This course is builds on the first year course and is designed to cover a wide range of basic paragraph sentence writing skills – with special emphasis on functional language and the writing process. Each lesson period (two hours) will consist of theoretical considerations, explanations, examples and guided writing tasks. Attention will be given to the correct use of various structures and the theme of the lesson will be developed in the form of supervised writing tasks in which the students work together in small groups. Homework will consist of each student keeping a journal. In this journal will be recorded thoughts, feelings, everyday happenings, ideas, comments; in fact anything the student wishes to write about. The journal should be handed in for assessment every two weeks. In addition there will be occasional exercises or tasks designed to reinforce the lesson material. These tasks should take between 30 and 60 minutes to complete. The course is divided into two sections, one for each semester. However, the speed at which we progress will depend on the class ability; a thorough understanding of the writing tasks being more important than the rate of progression through the book. Therefore, the following syllabus is only an outline syllabus. Occasionally there will be tasks from other sources. The basic structure of a sentence. Capitalization and punctuation. Subject verb agreement, identifying the verb belonging to a subject. Basic editing and proof-reading. Combining sentences. Adjectives, adjective order, adjectives with ‘be’. Introduction to paragraph writing, the topic sentence and concluding sentence. Paraphrasing. Proper nouns, common nouns, subject pronouns. Possessive adjectives. Writing about the present. Interrogative and declarative sentences. Using contractions.
五、參考書
目(Reference)

六、教學進
度(Syllabi)

七、評量方
式(Evaluation)

八、講義位
址(http://)

九、教育目標

重新查詢