

# SYLLABUS

## 1. General information on the course

<b>Full course name</b>	Integrated course "Fundamentals of Academic Writing"
<b>Full official name of a higher education institution</b>	Sumy State University
<b>Full name of a structural unit</b>	Faculty of Foreign Philology and Social Communications. Department of Language Training for Foreign Citizens
<b>Author(s)</b>	Sydorenko Olha Pavlivna, Pylypenko-Fritsak Nataliia Anatoliivna
<b>Cycle/higher education level</b>	The Second Level Of Higher Education, National Qualifications Framework Of Ukraine – The 7th Level, QF-LLL – The 7th Level, FQ-EHEA – The Second Cycle
<b>Semester</b>	18 weeks across the 2nd semester
<b>Workload</b>	The volume of the discipline is 5 ECTS credits, 150 hours, of which 54 hours is contact work with the teacher (54 hours of practical classes), 96 hours is independent work.
<b>Language(s)</b>	Ukrainian

## 2. Place in the study programme

<b>Relation to curriculum</b>	Compulsory course available for study programme "Medicine"
<b>Prerequisites</b>	Level of Ukrainian language proficiency A1
<b>Additional requirements</b>	There are no specific requirements
<b>Restrictions</b>	There are no specific restrictions

## 3. Aims of the course

Students will acquire language and speech competence for the implementation of cognitive activities in the field of study, in working with written and oral texts of scientific and professional orientation.

## 4. Contents

### Topic 1 Academic writing as a kind of scientific communication

Стильова диференціація сучасної української літературної мови. Поняття «науковий стиль мови». Жанри наукового стилю. Підстилі наукового стилю. Академічне письмо як науковий стиль. Функції наукової мови. Визначення мети наукового опису: дати визначення предмета та класифікувати його, дати загальну та кількісну характеристику предмета, визначити його склад, схарактеризувати предмет за його властивостями шляхом порівняння, виявлення взаємозв'язків та взаємозалежності, схарактеризувати процес. Читання та аналіз текстів зі спеціальності. Аудіювання.

### Topic 2 The main features of academic speech

Phonetic and intonation features of the oral form of scientific style. Means of melodiousness of the Ukrainian language. Nominal nature of scientific expression. Verbs forms in scientific speech. Lexical-semantic and phraseological language tools. Lexical ways and means of achieving accuracy, consistency, clarity of scientific information. Grammatical language tools in an academic text. The using of academic and professional vocabulary in scientific speech. Scientific terminology. Phraseologized terminology. Syntax of scientific speech. Features of the using of complex sentences in the scientific style. The generally accepted abbreviations. Reading and analysis of texts in the specialty. Listening.

### Topic 3 Written academic speech

Composition in a scientific text. The main components of the three-part composition of the scientific text: introduction, main part, conclusions. The function of the title of the academic text: nominative function, informative (communicative), separate, expressive, advertising. Paragraph structure. The role of the first sentence in the paragraph. Outline text as a numbered list of part titles. Algorithm for compiling a text plan. Nominal and interrogative plan. Plan-summary. Rules for compiling abstracts of the text. Algorithm for compiling abstracts of the text. Annotation as a kind of concise translation of the text. General rules and algorithm of annotation. Reading and analysis of text in the specialty. Listening. Creating a plan of the academic text. Writing abstracts of the text. Summarizing the text of the specialty.

### Topic 4 Culture of written academic speech

Citation. Punctuation in the design of citations. Registration of citations in specialized texts. Introduction to search engines. SSU Library Resources. Acquaintance with examples of registration of the bibliography according to DSTU 8302: 2015. International styles of bibliographic references. Selection and compilation of bibliography for texts in the specialty. Academic plagiarism and its varieties. Academic integrity at Sumy State University. Plagiarism check of own texts.

### Topic 5 Research student work and its presentation

Elements of student research work, organization of their scientific creativity. Algorithm for preparing abstracts based on the results of search and research work. Search for information: work with scientific sources. Structuring research work: introduction - main text - conclusions. Services for creating presentations. Structure, content, slide design. Features of public speaking and presentation of material. Optimal use of visual and verbal means. Preparation of the report. Creating a presentation of student research. Oral presentation of students' own researches. Oral academic communication.

