



Syllabus

First Semester Courses in Sociology

2023-2024

Contents:

- Syllabus for Skill Enhancement Course (SEC): UASOC4501SE1:
Introduction to Academic Writing in the Social Sciences
- Evaluation and Assessment guidelines

Shinde

PRINCIPAL
ST. XAVIER'S COLLEGE
AUTONOMOUS
MUMBAI - 400 001.



APPROVED SYLLABUS

F.Y. B.A. Sociology

Course: UASOC4501SE1

Title: Introduction to Academic Writing in the Social Sciences

Credits: 2

Prerequisite: None

Course Objectives:

1. Communicate effectively in writing.
2. Evaluate arguments and evidence critically.
3. Apply the methods of inquiry of the natural sciences, social sciences, and the arts and humanities.
4. Demonstrate understanding of contemporary social and ethical issues.

Course Outcomes:

1. Understanding academic texts and their key arguments
2. Composing simple academic texts like term papers and argumentative essays
3. Explore basic aspects and elements of secondary research
4. Writing clearly and credibly

Unit 1: Understanding Academic Texts

(10 lectures)

1. Rhetorical positioning (audience, story, purpose, organization, style, flow, presentation)
2. Identifying key arguments and position
3. Summaries and Synthesis

Unit 2: Critical Analysis and Argumentation

(10 lectures)

1. The construction of logical arguments (some writing plans)
2. Reader-oriented writing (register, tone, precision, clarity, grammar)
3. Composing and editing

Unit 3: Basics of doing Research

(10 lectures)

1. Understanding reliability and validity of texts
2. Plagiarism and intellectual property rights
3. Citations in Social Sciences

List Of Recommended Reference Books (list based on the most recent date of publication to oldest)

Allosso, S., & Allosso, D. (2019). *A Short Handbook for Writing Essays in the Humanities and Social Sciences*.

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Carlock, J., Eberhardt, M., Horst, J., & Kolenich, P. (2017). *The International Student's Guide to Writing a Research Paper*. University of Michigan Press ELT.

Kirszner, L. G., & Mandell, S. R. (2013). *The Wadsworth Handbook*. Cengage Learning.

Evaluation (SEC): Total marks per course - 50.

Formative Assessment 'for' Learning (continuous internal assessment - CIA to improve learning).

CIA- 20 marks

Summative Assessment 'of' Learning (focus on outcomes, quantitative data for outcomes of instruction).

End Semester Examination – 30 marks

Eg: Template for the SEC End Semester examination in Semester I

UNITS	KNOWLEDGE	UNDERSTANDING	APPLICATION and ANALYSES	TOTAL MARKS- Per unit
1	3	3	4	10
2	3	3	4	10
3	3	3	4	10
-TOTAL - Per objective	9	9	12	30
% WEIGHTAGE	33.33%	33.33%	33.33%	100%

Grid template for Evaluation of course for CIA 2



ASSESSMENT GRIDS AS QUALITY MECHANISMS 2015

St. Xavier's College, Mumbai

ASSESSMENT OF WRITTEN ASSIGNMENT - Type I

Dept. of _____ Course Code _____ DATE: _____

UID No. _____ Roll No. _____ Marks: _____ /20

NAME OF STUDENT: _____

TITLE OF WRITTEN PRESENTATION: _____

Assessment Grid: Place one tick in the appropriate box of a row. Each row should have at least one box ticked. In Boxes that have more than one set of marks, cancel out the marks that are not applicable and circle the correct marks. Overall marks should reflect the total of marks in all ticked boxes. Figures in parentheses in each box indicate marks.

Shinde 26.08.2022

100	ASSIGNMENT	80-100% (17-20Marks)	60-80% (13-16 Marks)	40-60% (9-12 Marks)	20-40% (5-8 Marks)	0-20% (0-4 Marks)
30 %	ORGANISATION	Effective Presentation, Logical Format, Clear Statement of Ideas, Relevant Details, sequence of information and ideas could be easily followed	Few Problems	Many problems	Inadequate presentation, Ineffective format, Ineffective Communication of Ideas, Lack Relevant Details - But an attempt	No Attempt to organize
(6)		(6)	(5)	(4)	(3)	(2)
60%	CONTENT	Excellent - Impression of wide reading (research), good knowledge and comprehensive understanding, Evidence of thoughtful input, Ability to critique, Bibliography mentioned.	Good	Satisfactory	Poor	Very Poor
(12)		(12) / (11) / (10)	(9) / (8)	(7) / (6)	(5) / (4)	(3) / (2) / (1)
5 %	VOCABULARY	Richness of Vocabulary	Very good range of vocabulary with some errors	Good range of vocabulary with some errors	Small range of vocabulary with errors	Little or no effort has been made to demonstrate vocabulary knowledge
(1)		(1)	(1)	(0.5)	(0.5)	(0.5)
5%	GRAMMAR, SPELLINGS, MECHANICS	Grammar, Spellings, Punctuations Correct.	Very Few Errors	Some Errors	Many Errors	No effort
(1)		(1)	(1)	(0.5)	(0.5)	(0.5)

TOTAL MARKS FOR WRITTEN ASSIGNMENT: _____ OUT OF 20
 COMMENTS: _____

NAME OF FACULTY MEMBER: _____ SIGNATURE: _____

