



BANDIRMA ONYEDİ EYLÜL UNIVERSITY
School of Foreign Languages
Basic English Department
2025-2026 Academic Year
B1+ LEVEL

WRITING COURSE

COURSE OUTLINE

1. Course Description

This course is designed to offer a carefully structured approach to intermediate academic writing. It features instruction on paragraph and essay organization, grammar, sentence structure, mechanics, and the writing process.

2. Goals and Learning Outcomes

Course Aim:

The course aims at helping learners to be able to produce well-organized, clearly developed paragraphs that are essential to academic writing in English. By the end of the course, students will be able to write academic paragraphs and essays with accuracy and confidence.

Course objectives:

The course is intended to develop students' language skills to:

- Write different types of paragraphs such as narrative, process, definition, cause/effect etc.

3. Materials

READY TO WRITE 2- PEARSON PUBLISHING

4. Overall Structure of the Course and Requirements

The format of this course will be based on in-class activities on the assigned materials and exercises designed to reinforce important writing skills and strategies. Students are expected to attend class regularly, participate in activities, complete the given assignments before and after class, ask questions and turn in assignments on time and correct their mistakes upon teacher and peer feedback.

5. Course Policies

Assignments: All assignments are due at the start of the lesson hour unless otherwise specified. The assignments and other tasks must be submitted as scheduled in the syllabus and as announced in class. Exceptions will only be made in exceptional circumstances.

Electronic devices: No iPods, mobile phones or other electronic devices will be allowed in class. Cell phones must be switched off during the class.

Plagiarism: Plagiarism refers to a form of cheating that has been defined as ‘the false assumption of authorship; the wrongful act of taking the product of another person’s mind and presenting it as one’s own. To use another person’s ideas or expressions in your writing without acknowledging the source is to plagiarize. Plagiarism, then, constitutes intellectual theft. Simply put, plagiarism is not tolerated in this university. Respect yourself enough to have faith in what you can accomplish on your own, rather than stealing someone else’s work. Any student caught cheating or plagiarizing (meaning copying something from the Internet and /or from a friend and turning it in as their own work) will receive a 0 (ZERO) on that assignment.

6. Rules

- o Attend class every day. If you are unable to attend class, email your instructor, or talk to your instructor before you need to be absent.
- o Be on time for class and participate. Your success and the success of your peers in this course are influenced by your prompt attendance and participation. You are expected to participate in class and in groups.
- o Do all of your work, and do it on time. You must complete all of your homework and in class work for this course on the day it is due. When you return to class after an absence, it is your responsibility to talk to your instructor or friends before class to find out which work you have missed.
- o Do not plagiarize. All of your work must be your work, not someone else’s. Do not ask friends, roommates, or anyone else to do your work. Plagiarism may result in failure.
- o Throughout the lessons only English will be used as a means of communication for both between teacher-student and between student-student interactions. Breaking any of these rules will result in negative points.

7. Assessment and Grading

Students must satisfactorily complete all course requirements to receive a passing grade to enter their Final Exam to exit their faculties. Grades will be assigned using the following weights throughout an Academic Year:

Progress Tests (4)	30 %
Quizzes (4)	20 %
Presentations (First Term: 1 In-class presentation, 1 International Day Second Term;: 1 In-class presentation, 1 Short Movie Project)	20 %
Portfolios (10 % from Writing Grades) (10 % from Online Homework)	20 %
Participation	10 %
Academic Year Performance Grade*	100 %
MINIMUM GRADE FOR ELIGIBILITY TO TAKE FINAL EXAM	65 pts from the performance in an Academic Year.

MINIMUM GRADE FOR ELIGIBILITY TO GO TO FACULTY	Maritime Transportation Management Engineering (English) Economics (English) Business Administration (English) Departments, 75 pts ; For English Translation and Interpreting Department, 85 pts
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8. Course Outline

Course objectives, materials and outcomes are listed below unit based since the instructors need to cover one unit in a week. For a detailed Whole Map, instructors need to follow Operational Plan directed by Level Coordinators. However, circumstances may call for a departure from this schedule. Any changes in the schedule will be made in advance. The following instruction will be shared by Level Coordinators in each level via links.

WEEK	LANGUAGE SKILL	UNIT	OBJECTIVES	MATERIAL
1	WRITING	No Writing Lesson- Ice Breaking	Ice Breaking	READY TO WRITE 2
2		CHAPTER 1: GETTING ORGANIZED	Organizing items on a list into groups	
3		CHAPTER 2: UNDERSTANDING PARAGRAPHS	Writing a well-organized paragraph with a topic sentence, supporting sentences, and a concluding sentence	
4		CHAPTER 3: ORGANISING INFORMATION BY TIME ORDER	Writing a paragraph organized by time order	
5		CHAPTER 4: ORGANISING INFORMATION BY ORDER OF IMPORTANCE	Writing a paragraph listing the supporting ideas in order of importance	
6		CHAPTER 5: ORGANISING INFORMATION BY SPATIAL ORDER	Writing a paragraph describing a place using spatial order	
7		CHAPTER 6: UNDERSTANDING THE WRITING PROCESS	Writing a paragraph using the three steps of the writing process	
8		CHAPTER 7: SUPPORTING THE MAIN IDEA	Writing a paragraph using charts, graphs, and quotes to support the main idea.	

9		CHAPTER 8:EXPLAINING A PROCESS	Writing a paragraph describing the steps in process	
10		CHAPTER 9: WRITING DESCRIPTIONS	Writing a paragraph using descriptive details about a person, place or thing	
11		CHAPTER 10:EXPRESSING YOUR OPINION	Writing a paragraph that expresses your opinion on a number of topics	
12		CHAPTER 11: COMPARING AND CONTRASTING	Writing a paragraph comparing or contrasting two people, experiences or things	
13		CHAPTER 12:ANALYSING CAUSES AND EFFECTS	Writing a paragraph describing the causes or effects of an event	
14		CHAPTER 13:WRITING SUMMARIES	Writing a paragraph that summarizes an article or a story	
15		CHAPTER 14: WRITING PERSONAL LETTERS AND BUSINESS LETTERS	Writing personal and business letters	