## 5. Intended learning outcomes of the course

After successful study of the course, the student will be able to:

LO1	To understand the main content of the educational scientific and professional text, the logical connections between its parts during reading and listening.
LO2	To be able to use professional vocabulary, studied grammatical constructions in different situations in accordance with communicative strategies, types of discourse organization, the topic of communication.
LO3	To produce own written and oral, monologue and dialogue texts on scientific and professional issues.

## 6. Role of the course in the achievement of programme learning outcomes

Programme learning outcomes achieved by the course.

For 222 Medicine:

PO18	To search for the necessary information in the professional literature and databases; to analyze, evaluate, and apply this information. To apply modern digital technologies, specialized software, statistical methods of data analysis to solve complex health problems.
PO22	To communicate one`s knowledge, conclusions, and arguments on health issues and related concerns clearly and unambiguously to professionals and non-specialists, in particular to students.
PO23	To manage healthcare workflows that are complex, unpredictable and require new strategic approaches; to organize conditions for work and professional development of staff.
PO24	To communicate freely in state and foreign languages orally and in writing in order to discuss professional and research activities.

## 7. Teaching and learning activities

### 7.1 Types of training

<b>Topic 1. Academic writing as a kind of scientific communication</b>
pr.tr.1 "Scientific style as a component of the stylistic system of the Ukrainian language" (full-time course) The concept of "scientific style of language". Genres of scientific style. Reading and analysis of texts belonging to different styles. Listening. Defining styles of texts of professional content
pr.tr.2 "Functions and tasks of scientific language" (full-time course) Functions of scientific language. Defining the purpose of scientific description: to define the object and classify it, to give a general and quantitative description of the object, to determine its composition, to characterize the object by its properties by comparison, to identify relationships and interdependencies, to characterize the process. Reading and analysis of texts of professional content. Listening.
pr.tr.3 "Summary lesson on topic 1" (full-time course) Training exercises. Writing a test № 1.
<b>Topic 2. The main features of academic speech</b>

pr.tr.4 "Phonetic features of Ukrainian academic speech" (full-time course)

Phonetic features of academic speech. Phonetic and intonation features of the oral form of scientific style. Intonation constructions. Means of melodiousness of the Ukrainian language. Alternation of prepositions. Features of the use of conjunctions *і, й, та*; prepositions *у, в*; prepositions *з, із, зо*.

pr.tr.5 "Morphological features of scientific speech" (full-time course)

Nominal nature of scientific expression. Verbs and verb forms in scientific speech. Relative adjectives. Pronouns and adverbs in the scientific style. Author's "we" of scientific style. Defined-numerical numerals. Simple, complex and compound prepositions. Conjunctions are temporal, causal, conditions, purposes. Particles amplifying-allocating, clarifying, indicating, negative, connecting.

pr.tr.6 "Lexical features of academic speech" (full-time course)

Lexical features of scientific language. Lexical-semantic and phraseological language tools. Lexical ways and means of achieving accuracy, consistency, clarity of scientific information. Expediency / inexpediency of using lexical repetitions. Lexical errors and their avoidance. Reading and analysis of the text of scientific and professional content.

pr.tr.7 "Lexical and grammatical features of academic speech" (full-time course)

Grammatical means in an academic text. Features of creation of verb nouns. Specifics of the use of adjectives. Word-forming features. Verbal forms (infinitive, personal forms, adverbs, adjectives, impersonal forms on *-но, then*) in scientific speech. Features of the use of prepositions, conjunctions, particles.

pr.tr.8 "Terms in academic speech" (full-time course)

Scientific terminology. The use of academic and professional vocabulary in scientific speech. Structural types of terms: one-word terms and phrase terms. Ukrainian and foreign terms. Terms and professional words: common features and distinctive features. Phraseologized terminology and cliché

pr.tr.9 "Syntactic features of the academic text" (full-time course)

Syntax of scientific speech. Features of the use of complex sentences in the scientific style. Sentences with adverbial inflection, sentences with homogeneous members of the sentence. Punctuation in complex syntactic constructions. Correction of punctuation errors.

pr.tr.10 "Non-verbal means of presentation and perception of scientific information" (full-time course)

Drawings, graphs, diagrams, units of measurement, formulas, drawings as a means of illustrating a scientific text. Basic principles and methods of word reduction in an academic text.

pr.tr.11 "Summary lesson on topic 2" (full-time course)

Training exercises. Writing a test № 2.

