

Composition

Class: Level - 3	Semester: 1st 1428
Course Code: Najal 213	Course Name: Composition
Instructor Name: Abid Muhammad Hayat Khokhar	Session: 1428-29H
Class Timing: 8-9am (2 and 4)	Consultation Time: By appointment
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Recommended Books:

1. Heath Grammer & Composition By Bergman & Senn
2. Sentence Combining : A Composing Book by William Srong

Introduction:

This course is designed for intermediate writers of English as a Second Language. The goal of this course is for each to further develop skills in writing English for academic purposes. To that end, various strategies of organization are discussed and practiced. Sufficient time will be spent on reviewing sentence structure, punctuation and vocabulary. In addition to developing general academic writing skills, Students will learn how to incorporate material from other sources in their writing. As intermediate level students, they will learn about and practice techniques that are useful in academic situations such as summarizing, quoting, paraphrasing, and synthesizing.

Weeks	Course Detail
Week 1	Introduction + Needs analysis testing
Week 2	Paragraph Form - What is a sentence? - Subjects & Verbs - End of Sentences Punctuation - Capitalization: Five Rules
Week 3	Paragraph Form - Simple Sentences - Connective Words: and, or, so, but - Sentence Combining
Week 4	The Writing Process - What is a Paragraph?

	- The Five Steps of Paragraph Writing
Week 5	Free Writing
Week 6	The Five Steps of Paragraph Writing (cont.) - Step Two: Outlining - Step Three: Writing Your 1 Paragraph
Week 7	The Five Steps of Paragraph Writing (cont.) - Step Three: writing Your 1 Paragraph (exercises) - Time-Order Paragraphs - Time-order Transition Signals
Week 8	Sentence Structure - Compound Sentences - Comma splices - Capitalization: Five More Rules - Commas: Three Rules
Week 9	The Five Steps of Paragraph Writing - Step Four: Editing Your Paragraph - Step Five: Final Revised Paragraph
Week 10	Review Week - <u>INTERIM EXAM</u> (1)
Week 11	Essay Writing - Brainstorming - Detailed Outlining - The topic Sentence
Week 12	Space-Order Paragraphs - Specific Details - Grammar Mechanics - Adjectives - Adverbs - Prepositions - Prepositional Phrases
Week 13	Sentence Structure - Prepositional Phrases in Time-Space Paragraphs - Position of prepositional Phrases - <u>INTERIM EXAM</u> (2)
Week 14	The Writing Process - Clustering - The Topic Sentence - The Supporting Sentences - Listing-Order Sentences

	- The Concluding Paragraph
Wee 15	Review of Simple & Compound sentences - Complex Sentences - Run-on Sentences - Fragments
Week 16	Review Week (and/or) - Personal Letter Writing

Assessment Criteria	
Final Examinations	50
Hourly Exams (n-1)	30
Quizzes (n-1)	10
Attendance & Class Behavior	5
Assignments/Classroom Participation	5
Total	100