

DEVELOPING ACADEMIC WRITING: A SKILL TO BE MASTERED

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ACADEMIC WRITING

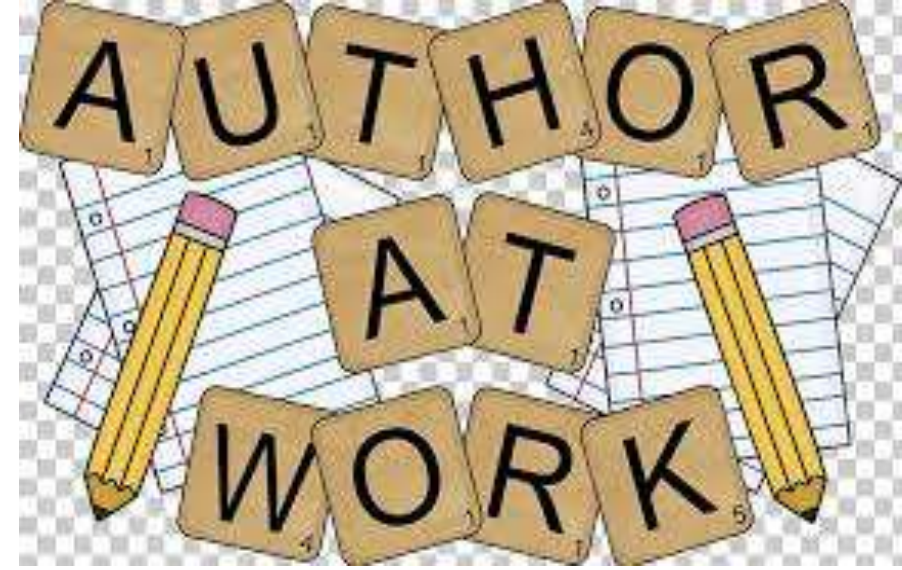
- ❑ A broad definition of academic writing is any writing done to fulfill a requirement of a college or university.
- ❑ Academic writing is also used for publications that are read by teacher and researchers or presented at conferences.
- ❑ A very broad definition of academic writing could include any writing assignment given in an academic setting.




What is
Academic
Writing?

WHAT ARE ACADEMIC WRITINGS?

- Books and book reports
- Translations
- Essays
- Research article
- Conference Paper
- Academic Journal
- Dissertation and Thesis - These are written to obtaining an advanced degree at a college or university.
- Abstract - This is a short summary of a long document.
- Explication - This is a work which explains part of a particular work.
- Book Review
- Film Review



CHARACTERISTICS OF ACADEMIC WRITING

- Formal
- Explicit (clear and plain)
- Precise (exact and detailed)
- Structured
- Unbiased
- Responsible
- Supported

Characteristics of Academic Content Writing

- *Focussed Approach.*
- *Proper Structuring.*
- *Referencing.*
- *Formal Tone & Style.*
- *Punctuation & Grammar.*
- *Plagiarism Free.*

