

**OSTİM TECHNICAL UNIVERSITY
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES
DEPARTMENT OF ECONOMICS
COURSE SYLLABUS FORM
2021-2022 FALL**

ENG 102 Academic English II							
Course Name	Course Code	Period	Hours	Application	Laboratory	Credit	ECTS
Academic English II	ENG 102	2	3	0	0	3	3

Language of Instruction	English
Course Status	Compulsory
Course Level	Bachelor
Learning and Teaching Techniques of the Course	Lecture, discussion, question-answer, writing-feedback
Class Time/Classroom	Wednesday 10:00-12:50
Instructor	I.Mert Oncel
Office	
E-mail	ibrahimmert.oncel@ostimteknik.edu.tr
Office Hours	
Teaching Assistants	

Course Objective

This course aims to improve students' academic English knowledge and skills, with a primary focus on academic writing. Students will read academic texts, listen to lectures and write academic essays while learning to give presentations. They will be exposed to a range of different topics relevant to academia such as education, technology, and communication. They will also have the opportunity to read and analyze authentic texts such as business articles relevant to their fields.

Learning Outcomes

Students who successfully complete this course are expected to...

- Read and understand academic texts
- Utilize different reading skills such as skimming and scanning
- Listen and comprehend lectures
- Take notes and recognize main ideas
- Summarize and paraphrase using academic language
- Write coherent academic essays
- Reference academic sources
- Give presentations in an academic environment
- Use academic language structures and vocabulary

Course Outline

Each week, a unit from the textbook Oxford EAP will be covered whilst reading an authentic article in which academic language is analyzed and from which writing tasks are developed.

Weekly Topics and Related Preparation Studies

Weeks	Topics	Preparation Studies
1	Introduction: What is academic English/writing? Unit 1: "Education" (Oxford EAP)	"Background to Writing" (Bailey p.3-9) "An Introduction to Thinking and Writing in College" (Behrens and Rosen ch.1) "Reading with Attention" (Behrens and Rosen ch.2)
2	Unit 1 cont.—Summarizing/paraphrasing	"Summarizing and Paraphrasing Sources" (Behrens and Rosen ch.3) "Summarising and Paraphrasing" (Bailey p.42-52)
3	Unit 2: "Systems" (Oxford EAP)—Descriptions of visual information	"Visual Information" (Bailey p.146-150) <i>Harvard Business Review article</i>
4	• Unit 2 cont. Task 1: Descriptive paragraph	"Finding Key Points and Note-making" (Bailey p.36-42)
5	Unit 3: "Communication" (Oxford EAP)—Topic sentences and paragraph writing	"Organising Paragraphs" (Bailey p.67-72) <i>Harvard Business Review article</i>
6	Unit 4: "Order" (Oxford EAP)—Thesis statements and introductions	"Introductions and Conclusions" (Bailey p.72-78) <i>Harvard Business Review article</i>
7	• Unit 4 cont. Writing an essay introduction	"Passives" (Bailey p.121-125)

8	Exam Week	
9	<ul style="list-style-type: none"> Unit 5: "Intelligence" (Oxford EAP)—Achieving cohesion and conclusions 	"Cohesion" (Bailey p.96-100) "Introductions and Conclusions" (Bailey p.72-78)
10	<ul style="list-style-type: none"> Unit 5 cont. Writing an essay conclusion 	"Analysis" (Behrens and Rosen ch.8) <i>Harvard Business Review article</i>
11	Unit 7: "Culture" (Oxford EAP)— Essay outlines and proofreading	"Rewriting and Proofreading" (Bailey p.78-81) "Comparisons" (Bailey p.100-105) <i>Harvard Business Review article</i>
12	<ul style="list-style-type: none"> Unit 8: "Interpretation" (Oxford EAP)—Citation and referencing Task 2: Giving a presentation	"Quoting Sources, Using Signal Phrases..." (Behrens and Rosen ch.4) "Avoiding Plagiarism" (Bailey p.25-31)
13	<ul style="list-style-type: none"> Unit 8 cont. Task 2: Giving a presentation	"Critical Reading and Critique" (Behrens and Rosen ch.5) <i>Harvard Business Review article</i>
14	<ul style="list-style-type: none"> Unit 9: "Persuasion" (Oxford EAP)—Persuasive language and argument essays 	"Argument Synthesis" (Behrens and Rosen ch.7)
15	<ul style="list-style-type: none"> Unit 9 cont. Task 3: Writing an argument essay	<i>Harvard Business Review article</i>
16	<u>Exam Week</u>	

Textbook(s)/References/Materials:

Textbook:

- Oxford EAP: A course in English for Academic Purposes (Upper-intermediate)

References for academic writing:

- Behrens, Laurence and Leonard J. Rosen. A Sequence for Academic Writing. Pearson, 2018.
- Bailey, Stephens. Academic Writing: A Handbook for International Students. Routledge, 2015.

