

Name subjects :		ACADEMIC WRITING		
Code subjects	Case status	Semester	Number of ECTS credits	Number of lessons (weekly)
PO3AP	Required	VI	1	1P+0V

Study programs for which it is organized : Polytechnic , general studies

Conditionality other Subjects : None.

Idea studies subjects : Basic idea studies subjects Academic writing can be defined as development knowledge and skill required for proper , structured and academic valid expression through written word . Considering on content subjects , the goal is to enable students for systematic and critically reading and writing academic works , then and management by process writing through clear steps like planning , organizing , conceiving and time management . In addition, students will be to meet with correct by using source and resources with application appropriate academic standards , including quoting , paraphrasing and guidance notes . Finally to study will develop skills for independence research , argumentation and writing texts in accordance with the academic rules .

Goals studies subjects : Goal The subject is to train students systemic access academic reading and writing . To meet students with management writing : planning , organizing , conceiving , managing over time , use source and resources , citation , paraphrasing , footnotes , bibliography data , plagiarism .

Outcomes learning : A student who successfully overcome this one subject , will be able to :

1. compare different types manuscript and shapes writing ;
2. choose appropriate shape instructions used source ;
3. differentiates different ways instructions footnote and bibliographical data ;
4. write a paper on given topic , with respect academic rules writing ;
5. independently improves acquired knowledge through efficiently use available literature.

Name and last name teacher and associates : prof. Dr. Ivana Katnić

Teaching method and overcoming materials : lectures

WORK PLAN

Sunday :	Name methodological unit for lectures (P), exercises (V) and others teaching contents (O); Planned shape checks knowledge (Pz)	
Preparatory Sunday	Introduction , preparation and enrollment semester .	
And Sunday	P/V	Concept , content and need academic writing
II	P/V	Academic reading and writing
III	P/V	Types manuscripts , forms writing
IV	P/V	Management writing : planning , organizing and conception
V	P/V	Management over time , use source and resources
VI	P/V	Searching , quoting , paraphrasing
VII	PZ	Sunday off
VIII	P/V	Footnotes , bibliographical data , plagiarism
IX	P/V	Preparing for writing : selection and reading book , notes , structure
X	P/V	Writing a paper: drafting
XI	P/V	Writing a paper: structure after logical groups
XII	P/V	Writing a paper: argumentation
XIII	P/V	Final activity : revisions , proofreading
XIV	P/V	Final activity : design and technically jobs , corrective actions
XV	P/V	Presentation and publication
XVI	PZ	Final exam .
XVII	Verification semester and enrollment rating	
XVIII	Correctional exam deadline	

Obligations student in progress classes : lectures , exercises , discussions .

Consultations by e- mail : YES

Load student

<u>Sunday</u>	<u>in the semester</u>
1 credit x 40/30 = 1 hour 20 minutes	Total workload for the subject 1x30 = 30h
Structure	Structure :
- 1 hour of lecture	Teaching and final exam : 1h20min x 16 weeks = 21h20min
- 0 hours of exercise	Necessary preparations before beginning semester (administration , enrollment , certification) : 1h20minx2=2h40min
- 20 min of independent work, incl consultations .	Additional preparation work and laying remedial exam time : 0-6h

Literature :

Cuba, Lee; Cocking , Joe : *Methodology production scientific text* , CID, Podgorica;

Kleut , Marija : *Scientific work from research to press* , Academic book / Future Novi Sad

Material from ASU Repository

Shapes checks knowledge and evaluation :

Exam 100%.

Rating	A	B	C	D	E
Number point	90-100	80-89	70-79	60-69	50-59