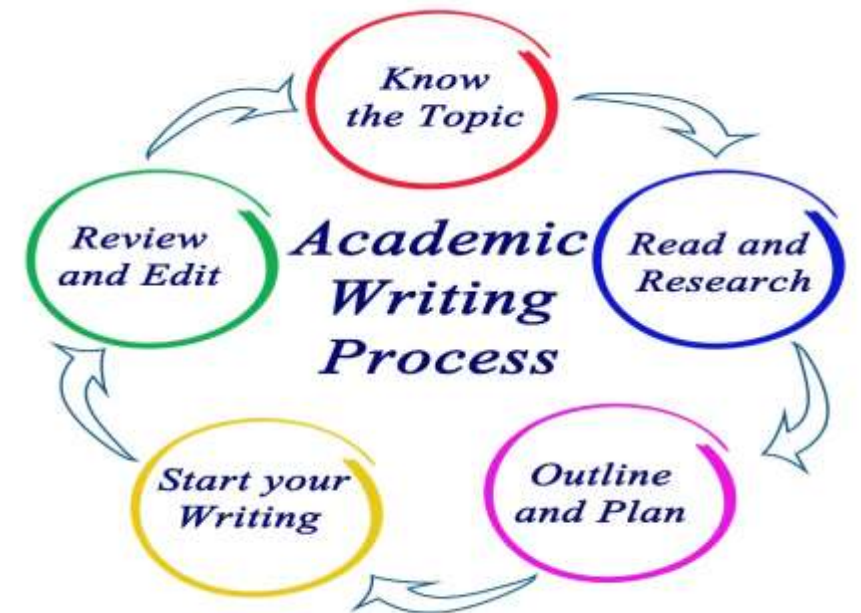




**How to
master
Academic
writing**

PLANNING FOR YOUR WRITING TASK

- ❑ Writing typically consists of these main stages: choosing the topic, read and research, planning, writing, editing and reviewing.
- ❑ Planning for your writing has been identified as one of the key practices of good writers (Wellington, 2003)
- ❑ gather, absorb and plan your arguments before composing text.



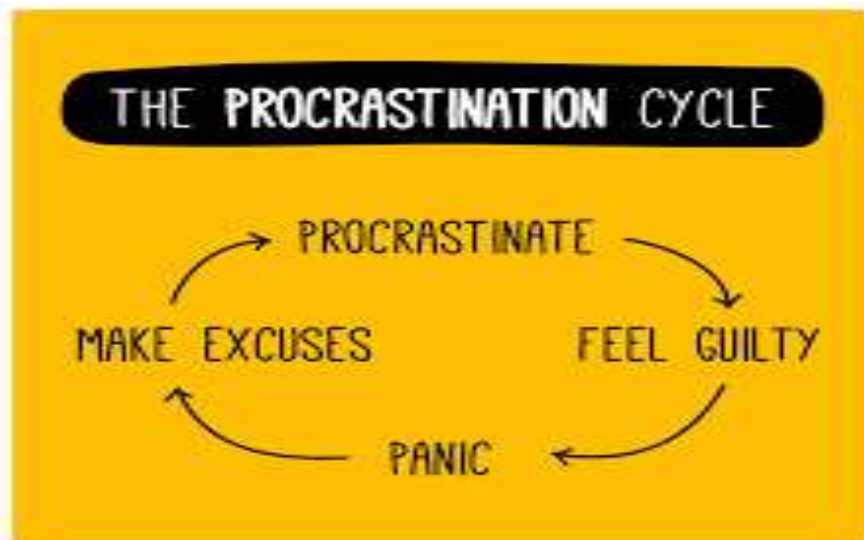
FREE WRITING HELPS!!



- ❑ Free writing involves writing in full sentences about a topic for a specified amount of time without planning or worrying about quality- informal, personal writing
- ❑ Free writing means
 - Not showing your words to anyone (unless you later change your mind)
 - Not having to stay on one topic – that is, freely digressing
 - Not thinking about spelling, grammar, and mechanics
 - Not worrying about how good the writing is

PROCRASTINATION AND WRITER'S BLOCK

- ❑ Procrastination - The action of delaying or postponing something
- ❑ We are all guilty of procrastinating when we have difficult tasks to do and with writing, this often happens.
- ❑ Writer's block is when you just cannot get anything on paper and writers in this situation often complain that the task is too complex (Hartley, 2008).



7 STEPS



to CURE

PROCRASTINATION

STEPS TO CURE PROCRASTINATION



- Recognise and label distracters as distracters, and ignore them.
- Do not aim for perfection on the first draft. Let it flow, and then come back to polish it.
- Start by reading what you have produced so far, and spend a bit of time rephrasing things, clarifying or adding in a reference or a quotation.
- Make a note of the structure of the text you want to write – and list its main headings. Then work to these, perhaps one at a time, and not necessarily in order.
- Do not stop writing at the end of a section. Write one or two sentences of the next one and then finish. Pick up from where you left off when you next begin.
- Do not finish the end of a section by running the spell and grammar checker before you switch off. You can do this the next time you begin.
- Do not stop to correct and revise. Keep going and then come back to do this later.
- Reward yourself for meeting your targets.

