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| **Academic Year:**  | 2021-22  | **ELC Term:**  | 1  |
| **ISE strand:**  | KnowHow Academic English  | **Course title:**  | Writing for University  |
| **Level:**  | ALL   | **Tutor:**  | Tim Allen  |

**KnowHow: Writing for University** |

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| **Week No.** | **Date and Time of session** | **Session Focus** |
| S1 03 | Thursday/Friday14/15 October0900-1000 (Thu) or 1100-noon (Fri) | **Be clear**Writing can be beautiful, thought-provoking and groundbreaking – but if the meaning isn’t clear, it is worth nothing at all. Learn how a focus on clarity can help improve your academic writing in a systematic way  |
| S1 04 | Thursday/Friday21/22 October0900-1000 (Thu) or 1100-noon (Fri) | **Accuracy, precision, hedging**What’s the difference between accuracy and precision? This session shows how a better understanding of the reasons **why** we hedge helps us improve **how** we do it. |
| S1 05 | Thursday/Friday28/29 October0900-1000 (Thu) or 1100-noon (Fri) | **Fine-tuning your language**This session looks at some ways to compress more meaning into fewer words. |
| S1 06 | Thursday/Friday04/05 November0900-1000 (Thu) or 1100-noon (Fri) | **Redrafting your own work**Most people know that it’s important to read over our work once we have finished it. This session suggests some ways to do this more effectively. |
| S1 07 | Thursday/Friday11/12 November0900-1000 (Thu) or 1100-noon (Fri) | **Building an argument**Here we look at how to build towards a logical conclusion by mapping out a paragraph-by-paragraph structure in advance.  |
| S1 08 | Thursday/Friday18/19 November0900-1000 (Thu) or 1100-noon (Fri) | **The passive voice**Scientific writing often prefers the passive voice, but it is useful in many other contexts too. This session looks at why and how the passive is used. |
| S1 09 | Thursday/Friday25/26 November0900-1000 (Thu) or 1100-noon (Fri) | **Choosing the most appropriate tense**Academic writing often depends on quite simple, straightforward tenses – the simple past, simple present and present perfect, for example. Here we examine how to select the most appropriate tense. |
| S1 10 | Thursday/Friday02/03 December0900-1000 (Thu) or 1100-noon (Fri) | **Planning a dissertation**Big projects such as postgraduate theses can seem very daunting. This session looks at how careful planning and the setting of mini-deadlines can ensure that you remain in control of your own work.  |

Thursday Team Code: **03f8b9n** Friday Team Code: **sgc7jcy**