



## FACULTY OF HUMANITIES AND SOCIAL SCIENCES

### SCHOOL OF LINGUISTICS AND APPLIED LANGUAGE STUDIES

#### **MASTER OF ARTS LALS 544 DISCOURSE ANALYSIS 15 POINTS**

**TRIMESTER 3 2013**

#### **Important dates**

**Trimester dates:** 18 November 2013 – 23 February 2014

**Teaching dates:** 18 November 2013 – 9 February 2014

**Mid-trimester/Xmas break:** 23 December 2013 – 5 January 2014

**Last assessment item due:** 17 February 2014

**Withdrawal dates:** Refer to [www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds](http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds)

If you cannot complete an assignment or sit a test or examination (aegrotats), refer to [www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat](http://www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat)

#### **Class times and locations**

Class weeks for this course for both on-campus and distance students are the weeks beginning Thursday 21 and 28 November, 5, 12 and 19 December, 9, 16, 23 and 30 January, 3 and Wednesday 5 February.

Please note that the University closes down at the end of Friday 20 December 2013 and re-opens on Monday, 6 January 2014. There will be no university services available during that period, but you will still have access to Blackboard and the library online.

On-campus class meeting time:      Thursday, 4.10-6.00pm.  
Room: 24 Kelburn Parade, Room 203.

Class meetings are scheduled for the following dates: 21 and 28 November, 5, 12 and 19 December, 9, 16, 23 and 30 January, 3 and Wednesday 5 February. Please note: the class on 9 January will be run by distance for all students. The final class (6 February) falls on Waitangi day and will be run on Wednesday 5 February from 1.10-3:00pm.

## Names and contact details

### Course Co-ordinator:

Kieran File

Office: Von Zedlitz Building, Room VZ 402

Office hours: By appointment

Phone: 463 5627 (direct line) Fax: 463 5604

E-mail: [Kieran.File@vuw.ac.nz](mailto:Kieran.File@vuw.ac.nz)

Post: School of Linguistics and Applied Language Studies  
Victoria University of Wellington  
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Wellington 6140  
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### Course Administrator:

Janet Attrill

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E-mail: [Janet.Attrill@vuw.ac.nz](mailto:Janet.Attrill@vuw.ac.nz)

Post: School of Linguistics and Applied Language Studies  
Victoria University of Wellington  
PO Box 600  
Wellington 6140  
NEW ZEALAND

## Communication of additional information

Additional information about this course and information about any changes will be announced in on campus classes and posted on the course website in Blackboard.

## Prescription

Discourse is language in use. This course explores the analysis of discourse structure in spoken and/or written text, and considers applications in language teaching.

## Course content

A schedule detailing week by week topics and required readings will be posted on Blackboard at the beginning of the course. The course will include the following topics: cohesion and coherence, speech acts, conversation analysis, genre, critical discourse analysis, classroom interaction.

## Course learning objectives (CLOs)

Students who pass this course should be able to:

1. understand the nature and scope of the study of discourse;
2. understand some ways discourse analysis contributes to our understanding of spoken and written language in use;
3. analyse why people make particular spoken and written language choices and what they mean by them;
4. have some understanding of what it is learners have to learn in order to use spoken and written language appropriately;
5. examine language teaching/learning materials and classroom practices critically in terms of the way they address issues of discourse structure.

## Teaching format

The course is delivered in two modes: on campus and by distance. On campus classes are run as workshops. For distance students, the course is available at <http://blackboard.vuw.ac.nz>. Blackboard is Victoria's online teaching and learning system. In both modes, students are expected to participate actively in activities and discussions. Further information about Blackboard is available under Frequently Asked Questions, under the Study tab of the School website.

## Mandatory course requirements

In addition to achieving an overall pass mark of 50%, students must:

1. Submit the two assignments specified for this course.
2. On-campus students must attend all classes and contribute to class activities and discussions (or meet the distance requirements for any course week in which they miss class due to unavoidable absence).