INEFFECTIVENESS
PROCRASTINATION
NO MOTIVATION
MEANINGLESSNESS
FRUSTRATION
CHAOS AND STRESS



INTRINSIC MOTIVATION
SELF-CONTROL
PRODUCTIVITY AND EFFECTIVENESS
HAPPINESS
FLOW
HABITS



ACTIVE READING

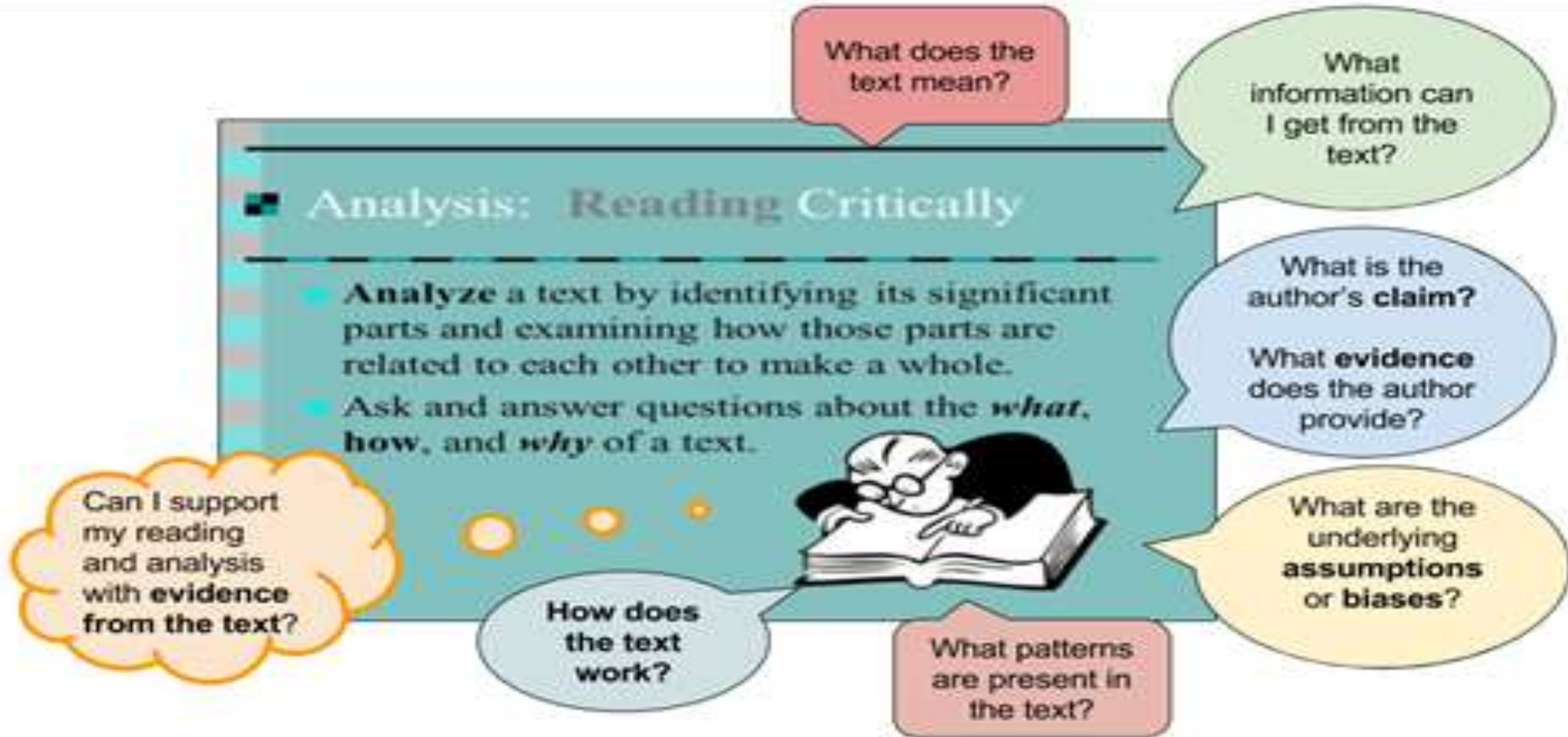


- ❑ A comprehensive reading habit is a must for active writing
- ❑ reading pieces from “experienced” writers can help you understand complex sentence structures and concise writing patterns
- ❑ Reading critically and drawing relevant material from scholarly texts craft your academic writing

“Read, read, read. Read everything—trash, classics, good and bad, and see how they do it. Just like a carpenter who works as an apprentice and studies the master. Read! You’ll absorb it. Then write. If it is good, you’ll find out. If it’s not, throw it out the window.”

— William Faulkner

CRITICAL APPROACH



SUMMARISING

SUMmarise It
Shorter than the text
Use your own words
Main ideas only 

- ❑ Summarising means writing an overview in your own words of the main ideas, issues and general meanings of a text.
- ❑ It is about giving a general picture where you cite the original author.

