

JBNU BASIC ACADEMIC SPEAKING AND WRITING - WEEKLY SCHEDULE

Week	Meeting	Topic	Learning Focus	Face-to-Face	Remarks
1	Monday	Introduction		Getting to know student's writing competency	Introduction to the course Introducing the online textbook (optional for students to buy)
	Tuesday	Brainstorming	Brainstorm ideas	1. Coming up with ideas 2. Putting ideas in speaking to writing 3. Selecting ideas from collection	
	Wednesday	Outline	Understanding outlining	1. Creating outline from brainstorm	
	Thursday	<ul style="list-style-type: none"> • Sentence Structures • Unity and coherence 	<ul style="list-style-type: none"> • Different sentence structure • Unity in the supporting sentences Of a paragraph • Putting ideas in speaking to writing 	1. Recognising dependent and independent clauses [Textbook: pg 112] 2. Identifying phrases [Textbook: pg 15] 3. Achieving unity [Textbook : pg 85] 4. Maintaining coherence <ul style="list-style-type: none"> • Putting each supporting sentences in the right place • Using consistent nouns and pronouns • Placing and punctuating transition signals correctly [Textbook : pg 86-95]	
	Friday	Sentence Structures		Recap of the week's lesson Understanding how to transfer the ideas from speaking to writing	

2	Monday	Sentence Structures	Different sentence structure	1. Using different sentence structures: <ul style="list-style-type: none"> • Simple sentences [Textbook : pg 14] • Compound sentences [Textbook : pg 40-43] • Complex sentences [Textbook : pg 112-115] 	
	Tuesday	Descriptive Paragraph	<ul style="list-style-type: none"> • Pre-writing Strategies 	1. Writing Introduction	
	Wednesday	Descriptive Paragraph	<ul style="list-style-type: none"> • Pre-writing Strategies • Topic Sentence 	1. Generating ideas <ul style="list-style-type: none"> • Listing [Textbook : pg 21] • Clustering [Textbook : pg 143] 2. Developing paragraphs <ul style="list-style-type: none"> • Writing topic sentence [Textbook : pg 54- 60] 	
	Thursday	Descriptive Paragraph	<ul style="list-style-type: none"> • Supporting Sentences and Supporting details • Concluding sentences 	1. Developing paragraphs <ul style="list-style-type: none"> • Developing supporting sentences and supporting details [Textbook : pg 61-63] • Writing concluding sentences [Textbook : pg 64-67] 2. Organising paragraph logically [Textbook : pg 82-84]	
	Friday	Sentence Structures	<ul style="list-style-type: none"> • Organisation of a Paragraph 	1. Using adjectives to describe sensory details [Supplementary Materials and Exercises] 2. Recap	

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3	Monday	Types of writing	Persuasive	1. Understanding what is Persuasive writing and how to write	
	Tuesday	Types of writing	Narrative	1. Understanding what is Narrative writing and how to write	
	Wednesday	Types of writing	Expository	1. Understanding what is Expository writing and how to write	
	Thursday	Types of writing	Descriptive	1. Understanding what is descriptive writing and how to write	
	Friday	Summary		1. Discussion of students understanding about types of writing	Check students writing competencies
4	Monday	Descriptive Paragraph	Writing email	1. Understanding how to write an email	
	Tuesday	Descriptive Paragraph	Writing memo	1. Understanding how to write a memo	
	Wednesday	Descriptive Paragraph	Writing resume	1. Understanding how to write a resume	
	Thursday	Descriptive Paragraph	Writing resume (continue)	1. Understanding how to write a resume	
	Friday	Summary		1. Discussion of students understanding about basic writing	Check students writing competencies