

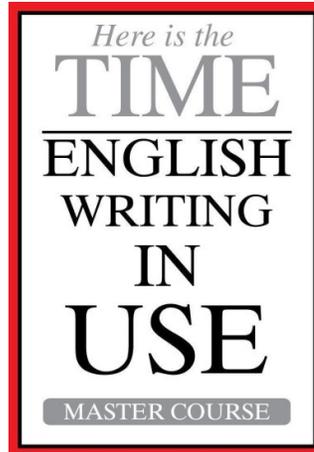
ENGLISH WRITING IN USE MASTER COURSE

Are you sure that you are not using Hunglish when you think you are always using English?

Would you like to work abroad or for a foreign company, and want to make sure that your job interview will be a success with language as well?

Have you ever wished that you could write memos, synopses, and executive summaries with the ease some of your colleagues do?

IF YOU RECOGNIZED YOURSELF OR YOUR PROBLEM IN ANY OF THESE QUESTIONS,
THEN THIS COURSE IS FOR YOU.



Nobody can compete internationally—whether in public affairs, business, journalism, the legal profession, or government administration—without writing well and according to accepted standards. It is not something we are born with: good writers and good speakers (whether native or non-native) have always been schooled in rhetoric, composition, and critical thinking. This is why we offer our English writing course to lead students to excellence in various writing styles used in high-level professional communication.

Our English Writing In Use Master Course is offered by Mesterkursusok for those whose English is very good, but want to become professional English communicators too. It is a course primarily focused on writing.

SCHEDULE

I. Semester:

1. Critical thinking (issues and arguments; claims; facts and opinions) / Clear writing (organization and focus)
2. Forms of discourse / Exposition, argument, description, narration
3. Reasoning and arguments / Deductive and inductive reasoning
4. Logical fallacies: Post hoc, ergo propter hoc, appeal to authority, inconsistency, questionable premise, suppressed evidence, ad hominem argument, non sequitur / The paragraph and the sentence
5. Diction: choosing words, simplicity, appropriate language, tone, usage (the exact word), audience, bias-free language, sexist language, PC terminology / Journalism: the interview, the travel article, the memoir, feature writing, opinion writing, the editorial
6. Business formats: business letters, résumés, memos, advertising / Public speeches, impromptu and prepared

II. Semester:

1. Reasoning and arguments / Deductive and inductive reasoning
2. Logical fallacies: Post hoc, ergo propter hoc, appeal to authority, inconsistency, questionable premise, suppressed evidence, ad hominem argument, non sequitur / The paragraph and the sentence
3. Diction: choosing words, simplicity, appropriate language, tone, usage (the exact word), audience, bias-free language, sexist language, PC terminology / Journalism: the interview, the travel article, the memoir, feature writing, opinion writing, the editorial
4. Business formats: business letters, résumés, memos, advertising / The well-spoken professional: impromptu and prepared speeches (the toast, the conference lecture, the acceptance speech, the gala dinner speech)

Instructors:

Enikő Bollobás, Professor, Chair (ELTE)

Ryan James, native language instructor (ELTE)

Here is the address of Mesterkurzusok, where you can receive more information:

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