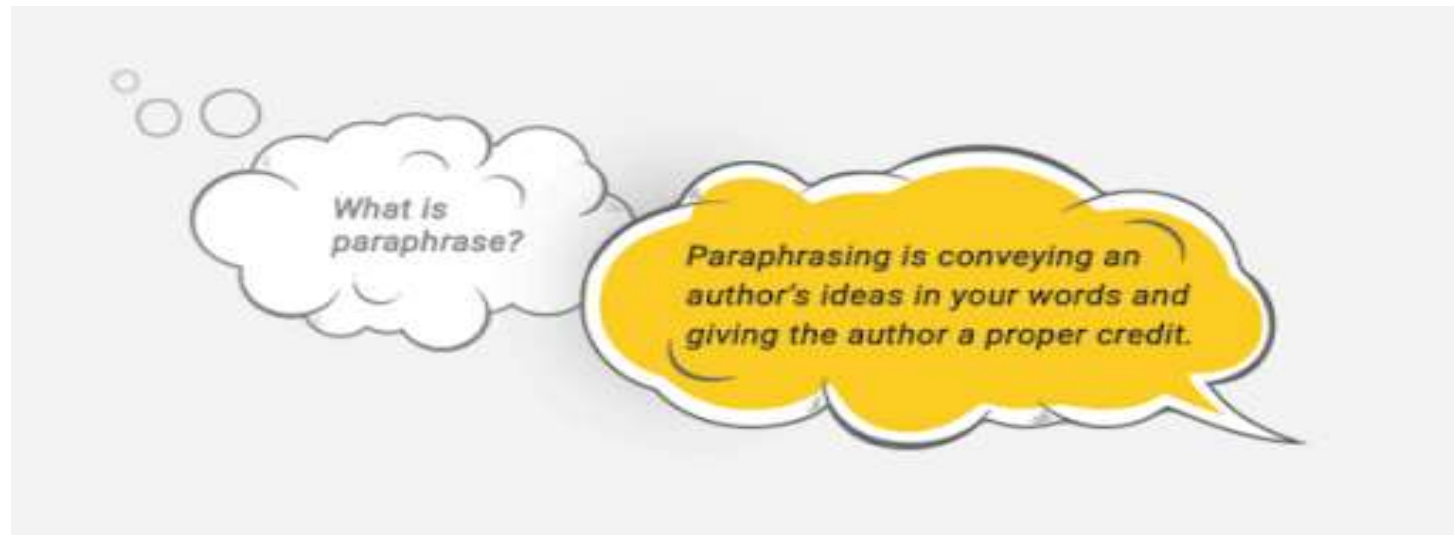
I just need
the main ideas



PARAPHRASING



- ❑ Paraphrasing means focusing on a particular issue, idea or section in a text and using your own words to put forward the meaning of the original text.
- ❑ In a paraphrase you do not directly quote the text but, again, you must cite the original author.
- ❑ Try and be confident to write in your own voice and to paraphrase in your own words.

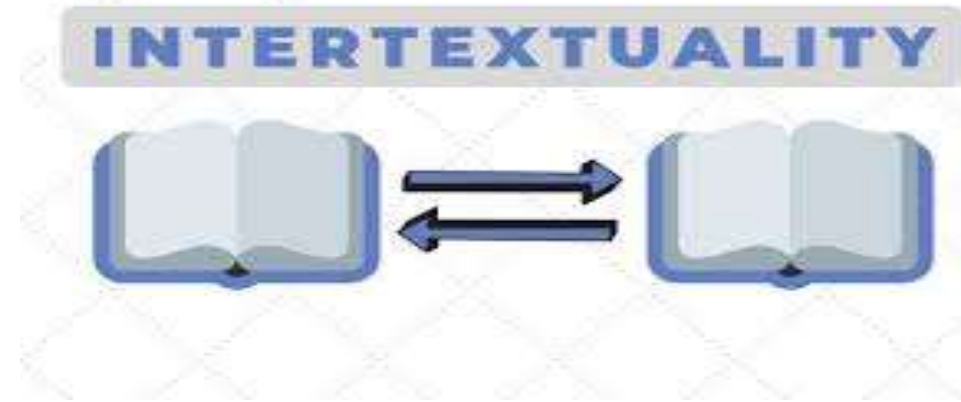


DIRECT QUOTATION

- ❑ Direct Quotation is usually identified by quotation marks or block indentation and is entirely the words of the original author which you have chosen to use.
- ❑ Use quotation for specific purposes:
 - To present a very well-stated passage of text whose meaning would be lessened if paraphrased
 - To present an idea or argument to comment on.



