

101-1 大葉大學 完整版課綱

基本資訊

課程名稱	英文報告寫作(一)	科目序號 / 代號	2499 / ELF4001
開課系所	英美語文學系	學制 / 班級	大學日間部3年2班
任課教師	倪淑芳	專兼任別	專任
必選修 / 學分數	必修 / 2	畢業班 / 非畢業班	非畢業班
上課時段 / 地點	(二)56 / J112	授課語言別	中文

課程簡介

This is a two semester course in which the instructor introduces students to the challenges and obstacles they are likely to face in their academic writing projects and prepares them to go through all the different stages of such a procedure: from preparation, research, draft, revision, and submission to final presentation or oral defence of the academic paper. Advanced self-study skills and self-organization are demanded from the students in this course.

This course teaches advanced study, research and writing skills needed to complete an academic paper according to the APA style manual. Coherence and structure in writing, academic analysis, ethics and presentation methods are taught.

課程大綱

Introduction, Syllabus
The research check-list and plan
Thesis topic c r e a t e i o n, brainstorming procedure
Patterns of argument, cubing
Outlining, drafting
References, sources
Bibliography I
Mid Term Exam
Bibliography II
Definitions
Blending in quotes
Computer class
Translations and tran s c r i p t i o n s
Sample essay
Methodology
Presentation
Presentation
Final paper hand in

基本能力或先修課程

課程與系所基本素養及核心能力之關連

-  基本能力
-  專業能力
-  實踐能力
-  整合能力素養
-  精進成長素養
-  人際關係素養
-  國際視野素養

教學計畫表

系所核心能力	權重(%) 【A】	檢核能力指標(績效指 標)	教學策略	評量方法及配分 權重	核心能力 學習成績 【B】	期末學習 成績 【C=B*A 】
基本能力	15%	1. Listening: To comprehend various contents and accents 2. Speaking: To achieve oral accuracy and fluency 3. Reading: To comprehend gist, details, implications in different contexts 4. Writing: To compose grammatically correct and comprehensible paragraphs 5. Translating: To develop knowledge and techniques of translation between Chinese and English	講述法 小組討論	分組報告: 15% 期中考: 15% 期末考: 15% 作業: 30% 課程參與度: 15% 口頭報告: 10%	加總: 100	15
專業能力	25%	1. Literature: To appreciate and comprehend literary works of western masters 2. Linguistics: To acquire fundamental knowledge on structures and applications of English language 3. Translation and Interpretation: To	講述法 小組討論 學生上台報告	分組報告: 15% 期中考: 15% 期末考: 15% 作業: 30% 課程參與度: 15% 口頭報告: 10%	加總: 100	25

實踐能力	20%	<p>1. Oral Presentation: to present ideas and thoughts in a well-structured form with modern technology</p> <p>2. Composition: to compose academic papers according to required formats</p> <p>3. Translation: to translate short stories, essays or newspapers</p> <p>4. Communication: to communicate efficiently</p>	<p>小組討論 學生上台報告 專題報告</p>	<p>分組報告: 15% 期中考: 15% 期末考: 15% 作業: 30% 課程參與度: 15% 口頭報告: 10%</p>	加總: 100	20
整合能力素養	15%	<p>1. Integration: To develop, organise and manage issues from different perspectives</p> <p>2. Co-ordination: To accept different opinions and foster teamwork spirit</p> <p>3. Leadership: To lead and provide guidance</p>	<p>講述法 小組討論 學生上台報告 專題報告</p>	<p>分組報告: 15% 期中考: 15% 期末考: 15% 作業: 30% 課程參與度: 15% 口頭報告: 10%</p>	加總: 100	15
精進成長素養	5%	<p>1. Autonomy: To organise, plan and complete tasks independently</p> <p>2. Critical thinking: To form logical interpretation and criticism on different issues</p> <p>3. Self-esteem: To respect self and others</p>	<p>小組討論 小組合作 學生上台報告</p>	<p>分組報告: 15% 期中考: 15% 期末考: 15% 作業: 30% 課程參與度: 15% 口頭報告: 10%</p>	加總: 100	5
人際關係素養	5%	<p>1. Professional ethics: To equip well-rounded professional concepts and attitudes</p> <p>2. Humanistic concerns: To cultivate compassion, sympathy and empathy for others</p> <p>3. Interpersonal relationship: To practice interpersonal communication efficiently</p>	<p>小組討論 小組合作</p>	<p>分組報告: 15% 期中考: 15% 期末考: 15% 作業: 30% 課程參與度: 15% 口頭報告: 10%</p>	加總: 100	5

國際視野素養	15%	2. Global citizenship: To have compassion for the world 1. World vision: To recognise the importance of self to the world 3. International awareness: To be aware of and respect different cultures	小組合作 專題演講	分組報告: 15% 期中考: 15% 期末考: 15% 作業: 30% 課程參與度: 15% 口頭報告: 10%	加總: 100	15
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成績稽核

作業: 30%
 期中考: 15%
 期末考: 15%
 分組報告: 15%
 課程參與度: 15%
 口頭報告: 10%

教科書(尊重智慧財產權，請用正版教科書，勿非法影印他人著作)

書名	作者	譯者	出版社	出版年
Academic Writing Course: Study Skills in English	R. R. Jordan		Longman	2004

參考教材及專業期刊導讀(尊重智慧財產權，請用正版教科書，勿非法影印他人著作)

書名	作者	譯者	出版社	出版年
Writing Academic English: The Longman Academic Writing Series, Level 4	Oshima, A. and Hogue, A.		Longman	0

上課進度

週次	教學內容	分配時數(%)				
		講授	示範	習作	實驗	其他
1	Review of writing essential skills: topic sentence, paragraph writing	50	20	30		
2	unit 1: structure and cohesion	50	20	30		
3	unit 14: academic style	50	20	30		
4	appendix 3: research reports, handout	50	20	30		
5	journal paper presentation	20		80		

6	unit 18: proofreading	50	20	30	
7	appendix 1: language difficulties and types of error	40		60	
8	mid-term exam				100
9	seminar	40		60	
10	unit 15: paraphrasing and summarising	50	20	30	
11	unit 16: quotations and referencing	50	20	30	
12	unit 2: description	50	20	30	
13	unit 3: description	50	20	30	
14	unit 4: narrative	50	20	30	
15	unit 5: definitions	50	20	30	
16	seminar	30		70	
17	seminar	30		70	
18	Final exam				100
