

## ACADEMIC WRITING

Blits Session 1 | Writing preparation and structure | November 7, 2018













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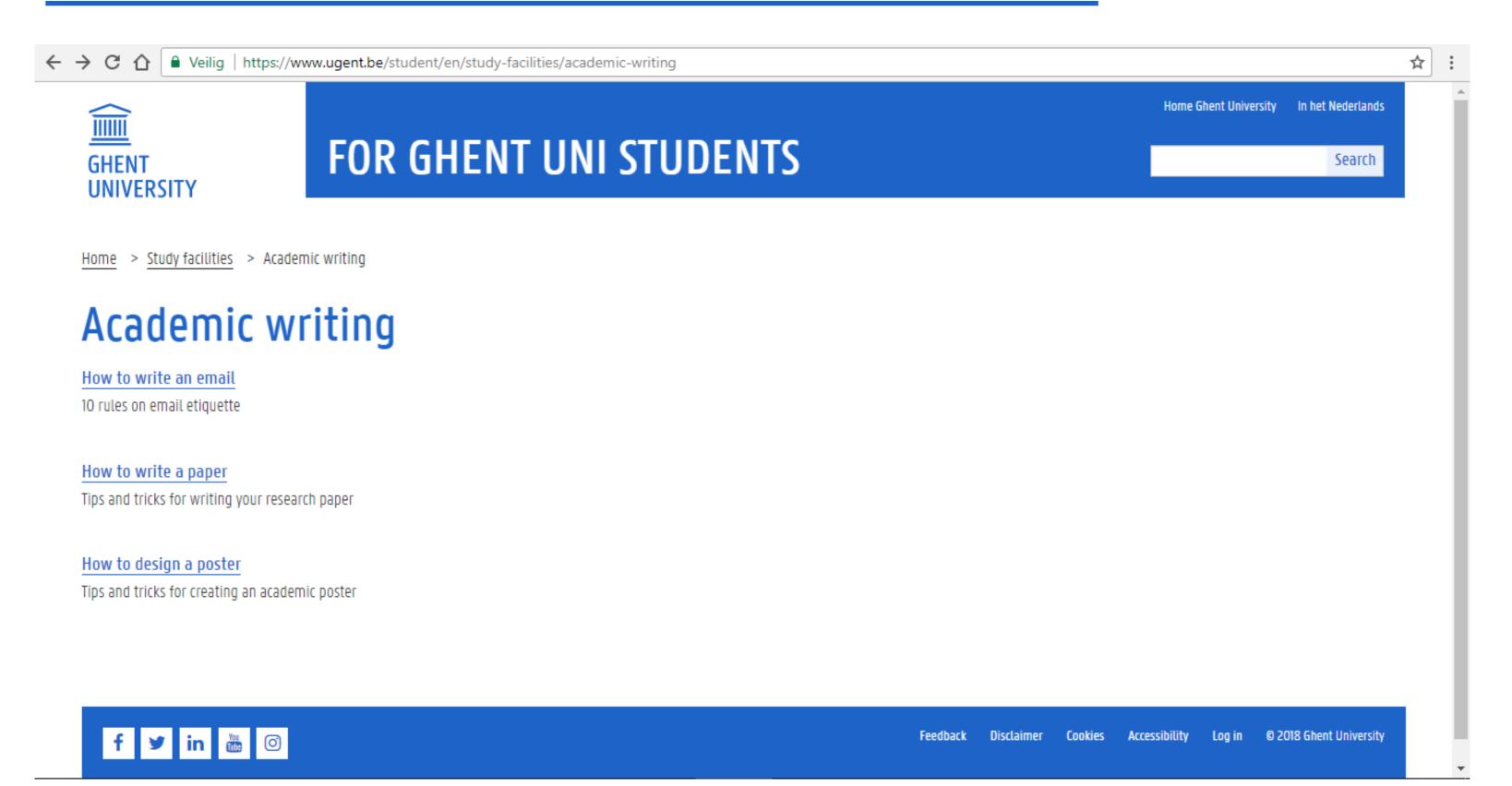
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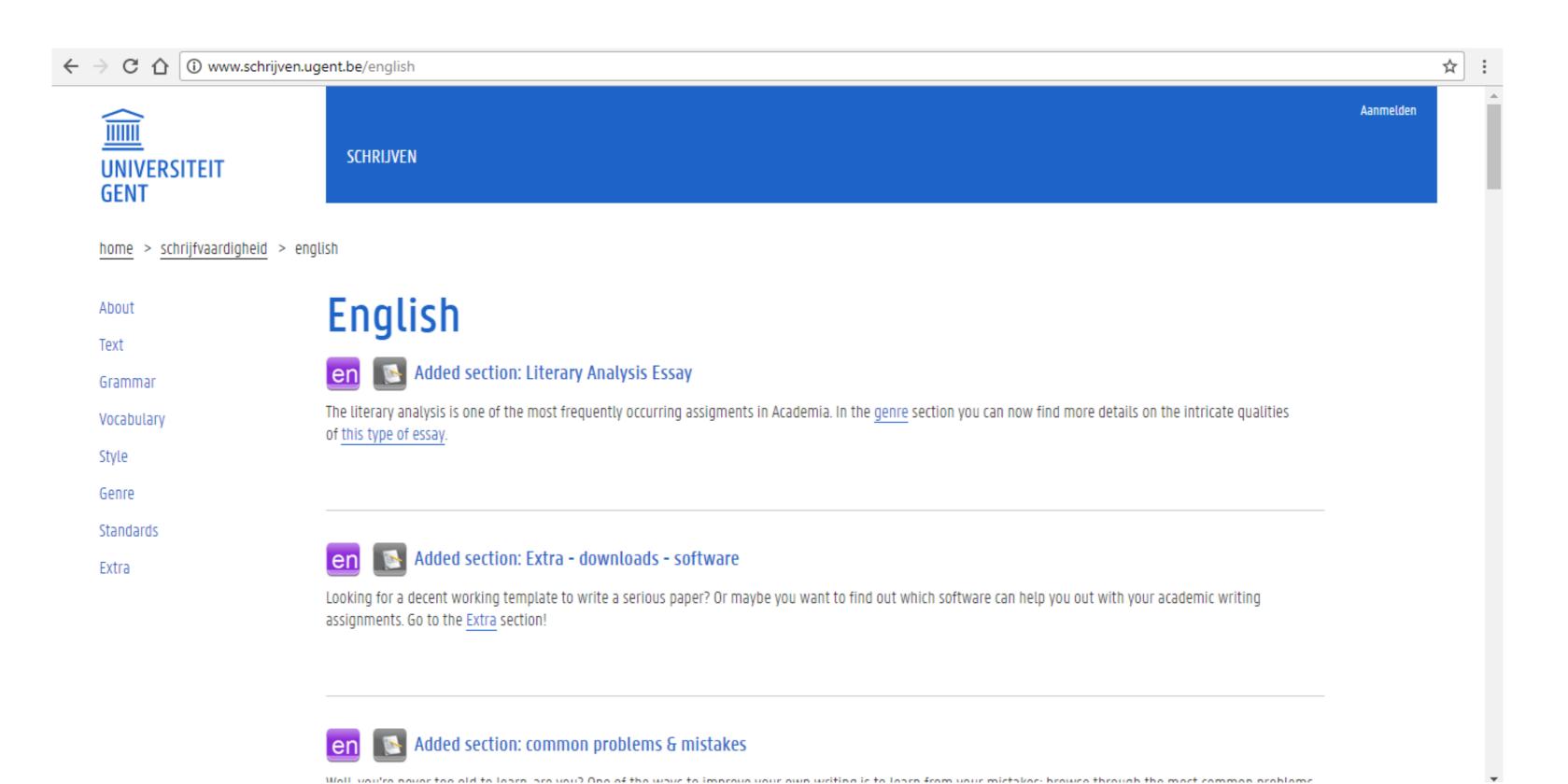
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#### Course on academic writing

#### Mini course on academic writing

Follow a free mini course on academic writing

Date and time	Location	Class
19/10/18 16.00-17.30	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing I
26/10/18 12.30-14.00	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing II
9/11/18 14.30-16.00	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing I
23/11/18 12.00-13.30	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing II
30/11/18 12.30-14.00	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing I
7/12/18 16.00-17.30	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing II

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#### ACADEMIC WRITING

- 1. Aim of these sessions?
- 2. What is academic writing?
- 3. Writing preparation
- 4. Writing process
- 5. Structure
- 6. Style
- 7. Correct language
- 8. Layout
- 9. Reference



#### Session 1

# 1. AIM OF THESE SESSIONS



#### 1. AIM OF THESE SESSIONS

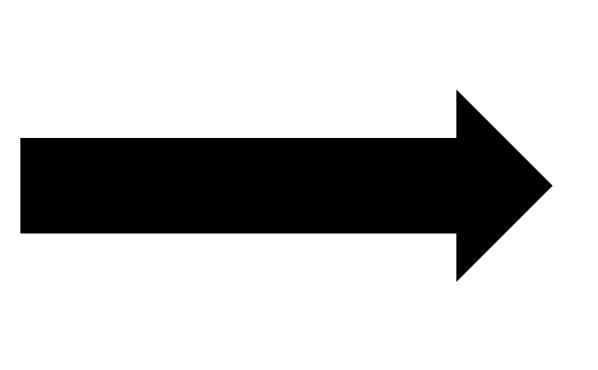
#### Idea

#### Text:

- Clearly structured
- Well-written, academic writing style



Created by gilbert bages from Noun Project





Created by Evan Udelsman from Noun Project



- Many different kinds of academic writing in English
  - < different disciplines
  - < different audiences
  - < different aims of texts

BUT: difference between formal, academic writing and informal writing is clear!