For each course week, distance students must post on the course Blackboard Discussion Board a written response to required readings, and at least two responses to classmates' postings. Please note that to meet this requirement, you must have made all the required postings by the end of the course, but not necessarily within the relevant course week. See 'Assessment' below for marks to be gained by posting responses in a timely fashion, i.e. week by week.

## Workload

Students are expected to devote a total of about 150 hours, spread throughout the trimester, to this course in order to maintain satisfactory progress. The following gives an indication of how that time may be distributed.

For each of the 10 class weeks:

6 hours required and extended reading and to prepare for class or Blackboard discussion  
2 hours class attendance OR participation in Blackboard discussion

For the assignments (including reading, researching, writing up):

Assignment 1: 30 hours

Assignment 2: 40 hours

## Group work

There are no formal requirements for group work in this course, but students are encouraged to work together wherever possible, either face-to-face or online as appropriate.

## Assessment

Assessment items and workload per item		%	CLO(s)	Due date
1	Assignment: 1500-2000 words	40%	1,2,3,4	13 Jan 2013
2	Assignment: 2000-2500 words	50%	1,4,5	17 Feb 2013
	Contribution to class discussion	10%	1,2,3,4,5	

Details of the two assignments, including marking criteria, will be provided on Blackboard and in class.

The required length applies to the 'body' of the assignment (excluding list of references and any appendices). Provide a word count of the assignment 'body' on each assignment. Include quotations and in-text references in the word count of the 'body'.

You can earn 10 marks (10% of the course assessment) for contribution to discussion online. You will gain one mark for each course week in which you post on the course Blackboard website at least one timely, relevant and appropriate written response to required readings. Timely means that you post your response on Blackboard before the class meeting for the course week (on-campus students, from Week 2), or by the end of the course week (distance students, from Week 1).

## Submission and return of work

Distance and on-campus students should submit assignments through the Blackboard (BB) system, if possible. Instructions on how to use the BB assignment tool are on the BB website, and below.

To submit an assignment on Blackboard:

- Click the Assessment button on the left of your screen.
- Scroll down to the relevant assignment folder and click on the link to open the folder.
- Click on the Assignment link in that folder.
- Click on the Browse button, then find and select your Assignment file, click on Open, then click on the Submit button (bottom right of your screen) to submit your assignment.

If you are unable to submit an assignment on Blackboard, you may submit it as an email attachment to [lals-ma@vuw.ac.nz](mailto:lals-ma@vuw.ac.nz) but please do not use that option unless you absolutely have to.

Formatting assignments

- Submit your assignment as **one** file (which includes the cover sheet and any appendices)
- Set margins to at least 2.5 cm
- Set line spacing to 1.5
- Set font size to 12 point
- Include page numbers
- Include a completed assignment cover sheet (available on the course Blackboard site)
- Provide a word count at the end of the assignment (not including the References section and any appendices)

Every effort will be made to get your assignment returned to you within two weeks of submission with written feedback after it has been provisionally assessed. It will be returned to you on Blackboard. To access and download your marked assignment, click on the 'My Grades' button at the left of your screen. Go to 'LALS544', and finally **click on your grade** for the assignment to download your marked assignment. The School will keep a copy of each assignment for use in external and overall assessment of your MA work.

## Penalties

Please take careful note of the length requirement for each assignment. If an assignment exceeds the word limit, only the first part of the assignment, from the beginning up to the word limit, will be considered for assessment purposes. It is important both academically and professionally that you be able to explain your ideas concisely and coherently.

## Set texts

There is no set textbook for this course. The required readings are all journal articles or book chapters. They will be available for students to download from the course Blackboard site and to either read online or print out. In preparation for each class week you should read the required readings (see course content above).

You are expected to participate in a critical discussion of the reading material in class (on-campus students) or on Blackboard (distance students). Through your participation in discussion and in activities related to the readings, you will demonstrate your progress towards meeting the course objectives in a broad way, as compared with the in-depth evidence provided by your assignment work.

