

## **301NGL Course Syllabus**

<b>Course Code</b>	301NGL
<b>Course Name</b>	Writing Technical Reports
<b>Credit Hours</b>	2
<b>Contact Hours</b>	3
<b>Instructor Name</b>	Faculty of Languages and Translation / English Language Center

<b>Text Book</b> (title, author, and year)
Hogue, Ann. First Steps in Academic Writing

<b>Specific Course Information</b>	
<b>Catalog Description</b>	This course will focus on the students ability to communicate in real life situations and to enhance students aural comprehension and oral expression.
<b>Prerequisites</b>	Eng 012
<b>Co-requisites</b>	NIL
<b>Required/Elective</b>	required

<b>List of Theory Topics</b>
<p>Warming up/ Orientation  Unit 1: Part 1: Organization  Unit 1: Part 2: Grammar &amp; Mechanics  Unit 1: Part 3: Sentence Structure  Unit 1: Part 4: The Writing Process  Unit 2: Prewriting Brainstorming Part 1: Organization  Unit 2 Part 2: Sentence Structure  Unit 2 Part 3: Grammar &amp; Mechanics  Unit 2 Part 4: The Writing Process  Unit 3 Prewriting Descriptive Details Part 1 Organization  Unit 3 Part 2 Grammar &amp; Mechanics  Unit 3 Part 3 Sentence Structure  Unit 3 Part 4 The Writing Process  Unit 4 Prewriting Part 1 Organization  Unit 4 Part 2 Sentence Structure Part 3 Grammar &amp; Mechanics &amp; Part 4 The Writing Process</p>