"Linguists were and remain convinced by Noam Chomsky of the Massachusetts Institute of Technology, who discovered that however disparate human languages seem, all share a common, basic structure, seemingly hardwired into the brain."

Source: Hamp-Lyons & Heasley (2006)



	ACADEMIC	NON-ACADEMIC
Audience/reader	Academics	<ul><li>The general public</li><li>Friends and family</li></ul>
Content	Serious thought	<ul><li>Of general interest</li><li>personal</li></ul>
Style	<ul> <li>Complex sentences showing considerable variety in construction</li> <li>Formal language is expected and colloquial expressions are not acceptable</li> </ul>	<ul> <li>Mostly simple sentences joined by conjunctions such as "and" or "but"</li> <li>Colloquial words and expressions are acceptable ("stuff", "sort of", "thing")</li> </ul>
Structure	Clear and well-planned, logical flow	Less likely to be as clear and organized
Grammar	Likely to be error free	Freeer use of grammar: not always complete sentences
Vocabulary  Chart adapted from Hamp-Lyo	Subject-specific terms and academic language used accurately	<ul> <li>Everyday vocabulary</li> <li>Use of short forms, idioms and slang to some extent</li> </ul>

https://www.youtube.com/watch?v=1pE-ohVy9e0#action=share



# 3. WRITING PREPARATION



# I BELIEVE THAT READING WIDELY IS THE BEST PREPARATION FOR WRITING

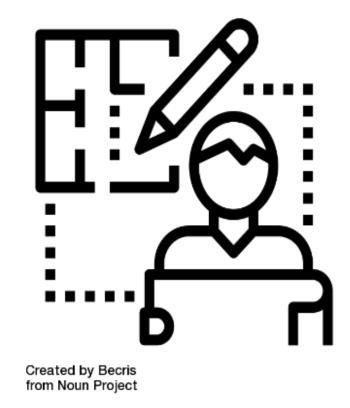
KATHRYN LASKY

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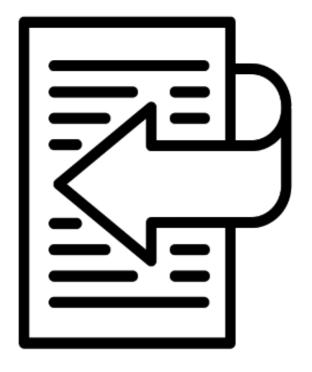


#### WRITING STRATEGIES

#### writer-architect



#### writer-revisor



Created by Rena from Noun Project

If you're not an experienced writer, opt for the writing strategy of the writer-architect!



#### TIPS FOR GETTING STARTED

Here are some suggestions about writing you may want to consider:

- Be prepared for writing you may want to 'grow' your writing from a plan, which may be in outline, visual or diagrammatic form, or you may want to start with an idea for a sentence or paragraph.
- Plan to write regularly getting into the habit of writing can help you find ways of managing it.
- Set aside blocks of time which match your concentration span and try to gradually build on your ability to focus.
- Make a realistic time plan for your pieces of writing and stick to it. Acknowledge that there are many stages to producing a written assignment including reading, writing and editing/revising for final submission.



- Write up a section or paragraph as it becomes ready but remember that you do not have to write everything in order.
- When you are writing, stop at a point when you could carry on writing.
   Make a quick note about the next point you will make. This can make it easier to settle back down to writing next time.
- Find out where and when you find writing easiest and try to maximise these benefits.
- Take breaks, a breath of fresh air, a chat with friends, but make sure you set times and keep to these for when you plan to re-start writing.



#### WHAT DO I WANT TO SAY?

- 1) Acquaint yourself with the field
- 2) Draw up a rough plan
- 3) Focus your research



#### 1. ACQUAINT YOURSELF WITH THE FIELD

#### Look for sources:

- http://www.kcgg.ugent.be/en/searching/
- http://www.kcgg.ugent.be/en/students/blits/
- Databases: Pubmed, Embase, Web of Science...

+ previous Blits sessions



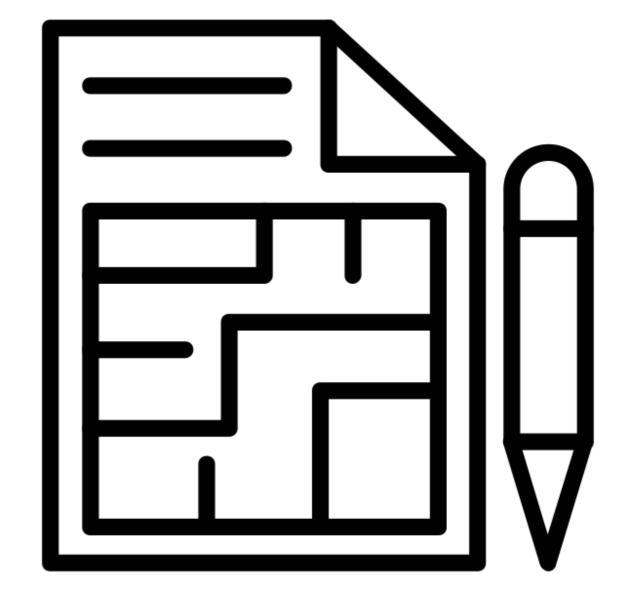
#### WHAT DO I WANT TO SAY?

- 1) Acquaint yourself with the field
- 2) Draw up a rough plan
- 3) Focus your research



#### 2. DRAW UP A ROUGH PLAN

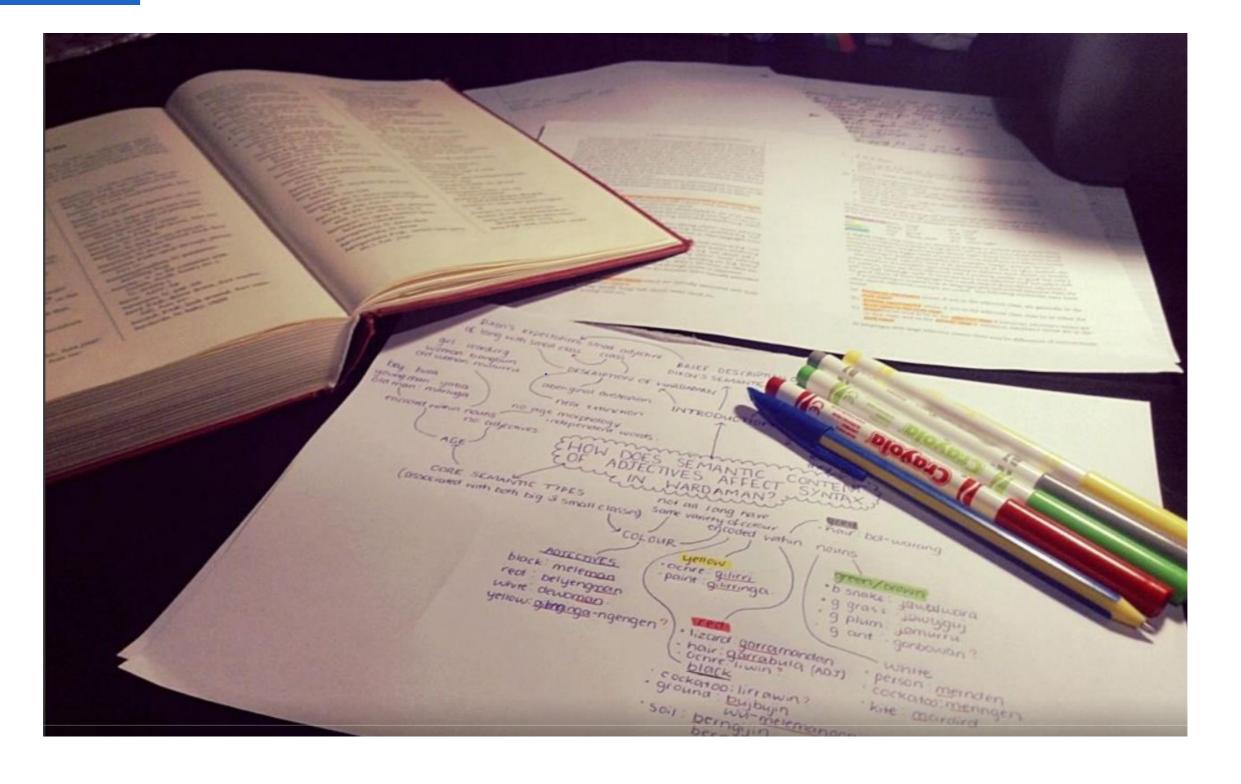
- Brainstorm
- Ask yourself questions
- Mindmap
- Tree diagram
- Post-its



