



COURSE SYLLABUS

COURSE TITLE:	Academic Methodology	COURSE CODE:	ENGL101
PREREQUISITES:	English proficiency level TOEIC	SEMESTER:	FALL 2020
INSTRUCTOR:	Johanna Levy	CREDITS:	3
EMAIL:	jlevy@groupe-igs.fr	SCHEDULE:	Group 1 Tuesdays 15h30-18h30

COURSE DESCRIPTION:

This is a required foundation course that covers: learning styles, and how to learn, methodology and process or how to approach a subject to then organize our thoughts and time. How to brainstorm, conceive and craft the essay is highlighted, as well as the importance of process and draft writing. We cover MLA formatting and citation and how to prepare and submit our papers for all American Business School classes. Critical thinking as applied to research, writing, teamwork and presentations is also probed in depth.

NOTE: This is a hybrid blended learning class with 2 of the 12 sessions conducted online.

COURSE OBJECTIVES:

Students will learn different strategies for studying and how to approach research study with various methods such as brainstorming, listing, note taking and mnemonic devices. They will learn to evaluate their sources using the principles of critical thinking; how to write and format different essays, reviews and summaries using the MLA format. Students will learn to think, study and research using critical thinking guidelines asking questions to get an in-depth response.

Presence in class is mandatory. More than 2 absences will lead to a failing grade.

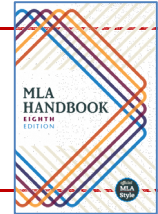
EXPECTED LEARNING OUTCOMES:

Upon completion of this course students should be able to:

- Understand the ethical value of academic honesty and apply this to all work
- Develop study and time management strategies using critical thinking
- Use the Internet, dictionaries and other textbooks and media effectively
- Comprehensive reading and research for particular tasks
- Evaluate sources, write coherently with MLA citations
- Conceive, construct and present coherent PPT presentations in teams

MANDATORY TEXTBOOK:

Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. 8th ed. New York: The Modern Language Association of America, 2016. ISBN: 9781603292627



EVALUATIONS:

The final grade will be determined as follows:

- 30% - Midterm
- 30% - Participation- behaviour and attendance, in class thesis and essay writing, online platform attendance, and demonstrating your motivation and commitment and Foreign Factory Report
- 40% - ABS Radio Final Project- will cover MLA sourcing and citation, primary and secondary source, claims, evidence and a topic sentence outline, team work and meeting deadlines. Peer reviews must be included

Written work must be turned in with a paper copy the following week in Word Doc or docx only. No PDF. NO COPIES will be accepted by email except the last online session outline.

Grades will be based on the following evaluation criteria:

ACHIEVEMENT LEVEL 1 : BEGINNING DOES NOT PASS C- and below to F	ACHIEVEMENT LEVEL 2 : DEVELOPING - C	ACHIEVEMENT LEVEL 3 : GOOD – B	ACHIEVEMENT LEVEL 4 : EXEMPLARY -A
<p>Work does not respect MLA standards. Sources are not cited, and are not credible. English is below level. Often plagiarism is used to cover low level or time management issues. Vocabulary is limited and grammar is sub-level. Work is often late. No drafts, rewrites or edits. Lack of work, reflection and language output. C- does some work D- very little work F- grossly lacking work</p>	<p>Some use of MLA, but missing factors in formatting and citation. Research is rudimentary, not taking the time to delve deeper into critical thinking questions. Vocabulary is limited and grammar and command of the English language is understandable but lacking in cohesion at times. Not enough time is put into polishing the work. Lacks transitions. Work might be late.</p>	<p>Work is formatted and cited according to MLA. The critical thinking skills need more forethought, which means a deeper research with time for reflection. Vocabulary is solid but lacks specific words for the project. Drafting and process are demonstrated, but lacking the final finish of further editing. The work is interesting. Needs transitions. Work is on time.</p>	<p>Work is on time, well is formatted using MLA style. Research is well-documented using critical thinking skills. and language, tone and style are clear. Drafts, rewriting and editing demonstrates process. English is strong. Vocabulary is compelling and developed. The thesis or driving idea is supported by credible evidence. Transitions are seamless. Both student and teacher learn from the project.</p>



For additional grading criteria, please refer to standard ABS Grading Rubrics on the ABS platform.

