**Kuwait University**

**College of Business Administration**

**English Language Unit**

Course Syllabus

English 126 Research Writing

# Lecture Time and Location

Sun Mon Tue Wed Thu, 00:00 A/PM –00:00 AM, Room

# Contact Information

**Location**:English Language Unit – 2nd Floor – Office No.

**Email**:

**Office**:

**Office Hours**: or by email appointment

**My U :**

# Course Description

E126 CBA (9988126) is an advanced level English language writing course. The objective is to develop comprehensive writing skills pertinent to an argument essay and research paper. Guided instruction and extensive practical exercises assist students in understanding and formulating a five-paragraph argument essay based on a strong thesis statement, and composed of a detailed introduction, body and conclusion. The essay is then developed into an extensive research paper, utilizing outlining, paraphrasing, summarizing, and referencing according to APA (American Psychology Association) style format.

Please note that students are placed into 126 either by passing the placement test or by the successful completion of English 106.

# Course Learning Objectives (CLOs)

Upon successful completion of the course, students will be able to:

1. Name and describe the steps in the writing process.
2. Critically think about opposing views and come up with a counterargument & refutation.
3. Write an academic argumentative essay and research paper.
4. Brainstorm possible topics for a writing project.
5. Define your audience, purpose, and thesis statement for writing a research paper.
6. Evaluate sources and understand what a credible source is.
7. To use APA format throughout the research paper.
8. Use citations in proper form in text and end text.
9. Define and avoid plagiarism.
10. proofreading a writing assignment with accuracy.
11. To practice and use accurate written English for an academic research.

# CLO Mapping to CBA Skill Based Competency Goals[[1]](#footnote-2)

|  |  |  |  |
| --- | --- | --- | --- |
| CLO | Competency Goal | | |
| Analytical | Communication | Information Technology |
| 1 | I |  |  |
| 2 |  | I |  |
| 3 |  | I |  |
| 4 | R |  |  |
| 5 |  | I |  |
| 6 |  |  | I |
| 7 |  | I |  |
| 8 |  | I |  |
| 9 | A |  |  |
| 10 |  | R |  |
| 11 |  | R |  |

# Type of Emphases:

* **(I)ntroduce:** Students will be introduced to the skill and their grasp of it assessed in the course.
* **(A)pply:** The course will not cover the skill. Students should have a high-level grasp of the skill and are required to apply it in the course.
* **(R)einforce:** Students should have an introductory-level grasp of the skill and the course will improve their mastery to a higher level.

# Required Material

**Textbook**: Folse, K., and Pugh, T. (2015) *Great Writing :From Great Essays to Research 5 3rd Edition(International Student Edition*).Boston: National Geographic/Cengage Learning. ISBN:-13:978-1-285-75063-7.

# Course Requirements and Policies

* **Attendance and Participation:** Every student in this course must abide by the Kuwait University Policy on Attendance (published in the Student Guide, Chapter 3, Section 13). A copy of the student guide can be accessed online on:

<http://www.kuniv.edu/cs/groups/ku/documents/ku_content/kuw055940.pdf>

* Students are allowed up to 9 absences, for illness or other emergencies which **INCLUDES FAMILY AND MEDICAL APPOINTMENTS AND EMERGENCIES. Absences are excused only for two MAJOR reasons (a death in the family or hospitalization).** Any other absence will be counted toward the 9 allowed. 10 absences will result in an “FA” (Administrative Failure). This is not negotiable. Students will receive the first written warning after 5 absences. **The second (written and oral) warning** comes after 9 absences (4 more after the first warning) which states that students fail English 126 if another class is missed for an unexcused reason
* Class participation is critical to the learning experience in the course . Participation will be assessed in each class period. Your class participation and attendance will both contribute to your score of in-class performance.
* **Punctuality:** Every student must come to class on time and be seated before the class starts. Coming late is recorded with attendance, and **if students are late three times for class that will be counted as one absence.**
* **Cheating and Plagiarism:** Every student in this course must abide by the Kuwait University Policy on Cheating and Plagiarism (published in the Student Guide, Chapter 3, Section 2). A copy of the student guide can be accessed online on:

<http://www>.kuniv.edu/cs/groups/ku/documents/ku\_content/kuw055940.pdf

Please carefully note all sources and assistance when you turn in your work. Under no circumstances should you take credit for work that is not yours. You should neither receive nor give any unauthorized assistance on any deliverable. If you have any questions about what constitutes “unauthorized assistance” please email me before the deliverable is submitted.

