**上 海 建 桥 学 院**

SJQU-QR-JW-013（A0）

英语写作（2）课程教案1

周次 1 第 1 次课 学时 2 教案撰写人

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| 课程单元名称 | Revision; The Differences of Sentences Between English and Chinese |
| 本次授课目的与要求**Teaching Objectives and Requirements**1. To review the knowledge of Chapter 1, Chapter 2, Chapter 3 and Chapter 42. To explain the differences of sentences between English and Chinese |
| 教学设计思路1.Through reviewing Chapter 2,3,4,help the students to know about the use choice of words, the writing of good and effective sentences and paragraphs.2.**课程思政元素：文化自信：汉语历史悠久** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1. The proper use of words (Confusion of words; Problems of collocation)
2. Making correct and effective sentences (The pronoun and its reference, misplaced parts, dangling modifiers)
3. Development of paragraphs
4. The differences of sentences between English and Chinese
5. 课程思政元素：**文化自信：**汉语历史悠久，较英语历史长的多，汉语已经有6000多年的历史

 汉语是世界上最发达的语言之一；汉字的构词能力强 |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| （可添页）1. **Teaching Content**
2. Revision

Review the major parts of Chapter 1, Chapter 2, Chapter 3 and Chapter4;(40 minutes), do the exercise and check the answers.(10 minutes)1. The differences of sentences between English and Chinese

（40 minutes）（英汉句子结构比较）**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Group Discussion; Multi-media.Pair-work |
| 课外复习、预习要求及作业布置Preview Chapter5： Summarizing |
| 课后反思 | Through the lectures, the students can review what they learned about manuscript, using proper words, making correct and effective sentences and development of paragraphs. In addition, the students can know about the differences of sentences between English and Chinese. By doing the exercises, the students’ abilities are improved. However, more practices should be suggested. |

**上 海 建 桥 学 院**

英语写作（2）课程教案2

周次 2 第 2 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 5 Summarizing |
| 本次授课目的与要求**Teaching Objectives and Requirements*** 1. To learn how to write a summary
	2. To know about the differences of paragraphs between English and Chinese
 |
| 教学设计思路1.Through learning the skill of summarizing and the samples, help the students to learn how to write a summary.2.**课程思政元素：范文分析：社会主义核心价值观—自由、平等、敬业、诚信、友善等** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about the use of summary-writing and the procedure of summary-writing2. To know about the differences of paragraphs between English and Chinese  |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** **1.** The use of summary-writing and the procedure of summary-writing (40 minutes)2. Sample 1 and Sample 2 (20 minutes)3.The differences of paragraphs between English and Chinese(30 minutes)**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Group Discussion; Multi-media. Pair-workAnalysis |
| 课外复习、预习要求及作业布置Review the major parts of Chapter5; Finish the Assignment on P. 124. Finish the composition：**My First Summer Vocation at College** |
| 课后反思 | Through the lectures, the students can learn about the use of summary-writing and the procedure of summary-writing. The students can know about the differences of paragraphs between English and Chinese. By doing the exercises, the students’ ability in writing summary is improved. However, more revision and practices should be suggested. |

**上 海 建 桥 学 院**

英语写作（2）课程教案3

周次 3 第 3 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 5 Summarizing |
| 本次授课目的与要求**Teaching Objectives and Requirements**1. To learn how to write a summary2. To analyze the samples presented and write summaries 3. To give a test on summarizing |
| 教学设计思路1. To analyze the samples.
2. A test of summarizing.
3. **课程思政元素：范文分析：社会主义核心价值观—自由、平等、敬业、诚信、友善等**
 |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about the use of summary-writing and the procedure of summary-writing 2.To master the procedure of summary-writing 3.To practice writing summary |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** **1.** The procedure of summary-writing (15 minutes)2. Analysis of Samples (40 minutes)3. Task 3,4,5 and Assignment 1(20 minutes)4. Test: To summarize the passage: **Xiao Liu** (15 minutes)**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Test |
| 课外复习、预习要求及作业布置Review the major parts of Chapter 5; Preview Chapter 6  |
| 课后反思 | Through the lectures, the students can learn about the use of summary-writing and the procedure of summary-writing By analyzing the samples and doing the exercises, the students’ ability of summary-writing is improved. However, more practices should be suggested.. |

