# **KNOWHOW ACADEMIC ENGLISH CLASSES**

## **Writing at university**

## SYLLABUS OUTLINE: SEMESTER 2 2020-21

The principle aim of the Academic Writing course is to improve your performance in all areas of your academic writing. It will do this through a series of writing workshops where you will complete writing tasks each week and connect them to your own work. You will learn the importance of editing your own work and focussing it.

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| **Session**  **(week commencing)** | **Topic/Title**  Session Aims  **Improve your academic writing to produce more effective assignments.** |
| 15/2/21 | **Writing at University (Session 1 of 8):** Tips and techniques - a good writing process leads to a good written product. What is your essay title and how are you planning it? |
| 22/2/21 | **Writing at University (Session 2 of 8):** Writing clear introductions and conclusions. Using signposting |
| 1/3/21 | **Writing at University (Session 3 of 8):** Writing about theories and criticising them |
| 8/3/21 | **Writing at University (Session 4 of 8):** Writing about tables and graphs and data |
| 15/3/21 | **Writing at University (Session 5 of 8):** Hedging and concessions. How to give your opinion on the issues in a sophisticated way |
| Easter break | |
| 12/4/21 | **Writing at University (Session 6 of 8):** Writing about problems and solutions |
| 19/4/21 | **Writing at University (Session 7 of 8):** Using source material in your work. When should I use quotations? |
| 26/4/21 | **Writing at University (Session 8 of 8):** Overview of main concepts. |

# **HOW TO REGISTER**

*KnowHow Academic English* classes are delivered online via *Microsoft Teams.* To get the best experience and full access to course materials and class functionality, follow these 3 steps.

1. **Book a place** in your chosen class [here](https://libguides.liverpool.ac.uk/KnowHow).
2. **Join the class *Microsoft Team*** BEFORE the class starts **using the MS Teams Code:**

|  |  |
| --- | --- |
| **Session** | **Microsoft Teams Code** |
| Time: Monday 1:00 pm – 2:00 pm  OR  Tuesday 12:00 noon – 1:00 pm  Tutor: Philip Leeke | vfeh05l |

If you are unfamiliar with *Microsoft Teams*, watch these videos on [how to download/install MS Teams](https://web.microsoftstream.com/video/c7f9c17e-97a9-4abd-91e1-0bd6f520d908) and [how to join a class team using a code](https://web.microsoftstream.com/video/d4946810-8e84-4947-8d15-33b9b125b3a3). We recommend you **use a PC or laptop** for the best experience.

1. **Attend weekly classes** using the team’s **meeting link**. You can also find the meeting links on the registration web page, in your confirmation email and in the *Posts* on your *MS Team*.

[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTI5ZTkyMjAtNWVjOC00MTU5LWJhNTYtMzMzYzQ1YmI3ODI1%40thread.v2/0?context=%7b%22Tid%22%3a%2253255131-b129-4010-86e1-474bfd7e8076%22%2c%22Oid%22%3a%227cd0b732-e634-4bdc-8f0e-4b132be92187%22%7d) (Monday)

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[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGYwYTA3ZjMtNTdjMi00YTA2LTkzY2UtNTJmNjNjODgxNmVh%40thread.v2/0?context=%7b%22Tid%22%3a%2253255131-b129-4010-86e1-474bfd7e8076%22%2c%22Oid%22%3a%227cd0b732-e634-4bdc-8f0e-4b132be92187%22%7d) (Tuesday)

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