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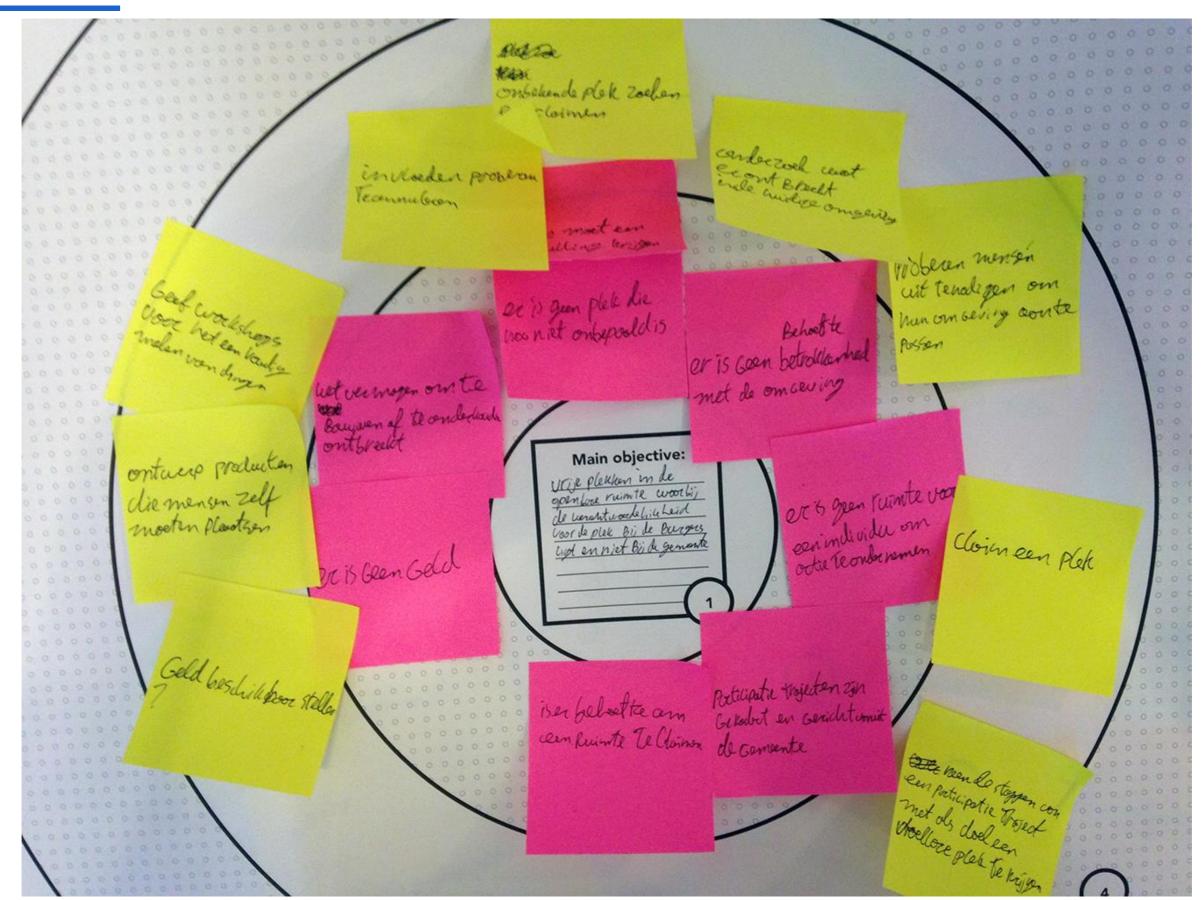


#### MINDMAP





#### POST-ITS





#### 2. DRAW UP A ROUGH PLAN

- 1) Step 1: determine your research question
- 2) Step 2: what are the main questions?
- 3) Step 3: answer the main questions
- 4) Step 4: structure your answers
- 5) Step 5: substantiate your answers
- 6) Step 6: make a glossary
- 7) Step 7: look for gaps in the information



# STEP 1A: DETERMINE YOUR RESEARCH QUESTION

= the shortest possible summary of what you're going to write

Does hand washing among healthcare workers reduce hospital acquired infections?



#### STEP 1B: THE PICO MODEL

## Does hand washing among healthcare workers reduce hospital acquired infections?

P	Problem/patient/population	Hospital acquired infection
	Intervention	Hand washing
C	Comparison	No hand washing; other solution; masks
0	Outcome	Reduced infection



#### STEP 2: MAIN QUESTIONS?

= write down the questions that you could ask yourself about your research question

→ these are all the elements you need to introduce in order to answer your research question



#### STEP 2: MAIN QUESTIONS

- "What is the incidence of hospital acquired infection?"
- "Is hand washing a common practice in most hospitals?"
- "Which other measures can be taken to prevent infection?"
- ...



#### ROUGH PLAN -> TABLE OF CONTENTS

Problematizing ethnolects: Naming linguistic practices in an Antwerp secondary school

# Linguistics > more creative, freeer

- 3.3. Theorizing the relation between language and identity
- 4. Maroccan Dutch in Antwerp?
- 5. Conclusion

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Statins, systemic inflammation and risk of death in COPD: The Rotterdam study

(Lahousse et al. 2012)

- 1. Introduction
- 2. Methods
  - 2.1 Study population and design

## Medicine > fixed outline

#### population

- 3.2. Mortality in COPD patients
- 3.3. Statin use and the risk of mortality in COPD
- 3.4. Statin use and the risk of death in COPD according to the level of systemic inflammation
- 4. Discussion
- 5. Conclusion

#### STEP 3: ANSWER THE MAIN QUESTIONS

Answer the main questions concisely, based on source material that you have collected so far.



#### STEP 4: STRUCTURE YOUR ANSWERS

#### Make a selection and avoid:

- redundant information,
- missing relevant information,
- incorrect information.



#### STEP 4: STRUCTURE YOUR ANSWERS

#### Organize your information:

Logical order

(E.g. pros and cons of a particular measure)

Strategic order

(E.g. newest information in last order, strongest argument in last order).

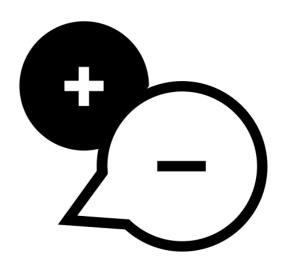
→ Make logical connections and **substantiate** these connections.



#### STEP 5: SUBSTANTIATE YOUR ANSWERS

#### Ask yourself these questions:

- Do your arguments support your claim?
- Can you rebut counter-arguments?
- Do you provide sufficient clarification?



Created by Alina Oleynik from Noun Project



# EXAMPLE: SUBSTANTIATION OF AN ARGUMENT

How would you connect the objective fact *Harry was* born in Bermuda with the claim *Harry must be a British subject*? Which linking word would you add to clarify the relationship between these two statements?



THEREFORE/SO

Harry was born in Bermuda



Harry is a British subject

DATA/FACT

**CLAIM** 



Source: Toulmin, S.E. (2003). The uses of argument: Updated

edition. Cambridge: Cambridge University Press

#### TOULMIN MODEL



GHENT UNIVERSITY **Bron**: googlemaps

Harry was born in Bermuda

THEREFORE/SO

Harry is a British subject

DATA

BECAUSE

**CLAIM** 

The following statutes and legal provisions:...

= BACKING



A man born in Bermuda will generally be a British subject

= WARRANT



#### STEP 6: MAKE A GLOSSARY

## Make a list of terminology, concepts and abbreviations

+ explain them depending on your target audience

SBT = Sitting Behaviour Time

HRQOL = Health-Related Quality of Life

MCS = Mental Component Summary



#### STEP 7: LOOK FOR GAPS IN THE INFORMATION

Determine which extra sources you need to look for in the next phase.



#### WHAT DO I WANT TO SAY?

- 1) Acquaint yourself with the field
- 2) Draw up a rough plan
- 3) Focus your research



#### FOCUS YOUR RESEARCH

Look for additional sources that fill the gaps in your source material

http://www.kcgg.ugent.be/en/searching/search-strategy/search-strategy-for-students/

http://www.kcgg.ugent.be/en/searching/search-strategy/search-strategy-for-researchers/



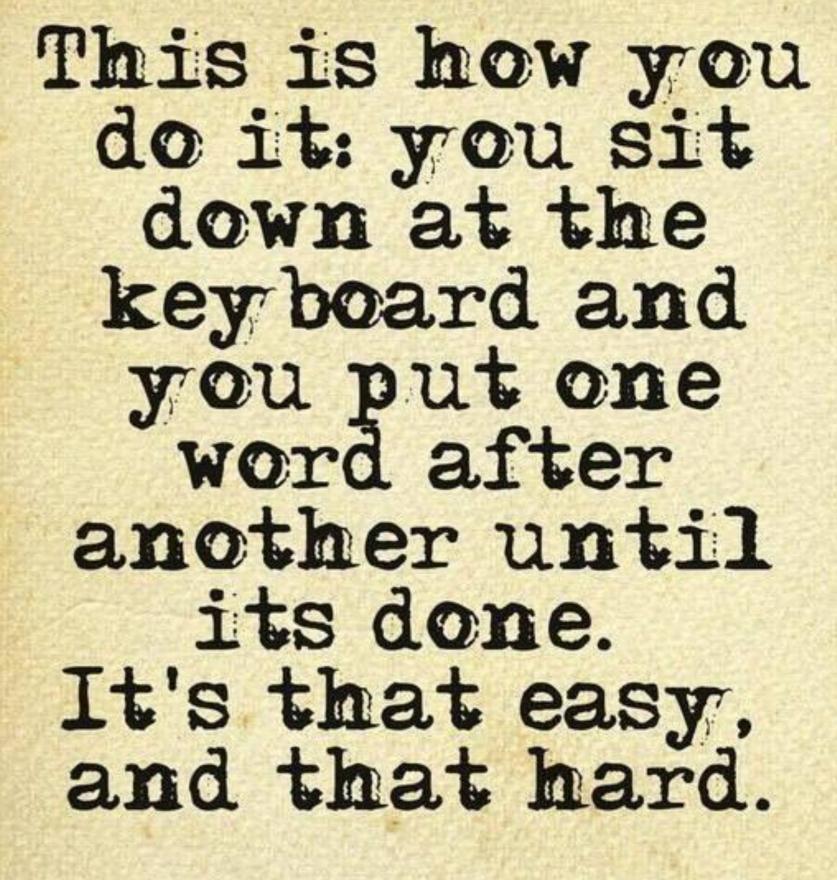
### 4. WRITING PROCESS



# "There is nothing to writing. All you do is sit down at a typewriter and bleed."

- Ernest Hemingway







- Neil Gaiman

#### THE WRITING PROCESS

- 1) pre-writing stage
- 2) first draft
- 3) focusing stage second, third, fourth... draft
- 4) final draft
- → Iterative process!



