN READING



•**SKIMMING** - This is a strategy used to get only the main ideas of a written text in order to know what the material is all about. There are three (3) styles for this.

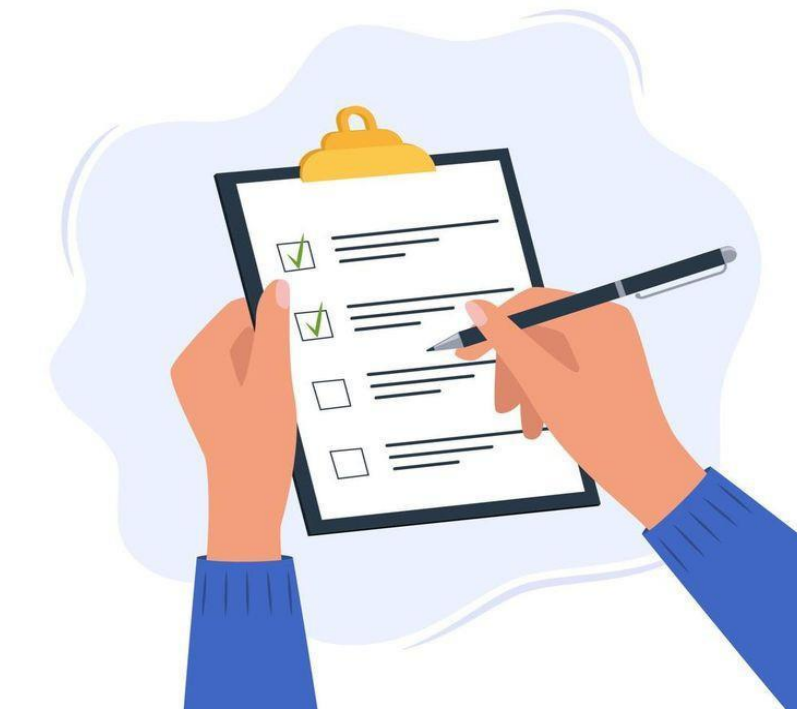


1. **Previewing.** This involves giving the material a general look in order to know what the material contains.

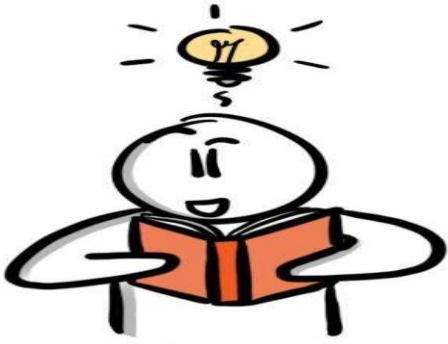


2. **Overviewing.** This makes use of taking a look at the title, chapter, or heading.

3. **Surveying.** This involves giving the text a rundown from the first section



•**SCANNING** - This is used to search only for specific information needed.



•**CRITICAL** - It is a technique which involves an analysis of the claims presented in the text.



•**COMPREHENSIVE** - This technique requires processing of the text for full understanding.

LESSON 4(TECHNIQUES IN SELECTING AND ORGANIZING IN FORMATIONS)



BRAINSTORMING - It is an activity or method in which people meet in the group to suggest a lot of new ideas to choose from for possible development.

-It helps people establish patterns of ideas develop new ways of thinking, activate background knowledge, and overcome mental block.

IDEA LISTING - simply involves listing down ideas about a particular topic.

IDEA MAPPING - Visual representation of ideas and their connections with one another, also called web clustering.

CUBING - An idea is examined from 6 distinct viewpoint

1.Describe

2.Compare

3.Associate

4.Analyze

5.Apply

6.Argue

FREE WRITING - writing what comes into your mind.

RESEARCHING - Going to the library or checking out websites on the internet, then making a list or map of new.

ORGANIZING INFORMATION THROUGH A BRAINSTORMING LIST

GRAPHIC ORGANIZER - Visual representation of concepts .

MIND MAP - Used to visually organize information

FLOW CHART - Series of steps or events in the order

WRITING TOPIC OUTLINE

TOPIC OUTLINE - A hierarchical list of a speech's main points.

-Use keywords and short phrases rather than complete sentences.

THERE ARE TWO LEVELS OF TOPIC OUTLINE

1. HEADING - Main Ideas - Marked by **Roman Numerals**

2. SUBHEADING - Supporting Ideas - Marked by **Capital Letters**

WRITING SENTENCE OUTLINE

SENTENCE OUTLINE - Expresses the central ideas of a speech in **complete sentences**.

LESSON: 5 EXPLICIT & IMPLICIT INFORMATION

EXPLICIT INFORMATION - Directly stated in the text.

IMPLICIT INFORMATION - Not directly presented in the text.

WHAT IS CLAIM?



-A claim is a statement that is **ARGUABLE** or **DEBATABLE**

-Claim are used to **DEFEND** our position on topics.

-An assertion open to challenge

TYPES OF CLAIMS

1.Claim of Fact

2.Claim of Value

3.Claim of Policy

CLAIM OF FACT

- Asserts that something is **TRUE** in the **PAST**, **PRESENT**, or **FUTURE**.
- Aims to make **READER** believe in what you say.

Claim of fact About The Past

- Something is **TRUE** in the **PAST** because of **SOMEONE** an **INCIDENT**.

Claim of Fact About The Present

- Asserting that something is **TRUE** right now.

Claim of Fact About The Future

- Asserting that something will be **TRUE** in the **FUTURE**

CLAIM OF VALUES (PERSONAL BIASES)

Focused on asserting **PERSONAL JUDGEMENTS** and **BIASES** on what is **GOOD OR BAD** what is **BEST**.

CLAIM OF POLICY (PROPOSING ACTION)

Focused on suggesting what must **BE OR MUST BE DONE**.

- Proposing a course of **ACTION** to solve a problem.

REFERENCES : <https://youtu.be/RWSTextAsConnectedDiscourse>