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英语写作（2）课程教案4

周次 4 第 4 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 6: Composing Essays |
| 本次授课目的与要求**Teaching Objectives and Requirements**1. To learn the criteria of a good composition2. To learn the steps in writing a composition 3. To analyze the samples presented in this part |
| 教学设计思路1. To make comments on the summary of “ Xiao Liu”(讲评学生的概要写作是否符合写概要的要求，存在的问题，如何改进）
2. To know about the criteria of a good composition（p.127)
3. To learn the steps in writing a composition(p.128.p.133)
4. **课程思政元素**：**概要写作测试文章中的思政元素：踏实做事， 认真做人；勤勉工作、努力学习的美德**
 |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about the criteria of a good composition2.To learn the steps in writing a composition3.To finish Task 1 (p. 133) 4.To make comments on the summary of “ Xiaoliu” |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. The criteria of a good composition (15 minutes)2. The steps in writing a composition (35minutes3. The samples presented in this part (10 minutes)4. Comments on the summary of Xiaoliu (20 minutes)5. Task 1 (10 minutes)**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Finish Task 2(p. 134), Task 3 (p.134);   |
| 课后反思 | 1.Through the lectures, the students can learn about the criteria of a good composition and the steps in writing a composition.2.By analyzing the samples and doing the exercises, the students may have a clear idea of the steps in writing a composition. 3.学生在概要写作测试中出现的问题：1）概括不完整。2）：概括性不强，细节太多。3）：语言不简洁，照抄原文较多。 |

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英语写作（2）课程教案5

周次 5 第 5 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 6: Composing Essays |
| 本次授课目的与要求**Teaching Objectives and Requirements**1. To learn the steps in writing a composition: Revising the first draft2. To learn the steps in writing a composition: Revising the final copy3. To learn three main parts of a composition4. To analyze the samples presented in this part |
| 教学设计思路1. Learn the writing skill about the step in writing a composition and three main parts
2. Analyze the samples
3. **课程思政元素：写作中的科学精神、创新精神**
 |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about the step in writing a composition 2.To learn the three main parts3.To finish Assignment 1(p.136) 4. 修改作文初稿时应注意的问题：1)内容2）组织结构3）句子4）措辞5）语法错误，拼写错误，标点符号错误和其他错误（p. 135-p.136） |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. The criteria of a good composition (15 minutes)2. The steps in writing a composition (35minutes)3. The samples presented in this part (10 minutes)4. Task 1 (15 minutes)；Task 3(15 minutes)**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Preview Types of writing  |
| 课后反思 | 1.Through the lectures, the students can learn about the criteria of a good composition and the steps in writing a composition. 2.By analyzing the samples and doing the exercises, the students may have a clear idea of the steps and three main parts in writing a composition. 3. 强调修改作文初稿时应注意的问题：1)内容2）组织结构3）句子4）措辞5）语法错误，拼写错误，标点符号错误和其他错误4. 养成修改作文初稿的写作习惯 |

