



# University of Prizren “Ukshin Hoti”

## Faculty of Philology

### SYLLABUS

<b>Study cycle</b>	Bachelor	<b>Programme</b>	English Language and Literature	<b>Academic year</b>	2019/20
<b>COURSE</b>	Seminar on Teaching Practice				
<b>Year</b>	IV	<b>Status of the course</b>	O	<b>Code</b>	<b>ECTS</b>
<b>Semester</b>	VIII				
<b>Study weeks</b>	15	Course classes	Lectures	Practice	
			0	4	
<b>Methodology of teaching</b>	Theoretical and practical aspects of seminar writing				
<b>Consultations</b>	As required				
<b>Professor</b>	Prof.asst.dr. Sejdi Sejdiu	e-mail	sejdi.sejdiu@uni-prizren.com		
		Tel.			
<b>Assistant</b>	MSc. Dorina Rakaj	e-mail	dorine.rakaj@uni-prizren.com		
		Tel.			

<b>Course objectives</b>	<b>Student's benefits</b>
<p>The course is designed to guide students to identify a topic research, conduct field research, conduct comprehensive literature review, and the develop an academic seminar paper as per the general principles on writing papers. The focus of the course will be in finding a relevant and effective topic to be investigated, with adequate and well-posed research questions or hypotheses to guide the reader through logical connections between the different arguments. Lectures will be devoted to provide students with useful information in finding resources.</p>	<p>Students will be able to undertake an independent research project under supervision. They will also develop planning, organisation, writing and research skills in a medium-length paper.</p> <p>Students will be prepared for any possible academic project in their future studies.</p>

<b>Teaching methodology:</b>		
Field research data presentations, practice, assignments.		
<b>Required tools:</b>		
Lap-top, projector, photocopier, textbooks, note-taking pads.		
<b>Evaluation criteria ( in %):</b>		
	<b>Evaluation in %</b>	<b>Final grade</b>
	0-50	5

<b>Students are evaluated based on their weekly assignments and also based on the completed research seminar project.</b>	51-60	6	
	61-70	7	
	71-80	8	
	81-90	9	
	91-100	10	
<b>Student obligations:</b>			
<b>Lectures:</b> Students are required to attend 100% of the classes. Apart from this, they are expected to actively participate in class activities, complete their weekly assignments on paper writing and field research. Failure to meet the course requirement will affect their final grade.	<b>Practice:</b> Students are also required to attend all the practical parts as they are part of the final assessment, too. Most of the practical part will be focused on writing and reviewing students' writing and assignments which will lead to the submission of the final paper.		
<b>Course obligations:</b>			
<b>Activity</b>	<b>Hours</b>	<b>Days/weeks</b>	<b>Total:</b>
Theoretical aspects of seminar writing	2	15	30
Practical aspects of seminar writing	2	15	30
Weekly assignments	1	15	15
Field research	3	15	45
Writing of the project	3	15	45
Consultations	1	15	15
Assessment of the project	5	4	20
<b>Remarks: 1 ECTS = 25 hours, i.e. if the course has 6 ECTS, the student has to have 150 hours of lectures attended during a semester</b>			<b>Total:</b> 200

<b>Week</b>	<b>Lectures</b>		<b>Practice</b>	
	<b>Topic</b>	<b>Hours</b>	<b>Topic</b>	<b>Hours</b>
1.	Introductory lectures on course objectives and requirements General principles on writing papers		Seminar paper samples	4
2.			Topic selection Types of topics and how to identify a research topic Conducting preliminary research	4

3.			Methodology of the research Types of research methods Data collection and analysis	4
4.			The Results section Ways of presenting research results	4
5.			Introduction section of the research paper The rationale and background of the research paper	4
6.			The Literature review section A critical summary of reviewed literature	4
7.			The Discussion/Interpretation of results section Analysis of research results	4
8.			Conclusions and recommendations Writing the summary of the research along with recommendations and suggestions for further research	4
9.			Writing the abstract section The characteristics and requirements of a proper abstract with keywords	4

10.			Writing references Types of references The Appendix section The contents of the appendix section	4
11.			Review and feedback on submitted papers	4
12.			Review and feedback on submitted papers	4
13.			Review and feedback on submitted papers	4
14.			Review and feedback on submitted papers	4
15.			Review and feedback on submitted papers	4

<b>LITERATURE</b>
As per research paper requirements.
<b>REMARKS</b>

<b>Remarks to the student:</b>
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Plagiarism is a breach of academic integrity. It is a principle of intellectual honesty that all members of the academic community should acknowledge their debt to the originators of the ideas, words, and data which form the basis for their own work. Passing off another's work as your own is not only poor scholarship, but also means that you have failed to complete the learning process. Plagiarism is unethical and can have serious consequences for your future career; it also undermines the standards of your institution and of the degrees it issues.

No form of plagiarism is allowed. If any student is caught to have plagiarised, he/she will be disqualified from this year's course attendance and participation.