Source: Chan, Jooken & Robberecht (2015)

#### 1. PRE-WRITING STAGE

- = before you start drafting a first text
- = writing preparation

- Organise your thoughts about the topic
- > Look for information on the topic, paraphrase and annotate
- > Decide which of the source references will be important
- → Write a rough plan



#### 2. FIRST DRAFT

= experimental, possibly chaotic stage!

- Jot down any ideas that come to your mind < research</p>
- Organize those ideas according to your rough plan
- Do not worry about wording



## Every first draft is perfect, because all a first draft has to do is exist.

Jane Smiley

## 3. FOCUSING STAGE: STRUCTURE AND WORDING

= distinguishing prominent ideas from less important ones

- Clarify these prominent ideas further
- → Define the scope of your introduction middle paragraphs – conclusion
- Polish your language and style



#### 4. FINAL DRAFT

= check the coherence of your argument and the fluency of your writing

- Check whether your argument develops your position clearly and consistently
- Check the clarity of your structure
- > Check grammar, vocabulary and spelling
- Check references to your sources



#### 4. FINAL DRAFT – FINAL EDIT

- Check typography and layout
  - follow the guidelines of your study programme: style sheet?
  - check titles and numbering



## 5. STRUCTURE



#### BE A GUIDE TO YOUR READER



Created by Gan Khoon Lay from Noun Project



#### STRUCTURE

#### On three levels

- 1) Organizing texts macro level
- 2) Organizing paragraphs meso level
- 3) Structuring information in sentences micro level



#### **ORGANIZING TEXTS**

In medicine and health sciences: IMRaD structure

- 1) Introduction
- 2) Methodology
- 3) Results
- 4) Discussion
- 5) Conclusion



#### <u>ORGANIZING TEXTS - IMRAD</u>

#### INTRODUCTION

- = a brief discussion of the nature and purposes of the present research (thesis statement) or presentation of the research question which will be answered in the article.
- Mapping of the field
- Identifying a research 'gap'
- Making a claim about needed research
- Giving some idea of the MRD approach that will be used

Source: Hamp-Lyons & Heasley (2006)



Measles is a highly contagious viral infectious disease transmitted by aerosol 1. Clinical symptoms of measles include fever, sore throat, conjunctivitis, and rash, and it can potentially be lethal to infants and children, leading to serious complications including encephalitis and neurological complications 2. In Japan, since the year 1978, routine vaccination against measles have started, and a two-dose regimen has been introduced among birth-cohorts born in and after 1990, contributing to reducing the burden of measles by elevating the immunity level in the population 3.4. The transmission of the virus in Japan has not been sustained, and the Measles Regional Verification Commission of the World Health Organization (WHO) Regional Office for the Western Pacific verified Japan as having achieved measles elimination in March 2015 5. However, global circulation of the virus continues to pose a risk of sporadic outbreaks to Japan 6.

From March 2018, an abrupt outbreak in Okinawa has been notified ahead of the "Golden Week", the longest vacation period of the year (i.e., from 28 April to 6 May 2018). The index case was a 30-year-old Taiwanese man who had a travel history to Thailand in early March. On 17 March 2018, he flew to Okinawa, and on the third day of his stay in Okinawa, he sought for medical service. Following an incubation period of 11-12 days after the diagnosis of the index case <sup>∠</sup>, multiple generations of local cases were identified in Okinawa prefecture. Cases originating from Okinawa prefecture produced multiple chains of transmission, bringing a total number of confirmed cases to 124. The spread could not have been contained within Okinawa, and spread to Aichi prefecture, Kanagawa prefecture, and Tokyo Metropolis.

During this outbreak, measles cases have been confirmed at governmental diagnostic research facilities and reported in real-time. Each report was regarded as a snapshot of the growing epidemic curve that was used for forecasting of the future course of the outbreak. To understand better the transmission dynamics during the course of an outbreak, we implemented the future forecast to infer public health control activities. While not explicitly assessing the control activities in our exposition, the purpose of the present study is to capture the transmission dynamics of measles by employing a simple parsimonious mathematical model and to forecast future generations of measles incidence.



#### **ORGANIZING TEXTS - IMRAD**

#### **METHODOLOGY**

= a detailed description and discussion of testing devices used.

This was a cross-sectional study comprising a study population of 130 Japanese people aged 20 years or older residing overseas in Ipoh, Perak, Malaysia, in 2015, who consented to participate. The investigation was accomplished with a self-registered questionnaire that was distributed to these 130 participants by local volunteers who later collected the questionnaires after they had been filled out.



#### ORGANIZING TEXTS - IMRAD

#### RESULTS

= the presentation in a logical order of information and data on which a decision can be made to accept or reject the hypotheses.

→ Text + tables, graphs,...



#### ORGANIZING TEXTS - IMRAD

#### DISCUSSION

- = the interpretation of the results in connection to the research question and hypotheses. Presentation of conclusions and implications of the research + recommendations
- Most important part of the report: demonstrates that you understand and can interpret what you have done.
- Also point out limitations of your research



#### <u>ORGANIZING TEXTS - CONCLUSION</u>

- Return to the thesis or problem that you presented in the introduction
- Do not merely repeat what you wrote in the introduction or in the body; instead, show your reader how what you have written sheds new light on the problem presented at the beginning.
- Evaluate and explain whether or not you have reached the aim or solved the problem presented in the introduction, and how.
- No new material in the conclusion, but it is quite common to
   suggest topics for further studies.

#### ORGANIZING TEXT: CONCLUSION

Our study shows that PE is an obstacle to healthy eating in Finnish preadolescents, as it presents with unhealthy eating habits, including favouring sugar-rich and fatty foods and disliking vegetable, fruits, and berries. Only PE was associated with a higher risk for underweight and inversely with overweight/obesity. Since obesity rebound typically occurs in teenage years, a longer follow-up of our cohort is needed to determine the definitive consequences of PE on health and weight status.



#### STRUCTURE

#### On three levels

- 1) Organizing texts macro level
- 2) Organizing paragraphs meso level
- 3) Structuring information in sentences micro level



#### ORGANIZING PARAGRAPHS

#### Paragraphs...

- reveal the structure of your text
- are the building blocks of your thought

BASIC PRINCIPLE: one paragraph = one main idea



#### ORGANIZING PARAGRAPHS

A paragraph = a collection of related sentences dealing with a **single topic**.

A paragraph should always contain:

- Unity
- Coherence
- A topic sentence
- Adequate development



#### ORGANIZING PARAGRAPHS - UNITY

The entire paragraph should concern itself with a single focus.

The paragraph adheres to **one topic** from the beginning to the end.

→ Every sentence **contributes to the central purpose** and develops the main idea of the paragraph



#### ORGANIZING PARAGRAPHS - UNITY

Family and parental aspects differed between the PE and FN groups, although with small effect sizes. Those in the PE and FN groups had fewer siblings, and those in the PE group especially were more likely to be only children. Having siblings is shown to protect against PE (Gibson & Cooke, 2017; Hafstad et al., 2013), and a proposed prevention strategy involves using the older children as role models for children with PE. Among parental characteristics, lower age, lower BMI, and higher educational level have been positively related to PE (Cole et al., 2017); a child's feeding problem seems to cause more distress/anxiety among younger mothers and mothers with higher education level. While maternal BMI might be a loose proxy for a mother's eating behaviour (Gibson & Cooke, 2017), these traits are likely passed from one generation to another (Finistrella et al., 2012).



#### ORGANIZING PARAGRAPHS - COHERENCE

= logical links between sections, paragraphs and sentences

- -> Ideas and information
- → language



## ORGANIZING PARAGRAPHS – TOPIC SENTENCE

Topic sentence = the sentence that expresses the main focus of a paragraph

#### Position:

- Beginning of the paragraph (1st or 2nd position)
- End of the paragraph



## ORGANIZING PARAGRAPHS – TOPIC SENTENCE

Family and parental aspects differed between the PE and FN groups, although with small effect sizes. Those in the PE and FN groups had fewer siblings, and those in the PE group especially were more likely to be only children. Having siblings is shown to protect against PE (Gibson & Cooke, 2017; Hafstad et al., 2013), and a proposed prevention strategy involves using the older children as role models for children with PE. Among parental characteristics, lower age, lower BMI, and higher educational level have been positively related to PE (Cole et al., 2017); a child's feeding problem seems to cause more distress/anxiety among younger mothers and mothers with higher education level. While maternal BMI might be a loose proxy for a mother's eating behaviour (Gibson & Cooke, 2017), these traits are likely passed from one generation to another (Finistrella et al., 2012).



