Academic Writing

To be used alongside the Academic Writing 2020 video.



Name

Learning Objectives

* Understand the importance of academic writing
* Identify the key factors
* Develop key skills
* Learn how to structure an essay and
* Learn how to write an Abstract to support your essay

The Importance of Language Skills

* Understand the question
* Understand study materials
* Develop the specialised language
* Select relevant and appropriate material
* Write well-structured and coherently presented assignments
* Communicate your needs to your tutors
* Work productively with other students

Notes:

Planning

Write down effective ways of planning your writing:

* Which of these work best for you?

I know what I mean, but do you?

Without drawing, explain the shape in detail to a partner so that they can draw exactly what you see.

I know what I mean, but do you?

Use the space below to draw what your partner describes to you.



Essay Structure

Think about how an essay should be structured.

Changing first person narrative

|  |  |
| --- | --- |
| **1st person** | I think the arguments by Brown (2009) are unconvincing, as he provides no evidence. |
| **Alternative** |  |

|  |  |
| --- | --- |
| **1st person** | According to Maslow’s ‘Hierarchy of Needs,’ you have to make sure that your physical needs such as food, warmth and safety are met before you can start to meet other needs such as belonging to a group or learning. |
| **Alternative** |  |

|  |  |
| --- | --- |
| **1st person** | I chose this method to conduct my research because it seemed appropriate. |
| **Alternative** |  |

|  |  |
| --- | --- |
| **1st person** | We didn’t find enough evidence to prove our theory. |
| **Alternative** |  |

The Style

Formal Language:

Contractions:

Colloquialisms and slang:

No clichés:

No abbreviations:

Acronyms:

Essay Checklist

Source Material:

Structure:

Academic Writing Style:

Grammar, Punctuation and Spelling:

Referencing:

Essay Checklist

Use this handy checklist for when you’re writing your essay.

|  |  |
| --- | --- |
| Source Material |  |
| Structure |  |
| Writing Style |  |
| Grammar |  |
| Punctuation |  |
| Spelling |  |
| Referencing |  |

Abstract

* A brief summary of your report
* Concisely written in the past tense
* Quick to read
* Gives the reader an impression of your report
* Helps the reader decide if they want to read the rest of your report

Match the correct word to its explanation:

What you did

Aim

What this means?

Method

Why you did it?

Results

Discussion

What you found

Abstract Example

Using four different colours/number 1-4 the Aim, Method, Results and Discussion in this Abstract example.

Abstract

The personality of Alexander the Great has often proved elusive due to the many discrepancies of historical sources, and the numerous hyperbolic accounts of his life. However, the aim of this project was to decipher the character of Alexander through the study and comparison of the many historical sources and cultural evidence. From such analysis I was able to reach an informed judgement on the nature of Alexander’s personality. Throughout the ages, Alexander has been revered as an almost godlike figure, which although proving to be a hindrance in any investigation into the actual man beneath the legend, provided evidence of his character. There was most certainly a desire for enteral remembrance, achieving immortality, paradoxically from within the shackles of mortality. Alongside this is a sense of vision and influential leadership, running parallel to perhaps a sense of arrogance.

In Conclusion

Use this workbook and the following points, to assist you when writing your own essay.

* Plan
* Answer the question!
* Colour Code
* Draft
* Referencing
* Style
* Good Luck!

Other Useful Resources

Our ‘How to improve your academic writing (.pdf)’ can be found on our website <https://www.essex.ac.uk/schools-and-colleges/sixth-form/resources> under the ‘Resources for students studying the EPQ’.

This online booklet provides lots of guidance and information about EPQ: <https://www.illuminatepublishing.com/samples/EPQ_Toolkit_for_AQA_A_Guide_for_Students_Updated%20Edition/74/>

For more information and guidance on how to reference professionally we have a presentation to support you. Please email us to enquire. We also offer live webinars so we can support you whilst completing the workbook. If you have any questions or want to book a webinar please email us [outreach@essex.ac.uk](mailto:outreach@essex.ac.uk)



**My questions/notes**