

**Gen Ed: English Writing and Communication: Proposed Syllabus**  
**Duration: August – November, 2015: Cycle 2**

**Number of Classes – 50 per semester/cycle**

**The syllabus aims to develop:**

1. A critical and informed response to a range of texts/extracts
2. The skills of summarization and condensation
3. The skills of academic note taking
4. The skills of comprehension
5. The skills of analysis, synthesis and evaluation of content
6. Correct usage and application of vocabulary
7. The integration of the above skills into a comprehensive academic writing experience
8. The integration of the skills of oral and written communication

**Module 1: Academic Writing**

**1. Features of Argumentative/Persuasive Writing**

**Reading and General Understanding**

**Writing practice:** identifying arguments, counterarguments, non-arguments  
refuting arguments, style of persuasion, organizing an argumentative essay

**Grammar Focus:** Use of conjunctions as connectors. Conditionals, noun clauses

**2. Features of Comparison and Contrast Essay**

**Reading and General Understanding**

**Writing Practice:** developing a comparison-contrast structure

**Grammar Focus :** Clauses for comparison, contrast, concession; transitions

**3. Features of Literary Analysis**

**Reading and General Understanding**

**Writing Practice:** plot devices, themes, symbols, figures of speech, tone, mood,  
style; organizing discourse structure

**Grammar Focus:** Conditional Sentences

**4. Planning an Academic Essay**

**Writing Practice:** discourse structure, essay-outline, paragraph-sequence, using citation

**Module 2: Communicative English - SW ( Speaking, Writing )**

**Unit 1: Communicative Writing**

Writing Letters - job applications, CV and Resume

Writing Notice, Minutes and Agenda

Writing a Proposal

**Unit 2: Speaking**

Role Play/Extempore Presentations