LANGTCHG 715: Developing Academic Literacies
Course Outline Semester 2, 2019

Class session details for LANGTCHG 715

Weekly lecture: Monday 4-6 pm. 260 (OGGB) – Room 040B

First class: Monday July 22; Final class: Monday October 21

NOTE: A course text for LANGTCHG 715 needs to be purchased from the University bookshop (ubiq; 2 Alfred St.).

Course aims

A broad definition of the term *academic literacies* would include "the reading, writing, speaking, listening, and thinking skills, dispositions, and habits of mind that students need for academic success" (Warschauer et al, 2004). The term encompasses the ability to critically read and interpret a wide range of texts, to write competently in a range of scholarly genres, and to engage in and contribute to sophisticated academic discussion. This course aims to help students to understand and develop their academic literacy. It opens up texts in academic and research areas such as book and journal reviews, library- and research- based essays and research reports (dissertations and theses) for analysis and critique. It makes extensive reference to findings from genre and corpus-based analyses and allows participants to analyze and compose texts in areas of disciplinary interest.

Course objectives and description

By the end of the course, students will…

♦ be able to critically reflect on and evaluate the structure and style of academic texts

♦ have developed an understanding of important aspects of academic literacy: macro-structures, source text use, language patterns, prefabricated text chunks, and metadiscourse strategies

♦ have improved their ability to write accurate academic English in a style appropriate to a particular task and genre

Developing academic literacy skills involves building knowledge and skill in three main areas: technical aspects (e.g. summarizing, paraphrasing, sentence and paragraph level word choices, frequently used language patterns); disciplinary components (e.g. how texts are constructed in your particular subject area); and critical components (e.g. issues of access, power, identity and social practices). While all three will feature in LANGTCHG 715, the main focus of the course will be to further develop the language and genre-based skills and knowledge you will need to comprehend, organise and produce particular types of texts in your graduate studies. The course is organised around these important academic genres: evaluative texts (e.g. academic essays and reviews) and research reports (e.g. library research reports in essays, and empirical reports in theses and dissertations). We explore the kinds of metadiscourse strategies that writers use to organise information coherently and convincingly in the text, and to convey the writer's own perspective through the use of strategies such as hedges, boosters, and attitude markers. We also look at what corpus-based analyses reveal about language use in particular disciplinary areas.

Each class session includes discussion of a course reading that relates to the topic of the session, some explicit instruction about the genre, analysis of sample texts and the type of language typically used, as well as opportunities to receive feedback on practice tasks. The course has three assignments.

All course materials can be found in a text produced specifically for the course (that many students over the years have reported using as a handy reference tool when preparing course assignments or theses). Relevant readings can be accessed through CANVAS (Course readings).

Additional information

Lecturer and Coordinator - Dr Rosemary Wette

r.wette@auckland.ac.nz

373-7599 Ext 88538

Room 505, Arts 2

Office hour: Monday 3-4pm or by email appointment

Other:

❖ Assessment for LANGTCHG 715 is 100% coursework.

❖ Students are expected to attend all classes and to spend at least ten hours per week on class and assignment work for this course.

❖ Powerpoint slides will be posted on CANVAS "Modules" after each class session.

❖ Readings can be accessed from Talis through "Course readings" on CANVAS.

❖ There will be three assignments: they must be **submitted to Turnitin AND in print copy under a cover sheet to the Arts Student Centre.**

Course outline

Date	Course content	Assignments
1. July 22	Introduction	
2. July 29	Evaluative writing and argumentation (I)	
3. August 5	Evaluative writing and argumentation (II)	
4. August 12	Composing and editing processes	**Self-study session**
5. August 19	Paraphrases and summaries	*Assignment 1 due Monday August 19 (35%)*
6. August 26	Synthesizing and citing sources (1)	
Mid semester break: Monday September 2 – Saturday September 14		
7. September 16	Synthesizing and citing sources (2I)	
8. September 23	Introductions and literature reviews (1)	
9. September 30	Introductions and literature reviews (2)	
10. October 7	Reporting on methodology	
11. October 14	Presenting results	*Assignment 2 due Monday October 14 (40%)*
12. October 21	Discussions and conclusions	
		Assignment 3 due Tuesday October 29 (20%)

In-class presentation (TBD): 5%

CLL assignments policy for extensions, deadlines and penalties

TIME MANAGEMENT
Time management is essential to academic success, and it is the responsibility of students to manage their time so all assignments can be submitted on or before the due dates.

HOW TO SEEK/ REQUEST/APPLY FOR AN EXTENSION

In *serious circumstances** beyond the student's control (see below), s/he may request an extension from the Course Convener. **The request should…**
- **be made by email at least 2-3 days BEFORE the due date for the assignment**
- **provide an explanation of the circumstances**
- **be supported by a satisfactory medical certificate or other documentation**

If an extension is granted, you will be given a new due date.

Only ONE extension can be granted to a student per assignment.

Only in extreme circumstances will late requests for extensions be considered.

*Serious circumstance*s means sudden illness (in the case of in-class tests etc.), long-term illness (for essays etc. done over a week or more), or a bereavement in the immediate family…. Documentary evidence will be requested. It does NOT mean time management difficulties, workload requirements for other University courses or paid employment, wanting to go on holiday, relatives visiting from overseas, computer breakdowns, etc.

