

ACADEMIC WRITING FOR INTERNATIONAL PUBLIC AFFAIRS

FALL TERM SYLLABUS

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AIMS & OUTCOMES

The aim of this course is to help you develop as a writer within the English speaking academic community by raising awareness of, practicing, and reflecting upon the conventions of written texts. In addition to addressing issues related to academic writing, the course will also focus on other skills you will need in order to successfully complete your graduate level work in English.

Aims

During the course, you will:

- Become familiar with the genres of and enhance the skills related to research-based and policy writing
- Improve your ability to use effectively the discourse patterns of academic English
- Have the opportunity to develop your writing process through phases of generating ideas, drafting, peer evaluation and individual writing consultations
- Learn to take into consideration the expectations of your readership with regard to discourse conventions in different communities
- Learn to incorporate the work of other authors into your own writing within the requirements of English academic practice
- Gain confidence in expressing yourself in speaking and writing in English

Outcomes

By the end of this course, you should be able to:

- Identify the purposes, typical components and features of various genres in your field
- Write for various audiences, adapting your writing to the expectations of these audiences
- Structure a policy brief and a research paper at the macro and micro level
- Think and write more clearly and incisively
- Properly incorporate the work of other authors into your own writing, and understand the CEU policy on plagiarism
- Edit and refine your own written work

ASSESSMENT

Academic Writing is a required course for 2 US credits, which you need to pass in order to complete your degree. Attendance is mandatory. During the course, you will have to complete one piece of writing for the Center: a policy brief. You will be required to come for one mandatory consultation in the Fall Term: you will have an introductory consultation on the assignment we give you (policy brief); and we strongly encourage you to come throughout your time as a CEU student to have further consultations with us on various departmental papers as well as on your thesis.

COURSE OUTLINE

All course materials are available on the Moodle page of the course.

Section A — Policy Writing

This section will introduce you to the key policy writing genres relevant to the International Public Affairs program, and enable you to apply the insights gained to the writing of a policy brief.

1. *Introduction to the Course*
Aims: To introduce you to some of the underlying issues of academic writing, including the writing process, contrastive rhetoric and genre theory
2. *Policy Writing and the Policy Brief*
Aims: To provide you with an awareness of various types of policy papers and to help you to recognize the different purposes, audiences and structural features of policy briefs
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Aims: To provide you with an awareness of various types of policy papers and to help you to recognize the different purposes, audiences and structural features of policy briefs
5. *Giving Seminar Presentations*
Aims: To give you the chance to present policy issues and receive feedback on your presentation skills and the content thereof
6. *Giving Seminar Presentations*
7. *Giving Seminar Presentations*

Section B – Research writing

In this part of the course you will develop an awareness of structural and discursive features of research writing. You will become familiar with how to use the work of other authors effectively in academic writing, and how to develop your own voice.

8. *The Nature of Research Writing and Developing Arguments in Research Papers*
Aims: To introduce you to research writing and familiarize you with strategies and techniques for developing written argument in academic texts, both at macro and micro level, and to increase your awareness of the structure and development of paragraph-level argumentation
 9. *Supporting your Argument – Using Sources*
Aims: To help you to understand the role of sources in academic writing, how they underpin argument and how they can be used, and to introduce the concept of the literature review as an element of many academic papers, its purpose and structure and techniques for making a literature review effective
 10. *Using the Work of Other Writers Effectively*
Aims: To equip you with knowledge and strategies to enable you to cite correctly, use summary, paraphrase, quotation and reporting verbs effectively when referring to sources; and to develop your information literacy skills
 11. *Introductions to Research Papers*
Aims: To familiarize you with the conventions of academic writing as regards the structure of introductions and titles of research papers
 12. *Concluding your Research Papers*
Aims: To familiarize you with the conventions of academic writing as regards the structure of conclusions and abstracts to research papers
- +1 *Information literacy session (CEU Library) – Relevant databases and Zotero*
Aims: To inform you about advanced search techniques in the most relevant disciplinary databases that you can access through the CEU Library for research purposes, and how to use the freeware 'Zotero' for managing your sources when writing a research paper or a thesis