INTERTEXTUALITY



- ❑ When writing your paper you will read a number of texts; the next stage is to move between the texts and draw ideas together before putting forward your own understanding.
- ❑ This is 'Intertextual' work, an important part of academic writing, where an important task is negotiating how to relate and make connections between the ideas drawn from different writers and putting forward your own understanding.
- ❑ Intertextuality means working with a number of texts and relating one text to another. Firstly, it is about drawing on other texts to build a context.
- ❑ It also helps to use these texts to inform your argument and make your own assertion.

ARGUMENTS



- ❑ Good argument shows an ability to express a critical and objective outlook.
- ❑ In order to construct a strong and logical argument, Leki (1998, p. 258) notes that it is important to avoid these **common flaws**:
 - Exaggeration and unsubstantiated generalisations
 - Oversimplification of your argument or of the opposing argument
 - Logical fallacies
 - Appeals to inappropriate authorities
 - Emotionally charged words
 - Out-of-date facts.

LOGICAL FALLACIES- FAILURES IN ARGUMENT

THE STRAW MAN FALLACY

Straw Man Fallacy

Definition

- This fallacy occurs when an opponent's argument is **distorted** and the writer intentionally leaves out certain logical strengths of the argument.
- This **misrepresentation** of the opponent's argument makes it easier to break down.

How Can This Fallacy be Prevented?

- When providing a counterargument, or acknowledging the opposition, be sure to **carefully restate** or **reiterate** their claims **without changing, manipulating** or twisting any of their original ideas.
- This cautious consideration in argumentation will make your position seem stronger.



The Straw Man Fallacy

Distorting or misrepresenting someone's argument in order to make it easier to defeat.



fallacyinlogic.com

RED HERRING FALLACY

Red Herring

The red herring fallacy is an attempt to mislead or distract from the relevant topic.



a red herring

phrase

false information that seems important but is there to distract you from the truth

Example:

"I think that rumour is a red herring."



AD HOMINEM FALLACY

AD HOMINEM FALLACY



DEFINITION & EXAMPLES OF AD HOMINEM

WHAT IS THE AD HOMINEM FALLACY?

The Ad Hominem fallacy is one which is used to make remarks against your opponent in a personal capacity rather than to make an attack against his or her argument. The term Ad Hominem translates from the Latin for 'against the man' which shows us clearly what this type of fallacy is all about.

This type of fallacy is a way of countering an opposing point of view on a more personal level and when used makes remarks regarding topics which are completely irrelevant to the discussion which is taking place, therefore losing its logic. The Ad Hominem fallacy may make personal comments about the character of the opposition or it might attack their motives for having an argument in the first place, both of which have nothing to do with the argument itself. The main way that an Ad Hominem fallacy works is that it will

