科目名	ENG122:　基礎英語スキルズ（ライティング）				担当教員	G. Stewart
開講期	春／秋	開講時限	火金3限	研究室	4号館2階講師控室	オフィスアワー	P.16を参照のこと
分類	選択必修	単位	2	標準受講年次	1・2年	連絡先	
キーワード	process-writing, functions, genres, peer review, feedback, paragraphs, essays, tweets, emails						
授業の概要	This class will give students the opportunity to master the basics of writing in English. They'll write a number of written pieces on topics of interest to them, and through so doing, will gradually create a portfolio of the written work to be submitted at the end of term. The course will include a basic-level introduction to the writing process, structure, functions, genres, writing strategies and tactics, self-editing, peer review, peer and teacher feedback, and mind maps.						
達成目標	Students will further develop their basic English writing abilities, including their ability to write simple pieces according to the writing process, use appropriate structure, write based on function and genre, and select and use appropriate writing strategy-related tactics. They'll also further develop their ability to self-edit and engage in peer review, and draw on others' feedback to improve the quality of their written pieces. They'll additionally further develop their critical-thinking skills and their inter-cultural knowledge through writing about a range of topics.						
到達目標	By the end of this course, students should be able to: (1) use the writing process to write about a range of topics which draw and build on their critical-thinking skills and inter-cultural knowledge; (2) use a range of tactics to facilitate their writing process; (3) write according to function and genre; (4) structure pieces appropriately; (5) do appropriate research and provide the related references (and avoid plagiarism); (6) avoid making common writing mistakes; and (7) use self-editing, peer feedback, and teacher feedback to maximize the quality of their written pieces.						
評価方法	Participation and performance in classroom activities (25%); Writing tasks (40%), including the end-of-term writing portfolio (part of My Portfolio); Quizzes and tests (20%), including quizzes and two in-class written tests; Independent learning (IL) (15%)						
評価基準	To be distributed at the first class.						
準備学修の時間	For each 90-minute class session of this course, an average of 45 minutes is needed for out-of-class study (assignments, review, etc.).						

授業計画			
回	テーマおよび学習内容	運営方法、教育手法	準備学修（予習・復習）
1	Course Orientation, My Portfolio (with example), Global Communication Stars (GCS)	Class work, group task, pair work, game	Finish tasks, review, read syllabus again, GCS
2	Tactics - What are they? How can I use them?, IL study - What is it? What should I do?	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS
3	My Self-introduction - Example, writing, feedback, self-reflection (SR), goal setting	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
4	The Basics 1 - Capitalization, punctuation, and spelling, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
5	The Basics 2 - Adjectives, adverbs, and conjunctions, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
6	Self-editing, Peer Feedback, and Teacher Feedback - Examples, practice, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
7	Review 1 - GCS, My Portfolio (Updating), Fill out "My Mistakes Checklist"	Class work and pair work	Finish tasks
8	Brainstorming and Map Minds - Example, practice, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
9	Short Paragraphs (Part 1) - Example, tactics, draft 1, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
10	Short Paragraphs (Part 2) - Re-writing to create draft 2, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study

授業計画			
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11	Longer Paragraphs (Part 1) - Example, tactics, draft 1, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
12	Longer Paragraphs (Part 2) - Re-writing to create draft 2, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
13	Review 2 - GCS, My Portfolio (Updating)	Class work and pair work	Finish tasks, review for In-class Test 1
14	In-class Test 1 - Review, Test, My Portfolio (Updating and goal setting)	Individual work, classwork	My Portfolio, IL study
15	In-class Test 1 Feedback, Common Writing Mistakes - Introduction, practice, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
16	Macrostructure - Introduction, body, conclusion, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
17	Short Essay (Part 1) - Example, tactics, draft 1, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
18	Doing Simple Research - Introduction (will include plagiarism), plan, do research	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, IL study, research
19	Short Essay (Part 2) - Re-writing to create draft 2 (adding research), feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
20	Short Essay (Part 3) - Re-writing to create draft 3, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
21	Review 3 - GCS, My Portfolio (Updating)	Class work and pair work	Finish tasks
22	Read and Write a Summary - Introduction, read, plan, write, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
23	Read and Write a Response - Introduction, read, plan, write, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
24	Read, Discuss, Write, and Present - Introduction, read, plan, write, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
25	Writing for Me 1: Tweets - Introduction, example, practice, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
26	Writing for Me 2: A Facebook Post - Introduction, example, practice, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
27	Writing for Me 3: A Simple Email - Introduction, example, practice, feedback, SR	Class work, group task, pair work, game	Finish tasks, review, My Portfolio, GCS, IL study
28	Review 4 - GCS, My Portfolio (Updating)	Class work and pair work	Finish tasks, review for In-class Test 2
29	In-class Test 2 - Review, Test, My Portfolio (Finalizing), Submit My Portfolio	Individual work, classwork	Finalize My Portfolio
30	In-class Test 2 Feedback, Course Evaluation	Class, group, pair, and individual work	Prepare questions to find out about your course performance

テキスト	The teacher will provide 2 original 4-page handouts per week - one handout for each lesson. The handouts will contain all necessary tasks.
参考書	*English Essentials: An Academic Skills Handbook*
その他 特記事項	Let's have a great class together! You're sure to learn a lot! (Please remember: You must not plagiarize. All of your assignments must be in the correct format.)