## ORGANIZING PARAGRAPHS – TOPIC SENTENCE

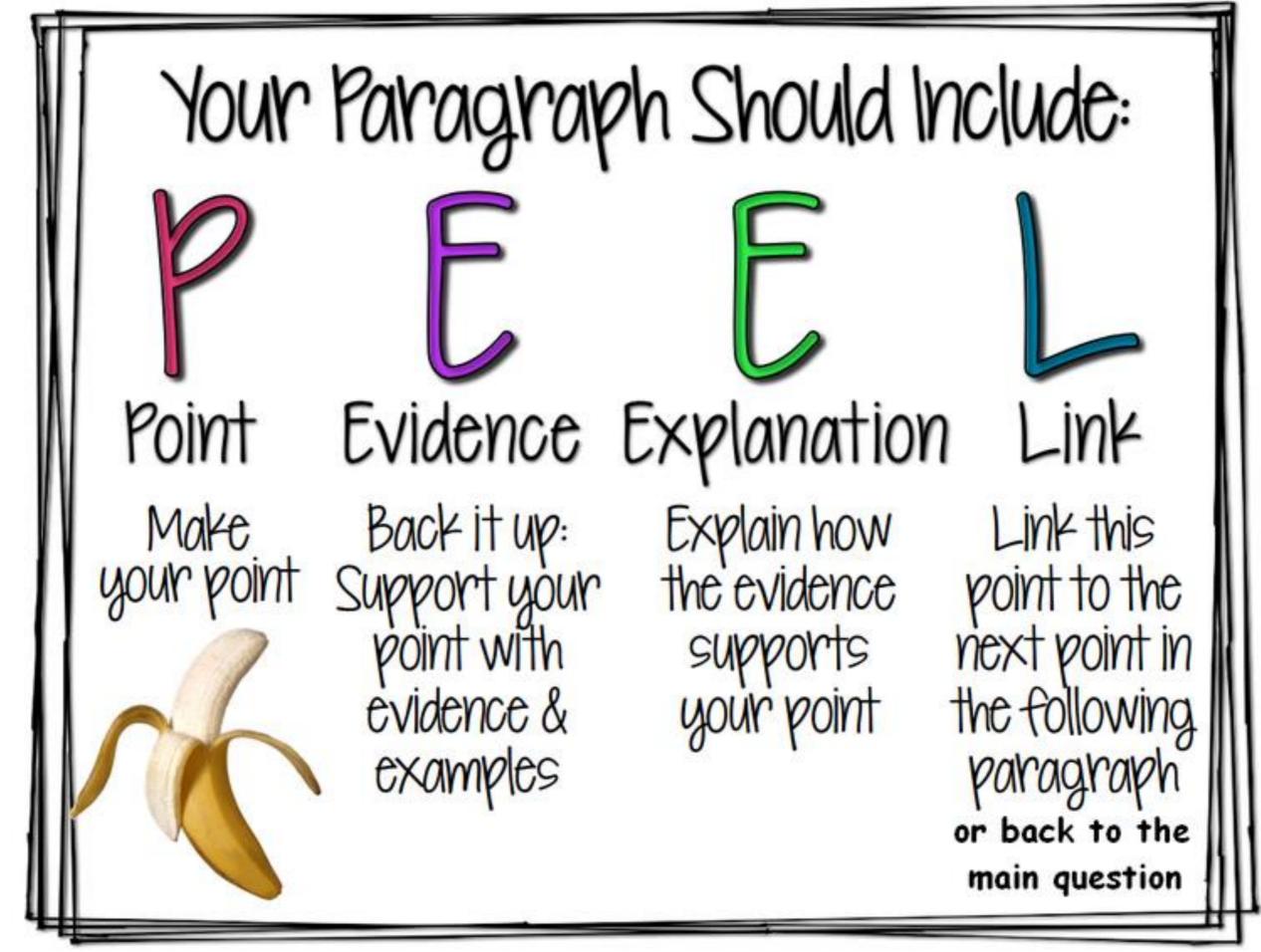
In this study, female participants had lower prevalence of hypertension than male. However, they were more likely to have heart disease. This is consistent with previous studies that gender differences had been described as an important factor for cardiovascular risk factors and cardiovascular risk status and the total number of deaths from cardiovascular diseases was greater among older women than among men [26]. One study found that physical activity tended to be lower among women than among men [27]. Another study found that women had a higher prevalence of ot Topic sentence. Taken toget these behavioral differences suggested that competing nearly behavioral . Taken together, factors (e.g., physical activity, obesity) might increase the disparity of the gender gap in heart disease.



## ORGANIZING PARAGRAPHS – ADEQUATE DEVELOPMENT

- The topic should be discussed fully and adequately!
- How can you fully develop your topic?
  - describe the topic
  - analyse the topic
  - Use examples and illustrations
  - → cite data
  - > evaluate causes and reasons
  - examine effects and consequences







## ORGANIZING PARAGRAPHS – SIGNPOST WORDS

- Important point will follow: above all, the point to note here is that...
- Conclusion: therefore, we can/may conlude that...
- Change of topic: let us now consider, having dealt with...





## ORGANIZING PARAGRAPHS – SIGNPOST WORDS



- To make a list: first(ly), second(ly), third(ly), to begin with, in the first place, in the second place, next, finally...
- Example, explanation, reformulation: that is to say, that is, in other words...
- Brief summary: in short, in brief, to summarize, more generally, overall...



Japanese people are less likely to know that antibiotics could not kill viruses and that antibiotics are not effective against cold and flu, compared to people in the EU countries. An understanding of the side effects of antibiotics was poorer among Japanese people than those in the EU countries. It is also problematic that one third of Japanese people think antibiotic-prescribing doctors to be good. On the other hand, Swedish had the highest knowledge compared to other European participants about antibiotic ineffectiveness against viruses and common colds, and this knowledge is maintained high and has improved in 2016 from 2006 [11]. In the EU, European Antibiotic Awareness Day is organized by European Centre for Disease Prevention and Control every year to spread up-to-date knowledge regarding appropriate antibiotic use to the public. Further, Sweden developed a brochure with information regarding when people need antibiotics, why antibiotics do not help against colds and flu [11]. (Therefore) more intensive dissemination of knowledge is required for the Japanese public by developing a public campaign throughout Japan and by disseminating a brochure or pamphlet to Japanese public. Since those with a better knowledge of antibiotics tended to avoid them for viral infections, it likely works to know better the facts related to these drugs.



## **STRUCTURE**

#### On three levels

- 1) Organizing texts macro level
- 2) Organizing paragraphs meso level
- 3) Structuring information in sentences micro level



COHERENCE = the ability to connect ideas and provide information in a fluid and comprehensible way

→ Distribution of information over sentences is important!

= THEMATIC PATTERNING



- Theme: what you are writing about
  - shared information
  - already introduced to the reader

- Rheme: what you are saying about the theme
  - > new information



1. The M1 goes from London to Leeds.

THEME RHEME

2. The motorway from London to Leeds is called the M1.

THEME



**RHEME** 

Two patterns:

1) Constant pattern: a series of sentences all start with the same topical theme



## STRUCTURING INFORMATION: CONSTANT PATTERN

Researchers have shown an association between vitamin D deficiency in the elderly and osteoporosis as well as dry eye syndrome [51, 52]. Vitamin D is crucial to the regulation of calcium homeostasis, bone metabolism, immune modulation, inflammation control, cell proliferation, and cell differentiation [53, 54]. Vitamin D has also been linked to enhanced production of anti-inflammatory cytokines, such as IL-10 and IL-13, as well as reductions in the production of proinflammatory cytokines, such as TNF-α and IL-8 [55, 56].



#### Two patterns:

1) Constant pattern: a series of sentences all start with the same topical theme

2) Linear pattern: the rheme of the first sentence becomes the theme of the next sentence → dynamic development in the text!



## STRUCTURING INFORMATION: LINEAR PATTERN

Osteoporosis is a major health issue characterized by decreased bone mass, disruption of bone microarchitecture, and increased bone fragility, all of which increase the risk of fracture. The lifelong incidence of fracture caused by osteoporosis is approximate 40–50% in women and 13–22% in men [8].



## <u>TITLES</u>

- Summarize the main idea or ideas of your study
- A good title contains the fewest possible words needed to adequately describe the content and/or purpose of your research paper.



## <u>TITLES</u>

- The title should catch the reader's attention and interest and also indicate what to expect of the paper.
- Many academic titles consist of **two parts** where the first part catches the reader's attention and the second part is explanatory.

The impact of patients' preferences on the decision of low-dose computed tomography lung cancer screening