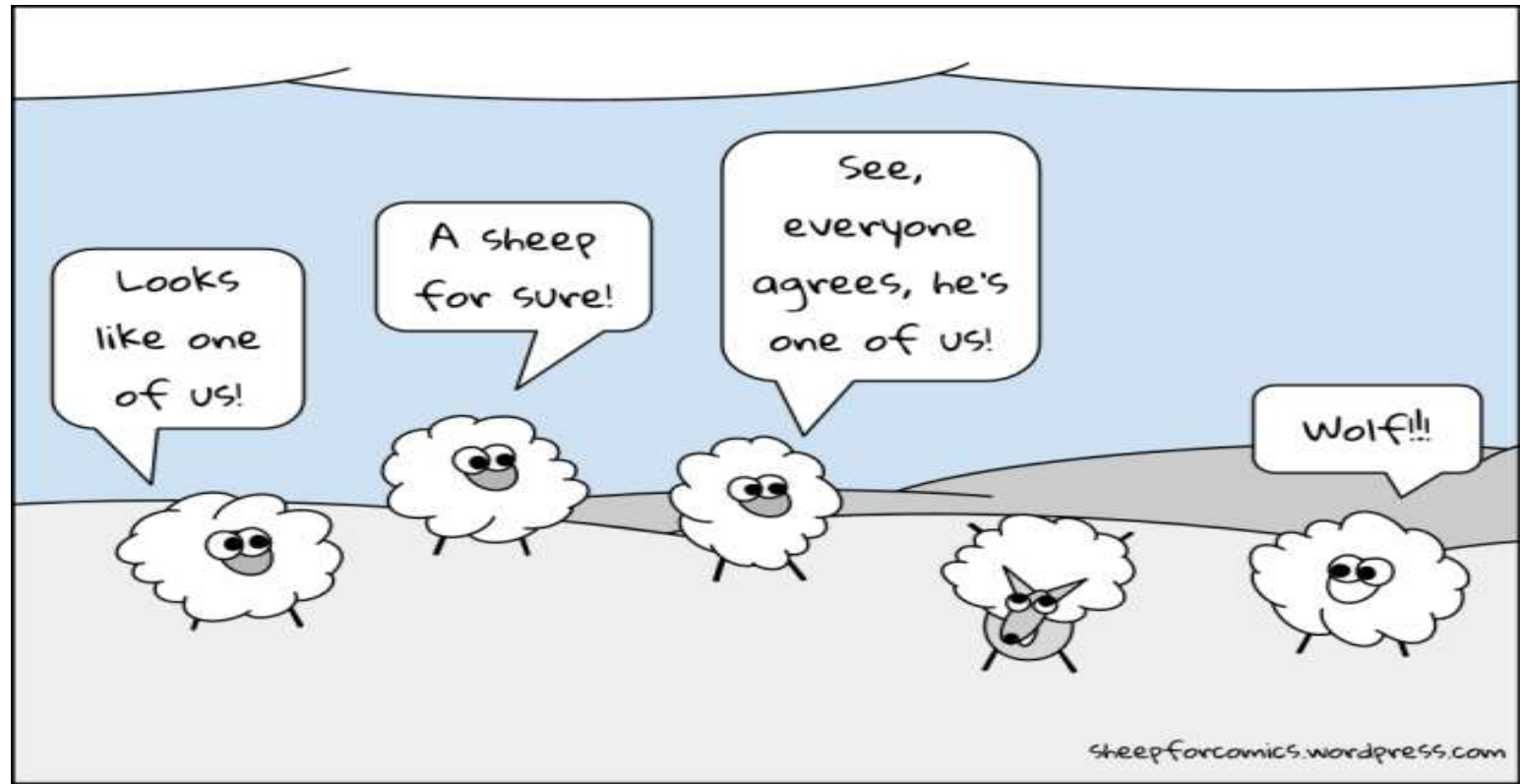


EXAMPLE 1: DIRECT NAME-CALLING



AD POPULUM FALLACY

- concisely encapsulated as: "If many believe so, it is so".



SLIPPERY SLOPE FALLACY

Slippery Slope Fallacy

Definition

This logical fallacy occurs when someone argues, without providing adequate evidence, that a certain action or proposition will lead to an undesirable outcome via a series of events.

Slippery Slope

- This fallacy occurs when a person argues that an event will inevitably happen without providing any examples that this may happen.
- In most cases, a series of steps is intentionally left out.

Black or White Thinking



FALSE DILEMMA FALLACY

False Dilemma

Example

"You are either with us, or against us."

Definition

The false dilemma fallacy occurs when a limited number of choices, outcomes or views are presented as the only options when, in fact, more options exist.

False Dilemma

A type of logical fallacy that involves a situation in which only two alternatives are considered, when in fact there are additional options (sometimes shades of grey between the extremes)

THE LANGUAGE OF ARGUMENTATION

Words and phrases which can be used in argumentation

- Y argues that.....
- Y suggests that....
- Y contends that...
- Y makes a case that.....
- X develops the argument further by suggesting that.....
- X maintains that.....
- X claims that.....
- X asserts that.....
- In contrast, Y states that.....
- X concludes that.....

COUNTER ARGUMENT

Providing a counter argument

- Despite claims that.....
- Some would argue that.....but
- It has been argued that....., however.....
- While a lot of evidence points to this conclusion.....there is another aspect to be considered.....
- On the contrary.....
- On the other hand.....
- Some assert that.....but this underestimates the influence of

counterargument

*a viewpoint that opposes
your main argument*



OPINION

Putting forward your own opinion using these words

- The evidence suggests that.....
- It will be argued.....
- The paper argues.....
- The findings indicate.....
- These findings suggest.....
- This seems to imply.....