**Topic 3. Written academic speech**

<p>pr.tr.12 "The main components of the composition of the academic text" (full-time course)</p> <p>Composition of academic text. Typical composition of an academic text: introduction, main part, conclusions. Types and means of communication. Reading and analysis of scientific and professional text in the specialty. Listening. Definition of certain words or groups of words that reflect the stages of logical presentation of the material and indicate the connection of structural parts of the scientific text.</p>
<p>pr.tr.13 "Title as a structural element of the academic text" (full-time course)</p> <p>The function of the title of the academic text: nominative function, informative (communicative), separate, expressive, advertising. Possible forms of headings and their content. Requirements for the wording of the title of the scientific text. Reading and analysis of scientific and professional texts. Listening.</p>
<p>pr.tr.14 "Paragraph as a structural element of the academic text" (full-time course)</p> <p>Paragraph structure. Lexical and grammatical means of connecting sentences in a paragraph. Means of achieving accuracy, consistency, clarity. Reading and analysis of text in the specialty. Listening. Motivation of the division of the text into certain paragraphs.</p>
<p>pr.tr.15 "Introductory and concluding parts in the structure of the academic text" (full-time course)</p> <p>Language clich</p>
<p>pr.tr.16 "Academic text plan" (full-time course)</p> <p>Divide the text into parts. Table of contents as a numbered list of section titles. Varieties of the plan of the scientific text. Algorithm for compiling a text plan. Nominal and interrogative plan. Plan-summary. Drawing up a plan of an academic text in the specialty (simple and complex). Drawing up a plan-summary.</p>
<p>pr.tr.17 "Academic essay" (full-time course)</p> <p>Academic essay. Rules of argumentation in an academic essay. Reading and analysis of text in the specialty. Listening. Compilation of abstracts of the text by specialty.</p>
<p>pr.tr.18 "Synopsis of a scientific text" (full-time course)</p> <p>Summary of the text. Acquaintance with types of abstracts. General rules and algorithm of annotation. Summarizing the text of the specialty.</p>
<p>pr.tr.19 "Узагальнювальне заняття з теми 3" (full-time course)</p> <p>Тренувальні вправи. Виконання контрольного завдання № 3.</p>
<p><b>Topic 4. Culture of written academic speech</b></p>

<p>pr.tr.20 "Цитування" (full-time course)</p> <p>Способи передачі чужої мови в науковому тексті. Цитування. Різновиди цитування: пряма мова й непряма мова. Правила оформлення цитат. Збереження особливостей авторського написання при цитуванні. Пунктуація при оформленні цитат. Типові помилки при оформленні речень з чужої мовою. Оформлення цитат у текстах зі спеціальності.</p>
<p>pr.tr.21 "Джерела наукової інформації. Укладання бібліографії" (full-time course)</p> <p>Ознайомлення з пошуковими системами: Google Scholar, Google Books. Практичні поради щодо організації пошуку. Ресурси бібліотеки СумДУ. Освітні онлайн-ресурси. Ознайомлення з прикладами оформлення бібліографії відповідно до ДСТУ 8302:2015. Міжнародні стилі оформлення бібліографічних посилань: APA Style, MLA Style, CSE Style. Добір та укладання бібліографії до текстів зі спеціальності.</p>
<p>pr.tr.22 "Плагіат та його запобігання. Академічна культура й академічна доброчесність" (full-time course)</p> <p>Академічний плагіат та його різновиди. Запобігання плагіату. Системи перевірки текстів на запозичення. Практичні поради щодо запобігання плагіату. Цінності академічної доброчесності. Забезпечення академічної доброчесності в Сумському державному університеті. Інтелектуальна власність та авторське право в освіті та науці. Охорона авторського права. Перевірка на плагіат власних текстів.</p>
<p>pr.tr.23 "Final lesson on theme 3" (full-time course)</p> <p>Training exercises. Writing a test № 4.</p>
<p><b>Topic 5. Research student work and its presentation</b></p>
<p>pr.tr.24 "Search and collection of scientific information" (full-time course)</p> <p>Scientific Article. What information can be found in a scientific publication? Abstract and keywords of a scientific article. Thematic selection of articles on the topic of research work. Reading and analysis of texts of scientific and professional content.</p>
<p>pr.tr.25 "Theses as a genre of academic communication." (full-time course)</p> <p>Theses as a genre of scientific speech. How to compose theses on the basis of primary scientific genres (article, monograph)? How to prepare theses for the conference proceedings. How to choose a topic for research? How to systematize and organize the material.</p>
<p>pr.tr.26 "Presentation of own developments in academic communication." (full-time course)</p> <p>Presentation. Requirements for the content and technical design of multimedia presentations. Presentation of students' own academic works</p>
<p>pr.tr.27 "Final lesson on the topic." (full-time course)</p> <p>Presentation of students' own academic works. Writing a final test.</p>

