

Academic Writing for Students of Environmental Sciences and Policy

Course Syllabus

Course term: Fall AY 2020-21

Credit: 0

Instructors: Alan Watt (ESP), Zsuzsanna Toth (CAW), Agnes Dios-Toth (CAW)

Aims of the Course

This course helps students develop as writers within the English speaking academic community by raising awareness of, practising, and reflecting upon the English language conventions of written texts.

During the course, students will:

- become more familiar with different genres of academic and non-academic texts;
- become more familiar with and proficient in research-based and policy writing;
- learn how to appropriately incorporate the work of other authors into their own writing;
- enhance their skills in structuring papers;
- enhance their argumentative skills;
- learn to take into consideration the expectations of their readership with regard to academic English discourse conventions;
- have the opportunity to develop their writing process through individual writing consultations.

Learning Outcomes

After participating in class discussions and completing their assignments, students will be able to:

- identify the typical components and features of various genres in their field;
- write for various audiences, adapting their writing to the expectations of these audiences;
- think and write more clearly and concisely;
- edit and refine their own written work;
- properly incorporate the work of other authors into their own writing.

Course Outline:

Section A: Using sources: 2 classes. Teacher: Alan Watt

1. Developing referencing skills, including acquaintance with the Department's standard referencing system
2. Plagiarism and how to avoid it

Section B: Policy Writing: 2 classes. Teacher: Zsuzsanna Toth

1. Introduction to policy writing
2. Analysis of policy documents with a focus on policy briefs: structure, expectations, stylistics

Section C: Research Writing: 2 classes. Teacher: Agnes Dios-Toth

1. Introduction to research writing. Structuring a research paper: macrostructure
2. Structuring a research paper: microstructure and argumentation

Section B and C will be conducted online with CAW instructors. The online course includes asynchronous and synchronous components. Students are expected to complete individual and peer group tasks prior to synchronous meetings. Timely completion of individual and small group tasks, regular attendance and active participation in synchronous meetings are expected. Course materials will be made available on Moodle and invitations to synchronous Zoom meetings will be emailed to students prior to class.

Tentative schedule for three groups (G1, G2, G3)

Class time: **Tuesdays 11:00**

	Oct 6	Oct 13	Oct 20	Oct 27	Nov 3	Nov 10
Section B	G1	G1	G2	G2	G3	G3
Section C	G2	G2	G3	G3	G1	G1

Evaluation

Students are asked to come for **one mandatory consultation** with a CAW instructor on a written assignment for a course in their department.

Students should sign up for individual consultations using <https://ceu.mywconline.com>. For the CAW's consultation policy, see the attached guidelines.

The academic writing course is not credit rated, but will show as a completed course on students' transcripts. The course will not affect students' GPA.

Attendance

Attendance of all sessions is mandatory. In order to have the course shown as completed on the transcript, students cannot miss more than one session. In the case of an excused absence (e.g. by prior approval by the instructor), students are expected to come for an individual consultation to make up for the missed class.

Homework

Students will be asked to complete individual assignments (both in terms of reading and writing) prior to classes. Where appropriate, qualitative feedback will be given on assignments but they will not be graded.

Course Readings

The required course materials will be provided in each class. Copies and relevant additional materials will be posted on the Moodle website.

Recommended Reading:

Michelle L. Baker. *Writing in the Environmental Sciences: A Seven-Step Guide*. New York: Cambridge UP, 2017.

Eóin Young, Lisa Quinn. *Writing Effective Public Policy Papers: A Guide for Policy Advisers in Central and Eastern Europe*. Budapest: OSI/LGI, 2002.