Picky eating – A risk factor for underweight in Finnish preadolescents



## **SOURCES**

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## ACADEMIC WRITING

Blits Session 2 | Writing style and language | November 14, 2018











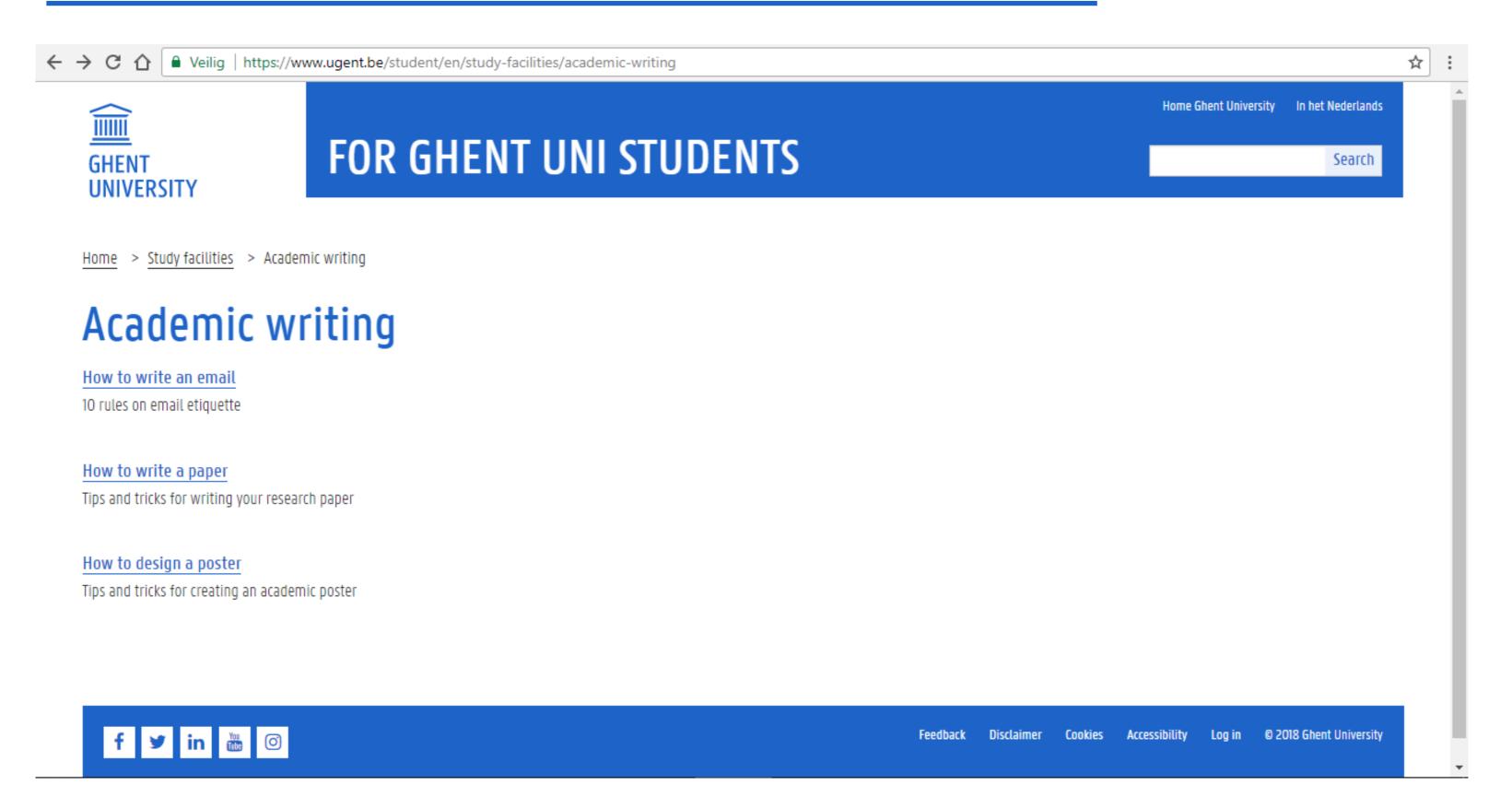
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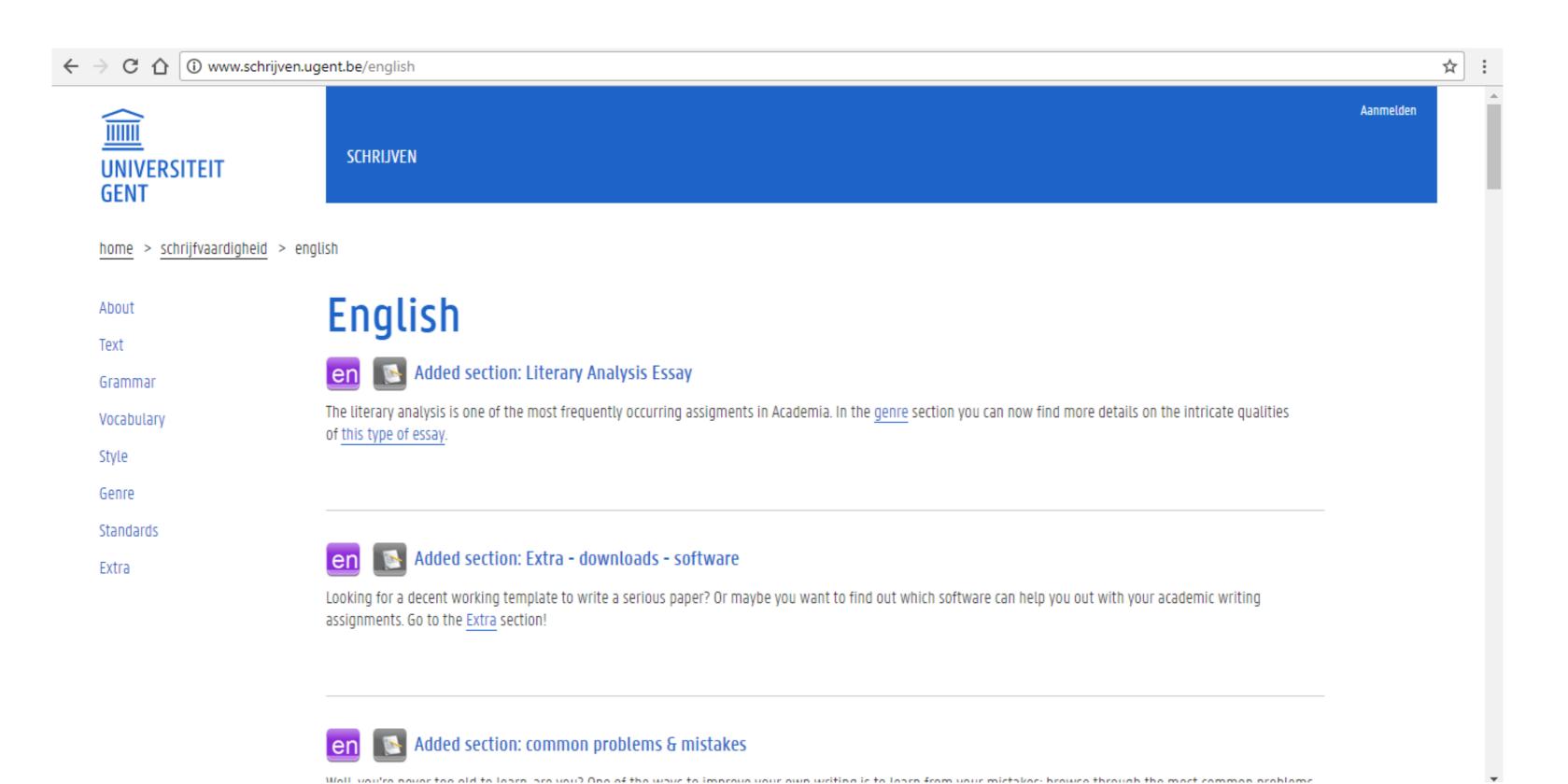
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## HTTPS://WWW.UGENT.BE/STUDENT/EN/STUDY-FACILITIES/ACADEMIC-WRITING/COURSEACADEMICWRITING.HTM



<u>Home</u> > <u>Study facilities</u> > <u>Academic writing</u> > Course on academic writing

#### Course on academic writing

#### Mini course on academic writing

Follow a free mini course on academic writing

Date and time	Location	Class
19/10/18 16.00-17.30	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing I
26/10/18 12.30-14.00	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing II
9/11/18 14.30-16.00	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing I
23/11/18 12.00-13.30	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing II
30/11/18 12.30-14.00	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing I
7/12/18 16.00-17.30	Campus Ufo – Room 1.1 H. Pirenne	Academic Writing II

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In het Nederlands

Search

## ACADEMIC WRITING

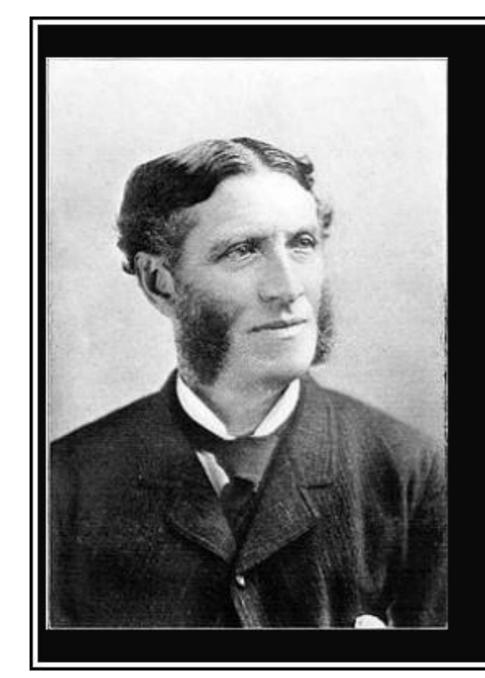
- 1. Aim of this mini course?
- 2. What is academic writing?
- 3. Writing preparation
- 4. Writing process
- 5. Structure
- 6. Style
- 7. Correct language
- 8. Layout
- 9. Reference



**Session 2** 







Have something to say, and say it as clearly as you can. That is the only secret of style.

