2022 SPRING English for Academic Purposes (EAP)

The Johns Hopkins University Bloomberg School of Public Health

**Asynchronous Online delivery. Please make sure to register for both 3rd and 4th quarters. This course is continuous registration over two quarters.**

**This course is for Pass or Fail. The requirements for the class must be fulfilled to receive a Pass grade. Grades are issued only once at the end of the 4th quarter.**

Instructor: Vicki Y. Hong Smith (Please feel free to call me Vicki. If you feel more comfortable with a formal title, Professor Hong Smith or Professor Hong works.)

Email: vhongsm1@jhu.edu

Classroom: Online. No meetings. The course CP opens on 1/24 for baseline activities for you to determine whether this is the right class for you. This will help you decide to stay in the course or to withdraw during ADD/DROP. The students on the roster may begin their self-paced learning activities on 1/31.

# COURSE LOGISTICS

## **DATES AND DETAILS**: AsynchronousOnline. Self-paced with due dates.

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| **Content focus:** Please remember you will see many activities in Online Library (course resource site). You select what you need to work on and use the materials at your pace. There are no exams or tests toward the grade. Any activity that comes with practice is for you to use to check your progress. Needless to say, the rate and the quality of progress you make depends on your regular use of the materials. | **How to use the contents: To gain the skills you determine you need,** complete your review of the materials and activities by the dates shown. | **How to pass the class: Over two quarters, you are required to submit four writing samples.** Follow the submission requirements and due dates. All submissions need to be done in Drop Box. |
| **The content activities are for your self-paced and self-selected learning and are NOT required or graded toward a Pass grade.** | **To receive a Pass grade for the course, you must complete and submit the following. All of your submissions will receive detailed feedback. There are no grades for the works. Meeting the requirement to submit 4 samples as directed results in a P grade.** |
| The following show the main topics for the modules. Any needs that arise during the term will also be addressed as we move along. | **However,** the materials and practice activities provide you with opportunities to learn helpful skills and to check your progress.  Plan around two hours for the course every week.  Check for additional materials and activities during the module. | Baseline activities  Two short writing samples on given topics by the dates shown. The second sample will require documentation of external source information according to an established documentation style.  Two longer writing samples by the dates shown. One of them must have documentation of external source information according to an established documentation style. |
| **1st module: Baseline activities** | 1/24-2/4 | Baseline activities: Required by 2/4 .  This will help you make your decision whether to stay in or to withdraw from the course. |
| **2nd module: Overall review of formal writing in academic contexts**  General aspects of academic written communication:  Overview of Academic Communication/U.S.-specific aspects/Formal writing structure/Writing Process/Organizational techniques  Frequent grammar and writing concerns for academic writers including tenses/agreements/ pronoun references/punctuation/fragments/run-on errors/ comma splice errors/wordiness/ voices/sentence types: These areas will continue through the modules. | 1/31-2/27 | 1st short writing sample: Due 3/6.  After reviewing the materials in module 1 on writing effective paragraphs, submit Short Sample 1 in Drop Box.  The topic and directions for the sample are found in Drop Box. |
| **3rd module: Avoiding plagiarism**  Fundamental concerns about plagiarism: cultural expectations in the U.S.  Avoiding plagiarism: U.S. expectations | 2/28-3/27  Spring Recess  3/21-3/25 | 1st Longer Sample with **or** without documentation: Due 3/27  See details in the syllabus.  Submit in Drop Box. The topic and directions will be found in Drop Box. |
| **4th module: Documentation reinforced**  Quote, Summary, Paraphrase & Synthesis  Documentation styles and requirements:  APA and others/In-text and end lists | 3/28-4/24 | 2nd Longer Sample with **or** without documentation: Due 4/24.  At least one longer sample must include documentation. If you submitted the first longer sample with documentation, your second sample does not have to be a documented sample. If you submitted the first long sample without documentation, send the second sample with documentation.  See details in the syllabus.  Submit in Drop Box. The topic and directions will be found in Drop Box. |
| **5th module: Additional topics**  Specific topics in research paper writing such as literature review and abstract  Unusual features in English usage/corrective strategies | 4/25-5/15 | 2nd Short Sample on a given topic with documentation: Due 5/15.  Submit in Drop Box. The topic and directions will be found in Drop Box. |