**上 海 建 桥 学 院**

英语写作（2）课程教案6

周次 6 第 6 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 6: Composing Essays(Narration) |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn the elements of a narrative2. To analyze the samples presented in this part: The Fun They Had |
| 教学设计思路1.Learn the writing skill about narration 2.Analyze the samples(p.139-145)3.**课程思政元素：记叙文范文The Fun They Had给现代人的启迪：现代科技的迅猛发展及教育发展趋势，扩展与延申：如何正确对待现代电子技术** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about the elements of a narrative 2.To analyze the samples3.To finish Task 4,5(p.141,143)  |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. The elements of a narrative (15 minutes)2. The samples presented in this part (30 minutes)3. Introduction of the history of the Internet(5 minuets)(要求学生介绍）3. Task 6 (10 minutes)4. 小组讨论及展示：如何正确对待现代电子技术（30 minutes）**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Group Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Preview Illustration  |
| 课后反思 | 1.Through the lectures, the students can learn about The elements of a narrative.2.By analyzing the samples and doing the exercises, the students may have a clear idea of narration. 3.记叙文写作中应注意记叙文的5要素（目的，细节选择，背景，组织结构和叙述角度） |

**上 海 建 桥 学 院**

英语写作（2）课程教案7

周次 7 第 7 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 6: Composing Essays(Exposition)---Illustration |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn about illustration.2. To analyze the samples presented in this part.（Sample Essay1,2,3,4） |
| 教学设计思路1.Learn the writing skill about Illustration2.Analyze the samples(p.147-151)3.**课程思政元素：范文分析：正确认识与利用互联网** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about illustration2.To analyze the samples3.To finish Task 7,8(p.148)  |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. Analysis of illustration (15 minutes)2. The samples presented in this part (40 minutes)3. A detailed analysis of of sample essay 2(p. 148) (20minutes)4. Task 8 (15 minutes)**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Group Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Preview Comparison and Contrast  |
| 课后反思 | Through the lectures, the students can learn about illustration. By analyzing the samples and doing the exercises, the students may have a clear idea of illustration.  |

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英语写作（2）课程教案8

周次 8 第 8 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 6: Composing Essays(Exposition)--- Comparison and Contrast |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn about Comparison and Contrast2. To analyze the samples presented in this part.（Sample Essay1,2,3,4） |
| 教学设计思路1.Learn the writing skill about Comparison and Contrast2.Analyze the samples(p.147-151)3.**课程思政元素：文化自信：中国文化与西方文化** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about Comparison and Contrast2.To analyze the samples3.To finish Task 10,11(p.158-159)  |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. Analysis of Comparison and Contrast(25 minutes)2. The samples presented in this part (50 minutes)3. Task 12 (15 minutes)**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Preview Cause and Effect  |
| 课后反思 | Through the lectures, the students can learn about Comparison and Contrast By analyzing the samples and doing the exercises, the students may have a clear idea of Comparison and Contrast  |

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英语写作（2）课程教案9

周次 9 第 9 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 6: Composing Essays(Exposition)--- Cause and Effect |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn about Cause and Effect2. To analyze the samples presented in this part.（Sample Essay1,2,3） |
| 教学设计思路1.Learn the writing skill about Cause and Effect2.Analyze the samples(p.147-151)3. Discussion: The Only-child Policy4. **课程思政元素：范文分析：爱国主义、民族情怀—中国社会的快速发展与二孩、三孩政策** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about Cause and Effect2.To analyze the samples.3.To finish Task 14(p.168)  |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. Analysis of Cause and Effect (15 minutes)2. The samples presented in this part (50 minutes)3. Task 15 (15 minutes)4. Discussion: The Only-child Policy（10 minutes)**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Preview Classification and Division  |
| 课后反思 | Through the lecture and analysis, the students can learn about Cause and Effect. By analyzing the samples and doing the exercises, the students may have a clear idea of Cause and Effect.  |