Additional materials:

- Harvard Business Review articles

Assessment		
Studies	Number	Contribution margin (%)
Task 1 (writing assignment)	MIDTERM	30
Task 2 (presentation)	PRESENTATION	30
Task 3 (writing assignment)	FINAL	40
	Total:	100
Success Grade Contribution of Semester Studies		60
Success Grade Contribution of End of Term		40
	Total:	100

ECTS / Workload Table			
Activities	Number	Duration (Hours)	Total Workload
Course hours (Including the exam week): 16 x total course hours)	16	3	48
Laboratory			
Application			
Course-Specific Internship (if any)			
Field Study			
Study Time Out of Class	12	1	12
Presentation	1	4	4
Projects			
Reports			
Homework	2	2	4
Quizzes / Tasks	4	4	12
Total Workload			80

Course' Contribution Level to Learning Outcomes						
Nu	Learning Outcomes	Contribution Level				
		1	2	3	4	5
L01	Read and understand academic texts					X
L02	Utilize different reading skills such as skimming and scanning					X
L03	Listen and comprehend lectures					X
L04	Take notes and recognize main ideas					X
L05	Summarize and paraphrase using academic language					X
L06	Write coherent academic essays					X
L07	Reference academic sources					X
L08	Give presentations in an academic environment					x
L09	Use academic language structures and vocabulary					x

Relationship Between Course Learning Outcomes and Program Competencies (Department of Economics)											
Nu	Program Competencies	Learning Outcomes									Total Effect (1-5)
		LO1	LO2	LO3	LO4	LO5	LO6	LO7	LO8	LO9	
1	Know the basic concepts used in economics, the relations between concepts, economic theories, the functioning mechanisms of the economy and the development processes of economies over time.										
2	Know how to obtain economic data and the research methods for processing and evaluating the obtained data by using various computer programs when necessary.	X	X					X			4
3	Follow current developments in national and international macroeconomic conjuncture and world economic relations and can suggest economic policies to be used in case of economic problems.	X									1
4	Acquire the capacity to conduct individual research on the field, interpret the results, and compare them with theoretical propositions.	X	X								2
5	Scrutinize and interpret all kinds of knowledge in the field of economics, including theoretical and statistical information, through analysis within the framework of cause-effect relationships		X								1
6	Present solutions and opinions about the problems analyzed by supporting them with qualitative and quantitative data, use an analytical language, and support the used approach with visual and graphical materials.							X	X		2
7	Gain advanced skills in software and programming languages that assist analysis in the econometric field and can adapt to new software and programming languages										
8	Support the acquired theoretical knowledge of economics with econometric and statistical calculations, analyze and evaluate phenomenon using software and programming languages within the framework of analytical thinking.	X				X					3
9	Develop the ability to analyze unexpected and complex										

	problems to be encountered during professional practice, can take responsibility as an individual or team member for solving the problem, and take initiative when necessary.											
10	Develop critical thinking and produce solutions on policy issues by adapting the theoretical and analytical knowledge to different conceptual frameworks.											
11	Exhibit approaches that will adapt to the speed of globalization, innovations and technological developments.											
12	Having an entrepreneurial spirit, develop original and innovative ideas, solution proposals and assume responsibility.											
13	Pay maximum attention to social responsibilities, ethical sensitivities and legal framework in theoretical and practical studies.											
14	Communicate with peers, colleagues, co-workers, employees and managers with common sense, empathy and situational awareness.											
15	Communicate effectively with colleagues, senior managers and the market, both in mother tongue and in at least one foreign language (English).										x	1
Total Effect												14

Policies and Procedures

Web page: <https://www.ostimteknik.edu.tr/economics-752>

Exams: The exams aim at assessing various dimensions of learning: knowledge of concepts and theories and the ability to apply this knowledge to real world phenomenon, through analysing the situation, distinguishing problems and by suggesting solutions.

The written exams can be of two types, ie. open-ended questions, which can also be in the form of problems or multiple-choice questions. Exams are composed of a final exam comprising 50% of the student's grade and a mid-term exam, with less weight. The rest of the grade comes from other assessment methods, shown in the assessment table included in this syllabus.

The Department of Economics does not tolerate any act of academic dishonesty. Examinations are individual and must be completed without any outside assistance. Students who attempt to cheat during exams will receive a failing grade from that exam. The case could also be carried to the Dean's Office for additional disciplinary action.

Assignments: The assignments could be in the form of Homeworks or paper writing. A paper must include 1- Abstract 2- Introduction, 3- Literature review 4- Research Method, 5- Findings and Discussion 6- Conclusion.

Scientific Research Ethic Rules are very important while preparing assignments. The students should be careful about citing any material used from outside sources and reference them appropriately. The students must not adopt "cut-copy-paste" behaviour from the sources in the internet or use the contents of any type of previous work in their assignments. Plagiarism is unethical behavior and is subject to disciplinary action.

Missed exams: Any student missing an exam needs to bring an official medical report to be able to take a make-up exam.

Projects: The projects (if are a part of the course requirements) could be performed either individually or in groups, without engaging in plagiarism.

Attendance: Attendance requirements are announced at the beginning of the term. Student are usually expected to attend at least 70% of the classes during each term.

Objections: If the student observes a material error in his/her grade, he/she has the right to place an objection to the Faculty or the Department. The claim is examined and the student is notified about its outcome.