*In My
Opinion*

PERSUASIVE WRITING

- ❑ Persuasive writing intends to convince readers to believe in an idea or opinion and to do an action.
- ❑ Many writings such as criticisms, reviews, reaction papers, editorials, proposals, advertisements, and brochures use different ways of persuasion to influence readers.

Persuasive
writing
tells your
opinion.

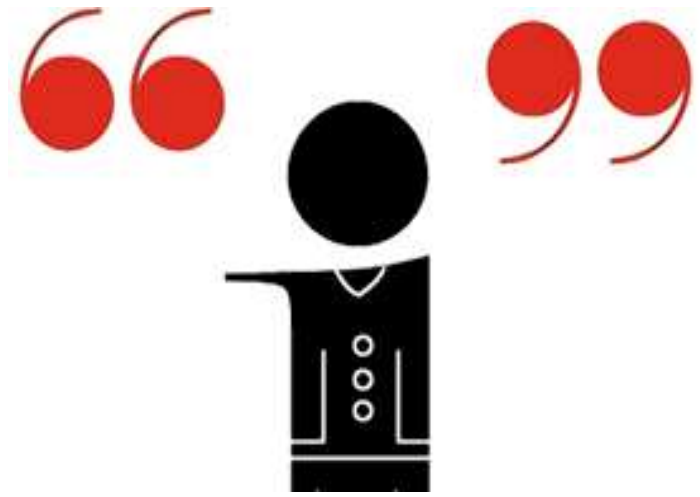


FINDING YOUR VOICE



- ❑ Voice is a difficult concept to define but developing a voice is an important aspect of becoming an effective writer.
- ❑ Every piece of writing has a voice; voice refers to the way we reveal ourselves to others when we write (Richards & Miller, 2005)
- ❑ It takes confidence, practice, time and regular writing to develop your voice but the more you write the more you will develop your own voice.
- ❑ In academic writing, the use of voice is not about emotion or personal experience, but about being clear, concise, accurate and backing up what is being said with evidence, making a judgement and assessing the contribution of other writers.

FIRST PERSON 'I' - IS IT NECESSARY?



- Do not overuse the first person
- Remember that your personal voice should be informed and knowledgeable
- Often, the third person and the passive voice will be used to convey your ideas and arguments.
- However, the first person can be used effectively, especially in introductions and conclusions.
- Avoid broad, sweeping generalisations
- The use of the passive voice is preferred in almost all cases but there are times when the use of 'I' is acceptable.

EDITING & PROOF READING

- ❑ Editing is a stage of the writing process in which a writer or editor strives to improve a draft by correcting errors and making words and sentences clearer, more precise, and as effective as possible.
- ❑ Proofreading is the reading of a galley proof or an electronic copy of a publication to find and correct production errors of text or art.
- ❑ Proofreading is the final step in the editorial cycle.

Editing

- ✓ Overall quality of writing improved
- ✓ Language-use enhanced
- ✓ Expression clearer
- ✓ Errors and inconsistencies removed
- ✓ Your writing will have maximum impact

Proofreading

- ✓ Spelling, grammar and typing mistakes eliminated
- ✓ Consistent language and formatting
- ✓ Perfects already good writing
- ✓ Ensures a publication-ready document
- ✓ Cheaper than editing

PLAGIARISM



- ❑ Plagiarism refers to using some other person's ideas and information without acknowledging that specific person as the source.
- ❑ Similar to all other forms of theft, plagiarism also has many disadvantages associated with it.



SUMMING UP



- Write every day as writing is a generative process and putting pen to paper helps you to think more clearly
- Start to write early and don't postpone and procrastinate as there is never a perfect time
- Keep your topic in mind and do some freewriting exercises
- Break a large piece of writing into manageable pieces; headings can be useful here
- Write first and edit/revise later as they are different activities.
- Remember that references are a tool to help you to make a point or develop an argument but you must acknowledge your sources
- Ensure all citations and referencing are correct so that the reader understands how sources have been used
- Draft and redraft as you will not get it all right the first time
- Remember that there are stages to writing: planning, free-writing, writing drafts, revising, editing.
- Readers need a route map to guide them through the work so write a good introduction to make it clear what they are about to read.



many
Thank

anks!

