Syllabus

English for Academic Purposes (EAP)

Reading, Writing and Speaking for Science&Engineering Graduate Students

Spring 2019

**Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class public email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Password:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Course Description***

English for Academic Purposes (EAP) is a course designed for all graduate students at Shanghai Jiao Tong University. Students in this course will explore research papers in their disciplines, learn to read and write research papers, and learn how to make academic presentations. By the end of this course, students should be prepared for independent academic writing at the graduate level and for delivering presentations with confidence.

***Course Objectives***

At the end of the semester, you should be able to:

* recognize what plagiarism is, and learn to avoid it;
* recognize and write in different genres in an academic setting;
* understand how to write research papers in your discipline;
* plan, structure, and deliver academic presentations.

***Course Requirements***

1. **Do not plagiarize**! If you plagiarize an assignment, you will receive no points from that assignment; meanwhile, five points will be deducted from your performance grade. If you plagiarize for the second time, you will fail this course. Learn what plagiarism is and how to avoid it from Lesson 1 and the Indiana University website.
2. Plan to participate actively in class. This includes participation in classroom discussions, Q&A, and writing.
3. **Submit all assignments on time**. Late submissions will result in a 10% reduction of your grade every day. No points will be given to an assignment which is 10 days late.
4. Find and make a copy of two journal articles in your discipline.
5. Plan to spend at minimum of three hours per week finishing readings and assignments.
6. Make sure to check the public email box every week before a new lesson starts. You need to read relevant material and do exercises to get ready.
7. If you choose to use cell phones, laptops and other electronic devices in class, use them only for class related activities. Do not go to social media or email while in class.

***Grading***

* Attendance (10%)
* Performance (10%)
* Recognizing Plagiarism Certificate (5%)
* Report-writing assignment (10%)
* Explanation-writing assignment (10%)
* Arguments-writing assignment (10%)
* In- class test (30%)
* Presentation delivery (15%)

***Attendance policy***

* Regular attendance is required. This course requires a minimum of two thirds of attendance. In other words, if you miss FIVE or more classes, you will fail this course.
* Punctuality is important. Lateness disrupts the class for everyone, so show respect for your classmates and your teacher by being punctual. Three tardy arrivals will be considered the same as one absence.
* If you are absent, it is your responsibility to contact the instructor or your classmates to find out what you missed and to complete any assignments on time.

***Weekly Schedule***

|  |  |  |
| --- | --- | --- |
| **Date** | **Topics** | **Homework assignments** |
| Week 1 | **Introduction:**   1. Syllabus 2. Academic dishonesty 3. Stylistic features of academic writing |  |
| Week 2 | **Writing Reports**: Classification, description, composition I | Certificate due 5% |
| Week 3 | **Writing Reports**: Classification, description, composition II |  |
| Week 4 | **Writing Explanation I:** factorial, consequential, sequential , (conditional) | Report writing assignment due 10% |
| Week 5 | **Writing Explanation II:** factorial, consequential, sequential, (conditional) |  |
| Week 6 | **Writing Arguments I**: exposition | Explanation writing assignment due 10% |
| Week 7 | **Writing Arguments II**: discussion |  |
| Week 8 | 1. **Writing a summary** 2. **Writing a procedure** |  |
| Week 9 | * Note-taking skills * Writing the Abstract | Arguments writing assignment due 10% |
| Week 10 | Reading and writing the Introduction of RP |  |
| Week 11 | Reading and writing the Body of RP I |  |
| Week 12 | Reading and writing the Body of RP II |  |
| Week 13 | In-class written exam | In- class test 30% |
| Week 14 | Academic presentation skills: *How to structure and deliver a presentation* |  |
| Week 15 | Academic presentation skills: *How to create slides and Q&A* |  |
| Week 16 | Presentations delivery | Presentation 15% |

***Important Dates***

Week 2: Recognizing Plagiarism Certificate due (5%)

Week 4: Report assignment due (10%)

Week 6: Explanation assignment due (10%)

Week 9: Arguments assignment due (10%)

Week 13: In-class written exam (30%)

Week 16: Presentation delivery due (15%)

**To get the Recognizing Plagiarism Certificate, go to** <https://www.indiana.edu/~academy/firstPrinciples/index.html>. Take the test for master’s and doctoral students. Print the certificate and hand it in to your instructor in Week 2.

***Reference Books***

* Glasman-Deal, H. (2010). *Science Research Writing for Non-Native Speakers of English*. Imperial College Press.
* Martin, J. R., and Rose, D. (2008). *Genre Relations, Mapping Culture*. Equinox Publishing Ltd.
* O’Hair, D., Rubenstien, H., and Stewart, R. (2010). *A Pocket Guide to Public Speaking*. Boston: Bedford/St. Martin’s.
* Rose, D., and Martin, J. R. (2012). *Learning to Write, Reading to Learn: Genre, Knowledge and Pedagogy in the Sydney School*. Equinox Publishing Ltd.
* Swales, J.M., & Feak, C.B. (2014). *Academic Writing for Graduate Students: Essential Tasks and Skills (3rd ed.).* Ann Arbor: University of Michigan Press.
* Wallwork, A. (2011). *English for Academic Correspondence and Socializing*. New York: Springer.
* 赵鸿雁(主编). (2014). *学术交流英语口语*. 上海:上海交通大学出版社.

*A Note about Plagiarism*

It is each student’s responsibility to understand what plagiarism and cheating are and to learn how to avoid them. If you are guilty of plagiarism or cheating, you will fail this course.

Note: This syllabus is subject to changes from your instructor.