

## **Guidelines for Composition 1 (Revised to 2020) (Updated on 10/17/2023)**

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### ***Objectives***

By the end of the academic year, students must have

- received training in academic writing, including outlines, summaries, paraphrases and responses<sup>1</sup>,
- learned the techniques of answering the short-answer exam questions and reacting to reading materials,
- engaged in activities where they revise and review the content, structure and language in their own work and their peers' writing,
- completed tasks designed to enhance their creativity, analytical reasoning, and critical thinking.

### ***Assignments***

- “Paragraphs” in both semesters; optional “short essays<sup>2</sup>” in the second semester.
- At least 6-8 assignments per semester, excluding in-class short drafts and/or exercises.

### ***Subject Matters***

- *Language skills*: common errors in grammar, punctuations, mechanics and format, etc.
- *Rhetorical modes*: description, narration, exposition, etc.
- *Style*: unity, coherence, and development in paragraphs
- *Topics (recommended, not mandatory)*:
  - Issues such as personal experiences, hot topics, current events, and literary works.
  - Library research<sup>3</sup>
  - Commonly used citation style – MLA and APA
  - Tips on avoiding plagiarism

### ***Grading<sup>4</sup>***

The instructors should adjust the difficulty of the curriculum according to the overall performance, and accordingly, individual diligence should be rewarded reasonably and fairly.

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<sup>1</sup> This fundamental training serves as the cornerstone of advanced academic writing and the support for the literature courses in the department.

<sup>2</sup> The length of the short essays varies, preferably max. 2 typed pages.

<sup>3</sup> The NTU Library offers customized library tours (<http://www.lib.ntu.edu.tw/en/node/1817>). Please contact the librarian Siao-yu (Vita) Su [siaoyusu@ntu.edu.tw](mailto:siaoyusu@ntu.edu.tw) directly for arrangement.

<sup>4</sup> The NTU grading system:

<https://www.aca.ntu.edu.tw/WebUPD/acaEN/GAADRules/110%E5%AD%B8%E7%94%9F%E6%88%90%E7%B8%BE%E8%A9%95%E9%87%8F%E8%BE%A6%E6%B3%95.pdf>