### SUBJECT DESCRIPTION FORM

<table>
<thead>
<tr>
<th>Subject Title:</th>
<th>Extended Writing Skills</th>
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<td>Subject Code:</td>
<td>ELC1003</td>
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<tr>
<td>Credit Value:</td>
<td>3 credits</td>
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<td>Pre-requisite:</td>
<td>English for University Studies I, ELC1004</td>
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#### Learning Activities:

- **Seminar**: 42 hours

This course aims to further develop students’ competence in written communication in academic contexts and to enhance their ability to communicate effectively in an English-medium learning environment.

The main emphasis of the course is on enhancing students’ confidence and their competence in the use of grammar, vocabulary and academic writing conventions.

The study method is primarily seminar-based and interactive learning techniques will be employed in activities such as discussions, role-plays and individual and group activities. Information technology will be employed to facilitate the learning and application of writing skills and online writing tools. Learning and teaching materials developed by the English Language Centre will be used throughout this course. Teachers will recommend additional reference materials as required.

#### Assessment

- **Continuous Assessment**: 100%

#### Learning Outcomes

At the end of the course, the students are expected to be able to use the language and study skills needed to:

- organise, write and revise academic essays and project reports
- organise and write correspondence to request assistance for study-related work
- participate effectively in discussions

#### Syllabus

This syllabus is indicative. The learning outcomes will focus on the use of grammar and vocabulary in the writing of a variety of text types. Activities to enhance speaking and listening skills will be integrated into the interactive and project-based work throughout the course.

**1. Appropriateness and accuracy of vocabulary and grammar**

Collocation and connotation of words; verb forms, prepositions and complex sentences.
2. Coherence and cohesion in writing
Paragraph development; topicalisation and thematisation; cohesive devices including articles, determiners, connectives, pronouns and anaphoric references.

3. Logical development in writing
Organisation in a variety of text types; selection of information; logical development of themes and topics.

4. Language development and independent learning strategies
Self-access study tools such as online dictionaries, thesaurus and web concordancers to enhance language proficiency and develop vocabulary; independent language learning strategies such as the use of learning portfolios.

Reference books