(Matthew Arnold)

izquotes.com



## EDITING FOR STYLE

https://www.youtube.com/watch?v=ghdeUbB1uCo&index =19&list=PLeVxAnFsasIqIc8b03kHA3tw-xflwgO2M



	ACADEMIC	NON-ACADEMIC
Audience/reader	Academics	<ul><li>The general public</li><li>Friends and family</li></ul>
Content	Serious thought	<ul><li>Of general interest</li><li>personal</li></ul>
Style	<ul> <li>Complex sentences showing considerable variety in construction</li> <li>Formal language is expected and colloquial expressions are not acceptable</li> </ul>	<ul> <li>Mostly simple sentences joined by conjunctions such as "and" or "but"</li> <li>Colloquial words and expressions are acceptable ("stuff", "sort of", "thing")</li> </ul>
Structure	Clear and well-planned, logical flow	Less likely to be as clear and organized
Grammar	Likely to be error free	Freeer use of grammar: not always complete sentences
Vocabulary  Chart adapted from Hamp-Lyo	Subject-specific terms and academic language used accurately	<ul> <li>Everyday vocabulary</li> <li>Use of short forms, idioms and slang to some extent</li> </ul>



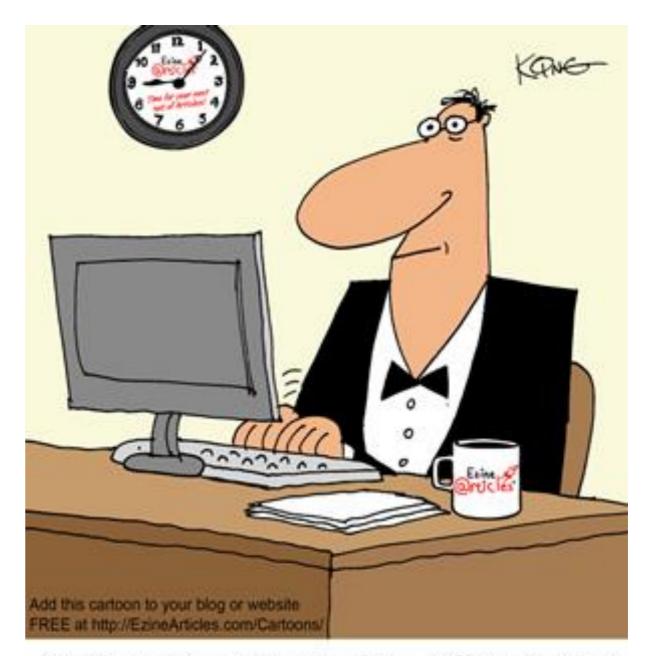
Created by icon 54 from Noun Project

"If you can't explain it simply, you don't understand it well enough."

(Albert Einstein)



- Formal
- Analytical
- Objective
- Explicit
- Concise



On the advice of his readers, Jeffery decided to adopt a more formal writing style.



### 6. ACADEMIC WRITING STYLE: FORMAL

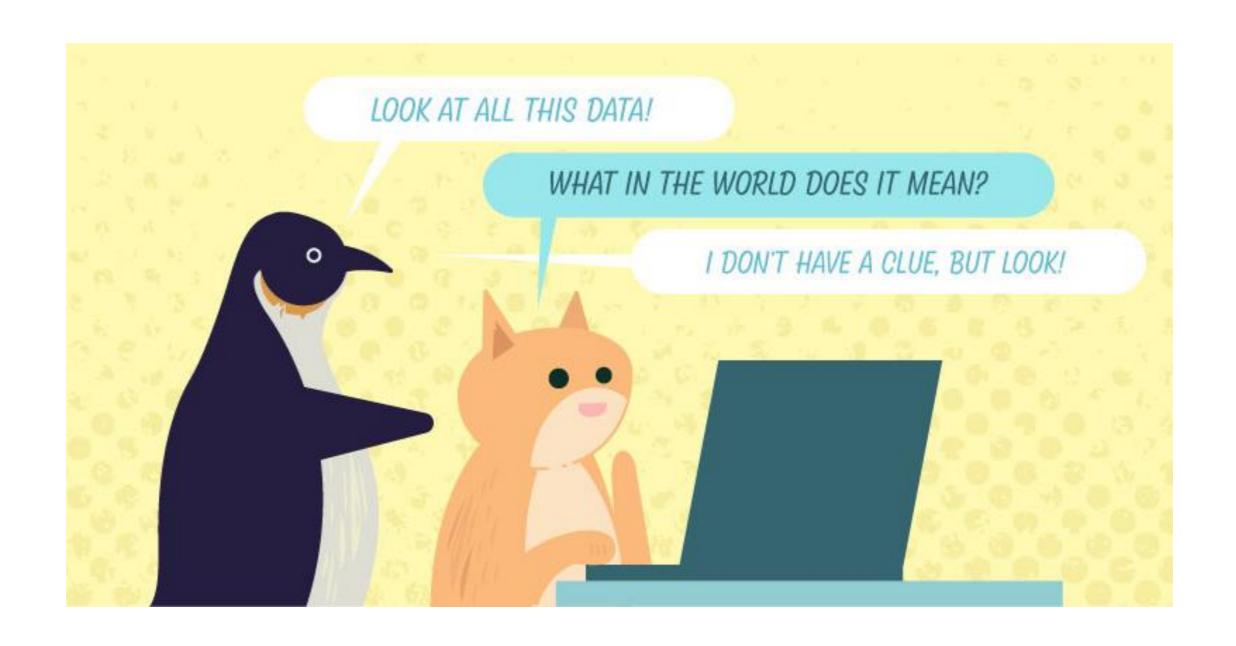
- Complex sentence structures
- No contractions
- No colloquialisms (language common to spoken English)
- More focus on vocabulary choice
- Discipline specific vocabulary
- Impersonal
- Obeys grammar conventions
- Set of rules: strict do's and don'ts



This is an important study to show that for those with shorter life expectancy and at lower risk, preference plays an important role in whether to receive screening or not. However, there are several limitations in this microsimulation study since the assumptions might not hold, especially for Asian population. The generalizability of the results to Asian population may be questionable. First, the risk models Dr. Caverly et al. used to predict patient-specific annual incidence of lung cancer may lose predictive accuracy in Asian population. Second, the assignment of histology of incident lung cancer cases was based on the PLCO (Prostate, Lung, Colorectal, and Ovarian Cancer Screening Trial), but the pattern of histology of incident lung cancer cases among the Americans is different from that among the Asians. Third, the cancer survival was based on SEER lung cancer data, which is again U.S. based, and is different from the lung cancer survival in Asia. Forth, the life expectancy in the U.S. is very different from the life expectancy in other countries. Fifth, patients' preference may be affected by the potential out-of-pocket costs of treatment, which varies from country to country. Thus, given what this microsimulation showed, we know that both life expectancy, risk of lung cancer, and patients' preference are all important, but implementation of these cutoffs in clinical practice, especially in Asian countries, should be warranted.



- Formal
- Analytical
- Objective
- Explicit
- Concise





## 6. ACADEMIC WRITING STYLE: ANALYTICAL

- Important aspect of academic writing: critical analysis
  - asking questions
  - > examining and evaluating evidence
  - > result: add new perspective!
- Analytical attitude should seep through in your language
  - compare and contrast
  - → evaluate, consider both sides
  - → explain, give reasons
  - → draw conclusions
  - make suggestions and recommendations
  - → all supported by evidence!



- Formal
- Analytical
- Objective
- Explicit
- Concise





 Academic writing: based on research and not on the writer's own opinion about a given topic

 Writing objectively = about facts, not influenced by personal feelings or biases

 When presenting an argument to the reader, try to show both sides and avoid making value judgments



- Convey attitude without using for example "I think"
  - → use words such as apparently, arguably, ideally, strangely and unexpectedly

Attitude you are expressing should **not** be **based on personal preferences** but rather on the evidence that you are presenting!



- Personal pronouns?
- Active or passive voice?

- → Much debate! (style guides, medical journals, writing guides...)
- depends on information you have + distribution of information (thematic patterning)



- → Choose the active voice whenever possible.
- → Choose the passive voice if you have a good reason to do so. Consider passive voice when:

- The performer is unknown, irrelevant, or obvious.
- The performer is less important than the action.
- The recipient is the main topic.



1) Performer is unknown, irrelevant, or obvious

Up to 90% of the energy in light bulbs is wasted in the form of heat.

The first edition of Freud's earliest writings on dreams was published in 1899.

Drosophila melanogaster has been one of the most extensively **studied** species in genetics research.



#### 2) Performer is less important than the action

The honey bees were kept in a humidified chamber at room temperature overnight.

The solution was heated to 90°C for approximately 30 minutes and then allowed to cool.



#### 3) Recipient is the main topic

We wish to suggest a structure for the salt of deoxyribose nucleic acid (D.N.A.). This structure has novel features which are of considerable biological interest. A structure for nucleic acid **has** already **been proposed** by Pauling and Corey.<sup>3</sup>



To address the problem of how to examine potential long-term effects of maternal and child undernutrition on low birthweight, stunting, and infant mortality trends in Indonesia in the face of an impending crisis, we developed a geospatial agent-based model (ABM) that simulated the effects of a maternal micronutrient supplement intervention over a period of 30 years. Although programs providing supplemental food and micronutrients to women before, during, and after pregnancy exist, the long-term effects of such programs on child health outcomes have been difficult to assess. 1, 6 We linked the low birthweight model to a platform called Forecasting Population Progress (FPOP). FPOP is a dynamic microsimulation tool to analyze and compare program policies for managing chronic diseases against a backdrop of interacting individuals, causal behaviors, and disease traits. 7,8 We ran the simulation using synthetic population data from two Indonesian provinces: Yogyakarta and Bali. Although there is no direct connection to patient data, the simulation model processes synthetic populations that have features similar to Indonesian **populations.** 

The strength of our study is that it includes a large number of pregnant women, which allowed us to analyze the association between ADS and PTB, LBW, and SGA. Moreover, the prospective cohort study design helped us to collect concise/precise and reliable data. We adjusted for the effect of both a priori potential confounders (Model 1) as well as variables with significant crude ORs (Model 2) and the results from the two models were in accordance. However, the etiology of PTB, LBW, and SGA is multifactorial and there may still be a risk of residual confounding.



A way of writing **objectively** and still use the **active voice** is to use your material, your text or your research as the active agent.

As this thesis will show....

The research reveals that....







