



UNIVERSITI TEKNOLOGI MARA

CTF412: ACADEMIC WRITING

Course Name (English)	ACADEMIC WRITING APPROVED
Course Code	CTF412
MQF Credit	2
Course Description	This course aims to develop skills needed for successful academic writing in a variety of subject areas. The course will assist the students to develop the core transferable skills in critical thinking, reading and writing that they will use across the disciplines. The students will learn how to read critically and paraphrase others' thoughts, how to generate ideas and synthesize them, use reflection and argumentation in their writings in order to become a better critical reader and writer. They will produce typical academic writing tasks such as critical essay. The students will also learn how to apply APA style and format to the citation of sources.
Transferable Skills	1. Demonstrate ability to identify and articulate self skills, knowledge and understanding confidently and in a variety of contexts. 2. Demonstrate ability to apply creative, imaginative and innovative thinking and ideas to problem solving.
Teaching Methodologies	Lectures, Discussion, Workshop
CLO	CLO1 Read, respond and analyze critically to a variety of texts CLO2 Apply conventions of referencing such as in-text citations and structuring bibliography according to the APA style and format CLO3 Practice the basic concepts of academic writing in their own critical essays
Pre-Requisite Courses	No course recommendations
Topics	
1. The Introduction To Academic Writing 1.1) The Introduction To Academic Writing	
2. Prewriting: Brainstorming, Generating Ideas, Freewriting, Clustering 2.1) Prewriting: 2.2) Brainstorming, Generating Ideas, Freewriting, Clustering	
3. The Topic Sentence/Thesis Statement: Narrowing the Topic 3.1) The Topic Sentence/Thesis Statement: 3.2) Narrowing the Topic	
4. Workshop: Thesis Statement 4.1) Developing Topic Sentence and Thesis Statement	
5. Exercise: Thesis Statement 5.1) Developing Thesis Statement	
6. The Importance of Referencing 6.1) Introducing APA Style and Format	
7. The Importance of Referencing 7.1) APA Style and Format continued	
8. Exercise: Referencing 8.1) APA Style and Format	

9. Paraphrasing and Synthesizing 9.1) Paraphrasing and Synthesizing Ideas
10. Workshop: Paraphrasing and Synthesizing 10.1) Paraphrasing and Synthesizing Ideas
11. Exercise: Referencing 11.1) Paraphrasing and Synthesizing
12. Workshop: Critical Essay 12.1) Writing Critical Essay
13. Library Research and Writing 13.1) Library Research and Writing
14. Exercise: Critical Essay 14.1) Writing Critical Essay

Assessment Breakdown		%	
Continuous Assessment		100.00%	

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Assignment	Thesis Statement	20%	CLO1
	Assignment	Referencing	40%	CLO2
	Assignment	Critical Essay	40%	CLO3

Reading List	Recommended Text	<ul style="list-style-type: none"> • Barnet, Sylvan and Hugo Bedau 2013, <i>Critical Thinking, Reading, and Writing 8th edn</i>, Bedford/St. Martin's • Crème, Phyllis and Mary R. Lea 2008, <i>Writing at University: A Guide for Students</i>, 3rd Edition Ed., Open University Press Maidenhead, Berkshire • Goodson, Patricia 2013, <i>Becoming an Academic Writer: 50 Exercises for Paced, Productive and Powerful Writing</i>, Sage Los Angeles • Hayot, Eric 2014, <i>The Elements of Academic Style: Writing for the Humanities</i>, Columbia University Press New York • Swales, John M. and Christone B. Feak 2012, <i>Academic Writing for Graduate Students: Essential Tasks and Skills</i>, 3rd edn Ed., University of Michigan Press Ann Arbor
	Reference Book Resources	<ul style="list-style-type: none"> • 2009, <i>Publication Manual of the American Psychological Association</i>, 6th edition Ed. • Wee, Rosalind and Sandra Sim Phek Lin 2012, <i>Academic Writing</i>, Penerbit Press Universiti Teknologi MARA
Article/Paper List	This Course does not have any article/paper resources	
Other References	This Course does not have any other resources	