## 7.2 Learning activities

LA1	Group practical task
-----	----------------------

LA2	Completion of mandatory homework in the workbook
LA3	Practical writing tasks
LA4	Taking notes
LA5	Preparation of multimedia presentations
LA6	Oral presentations of students on scientific and professional issues
LA7	Work with textbooks and relevant information sources
LA8	Self-study

## 8. Teaching methods

Course involves learning through:

TM1	Grammar and stylistic workshop
TM2	Taking notes
TM3	Participation in discussions (group and pair)
TM4	Preparation for current and final control
TM5	Think-pair-share
TM6	Problem-searching method

The method of illustrations, analysis of specific situations help students to study orthoepic, lexical and grammatical norms of the Ukrainian language, allow to form practical skills of foreign language professional communication, facilitate socio-cultural adaptation of foreign students in the Ukrainian-speaking environment. In practical classes, skills of critical thinking, the ability to logically, reasonably express their views on a particular issue, to comply with language and genre requirements are formed. Independent learning is also realized in preparation for practical classes, in writing an academic essay, in working in small groups to prepare multimedia presentations.

Studying the course provides the formation of critical thinking skills, the ability to logically, reasonably express their opinions, act in a team and effectively present themselves, learn throughout life.

## 9. Methods and criteria for assessment

### 9.1. Assessment criteria

ECTS	Definition	National scale	Rating scale
A	Outstanding performance without errors	5 (Excellent)	$90 \leq RD \leq 100$
B	Above the average standard but with minor errors	4 (Good)	$82 \leq RD < 89$
C	Generally sound work with some errors	4 (Good)	$74 \leq RD < 81$
D	Fair but with significant shortcomings	3 (Satisfactory)	$64 \leq RD < 73$
E	Performance meets the minimum criteria	3 (Satisfactory)	$60 \leq RD < 63$

FX	Fail – some more work required before the credit can be awarded	2 (Fail)	$35 \leq RD < 59$
F	Fail – considerable further work is required	2 (Fail)	$0 \leq RD < 34$

## 9.2 Formative assessment

FA1	Teacher's instructions in the process of practical tasks
FA2	Discussion and self-correction of the work done by students
FA3	Interviews and oral comments of the teacher on its results
FA4	Checking and evaluating written assignments
FA5	Independent performance of situational exercises by students in practical classes and their discussion.

## 9.3 Summative assessment

SA1	Search and research task and its presentation
SA2	Report on the results of practical tasks
SA3	Участь у науковій конференції (підготовка, презентація, публікація)
SA4	Final control

Form of assessment:

<b>2 semester</b>	<b>200 scores</b>
SA1. Search and research task and its presentation	<b>20</b>
	20
SA2. Report on the results of practical tasks	<b>120</b>
	120
SA4. Final control	<b>60</b>
	60

Form of assessment (special cases):

<b>2 semester</b>	<b>200 scores</b>
SA2. Report on the results of practical tasks	<b>100</b>
	100
SA3. Участь у науковій конференції (підготовка, презентація, публікація)	<b>40</b>
	40
SA4. Final control	<b>60</b>
	60

The condition for admission to write a comprehensive module control is to write all test tasks, not less than 60% of practical tasks and get at least 60 points based on the results of the current



formative assessment.

