

课程大纲

COURSE SYLLABUS

1.	课程代码/名称 Course Code/Title	高级学术写作与交流 Advanced Academic Writing and Communication
2.	课程性质 Compulsory/Elective	通识必修课程 General Education (GE) Required Courses
3.	课程学分/学时 Course Credit/Hours	2 学分 / 32 学时
4.	授课语言 Teaching Language	English
5.	授课教师 Instructor(s)	Postgraduate English Teaching Team (Xu Siqun; Ren Li; Liliana Worth; Wen Xing)
6.	是否面向本科生开放 Open to undergraduates or not	No
7.	先修要求 Pre-requisites	研究生修完“南科大研究生英语”。 PG Students completed SUSTech Postgraduate English.
8.	教学目标 Course Objectives	<p>This course is specifically designed for higher-level postgraduate students in natural sciences who pursue advanced academic English in international communication.</p> <p>“Advanced Academic Writing and Communication” is a course with several aims to develop both academic English writing skills and communicative competence in international context:</p> <ul style="list-style-type: none"> • Equip students with advanced knowledge about writing academic papers in English • Develop students’ ability to retrieve and utilize all kinds of literature for academic research • Develop the students’ ability to publish their academic papers in international journals • Develop the students’ ability to communicate in different international settings on the basis of their prepared papers • Equip students with comprehensive skills of speech communication, such as academic correspondence skills, networking skills, the practical oral skills necessary for presenting professional papers, raising and answering questions (Oral defense)
9.	教学方法 Teaching Methods	<p>This course is mainly conducted by adopting the “process-focused” approach. Much of the class time will be spent on lecturing, discussions, and writing workshops. Students will be given due instructions and guidelines to perform writing activities (including simulated writing, error analyses, self-editing, peer feedback, and instructors’ comments). Students’ academic writing skills and paper submission strategies will be further practiced.</p> <p>In addition, Students will be given instructions and guidelines on perform varied speech activities such as guided oral academic presentations, panel discussions and free talk, which will help enhance students’ practical speech ability.</p>
10.	教学内容 Course Contents	

(如面向本科生开放, 请注明区分内容。 If the course is open to undergraduates, please indicate the difference.)

Week 1 (Starts from Jan 11, 2021)	Course orientation Attendance/grading policy Meet your students
Week 2 (Starts from Jan 18, 2021)	Academic research: an overview Structure and styles The similarities and differences between a thesis and a dissertation Developing independence as a researcher and finding your voice
Week 3	Meeting the challenges of academic research Becoming a member of an academic community Research seminars and conferences
Week 4	Preparing your research Familiarity with your university's rules and regulations Ethical considerations
Week 5	Prepare to write Reading and planning before you write Sources of information Note-making
Week 6	Clear and effective writing The style of academic writing The mechanics of academic writing
Week 7	The research projects (1) The abstract, introduction, literature review
Week 8 (Mid-term week)	Mid-term exam (2 hrs long close-book type in-class exam)
Week 9	The research projects (2) Methodology, results, discussion, and conclusion
Week 10	Oral presentation: Stage adaptation and adjustment Cross-cultural awareness in Speechmaking Organization of the speech
Week 11	Developing a speech and practical skills and tactics: Initiating new topics and highlighting ideas Simplifying long terms and shortening utterances Using fuzzy words and amending a slip pf the tongue How to fill the silence
Week 12	Asking and answering the questions:

	<p>Functions of questions and features of question-raisers</p> <p>Features of on-the-spot questions</p> <p>General techniques for answering questions</p> <p>Different answers to different types of questions</p> <p>Causes for avoiding direct answers and strategies for avoidance</p>
Week 13	<p>Chairing a presentation and Q&A session:</p> <p>Features of professional meetings</p> <p>The presider's general qualities and principal duties</p> <p>Language skills for chairing meetings</p>
Week 14	<p>Communication between conference sessions:</p> <p>Importance of communication between sessions</p> <p>Preparing a talk with participants</p> <p>Deeping the topic</p> <p>How to turn to a new topic</p> <p>Active participation in social activities</p>
Week 15 (Last teaching week)	<p>Review week:</p> <p>Review guide will be released accordingly</p>

11. 课程考核 Course Assessment

①考核形式 Form of examination

Daily performance 40%
Mid-term 30%
Final exam 30%

②.分数构成 grading policy;

Daily performance includes three parts:

Class participation 10%
Oral presentation 10%
Engagement and performance 20%

Mid-term 30%
Final 30%

③如面向本科生开放，请注明区分内容

If the course is open to undergraduates, please indicate the difference.
This course is NOT open to UG students.

注意：本大纲为 2021 年春季学期使用大纲，其中涉及到的教学安排、考核方式、计分方式、成绩比例等可能在不同学期随着课程发展进行调整、更新，请以课上教师公布大纲为准

12. 教材及其它参考资料

Textbook and Supplementary Readings

No designated textbook, but use journal articles and book chapters collectively.

Recommended readings:

Alley, M. (1996): *The Craft of Scientific Writing (3rd ed.)*. New York: Springer.

Gillett, A. (2008). Using English for Academic Purpose: A Guide for Students in Higher Education: Academic Writing. Accessible at <http://www.uefap.com/writing>.

Gillett, A, Hammond A, and Martala M (2009): *Inside Track: Successful Academic Writing*, Pearson.

Heppner, P and Heppner M (2004): *Writing and Publishing Your Thesis, Dissertation and Research: A Guide for Students in the Helping Professions*. Cengage Learning.

Hu, Gengshen (2013): *International Conference Communication*, Beijing: FLTRP.

Neil, M and David, B (2009): *Inside Track to Writing Dissertations and Theses*, Pearson. Accessible at: <https://www.doc88.com/p-10028821711.html>

Oshima, A and Hogue A (2017): *Longman Academic Writing Series 4 (Fifth Edition)*, Pearson.

Paltridge, B and Starfield, S (2007): *Thesis and Dissertation Writing in a Second Language*. Routledge

Swales, J. & Feak, C. (2004): *Academic Writing for Graduate Students: Essential Tasks and Skills (2nd Ed.)*, MI: University of Michigan Press.