

Department:	Department of General Education
Course Name	Practical Writing
Hours per week	2
Number of Credits	2
Course Description	<p>This course will focus on developing and improving the students writing abilities in a variety of practical styles and formats. This course will give the participants an opportunity to practice and improve their English writing skills to better enable them to study abroad, apply for jobs, and competently function in both an academic and business sense. The course will review the grammatical basics of writing sentences and paragraphs, punctuation, writing business and academic emails, cover letters, personal statements of intent, memo writing, resume and CV writing, and basic academic essay writing. In general, this course will take an interactive approach to teaching/learning writing. It attempts to help students develop their confidence in terms of their writing competence through a variety of individual, pair and group tasks and activities both inside and outside the classroom.</p>