**SILABUS**

**MATA KULIAH:** WRITING FOR PERSONAL RESPONSES

| SIL/FBS/19-00 | Revisi: 00 | Agustus 2014 | Halaman: 1 |

FAKULTAS: BAHASA DAN SENI  
PROGRAM STUDI: PENDIDIKAN BAHASA INGGRIS  
MATA KULIAH & KODE: WRITING FOR PERSONAL RESPONSES  
JUMLAH SKS: 2 SKS  
SEMESTER: 1  
MATA KULIAH PRASYARAT: -  
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**I. DESKRIPSI MATA KULIAH**

The course gives learning experiences in writing good and correct English sentences. Classroom activities are focused on grammatical accuracy and writing mechanics which include spelling, punctuation, and capitalization in various sentence forms: simple, compound, complex; negative and positive; and direct and indirect sentences. Moreover, the course gives ample opportunities to produce pieces of writings such as diary, text messages, emails, announcements, reviews, and summary. Classroom activities include writing on the board, discussing grammatical mistakes while outside classroom activities are in the forms of individual assignments of at least ten pieces of writing. Evaluation is based on the sum of scores on attendance, individual assignments, mid semester and final tests.

**II. STANDARDISASI KOMPETENSI MATA KULIAH**

Upon the completion of the course, the students are expected to be able to:
1. produce simple, compound, and complex sentences in good English,
2. produce pieces of writing in various topics, such as family, routines, and interests,
3. edit/revise their own writing, and
4. identify common errors dealing with grammars.

**III. INDIKATOR PENCAPAIAN KOMPETENSI**

a. Cognitive Aspect and Critical Thinking Skill  
b. Psychomotoric Aspect  
c. Affective Aspect, Social and Personal Skill
IV. SUMBER BACAAN


Other selected online-sourced materials

V. EVALUASI

<table>
<thead>
<tr>
<th>No</th>
<th>Assessment Tasks</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Attendance</td>
<td>10%</td>
</tr>
<tr>
<td>2</td>
<td>Assignments</td>
<td>30%</td>
</tr>
<tr>
<td>3</td>
<td>Mid exam</td>
<td>30%</td>
</tr>
<tr>
<td>4</td>
<td>Final exam</td>
<td>30%</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>100%</td>
</tr>
</tbody>
</table>

VI. SKEMA KERJA

<table>
<thead>
<tr>
<th>Minggu ke</th>
<th>Pokok Bahasan</th>
<th>Rincian Pokok Bahasan</th>
<th>Strategi Perkuliahan</th>
<th>Sumber/referensi</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Syllabus Orientation</td>
<td>Introduction to the course content, assessment, requirements, references/ books, assignments, etc.</td>
<td>Lecture, Discussion</td>
<td>Syllabus</td>
</tr>
</tbody>
</table>
| 2         | Introduction to Sentences Diagnostic Test | • Phrases and Clauses  
• Subjects and Verbs | Lecture, writing activity, discussion |               |
| 3         | Short Message Writing: Memo, Sticky Notes | • Phrases and Clauses  
• Subjects and Verbs  
• Imperative | Lecture, writing and editing activities, discussion |               |
| 4         | Text Message Writing                | • Negative, positive, question  
• Active, passive  
• Grammar : S-V Agreement  
• Sociocultural knowledge | Lecture, writing and editing activities, discussion |               |
| 5         | Postcard Writing                    | • Grammar:  
- S-V Agreement  
- Tenses  
- Pronouns  
- Parts of Speech  
- The Use of Verbs | Lecture, editing activity, discussion |               |
<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Subtopics</th>
<th>Activities</th>
</tr>
</thead>
</table>
| 6    | Diary Writing / Daily Routines | - Grammar:  
  - Independent Clauses  
  - Conjunctions | Lecture, writing and editing activity, discussion |
| 7    | Editing | - Common Error Identification:  
  - S-V Agreement  
  - Parts of Speech  
  - The Use of Verbs  
  - Punctuation | Lecture, editing activity, discussion |
| 8    | REVIEW | - Sentences  
  - Grammar  
  - Punctuations | Lecture, editing activity, discussion |
| 9    | Mid Semester |  | Week 1-8 |
| 10   | Announcement Writing | - Grammar:  
  - Complex Sentences  
  - Sociocultural knowledge  
  - Degrees of formality | Lecture, discussion, writing activity |
| 11   | Writing in Social Media | - Grammar: Sentences  
  - Writing Mechanics: Spelling  
  - Sociocultural knowledge | Lecture, discussion, writing activity |
| 12   | Email Writing | - Organization/ Pattern of Email  
  - Complex Sentences  
  - Sociocultural Knowledge | Lecture, editing activity, discussion |
| 13   | Review (Commentary) Writing | - Techniques in Review Writing  
  - Complex Sentences | Lecture, writing practice |
| 14   | Summarizing | - Summarizing Techniques  
  - Complex Sentences  
  - Writing Mechanics | Lecture, discussion, writing activity |
| 15   | Editing | - Common Errors in Complex Sentences:  
  - Connectors  
  - Double Verbs  
  - Punctuations | Lecture, editing activity, discussion |
| 16   | Overall REVIEW | Preparation for Final Semester | Discussion |