## 10. Learning resources

### 10.1 Material and technical support

MTS1	Library funds
MTS2	Computers, computer systems and networks
MTS3	Multimedia, projection equipment (projectors, screens, smart boards, etc.)
MTS4	Software (to support distance learning)

### 10.2 Information and methodical support

<b>Essential Reading</b>	
1	Колоїз Ж. В. Академічне письмо та риторика : [практикум] / Ж.В. Колоїз. – Кривий Ріг : КДПУ, 2018. – 196 с.
2	Науковий стиль мовлення (основний курс) для студентів-іноземців підготовчого відділення медико-біологічного профілю [Текст] : навч. посіб. / Є. О. Голованенко, О. П. Коньок, А. В. Шевцова, Л. М. Яременко. — Суми : СумДУ, 2020. — 104 с.
<b>Supplemental Reading</b>	
1	Бібліографічне посилання. Загальні положення та правила складання: ДСТУ 8302:2015 / Нац. стандарт України. – Вид. офіц. – Введ. з 01.07.2016. – К.: УкрНДНЦ, 2016. – 16 с. – (Інформація та документація).
2	Бурнос Є.Ю., Левенок І.С., Пилипенко–Фріцак Н.А. Готуємося до клінічної практики (тексти для читання зі спеціальності) : навчально-методичні матеріали для іноземних студентів медичного інституту. – Суми: СумДУ, 2018. – 106 с.
3	Золотухін Г.О. Фахова мова медика : [підручник] / Г.О. Золотухін, Н.П. Литвиненко, Н.В. Місник. – К. : Здоров'я, 2012. – 392 с.
5	Лещенко Т.О. Українська мова в медицині: навчальний посібник для самостійної роботи студентів вищих навчальних закладів МОЗ України / Т.О. Лещенко, Т.В.Шарбенко, В.Г. Юфименко. – Полтава, 2017. – 332 с.
6	Литвиненко Н. П., Місник Н. В. Медицина в термінах і визначеннях / Н. П. Литвиненко, Н. В. Місник. – К. : Книга-плюс, 2015. – 304 с.
7	Тихонкова І.О. Список літератури наукової статті – важливий індикатор якості статті (як не мати зайвого клопоту з його оформленням) / І.О. Тихонкова // Наука України у світовому інформаційному просторі: [зб. наук. пр.] / НАН України. – К., 2015.
8	Яременко Л. М. Професійна риторика фахівців лікувальної справи: навчально-метод. матеріали для студентів мед. інституту спец. 7.12010005 «Стоматологія», 7.1210001 «Лікувальна справа» : [метод. вказівки] / Л. М. Яременко.
<b>Web-based and electronic resources</b>	

1	Лінгвістичний портал mova.info – Режим доступу: <a href="http://www.mova.info">http://www.mova.info</a>
2	Нормативно-директивні документи МОЗ України [Електронний ресурс]. – Режим доступу : <a href="http://mozdocs.kiev.ua/">http://mozdocs.kiev.ua/</a>
3	Основи фахового мовлення: лікар і пацієнт [Електронний ресурс] – Режим доступу : <a href="https://docplayer.net/84960330-Osnovi-fahovogo-movlennya-likar-i-pacient.html">https://docplayer.net/84960330-Osnovi-fahovogo-movlennya-likar-i-pacient.html</a>
4	Рекомендації до пошуку наукової інформації за допомогою інтернет-ресурсів. – Назва з екрану. – Режим доступу: <a href="https://docs.google.com/document/d/1sUBDV-qvUxuAfoi1yNW47y.../edit?hl=uk">https://docs.google.com/document/d/1sUBDV-qvUxuAfoi1yNW47y.../edit?hl=uk</a>
5	Рекомендації з оформлення посилань в наукових роботах: DSpace. – Назва з екрану. – Режим доступу: <a href="http://ela.kpi.ua/handle/123456789/16051">ela.kpi.ua/handle/123456789/16051</a> .
6	Стили оформлення бібліографічних посилань для міжнародних публікацій. Ч. 1. – Назва з екрану. – Режим доступу: <a href="http://www.library.ukma.edu.ua/.../Styli_oformlennya_bibliografichnykh">www.library.ukma.edu.ua/.../Styli_oformlennya_bibliografichnykh</a> .
7	Committee on Publication Ethics: (COPE): Promoting integrity in research publication. – Назва з екрану. – Режим доступу: <a href="http://publicationethics.org/">publicationethics.org/</a> .
8	Plagiarism.org – Best Practices for Ensuring Originality in Written Work. – Назва з екрану. – Режим доступу: <a href="http://www.plagiarism.org/">www.plagiarism.org/</a>