**上 海 建 桥 学 院**

英语写作（2）课程教案10

周次 10 第 10 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 6: Composing Essays(Exposition)--- Classification and Division |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn about Classification and Division2. To analyze the samples presented in this part.（Sample Essay1,2,3） |
| 教学设计思路1.Learn the writing skill about Cause and Effect2.Analyze the samples(p.177-180)3.Discussion：Three Types of Parents4. **课程思政元素：范文分析：父母的关爱与感恩父母** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about Classification and Division2.To analyze the samples.3.To finish Task 16(p.178)  |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. Analysis of Classification and Division (15 minutes)2. The samples presented in this part (30 minutes)3.Discussion：Three Types of Parents(“你的父母属于三类父母中的哪一类？”）（10 minutes）4.Task 17 (15 minutes)5. 课程思政：口语展示：父母的关爱与感恩父母**II. Time Allotment** 2 periods of 40minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Review Exposition(Illustration, Comparison and Contrast, Cause and Effect, Classification and Division |
| 课后反思 | 1.Through the lecture and analysis, the students can learn about Classification and Division.2.By analyzing the samples and doing the exercises, the students may have a clear idea of Classification and Division.3.对范文内容的延申讨论：父母的关爱与感恩父母，使学生懂得感恩与关爱父母 |

**上 海 建 桥 学 院**

SJQU-QR-JW-013（A0）

英语写作（2）课程教案11

周次 11 第 11 次课 学时 2 教案撰写人



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| 课程单元名称 | Chapter 6: Composing Essays---Argumentation（议论文）  |
| 本次授课目的与要求**Teaching Objectives and Requirements**1. To review the writing skill of Exposition in Chapter 6(知识目标）2. To explain the writing requirements of argumentative essays: 1)A debatable point; 2）Sufficient evidence; 3)Sound logic; 4)Good organization(an introduction, a body and a conclusion; 5) Good use of the other three types of writing---description, narration, and the various methods of exposition; 6)An honest and friendly attitude（知识目标）3. To master the writing requirements and skill of argumentative essays in writing（能力目标）4. To combine the writing of argumentative essays and ideological and political education（课程思政目标） |
| 教学设计思路1. **Lead-in activity**:Questions & Answers

 Question 1:What is the purpose of writing an expository essay? Question 2:What is the purpose of writing an argumentative essay?  Question 3: What are the basic requirements in writing an argumentative essay?1. **Sample analysis**:The Dragon Boat Festival(**说明文2012年专四作文真题范文**)

**Brain-storming**: 1)to ask the students to tell the origin and some customs of the Dragon Boat Festival; 2)to ask the students to tell the type of this essay; (3)To analyze the sample1. **Sample analysis**: No Cheating(说明文p.167)(To ask a student to tell the structure of the essay(the debatable point, the evidence in the body and the conclusion)
2. **Explanation of the writing requirements of argumentative essays**:

**1)Translation practice**: To ask a student to translate the following expressions orally 1)A debatable point; 2)Sufficient evidence; 3)Sound logic; 4)Good organization(an introduction, a body and a conclusion; 5) Good use of the other three types of writing---description, narration, and the various methods of exposition; 6)An honest and friendly attitude**2)Explanation of the requirements above**1. **Sample analysis**: With Intelligent Machines to Do the Thinking, Will Our Brains Get Crazy?(**议论文2017年专四作文真题范文**)(to ask a student to tell the viewpoint, the evidence in the body and the conclusion of the sample)
2. **Comments on the essays of two students**:

Essay 1：Being Indulged in Computer Games is HarmfulEssay 2: Creating a Low-carbon Society1. **Summary**
2. **Assignment**:Write a composition of about 200 words on the following topic:

 Will E-books Replace Traditional Books? |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.The different purposes in writing an expository essay and an argumentative essay（**写作知识的掌握）**2.The requirements of writing an argumentative essay (esp. providing sufficient evidence, making a sound logic, etc.)(**写作知识的掌握**）3.Organization of three parts: an introduction which identifies the issue to be discussed and explains the importance of such a discussion; a body which presents the evidence; and a conclusion in which the proposition, if it is stated at the beginning , is reaffirmed.**（写作能力的培养）**4.The key points in ideological and political education(**课程思政元素的渗透**）5.The ability of critical thinking (**批判性思维能力的培养**） |
| 教学内容提要及时间分配**Teaching Content and Time Allotment**I.教学内容：**Teaching Content** 1. **Lead-in activity**:Questions & Answers（10 minutes）
2. **Sample analysis**:The Dragon Boat Festival(说明文 2012年专四作文 真题范文) (10 minutes）