* **Group and Induvial assignments:** Students need to work cooperatively within the groups and individually to submit assignments on time. Group meetings and discussions are of high importance in this course.
* **Assignments’ Due Dates:** Students must abide by the assignments’ due dates. Failing to submit assignments on time will result in a deduction of 1 point for every day it’s late.
* **Grades:** Unit Policy does not allow the teacher to inform students of their partial grades. The computer calculates the final grade at the end of the semester and then students can review their grade with their teacher.

**Grading**

The scores in this course will be the weighted average of the following items:

|  |  |
| --- | --- |
| Weight | Description |
| 10% | Attendance and Participation |
| 10% | Thesis Statement |
| 10% | Outline |
| 10% | Quiz |
| 20% | Argumentative Essay |
| 25% | Research Paper |
| 15% | Final Exam |
| 100% | TOTAL |

# Grade Distribution

|  |  |
| --- | --- |
| Grade | Range |
| A | ≥ 95 |
| A- | ≥ 90 and < 95 |
| B+ | ≥ 87 and < 90 |
| B | ≥ 83 and < 87 |
| B- | ≥ 80 and < 83 |
| C+ | ≥ 77 and < 80 |
| C | ≥ 73 and < 77 |
| C- | ≥ 70 and < 73 |
| D+ | ≥ 65 and < 70 |
| D | ≥ 60 and < 65 |
| F | < 60 |

# Course Outline

|  |  |  |
| --- | --- | --- |
| Title | Topics | Weeks |
| Introduction to essay writing | * What is an essay and how it’s organized * Components of an essay * The argumentative essay * Choosing appropriate topics for argumentative essays. | Week 1-2 |
| Organization of the argumentative essay | * Transitions and connectors * Essay Outline | Week 3 |
| Grammar: Sentence structure | * Simple, compound and complex sentences * Sentence Errors | Week 4 |
| Argument essay thesis, outline assignments and conferencing. | * Review common errors * Review sample outline and essays | Week 5-6 |
| Argument essay Assignment | * Organizing and writing a complete argumentative essay * Conferencing and reviewing errors | Week 7-8 |
| Methods of citing sources | * Using information from sources * Quotations and Paraphrasing * Summarizing * Synthesizing * Avoiding Plagiarism | Week 9-10 |
| Research Paper | * Organization of a research paper * Creating Refences Page * Revieing Sample Research paper | Week 10 |
| Research paper Assignment | * Organizing and writing a complete research paper * Conferencing and reviewing errors | Week 11-12 |
| Course Review | * Practice Final Exam and review * Overview of topics | Week 13 |

# Important Dates

|  |  |
| --- | --- |
| Date | Event |
| 15/4/2021 | Group Topics Due |
| 29/4/2021 | Thesis Assignment Due – Last day to drop classes |
| 3/5/2021 | Quiz (During University Break time at 12:30 -1:15 pm) |
| 9/5/2021 | Outline Assignment Due |
| 17-20/5/2021 | Essay Writing Assignment (during classes) |
| 20-24/06/21 | Research Writing Assignment (during classes) |
| 4/7/2021 | Final Exam (10 am) |

# CBA Competency Goals

1. **Analytical Competency:** A CBA graduate will be able to use analytical skills to solve business problems and make a well-supported business decision.

**Student Learning Objectives:**

* 1. Use appropriate analytical techniques to solve a given business problem.
  2. Critically evaluate multiple solutions to a business problem.
  3. Make well-supported business decisions.

1. **Communication Competency:** A CBA graduate will be able to communicate effectively in a wide variety of business settings.

**Student Learning Objectives:**

* 1. Deliver clear, concise, and audience-centered presentations.
  2. Write clear, concise, and audience-centered business documents.

1. **Information Technology Competency:** A CBA graduate will be able to utilize Information Technology for the completion of business tasks.

**Student Learning Objectives:**

* 1. Use data-processing tools to analyze or solve business problems.

1. **Ethical Competency:** A CBA graduate will be able to recognize ethical issues present in business environment, analyze the tradeoffs between different ethical perspectives, and make a well-supported ethical decision.

**Student Learning Objectives:**

* 1. Identify the ethical dimensions of a business decision.
  2. Recognize and analyze the tradeoffs created by application of competing ethical perspectives.
  3. Formulate and defend a well-supported recommendation for the resolution of an ethical issue.

1. **General Business Knowledge:** A CBA graduate will be able to demonstrate a basic understanding of the main business disciplines’ concepts and theories.

**Student Learning Objectives:**

* 1. Acquire a fundamental understanding of knowledge from the main business disciplines (e.g. finance, accounting, marketing, and management information systems, among others).

1. CBA Competency Goals can be found at the end of this document [↑](#footnote-ref-2)