



# Arts

## ACADENG 100 : Forms in Academic English (15 POINTS)

### Course Prescription

Focuses on developing an understanding of academic reading and writing, including sentence and paragraph structure and academic vocabulary, and aims to develop strategies for employing these for effective reading and writing of academic texts. Develops an understanding of broad principles and practices of academic discourse at university level.

### Course Overview

This course will help you to write sentences and paragraphs with clear meaning and accurate language. You develop editing skills so you can correct your writing to improve the quality of your work. We analyse the types of texts that university students are expected to read and write and learn to use the style of language that is appropriate for the academic context. Building up word knowledge, especially vocabulary found most often in university texts, is an important part of the course.

Overall, this course covers reading, vocabulary and writing that helps you to understand and produce written texts at university level.

ACADENG 100 is also an approved course for students who have not met the Academic English Language Requirement (AELR). The course is available as an AELR course to students from all faculties except Business.

*NOTE: This course is available only to students who speak English as an additional language. All students must do a writing and/or grammar test at the beginning of this course. Any student whose results show a higher level of English language proficiency than appropriate for this course will not be permitted to take this course.*

### Course Requirements

Restriction: May not be taken if ENGWRIT 101 or ESOL 201 or ACADENG 201 or ESOL 210 or ACADENG 210 has previously been passed. This course is available only to students who speak English as an additional language

### Capabilities Developed in this Course

Capability 1: Disciplinary Knowledge and Practice

Capability 2: Critical Thinking

Capability 3: Solution Seeking

Capability 4: Communication and Engagement

## Capability 5: Independence and Integrity

Graduate Profile: [Bachelor of Arts](#)

### Learning Outcomes

By the end of this course, students will be able to:

1. Identify understand and use 'academic' vocabulary (Capability 4.1 and 5.2)
2. Understand main ideas and supporting information in short academic texts (Capability 1.1, 2.1, 2.2 and 3.1)
3. Understand text organisation and language of specific types of academic texts (Capability 4.2)
4. Use appropriate academic language and style to create meaning in short written texts (Capability 4.1)
5. Use accurate paragraph and sentence structures in short writing tasks (Capability 4.2)
6. Edit writing to minimise errors of coherence, paragraph and sentence structure, grammar and vocabulary (Capability 4.1)

### Assessments

Assessment Type	Percentage	Classification
Assignments	10%	Individual Coursework
Assignments	10%	Individual Coursework
Quizzes	10%	Individual Coursework
Test	15%	Individual Test
Test	15%	Individual Test
Final Exam	40%	Individual Examination
6 types	100%	

### Workload Expectations

This course is a standard 15 point course and students are expected to spend 10 hours per week in each 15 point course that they are enrolled in.

For this course, you can expect 48 hours of classes (4 hours/week in class), 24 hours of reading and thinking about the content (2-3 hours/week), 24 hours of work on assignments and/or test preparation (2-3 hours/week), plus additional study during the study breaks.

## Delivery Mode

### Campus Experience

Attendance is required at 70% of scheduled classes in order to receive credit for the course. Failure to meet this requirement will result in a DNC (Did Not Complete) final grade (which is a fail grade).

No lecture recordings are available. This course does not use lectures - it runs as 2 x 2-hour in-class sessions per week with the teacher. In this way it is similar to a language acquisition skills course. That is why it is important to attend - because this course is based on improving students' English language skills and literacy and it involves a lot of practical in-class exercises.

The course will not include live online events i.e., no group discussions or online tutorials - everything is done in-class, on campus.

Attendance on campus is required for the tests and final exam.

The activities for the course are scheduled as two consecutive days of in-class instruction, e.g., Monday and Tuesday 2pm - 4pm, or Thursday and Friday 10am - 12pm. Both days should be attended.

## Learning Resources

There is a required coursebook 'ACADENG 100 Forms in Academic English' for all students enrolled in the course. It can be purchased from UBIQ (the University Bookshop) on campus (in the Kate Edger Information Commons building).