## II. CONTINUOUS REGISTRATION AND GRADES (P, F or W)

You must register into both quarters. Grades are assigned only once, at the end of the 2nd term.  Pass will be assigned to those who 1) were registered in both of the quarters 2) **and** have met all of the requirements. Those withdrawing during the 1st quarter will not be allowed to return to class during the 2nd quarter. Please observe the dates for registration and changes of registration status.

## III. PERMISSION TO REGISTER:

Please follow the directions in SIS to gain permission to register. Unless there is a hold on your SIS account, the course is filled, or you have more than maximum allowed credits, you will be given permission.

## IV. OTHER ADMINISTRATIVE NEEDS:

Please contact Mr. Stephen Bazzetta at sbazzett1@jhu.edu

V. CLASS LOCATION:     Asynchronous Online

## VI. TEXTBOOK:

There is no required textbook. I will provide you with the materials in Online Library. It is essential to review the materials if you would like to improve your skills.

# COURSE DESCRIPTION

This course is for students whose first language is not American English and whose experience with academic written communication in American English is limited.  This course focuses on a number of aspects of effective academic written communication to help the student write as clearly as possible. W*hile addressing specific major topics, I will be working on various grammar and writing points helpful for students whose first language is not English or whose educational medium language was not U.S. academic English.*

# COURSE OBJECTIVES

**Upon completion of this course, students will be able to**

* Apply strategies used in the three main stages of the Writing Process. Spiral strategies include brain storming, outlining, drafting, proofreading, rewriting and editing.
* Formulate an effective thesis statement that presents the main goal to hold the writing cohesive and coherent for the entire work
* Support thesis with concrete supporting details
* Avoid global errors such as fragments, run-on/splice sentences, dangling modifiers
* Avoid errors in tenses and agreements
* Correctly incorporate quotations, summaries, and paraphrases when citing outside sources
* Correctly apply required parenthetical documentation and bibliographical documentation format
* Apply fundamental speech delivery skills for a short oral presentation (This objective is on hold because of the COVID adjustments necessary to be made.)

# REQUIREMENTS

To receive a passing grade, you are expected to fulfill the following requirements. I will give you feedback and improvement suggestions on your work. Upon meeting all of the requirements, you will receive a Pass grade for the course.

**I.** Baseline activities: Required by 2/4. Doing this activity will help you determine whether you wish to stay in the course for the goals you have.

**II.** Two short writing samples produced during the term (1st sample approx. 250 words; 2nd sample approx. 500 words): To make sure the target EAP skills are transferred in application, you must complete and submit two short samples on the topics I assign. The second short sample will require documentation. You will receive feedback. Allow two weeks for feedback after the deadline.

**III.** Two longer writing samples with documentation (approx. 500-750 words): For these, you may submit in any combination of fresh samples, papers you are writing for another class, or works you did in the past on which you want feedback. Personal statements or research proposals will also be accepted. The length is about 500-750 words. This means unless you are writing a fresh sample to meet the word count, you may submit two to three pages of your work, or you may select a few segments from your work to make about 500-750 words. One of the two long samples must include documentation. You will receive feedback. Allow two weeks for feedback after the deadline.

# ACADEMIC HONESTY: Plagiarism

Plagiarism is cheating. In this class, using another person’s words or ideas as your own without giving credit, producing a memorized piece (either your own or someone else’s), or having someone do any portion of your work is cheating.  You are expected to complete your own, original work. You may find (or have found) that academic institutions in the U.S. use a different definition from many parts of the world for what constitutes academic dishonesty. I will cover this topic, give you an application assignment, and answer your questions regarding this very important issue. For specific policies, refer to your student resources provided by the University.