

LANGTCHG 715: Developing Academic Literacies Course Outline Semester 2, 2020



Class session details for LANGTCHG 715

Weekly lecture: Thursdays 11-1 pm Northey (Law School 801) Room 204

First class: Thursday July 30; Final class: Thursday October 29

On-campus students need to buy the course text for LANGTCHG 715 from the University bookshop (ubiq; 2 Alfred St.).

Course aims

Academic literacy(ies) refers to one's ability to communicate in academic contexts through reading, interpreting and evaluating information, as well as creating knowledge through written and spoken texts. Academic literacy needs to be learned by all students irrespective of whether they are L1 or L2 speakers of a language.

This course aims to help students to understand and develop their academic literacy skills. It opens up for analysis and critique texts in academic and research text types such as book and journal reviews, library- and research- based essays and research reports (dissertations and theses). It makes extensive reference to findings from genre and corpus-based analyses, and allows participants to examine texts in their 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 and produce texts in your graduate studies. The course analyses examples of 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), and provides guided and independent opportunities for text construction. 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 are explored. 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: Thursday 9.30 – 10.30 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 signed cover sheet to the Arts Student Centre (for on-campus students).**

Course outline

Date	Course content	Assignments
1. July 30	Introduction	
2. August 6	Evaluative book reviews	
3. August 13	Argumentation, stance and engagement	
4. August 20	Composing and editing processes	Self-study session
5. August 27	Paraphrase and summaries in citations	<i>Assignment 1 due Tuesday August 25 (35%)</i>
6. September 3	Synthesizing and citing source texts (1)	
<i>Mid semester break: Monday September 7 – Saturday September 18</i>		
7. September 24	Synthesizing and citing source texts (2)	
8. October 1	Introduction and literature review (1)	
9. October 8	Introduction and literature review (2)	
10. October 15	Reporting on methodology	
11. October 22	Presenting results	<i>Assignment 2 due Tuesday October 20 (50%)</i>
12. October 29	Discussions and conclusions	
		<i>Assignment 3 due Tuesday November 3 (15%)</i>

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 circumstances* 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 1.5 line spacing.**
- ❖ Put your name (as it appears on your student ID – not an alternative name) and student ID at the top of your assignment.
- ❖ **Assignments 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