## Student Feedback

At the end of every semester students will be invited to give feedback on the course and teaching through a tool called SET or Qualtrics. The lecturers and course co-ordinators will consider all feedback and respond with summaries and actions.

Your feedback helps teachers to improve the course and its delivery for future students.

Class Representatives in each class can take feedback to the department and faculty staff-student consultative committees.

## Other Information

- Students MUST attend minimum 70% of classes to pass the course.
- Failure to do this will result in a final grade of DNC (Did Not Complete), which is a fail grade.
- Failure to attend the final exam will result in a DNS grade (Did Not Sit) – also a fail grade.

## Digital Resources

Course materials are made available in a learning and collaboration tool called Canvas which also includes reading lists and lecture recordings (where available).

Please remember that the recording of any class on a personal device requires the permission of the instructor.

Classes are not recorded for this course -attendance in-class is required.

## Academic Integrity

The University of Auckland will not tolerate cheating, or assisting others to cheat, and views cheating in coursework as a serious academic offence. The work that a student submits for grading must be the student's own work, reflecting their learning. Where work from other sources is used, it must be properly acknowledged and referenced. This requirement also applies to sources on the internet. A student's assessed work may be reviewed against online source material using computerised detection mechanisms.

## Inclusive Learning

All students are asked to discuss any impairment related requirements privately, face to face and/or in written form with the course coordinator, lecturer or tutor.

Student Disability Services also provides support for students with a wide range of impairments, both visible and invisible, to succeed and excel at the University. For more information and contact details, please visit the Student Disability Services' website <http://disability.auckland.ac.nz>

## Well-being always comes first

We all go through tough times during the semester, or see our friends struggling. There is lots of help out there - for more information, look at this Canvas page <https://canvas.auckland.ac.nz/courses/33894>, which has links to various support services in the University and the wider community.

## Special Circumstances

If your ability to complete assessed coursework is affected by illness or other personal circumstances outside of your control, contact a member of teaching staff as soon as possible before the assessment is due.

If your personal circumstances significantly affect your performance, or preparation, for an exam or eligible written test, refer to the University's [aegrotat or compassionate consideration page](https://www.auckland.ac.nz/en/students/academic-information/exams-and-final-results/during-exams/aegrotat-and-compassionate-consideration.html) <https://www.auckland.ac.nz/en/students/academic-information/exams-and-final-results/during-exams/aegrotat-and-compassionate-consideration.html>.

This should be done as soon as possible and no later than seven days after the affected test or exam date.

## Learning Continuity

In the event of an unexpected disruption we undertake to maintain the continuity and standard of teaching and learning in all your courses throughout the year. If there are unexpected disruptions the University has contingency plans to ensure that access to your course continues and your assessment is fair, and not compromised. Some adjustments may need to be made in emergencies. You will be kept fully informed by your course co-ordinator, and if disruption occurs you should refer to the University Website for information about how to proceed.

### Student Charter and Responsibilities

The Student Charter assumes and acknowledges that students are active participants in the learning process and that they have responsibilities to the institution and the international community of scholars. The University expects that students will act at all times in a way that demonstrates respect for the rights of other students and staff so that the learning environment is both safe and productive. For further information visit [Student Charter](https://www.auckland.ac.nz/en/students/forms-policies-and-guidelines/student-policies-and-guidelines/student-charter.html) <https://www.auckland.ac.nz/en/students/forms-policies-and-guidelines/student-policies-and-guidelines/student-charter.html>.

### Disclaimer

Elements of this outline may be subject to change. The latest information about the course will be available for enrolled students in Canvas.

In this course you may be asked to submit your coursework assessments digitally. The University reserves the right to conduct scheduled tests and examinations for this course online or through the use of computers or other electronic devices. Where tests or examinations are conducted online remote invigilation arrangements may be used. The final decision on the completion mode for a test or examination, and remote invigilation arrangements where applicable, will be advised to students at least 10 days prior to the scheduled date of the assessment, or in the case of an examination when the examination timetable is published.