ESSAY AND RESEARCH
ESL College Preparation

INSTRUCTOR: Ms. Taylor
OFFICE: 303
OFFICE HOURS: By appointment
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COURSE DESCRIPTION:
This course is designed to provide English as a Second Language students with the reading and writing skills required for college level work.

COURSE OBJECTIVES:
1. Develop academic vocabulary.
2. Recognize the explicit and implicit features in a written text.
3. Distinguish between scanning, skimming, and critical reading and determine when it is appropriate to use each skill.
4. Identify the parts of a standard 5-paragraph essay.
5. Write an essay using all stages of the writing process (brainstorming, organizing, drafting, revising, and editing).
6. Respond to short-answer and essay test questions.
7. Use standard research tools (e.g., internet search engines, library catalogues, indexes, periodicals).
8. Incorporate research materials into essays and research reports.
9. Recognize rules for standard grammar forms, such as subject and verb agreement, basic verb tenses, pronoun agreement, prepositional phrases.
10. Edit for standard grammar forms in essays and other forms of academic writing.
11. Use standard English spelling rules in writing.
12. Recognize and use standard handwritten formatting rules (margins, indenting).
13. Use Microsoft Word to create and edit essays and other pieces of writing.
14. Complete a standard college application form.
15. Respond to personal essay and other writing prompts on college applications.
16. Apply organizational and time-management skills required for college level work.

INSTRUCTIONAL MATERIALS:
Reading Connections: Skills and Strategies for Purposeful Reading
Writing and Reading the Essay: A Process Approach
Understanding and Using English Grammar
Teacher made materials

ATTENDANCE:
Students are expected to attend class every day. It is important to tell the instructor if you are going to be absent.

GRADING:
Grades will be based on in-class participation, reading and writing assignments. Students will receive a grade of Satisfactory (S) or Unsatisfactory (U) for this course.