



# *The Hebrew University of Jerusalem*

## *Syllabus*

### *Workshop on English Usage for Graduate Students in Science - 82851*

*Last update 19-12-2023*

*HU Credits:* 2

*Degree/Cycle:* 2nd degree (Master)

*Responsible Department:* Atmospheric Sciences

*Academic year:* 0

*Semester:* 1st Semester

*Teaching Languages:* English and Hebrew

*Campus:* E. Safra

*Course/Module Coordinator:* Prof Carynelisa Haspel

*Coordinator Email:* [carynelisa.haspel@mail.huji.ac.il](mailto:carynelisa.haspel@mail.huji.ac.il)

*Coordinator Office Hours:* By appointment

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Teaching Staff:

Prof Carynelisa Haspel

Course/Module description:

The intention of this workshop is to focus each week on a specific aspect of English usage (including specific aspects of syntax and grammar) that is particularly problematic for non-native English speakers. The content of the course will be geared towards those for whom Hebrew is their first language, but other non-native and even native English speakers will benefit as well. The course will be pass/fail; a passing grade will be given for attendance and genuine participation.

Course/Module aims:

To improve English usage in academic writing by graduate students in science.

Learning outcomes - On successful completion of this module, students should be able to:

1. Choose the correct verb tense in scientific contexts.
2. Form compound nouns correctly in the singular and plural.
3. Know what words and phrases not to put in professional documents.
4. Use abbreviations and contractions consistently and correctly.
5. Use punctuation consistently and correctly.
6. Capitalize consistently and correctly.
7. Write more clearly and more professionally.

Attendance requirements(%):

0%

The attendance requirement for 2023-2024 has been removed, but we hope that most of the students will be able to attend the in-class lectures!

*Teaching arrangement and method of instruction:* With each topic, we will go over the principles, do exercises in class in pairs/groups, and look at examples of excerpts containing mistakes for correction. For certain topics, the students will also complete a homework assignment practicing the principles on their own topic of research.

A "just for fun" section of moodle will be set up with opportunities to have fun with the language, including the most mistaken sign competition.

Course/Module Content:

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*Part I: Small Details That Are Not So Small and Basics That Are Not So Basic*

- 1. Before We Get Started*
- 2. Tenses: Simple Versus Progressive, Perfect Tenses, Conditional Sentences*
- 3. Compound Nouns*
- 4. Which or That and Other Such Quandaries*
- 5. Beware of the Spell Chequer, Homophones, Auto-Correct, and Auto-Translate*
- 6. Idioms That Don't Ring Any Bells, Slang, and Other Words That You Should Not Write Down in Formal Writing*
- 7. Incorrect Abbreviations and Use of Contractions, et. al*
- 8. What's in a Name? –Citations, Reference Lists, Author Lists, and Salutations*
- 9. Misplaced, Commas, Colons; and Semi-Colons*
- 10. Unnecessary-Hyphenation*
- 11. incorrect Capitalization*
- 12. Prepositions*

*Part II: Putting It All Together*

- 13. Structuring a Thesis or Manuscript*
- 14. Parallel Construction and Logical Flow*
- 15. Concise Writing – Writing an Abstract and Writing a Short Paper*
- 16. Proofreading*

*Part III: Bonus Lectures*

- 17. Bonus Lecture on CVs*
- 18. Bonus Lecture on Manuscript Reviews*

*Required Reading:*

*the course lecture notes and presentations*

*Additional Reading Material:*

- 1. Glasman-Deal, H., Science Research Writing for Non-Native Speakers of English*
- 2. Schultz, D. M., Eloquent Science: A Practical Guide to Becoming a Better Writer, Speaker, and Atmospheric Scientist*
- 3. Caplan, N. A., Grammar Choices for Graduate and Professional Writers*
- 4. Thurman, S., The Only Grammar Book You'll Ever Need*
- 5. Barros, L. O., The Only Academic Phrasebook You'll Ever Need*
- 6. Truss, L., Eats, Shoots & Leaves*
- 7. Norris, M., Between You and Me, Confessions of a Comma Queen*
- 8. Greene, A. E., Writing Science in Plain English*
- 9. Casagrande, J., The Joy of Syntax: A Simple Guide to All the Grammar You Know You Should Know*
- 10. Casagrande, J., It Was the Best of Sentences, It Was the Worst of Sentences: A Writer's Guide to Crafting Killer Sentences*
- 11. Skillin, M. E., and R. M. Gay, Words Into Type*
- 12. Strunk, W., Jr., and E. B. White, The Elements of Style*

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13. תחביר + למורים ולתלמידים מתקדמים, מאת ריקי בליבוים

Grading Scheme:

*Submission assignments during the semester: Exercises / Essays / Audits / Reports / Forum / Simulation / others 100 %*

Additional information:

*It recommended to come to class with a laptop or with some other means to read and fill out the in-class assignments.*

*Those of you who are able to attend the in-class lectures will complete in-class assignments together in pairs or in groups, and we will go over the answers together. All students are required to submit at least 80% of the in-class assignments via moodle.*

*Aside from the in-class assignments, there will be some assignments (not every week) to be done at home and submitted via moodle; the requirement will be to submit 100% of the homework assignments (in addition to submitting 80% of the in-class assignments).*

*All assignments will have a reasonable deadline for submission, with more time granted than in a normal semester. In addition, anyone who needs an extension on any assignment can request one from the TA.*