课程思政元素：弘扬中国传统文化：中国传统节日---端午节 在说明文的写作中对中国传统节日---端午节这一文化现象进行阐释说明。1. **Sample analysis**: No Cheating(p.167)1)To ask a student to tell the structure of the essay(the debatable point, the evidence in the body and the conclusion) （10 minutes) 2)To analyze the sample(10 minutes)

课程思政元素：诚信教育---诚信考试，杜绝作弊在议论文范文分析中融入做人的道理和今后学习工作中应持有的诚信、严谨、敬业的思想态度。**4.Explanation the writing requirements of argumentative essays**:1)A debatable point; 2)Sufficient evidence; 3)Sound logic; 4)Good organization(an introduction, a body and a conclusion; 5) Good use of the other three types of writing---description, narration, and the various methods of exposition; 6)An honest and friendly attitude (15minutes)5. **Sample analysis**: With Intelligent Machines to Do the Thinking, Will Our Brains Get Crazy?(议论文2017年专四作文真题范文)(10 minutes)课程思政元素：人工智能的利与弊---正确认识人工智能 在议论文范文分析中引导学生正确认识人工智能的快速发展，提高学生的思政素养。1. **Comments on the essays of two students**: (10 minutes)

 Essay 1：Being Indulged in Computer Games is Harmful | **Teaching Methods and Means**Question&AnswerLecture; Group Discussion; Pair-workMulti-media method |
| 课程思政元素：杜绝沉溺计算机游戏---挖掘积极情绪、发展美德 在学生习作讲评中引导学生正确对待计算机游戏，杜绝游戏成瘾，提倡大学生应在社会主义核心价值观引领和中国梦的追求中培育积极乐观的态度、激发社会责任感，努力学习从而在今后工作中发挥人生创造力。 Essay 2: Creating a Low-carbon Society课程思政元素：提倡低碳生活---节约资源，保护环境 在学生习作讲评中倡导低碳生活方式，绿色出行、绿色消费等，积极建设资源节约型、环境友好型社会，倡导人和自然和谐相处。7. **Summary**(10 minutes)8. **Assignmen**t:Write a composition of about 200 words on the following topic: Will E-books Replace Traditional Books?(5 minutes)课程思政元素：电子书与纸质书---通过多阅读构建完整知识体系，了解科学、历史、文化知识，激发爱国热情，提高道德素养。可添页）1. **Time Allotment(时间分配）** 2 periods of 45 minutes
 | **Teaching Methods and Means**Question&AnswerLecture; Group Discussion; Pair-workMulti-media method |
| 课外复习、预习要求及作业布置To review: The writing theory of argumentative essays and the sample analyses on the textbook, the sample essays of TEM 4(2016, 2017, 2018, 2019)To preview：Chapter 7---Writing for Practical PurposesAssignment: Write a composition of about 200 words on the following topic: Will E-books Replace Traditional Books？ |
| 课后反思 | **写作理论及技能：**1. The students can’t tell the difference between an expository essay and an argumentative essay.（写作时学生会把写作体裁搞混）
2. Some students have no idea about some common issues in daily life.（学生对日 常生活中的常见话题没有想法，写作时缺乏素材)