DEADLINES & PENALTIES FOR LATENESS

Any work submitted *after* the due date and *without* an extension form or permission in writing from the Course Convener will be treated as overdue and **penalties will apply** (*see below*).

The mark given to an overdue assignment will be reduced by **up to 10 per cent (at the discretion of the Course Convener) of the total possible marks for that assignment for each day that it is late up to 5 days** (e.g. for an assignment marked out of 20, deduct up to 2 marks per day up to a total of 10 marks). Assignments which are due on Friday, or the day before a university holiday, but are not received until the next working day will be counted as TWO days late.

Overdue assignments that are submitted **more** than five days late will **not be marked**; nor will assignments be marked if submitted after the assignment has been marked and returned. Unmarked assignments will be held by the marker until the end of the semester, and in cases where the final grade for the student is borderline (D+), the marker may choose to award a minimal completion mark. **For this reason, it is better to hand in an assignment late than not at all.**

OUT-OF-CLASS ASSESSMENT (i.e. take-home essays/projects/assignments etc.)

When a staff member grants an extension they will set a *new due date*. The completed assignment must be submitted on or before the *new* due date **together with** the medical certificate and other documentation. **If an assignment is submitted after the new due date, penalties for lateness apply as above.**

ORAL PRESENTATIONS ETC.

When serious circumstances (e.g. sudden serious illness or a car accident) cause a student to miss an in-class test/assessed presentations it is expected that the student will notify the course convener at the earliest possible opportunity, if possible *before* the scheduled presentation takes place. If the student or their representative makes no contact within five days of the scheduled test/presentation, they will be awarded a zero grade for that piece of assessment. Extreme cases will be judged by the course Convener on their own merits. Documentation may be required.

Plagiarism and use of information and communications technology

Students need to be aware of University regulations with regard to…

PLAGIARISM

The University of Auckland will not tolerate cheating, or assisting others to cheat, and views cheating in coursework as a serious academic offence. The work that a student submits for grading must be the student's own work, reflecting his or her learning. Where work from other sources is used, it must be properly acknowledged and referenced. This requirement also applies to sources on the world-wide web. A student's assessed work may be reviewed against electronic source material using computerised detection mechanisms. Upon reasonable request, students may be required to provide an electronic version of their work for computerised review.

Students may not translate work from another source without proper acknowledgment and referencing. The use of translation machines to translate and copy texts into the target language of an assignment constitutes academic dishonesty.

The penalties for plagiarism are severe and can range from gaining no marks for the assignment to disciplinary action under the terms of the Examination Regulations.

For further information and advice on University regulations and how to reference appropriately, see:
https://www.auckland.ac.nz/en/about/teaching-learning/academic-integrity/tl-about-academic-integrity.html.

This webpage provides links and information about various aspects of academic integrity: sources of information and advice (e.g. Referen©ite) as well as University regulations (the Student Academic Conduct Statute), and Turnitin. All students entering the University are required to complete the **Academic Integrity Module.**

USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (E.G. CLASS FACEBOOK PAGES)

If students in any course wish to set up a Facebook page for the course or to use any other form of ICT, they need to be aware that the University of Auckland Information and Communications Technology (ICT) Statute sets out rules governing use of any ICT hardware or software at or for University activities. It forbids using ICT "to store, display or communicate… files containing any text, image that is deceptive or misleading, is abusive or defamatory, contravenes anyone's privacy… or that reproduces all or part of any work in breach of the Copyright Act 1994". The Statute refers students to the relevant University Disciplinary Statute and the penalties that may apply. It can be found at:
https://policies.auckland.ac.nz/student-undergraduate.aspx

Students with impairments

STUDENTS WITH IMPAIRMENTS are asked to discuss privately with the course convener (face–to-face and/or by email) any impairment-related requirements regarding delivery of course content or course assessments. Please contact Rosemary (r.wette@auckland.ac.nz) as soon as possible if you have any impairment-related needs.

General notes on assignments in LANGTCHG 715

❖ You must complete the on-line **Academic Integrity Course** (if you haven't already done so). This will provide you with useful information about academic conduct rules at the University, and about appropriate source text use/plagiarism. You can access the modules from www.academicintegrity.auckland.ac.nz

❖ Read the relevant section of your **course text and course readings** as you prepare for each assignment – we will expect you to be able to apply what has been discussed in class sessions and what you have learned from the readings to your assignment work

❖ Presentation: **Type your assignments in 12 pt Times New Roman or similar sized font. Use <u>1.5 line spacing</u>.**

❖ Put your name (as it appears on your student ID – not an alternative name) and student ID at the top of your assignment.

❖ <u>**Assignments**</u> **must be submitted to Turnitin AND in** hardcopy to the boxes in the Arts Student Centre before 4 pm on the due date. Assignment boxes are cleared at 4 pm and any assignment handed in after 4 pm will not be date-stamped till the next working-day. The Centre is not open on Saturday or Sunday or during public holidays.

I hope you find LANGTCHG 715 helpful. Please feel free to talk to me at any time about…

- your progress on this course, and any difficulties you may be having with course content

- anything that may be affecting your ability to do assignments and well/on time

Reference:

Warschauer, M., Grant, D., Del Real, G., Rousseau, M. (2004). Promoting academic literacy with technology: Successful laptop programs in K-12 schools. *System 32,* 525-537.