## Recommended reading

As a postgraduate student, you should be extending your reading well beyond the required readings. Some reading will be recommended during the course, but much of your extended reading will arise from your own literature searches, particularly for journal articles, and your selection will be guided by your own needs and interests within the framework of the course.

However, as a starting point, it would be helpful to have access to at least one of these books throughout the course:

### Accessible introductions

Cook, G. 1989. *Discourse*. Oxford: Oxford University Press.

Nunan, D. 1993. *Introducing Discourse Analysis*. London: Penguin English.

Paltridge, B. 2000. *Making Sense of Discourse Analysis*. Gold Coast, Queensland: Antipodean Educational Enterprises.

### More detailed introductions

Coulthard, M. 1985. *An Introduction to Discourse Analysis* (2nd ed.). London: Longman.

Hatch, E. 1992. *Discourse and Language Education*. Cambridge: Cambridge University Press.

McCarthy, M. 1991. *Discourse Analysis for Language Teachers*. Cambridge: Cambridge University Press.

Paltridge, B. 2006. *Discourse Analysis: An Introduction*. London: Continuum.

There are a number of other introductory books in the field which would also be useful if you don't have access to one of these ones. If you have access to a book and you are unsure if it is suitable, check with the course coordinator.

## Class representative

The MA programme has a student representative whose name and contact details will be available to VUWSA, the Course Coordinator and the class. The representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

## Student feedback

I am teaching this course for the first time and would welcome feedback during the course on all aspects of the course, including content, delivery and assessment. Feedback will also be sought more formally towards the end of the course.

Student feedback on University courses may be found at [www.cad.vuw.ac.nz/feedback/feedback\\_display.php](http://www.cad.vuw.ac.nz/feedback/feedback_display.php).

## Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: [www.victoria.ac.nz/home/study/plagiarism](http://www.victoria.ac.nz/home/study/plagiarism)
- Aegrotats: [www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat](http://www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat)
- Academic Progress: [www.victoria.ac.nz/home/study/academic-progress](http://www.victoria.ac.nz/home/study/academic-progress) (including restrictions and non-engagement)
- Dates and deadlines: [www.victoria.ac.nz/home/study/dates](http://www.victoria.ac.nz/home/study/dates)
- FHSS Student and Academic Services Office: [www.victoria.ac.nz/fhss/student-admin](http://www.victoria.ac.nz/fhss/student-admin)
- Grades: [www.victoria.ac.nz/home/study/exams-and-assessments/grades](http://www.victoria.ac.nz/home/study/exams-and-assessments/grades)
- Resolving academic issues: [www.victoria.ac.nz/home/about/avcacademic/publications2#grievances](http://www.victoria.ac.nz/home/about/avcacademic/publications2#grievances)
- Special passes: [www.victoria.ac.nz/home/about/avcacademic/publications2#specialpass](http://www.victoria.ac.nz/home/about/avcacademic/publications2#specialpass)
- Statutes and policies including the Student Conduct Statute: [www.victoria.ac.nz/home/about/policy](http://www.victoria.ac.nz/home/about/policy)
- Student support: [www.victoria.ac.nz/home/viclife/student-service](http://www.victoria.ac.nz/home/viclife/student-service)
- Students with disabilities: [www.victoria.ac.nz/st\\_services/disability](http://www.victoria.ac.nz/st_services/disability)
- Student Charter: [www.victoria.ac.nz/home/viclife/student-charter](http://www.victoria.ac.nz/home/viclife/student-charter)
- Student Contract: [www.victoria.ac.nz/home/admisenrol/enrol/studentcontract](http://www.victoria.ac.nz/home/admisenrol/enrol/studentcontract)
- Turnitin: [www.cad.vuw.ac.nz/wiki/index.php/Turnitin](http://www.cad.vuw.ac.nz/wiki/index.php/Turnitin)
- University structure: [www.victoria.ac.nz/home/about](http://www.victoria.ac.nz/home/about)
- VUWSA: [www.vuwsa.org.nz](http://www.vuwsa.org.nz)