USC University of Southern California

ALI 235
Academic and Professional Writing Skills II

Instructor: Olivia Martinez

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USC'S UNDERGRADUATE AND GRADUATE ADMISSIONS REQUIREMENT: According to the University, "[a]cademic success in the United States depends on your ability to communicate effectively in English," [1] and the "ability to communicate effectively in English—to read, write and speak the language fluently—is vital to your success as a university student." [2]

PREREQUISITES: Students are placed into ALI 235 based on the results of the International Student English (ISE) Exam[3] or a previous ALI written skills course.

COURSE DESCRIPTION: This course is designed to help you meet the above requirement by improving your written communication skills. More specifically, you will work on:

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[1] International applicants. *University of Southern California: Undergraduate admissions*. Retrieved on January 4, 2013, from http://www.usc.edu/admission/undergraduate/apply/inter_students.html

[2] Proficiency in English. *University of Southern California Graduate Admissions: International students*. Retrieved on January 4, 2013, from http://www.usc.edu/admission/graduate/international/englishproficiency.html

[3] http://dornsife.usc.edu/ali/ise/

- grammar
- vocabulary use
- academic writing conventions
- writing styles

These language skills will be addressed in the process of doing various activities, such as:
- group writing projects and activities
- summarizing texts
- individual writing projects
- daily written entries (style to be determined by student needs).

COURSE MATERIALS:
- Baker, Lida; Donnalley, Sherman, Lockwood, Robyn Brinks. (2018). *Grammar for Great Writing C*; National Geographic Cengage Publishers. ISBN: **9781337118613**[4]

GRADING (SHOULD AVERAGE A MINIMUM OF 80%):
- **50%** - GROUP PRESENTATIONS
- **50%** - WRITING ASSIGNMENTS

ENGLISH PRACTICE SOURCES: Duolinguo ©, Elevate ©, Illuminate ©, Grammarly ©, The Muse - Advice, USC Career Center, Rachel's English YouTube Playlists, Real Life Global ALI Conversation Groups (details TBA), follow ALI on Instagram @usc_americanlanguageinstitute).

USC technology rental program
We realize that attending classes online and completing coursework remotely requires access to technology that not all students possess. If you need resources to successfully participate in your classes, such as a laptop or internet hotspot, you may be eligible for the university's equipment rental program. To apply, please submit an application. The Student Basic Needs team will contact all applicants in early August and distribute equipment to eligible applicants prior to the start of the fall semester.

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[4] Available at the USC Bookstore and here:
Cengage.com - Grammar for Great Writing C

USC Technology Support Links
Zoom information for students
Blackboard help for students
Software available to USC Campus

ALI ATTENDANCE POLICY: More than **3** hours of absence will be reported to the ALI student advisor. More than **6** hours of absence will result in a course grade of **NC** (no credit). If for some reason you cannot connect on Zoom, you will need to record your class assignments and submit them within 8 days (you can contact me for more information).

TARDINESS POLICY: Connecting to class on time is important since tardiness is an inconvenience to your classmates. Connecting late will also count towards the number of hours missed, if more than 15 minutes late. Leaving class more than 15 minutes early will also be counted toward absences. Leaving class early or connecting late to class on a regular basis may result in a **NC**.

ZOOM ETIQUETTE: Please review the following materials for tips and reminders for our classroom meetings: USC Tips on Virtual Meeting Etiquette ; YouTube Video Tips on Virtual Meeting Etiquette, and this CET resource.
NOTE: While our class sessions will be recorded and made available to students to ensure you have access to all the information needed for you to succeed in the class.

Sharing of course materials outside of the learning environment

SCampus Section 11.12(B)

Distribution or use of notes or recordings based on university classes or lectures without the express permission of the instructor for purposes other than individual or group study is a violation of the USC Student Conduct Code. This includes, but is not limited to, providing materials for distribution by services publishing class notes. This restriction on unauthorized use also applies to all information, which had been distributed to students or in any way had been displayed for use in relationship to the class, whether obtained in class, via email, on the Internet or via any other media. (SeeSection C.1 Class Notes Policy).

IMPORTANT DATES:

1/15	First day of school
1/18	Martin Luther King Jr. –NO SCHOOL
1/19	First day of class
2/5	LAST DAY FOR ADD/DROP
2/15	Presidents' Day –NO SCHOOL –(No ALI 235 2/18)
2/22-2/25	Midterm Assessments
3/12, 3/23, 4/7, 4/22, 4/30	WELLNESS DAYS –**No Spring Break this semester.**
4/20-4/27	Final Assessments
4/27	Last Day of Class