COURSE SCHEDULE:

Dates	Reading/Homework	Session Content
Session 1 22 Sept	MLA Handbook- read Introduction	Interview- open and closed questions How do we learn? Learning styles Introduction to research Why keep a study log? Skim, scan and deep reading - How to read? Subject- interview essay
Session 2 29 Sept	MLA book- format papers EMA- film how to format your paper Find 2 primary and 2 secondary sources on different platforms and media for factory project Next week bring one computer per pair for the Google session	Make sure you can connect to EMA online platform Primary and secondary sources The Fine Art of Asking Questions Thesis is the motor - film, in class writing In Class Subject- Your boss wants to put a factory in a small little-known country. Organize a report on the pros and cons. Small teams where each member has a speciality and a paper to write with 3 MLA sources each
Session 3 6 Oct	Bring in 4 copies of the first draft Foreign Factory Report. You must print these out before- 10 points off for last minute printing	Peer editing- who is the audience? Then again, who is the audience? PPT organisation- The Pixar Story Google- My Back Pages- using the internet for research Evaluating fake news, sources and online resources
Session 4 13 Oct	Foreign Factory Report Bring one copy 2 nd draft- MLA format, and sources Prepare in class presentation Group outline and individual essays due next class	Skim, scan and deep reading – Reading as a sport Transition cues- the group outline and storyboard Making and staking claims- fact, value, policy In-class group work- Which country is best for setting up a sportswear manufacturing company? In class group presentation preparation with transitions

Session 5 20 Oct	Source a movie, choose a song, choose a news article from three different media	Foreign Factory Report In class presentations- you must have a group outline an individual report- paper copy only Making and staking claims- fact, value, policy The Annotated Bibliography Subject-- thesis and 5 paragraph essay Punctuation- MLA
Session 6 27 Oct	Review thesis, claims, evidence, outline and MLA citations for midterm	Evidence, proof and research support- practice outline Share sources Malcolm "X"- quotations and <i>italics</i> – Learning to Read essay Outline writing in class- thesis, claims and topic sentences-
Session 7 3 Nov	Midterm Exam - 1 hour and 20 mins – please read the exam rules class will be held after to plan the final project and organize teams How to organize a project? From brainstorm to debriefing	
Session 8 10 Nov	Online 1 - you must show up on EMA to be marked present	The Six Hats of Team Work- PPT and discussion Research and write a radio broadcast for ABS International News Radio- your paper must be turned in Word doc or docx form with proper formatting and an annotated bibliography of three different sources by 7PM today
Session 9 17 Nov	Radio ABS Broadcast Live! Bring written copy	Radio ABS in class- This will be filmed, so practice at home Build a structure, describe a process Team work in action- peer editing and presentation Radio ABS- summarize, paraphrase, broadcast
Session 10 24 Nov	Present your team work to class- all members present with transitions Rewrite	Your broadcast- write the headlines, topic sentence outline – Check MLA for YouTube Expand Vocabulary- action verbs, and adjectives



	Favorite music, and films	
Session 11 8 Dec	When is a project finished? Peer evaluation form	Music, Film and Social Media Sourcing Fest Using this course in all your classes and examples in life
Session 12 15 Dec	Online 2 – be on time	This is our final project, Radio ABS- final edit, writing peer reviews, The Launch and debriefing

The schedule of Final Exams will be confirmed and published by 31 October 2020. The last day of the semester is 18 Dec 2020. DO NOT PLAN ANY TRAVEL BEFORE THIS DATE AS THERE ARE NO MAKE-UP EXAMS

Class Rules

Phones and computers are used only when instructed.

Have a reputable dictionary installed

Disruptive behaviour- you will be asked to leave and get a half absence. If this is on the first half, you may come back on the second half

Any grade dispute is discussed by email

Your class number and your name must be part of the subject of every email and all team members must be on CC

Grades are final- check in 2 weeks before the final to verify your status

If you need additional help, I can appoint a tutor to help you edit your work.

Any questions? I am very present, except for the weekends. You have my personal e-mail as well, so contacting me shows class participation, but please don't send me e-mails on the weekend 😊