



ICP
INSTITUT
CATHOLIQUE
DE PARIS

L'esprit grand ouvert sur le monde

ENGLISH WRITTEN LANGUAGE - COMPREHENSION AND EXPRESSION

Bachelor in Applied Foreign Languages
Faculty of Liberal Arts

Course information

Bachelor year 3 18 HOURS

Fall Semester 3 ECTS

Tutorials (TD)

Professor: Caixia Tan

Course Code: FDL_LEA_L3_S5_AN_ECRIT_T2 - LEA L3: Anglais: Langue écrite –
compréhension et expression

Course description

The class is separated into two parts: academic writing and business writing.

Academic Writing

The first part of this course is dedicated to the building blocks of academic writing:

- (1) how to write a paragraph/sentence/clause – the basics for writing an essay;
- (2) denotation and connotation and other tools for diversity of description;
- (3) conjunctions, transitional expressions, grammar and other style formalities;
- (4) how to paraphrase and summarise and reference accordingly;
- (5) how to write a research essay with an emphasis on presenting personal opinions and supporting evidence.

Business Writing

It is essential to have a competency in business English in order to communicate effectively in the business world. In the second half of the course we focus specifically on various forms of written business English (emails, letters, reports, notes et making a « Project pitch »).

The skill development focus is done within the context of discussing topical subjects that may include (1) artificial intelligence; (2) the impact of technology on fertility; (3) food sustainability; (4) ethical consumption and (5) social media and democracy.

Learning Objectives

By the end of the course, students will be able to:

1. Identify the different characteristics of written language (paragraph, simple versus complex or compound sentence).
2. Write a long form piece to argue an opinion.
3. Correctly reference an academic piece of writing.
4. Write at least three different forms of business communication (e-mail, letter etc).

Course Prerequisites

This course is suited to students with a minimum B2 English level (approximately 800 TOEIC/TOEFL score).

Methods of Instruction

The course is conducted through weekly seminars that include mini-lectures, group and individual activities that focus on skill acquisition with a particular focus on writing and reading comprehension.

Assessment and Final grade

Assessment is by ongoing assessment – including one piece of long-form (at least three paragraphs) writing per semester and one reading comprehension exercise. There is no external exam.

Course Requirements

Students are expected to participate fully in class. Language acquisition relies heavily on practice and students must make the opportunity presented in class to do so. Students are expected to respect their colleagues to ensure a safe environment where each person can contribute without fear of ridicule.