3. In writing an argumentative essay, some students can’t state his/her viewpoint clearly in the introduction.（在议论文开篇部分未能清晰阐明观点）4. In writing an argumentative essay, some students can’t provide valid and sufficient evidence in the body.（在议论文主体部分未能用充足的论据进行论述，逻辑性不强）5. In writing an argumentative essay, some students can’t reaffirm the viewpoint in the conclusion.（在议论文结论部分未能再次重申观点）6. Language mistakes (grammar mistakes, incorrect use of English words, spelling mistakes, punctuation mistakes, etc.) should be avoided.(写作中出现语言错误，包括语法错误，用词错误， 拼写错误，标点符号错误等）7.The teacher must ask the students to improve the writing skill at the level of language(choosing correct words, writing correct and effective sentences, developing the paragraphs, and organizing the whole essay)（要求学生逐步提高语言表达能力（措词，句子的正确性和有效性，段落开展和文章的组织安排)8. In writing, some students can not express what they know about the heated issues clearly and correctly.（写作中，部分学生不能用英文正确、清晰地表达思想）9.The students have to practice more in writing argumentative essays.（议论文写作 训练须加强）**课程思政：**1. Some students have no or little about the Dragon Boat Festival.（部分学生对中国传统文化如端午节的起源、习俗等了解甚少）2.Some students have little idea about some heated issues.（部分学生对日常生活中的热点话题了解少）3. The teacher should ask to read and acquire more knowledge about the Chinese traditional culture.( 要求学生多了解、掌握中国传统文化方面的知识)4. The teacher should ask the students to read more about the heated issues in daily life.（要求学生多了解热点话题尤其是思政方面的话题及相关信息以积累写作素材）5.The teacher should help the students to improve the ability of critical thinking.（教师应帮助学生提高写作思辨能力）6.The teacher should take effective and feasible teaching methods in the future teaching.(今后教学中教师应采取更加有效、可行的教学方法）7.The teacher should penetrate more points of ideological and political education into the teaching in the future teaching.（今后教学中教师应把更多思政元素与课程知识更好地进行融合）8. The teacher should help the students to establish a positive outlook on life and have a good quality and morality for the future life.(教学中教师应引导教育学生树立正确的人生观、培养良好的道德品质) |

**上 海 建 桥 学 院**

英语写作（2）课程教案12

周次 12 第 12 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 7: Writing for Practical Purposes--- Notices,Greetings , Good Wishes and Formal Invitations |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn about Notices,Greetings , Good Wishes and Formal Invitations2. To analyze the samples presented in this part. |
| 教学设计思路1.Learn the writing skill about Notices, Greetings , Good Wishes and Formal Invitations2. Analyze the samples3.Discussion on the formats of Notices,Greetings , Good Wishes and Formal Invitations4.**课程思政元素:中华民族传统美德：与人友善、学会感恩** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about English Greetings , Good Wishes and Formal Invitations2.To analyze the samples.3.To finish Task 8,9(p.201-202)  |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. Analysis of English Notices,Greetings , Good Wishes and Formal Invitations(25 minutes)2.The samples presented in this part (50 minutes)1. Task 7(15minutes)

**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Preview Notes |
| 课后反思 | Through the lecture and analysis, the students can learn about English Notices,Greetings , Good Wishes and Formal Invitations . By analyzing the samples and doing the exercises, the students may have a clear idea of Notices, Greetings , Good Wishes and Formal Invitations . |

**上 海 建 桥 学 院**

英语写作（2）课程教案13

周次 13 第 13 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 7: Writing for Practical Purposes--- Notes |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn about Notes2. To analyze the samples presented in this part. |
| 教学设计思路1.Learn the writing skill about Notes2. Analyze the samples.3.Discussion on the format of Notes.4**.课程思政元素：中华民族传统美德：与人友善、学会感恩** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about English Notes2.To analyze the samples.3.To finish Task 11,12(p.206,208)  |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. Analysis of English Notes.(30minutes)2.The samples presented in this part (30 minutes)1. Analysis of Notes of TEM 4(30minutes)

**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Preview Letters |
| 课后反思 | Through the lecture and analysis, the students can learn about Notes . By analyzing the samples and doing the exercises, the students may have a clear idea of Notes. |

