College of Applied Studies and Community Services

Department of Languages and Translation

Course Syllabus

Writing 3

Course: NAJD 218

Weekly contact: 3 hours

Instructor: Mrs. Reem Almohareb

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**Required Materials:**

* Mosaic 1 Writing-Silver edition
* Supplementary booklet (***at the campus copy center)***

**Grade System:**

1. Midterms:

* 1st in-term 25%
* 2nd in-term 25%

1. Assignments 5% [ <http://lms.ksu.edu.sa/> ]
2. Quizes 5%
3. Final exam 40%

**Important Note:**

* Do NOT be absent for the midterm exams because there will not be any make- up exams. If you have an extreme medical reason for being absent, you will need to present official verification from a government hospital of your medical situation, and then each individual case will be dealt with accordingly. If the leave is approved, the make-up exam will take place at the end of the semester, and will include ALL the chapters covered during the whole semester.
* If a student misses both in-terms, the make-up exam will cover the mark of ONE exam only (i.e. 25 marks only).

***Note: This schedule is always subject to change***

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| **SYLLABUS** | | | |
| Week | هجري  1435 | *Gregorian*  *2014* | Chapters |
| 1 | 25-29/3 | 26-30/1 | Registration |
| 2 | 2-6/4 | 2-6 / 2 | Introduction |
| 3 | 9-13/4 | 9-13/2 | **3** The First & Second Steps in Essay Writing  (booklet) |
| 4 | 16-20/4 | 16-20/2 | **3** The First & Second Steps in Essay Writing  (booklet) |
| 5 | 23-27/4 | 23-27/2 | **4** The Third Step in Essay Writing  (booklet) |
| 6 | 1-5/5 | 2-6/3 | **4** The Third Step in Essay Writing  (booklet) |
| 7 | 8-12/5 | 9-13/3 | **5** The Fourth Step in Essay Writing  **6** Four Bases for Revising Essays  (booklet) |
| 8 | 15-19/5 | 16-20/3 | **The Descriptive Essay**  **3** Relationships (book) |
|  | 22-28/5 | 23-29/3 | BREAK |
| 9 | 29/5-3/6 | 30/3-3/4 | *1st midterm*  *Monday*  *30 / 5/ 1435 31/3/2014* |
| 10 | 6-10/6 | 6-10/4 | **The Cause and Effect Essay**  **4** Health and Leisure (book) |
| 11 | 13-17/6 | 13-17/4 | **The Argumentative Essay**  **10** Crime and Punishment (book) |
| 12 | 20-24/6 | 20-24/4 | **The comparative and Contrast Essay**  **13** Compare or Contrast (booklet) |
| 13 | 27/6-2/7 | 27/4-1/5 | Revision |
| 14 | 5-9/7 | 4-8/5 | *2nd midterm*  *Monday*  *6 / 7/ 1435 5/5/2014* |
| 15 | 12-16/7 | 11-15/5 | Make-up & Oral Exams |
| 16 | 19-23/7 | 18-22/5 | General Exams |
| 17+18 | 26/7-7/8 | 25/5 -5/6 | Final Exams |
| 1st midterm Exam: 25 pts. 2nd midterm Exam: 25 pts. Assignments: 5 pts. Quizzes: 5 pts. Final Exam: 40 pts. | | | |