**上 海 建 桥 学 院**

英语写作（2）课程教案14

周次 14 第 14 次课 学时 2 教案设计人



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| 课程单元名称 | Chapter 7: Writing for Practical Purposes--- Letters |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn about Letters(Personal letters and Business letters)2. To analyze the samples presented in this part. |
| 教学设计思路1.Learn the writing skill about Letters2. Analyze the samples.3.Discussion on the format of Letters4. **课程思政元素：诚信、严谨、敬业：英文书信中注意写作格式，内容应客观，语气应恰当、礼貌** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about English Personal letters and Business letters2.To analyze the samples.3.To finish Task 19,20. |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. Analysis of English Personal letters and (30minutes)2. Analysis of English business letters. (20minutes)3.The samples presented in this part (40 minutes)**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Preview Letters |
| 课后反思 | 1.Through the lecture and analysis, the students can learn about Personal letters and Business letters .2.By analyzing the samples and doing the exercises, the students may have a clear idea of Personal letters and Business letters.3.英文书信尤其是事务书信中的格式，内容应真实、客观，语气应恰当、礼貌 |

**上 海 建 桥 学 院**

英语写作（2）课程教案15

周次 15 第 15 次课 学时 2 教案设计人

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| 课程单元名称 | Chapter 7: Writing for Practical Purposes--- Envelopes,Resumes |
| 本次授课目的与要求**Teaching Objectives and Requirements**1.To learn about Envelopes, Resumes2. To analyze the samples presented in this part. |
| 教学设计思路1.Learn the writing skill about Envelopes,, Resumes2. Analyze the samples.3.Discussion on the format of Envelopes, the format of Resumes4.**课程思政元素：诚信至上：在写履历时应内容真实、客观** |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**1.To know about English Personal letters and Business letters2.To analyze the samples.3.To finish Task 19,20. |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| **I. Teaching Content** 1. Analysis of English Envelopes（注意英文信封和中文信封地址的不同）(20minutes)2.课堂练习：按照Task 24(p. 230)中第1条给出的地址写出信封（10 minutes)3. Analysis of English Resumes. (20minutes)4.The samples presented in this part (30 minutes)5. 课堂练习：写出自己的英文简历（10 minutes）**II. Time Allotment** 2 periods of 45 minutes | **Teaching Methods and Means**Lecture; Discussion; Multi-media. Analysis |
| 课外复习、预习要求及作业布置Review Chapter 7 |
| 课后反思 | 1.Through the lecture and analysis, the students can learn about English Envelopes, Resumes2.By analyzing the samples and doing the exercises, the students may have a clear idea of English Envelopes, Resumes3.由于汉语影响，部分学生写英文信封时会把收信人和写信人地址的位置写错。4.告诫学生在写履历时应内容真实、客观（诚信至上） |

**上 海 建 桥 学 院**

英语写作（2）课程教案16

周次 16 第 16 次课 学时 2 教案设计人



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| 课程单元名称 | Final Test |
| 本次授课目的与要求**Teaching Objectives and Requirements**检测学生对本学期教授内容的掌握程度 |
| 教学设计思路期末考核（纸笔测试， 90 minutes） |
| 本次教学重点与难点**Key Points and Difficult Points in Teaching**期末考核（纸笔测试，闭卷，权重比例55%， 90 minutes）**课程思政：“诚信”，端正考风，诚信考试，从我做起****在期末考试中，敦促学生以实力争取优异成绩，以诚信展现良好学风。** |
| 教学内容提要及时间分配**Teaching Content and Time Allotment** | 教学方法与手段设计 |
| 1. **Teaching Content**

**Final test****II. Time Allotment** 期末考核（纸笔测试，闭卷，权重比例55%， 90 minutes） | **Teaching Methods and Means** |
| 课外复习、预习要求及作业布置1. Get ready for the final exam.
2. 课下自学教材上第8章学术论文写作
 |
| 课后反思 | 1. Through self-study, the students can learn about the writing of research papers.
2. 通过对期末试卷的质量分析， 找出学生在本学期写作理论学习和实践中的问题，以便今后教学中改进。

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