Indeed, there are countless values that are shared by our Australian community and which are extremely relevant to the life-threatening issue of compulsory childhood immunisation. Of course, the protection of the health and well-being of Australian kids must be a shared response. Obviously, they are such vulnerable creatures who cannot protect themselves and it is the full responsibility of the Australian community to stop endangering their fragile lives. Mandatory childhood immunisation policy is definitely consistent with the view we share as Australians, that is, our children's healthcare is a total priority. Clearly, if childhood immunity is not vigorously promoted across Australia, then all our children will contract ghastly vaccine-preventable diseases leading to death!! So, enforcing childhood immunisation programs TODAY is the only logical way for us to watch over the precious youth of our nation.



There are a number of values that are shared by the Australian community and which are relevant to the issue of compulsory childhood immunisation. The protection of the health and well-being of Australian children should be a shared response (Australian Government, 2007). Children can be seen as potentially vulnerable individuals who do not have the capacity to protect and promote their own healthcare, and it is therefore the responsibility of the state and the Australian community at large to behave in ways that do not endanger their lives. It can be argued that a mandatory childhood immunisation policy would be consistent with the view shared by many Australians, that is, children's healthcare needs should be considered a priority (Anton et al., 2005, p.24). If childhood immunity is not promoted across Australia, then children may become at risk of contracting a variety of vaccine-preventable diseases leading to possible death (Gray & Davies, 2004, p.201). Enforcing timely childhood immunisation programs, therefore, would be highly beneficial for protecting the youth of this nation.



Source: https://www.adelaide.edu.au/writingcentre/sites/default/files/docs/learningguide-objectivelanguage.pdf

#### 6. ACADEMIC WRITING STYLE

- Formal
- Analytical
- Objective
- Explicit
- Concise





### 6. ACADEMIC WRITING STYLE: EXPLICIT

EXPLICIT	VAGUE
Exact wording	Vague/sloppy wording
One word for same concept	Different words for same concept
Sentences are linked in a clear and logical way (< signpost words, reference words)	No logical connections between sentences
Explicit references to source material	Incomplete/insufficient referencing



# 6. EXPLICIT WRITING STYLE: EXACT WORDING

UNIVERSITY

VAGUE	SPECIFIC
a lot of the population	75% of the population
A few years ago	Three years ago / In 2015
The research shows that it is healthy to eat fruit, vegetables, and so on.	The research shows that it is healthy to eat fruit and vegetables.
The study was about diabetes.	The study, conducted by Dr. Steven Winters from Birmingham University, surveyed 250 juvenile diabetes patients over the period of 5 years.

Source: https://lnu.se/contentassets/2ca8a619a9bf490fbcfdc9d772215fec/chartacademicwriting2.pdf

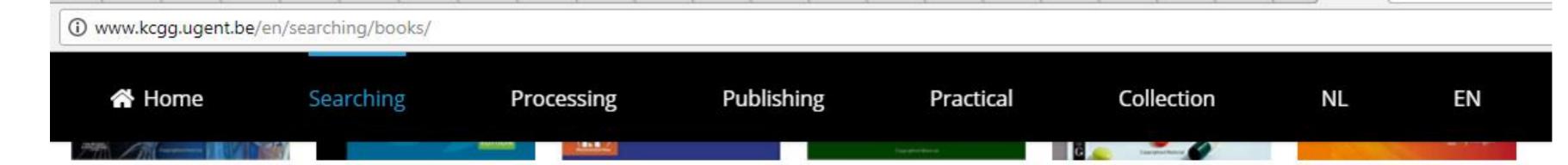
#### 6. EXPLICIT WRITING STYLE: CONSISTENCY

#### Do not use too many synonyms for the same concept



- 'infantile scurvy', 'Barlow's disease', 'Möller-Barlow disease', 'Barlow's syndrome', 'Cheadle-Möller-Barlow syndrome', 'Moeller's disease', 'vitamine C deficiency syndrome' (= different names for the same disease)
- 'baby', 'infant', 'child', 'newborn'...

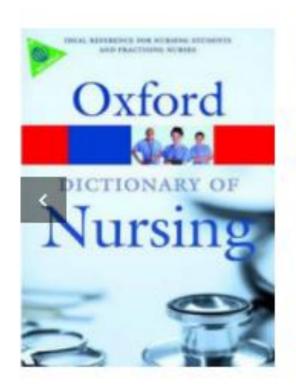


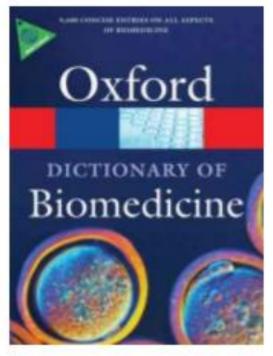


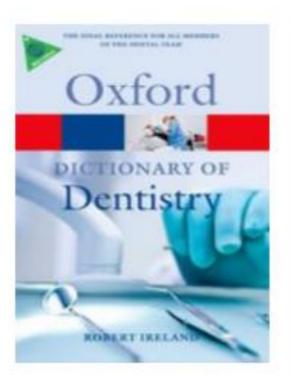
#### http://www.kcgg.ugent.be/en/searching/books/

- electronic (medical) dictionaries

#### **Dictionaries**













#### 6. EXPLICIT WRITING STYLE: JARGON

– Consider your audience!

→ myopia vs. short-sightedness

→ abbreviations!



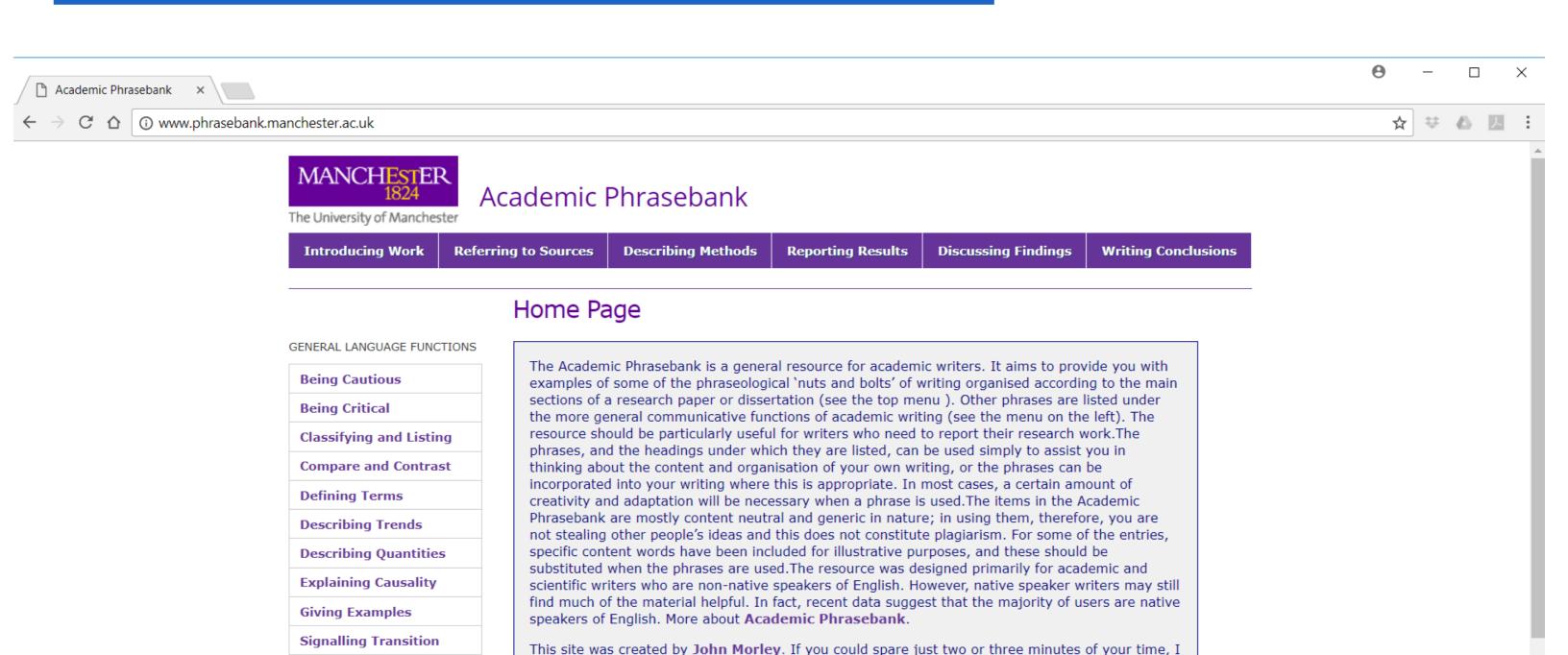
#### 6. EXPLICIT WRITING STYLE: SIGNPOSTING

Academic writing is explicit in several ways:

- clear presentation of ideas in the paper
- well-organized structure -> easy for the reader to follow
- use of **signposts**: two categories
  - 1) major signposting
  - 2) linking words and phrases



#### 6. EXPLICIT WRITING STYLE



would be extremely grateful for any feedback on Academic Phrasebank: Please click here to

access a very short questionnaire. Thank you.

ABOUT PHRASEBANK

An enhanced and expanded version of PHRASEBANK can now be downloaded in PDF:

Writing about the Past



41

#### 6. ACADEMIC WRITING STYLE

- Formal
- Analytical
- Objective
- Explicit
- Concise



"I must say, Bob, your resume is concise."



**Wordiness** = language which can be rephrased using fewer words without changing the meaning of the original sentence.

Wordy sentences can be improved during revision stage: 4 strategies



Source: Chan, Jooken & Robberecht (2015)

Strategy 1: drop redundancies – avoid tautology

Redundant information may distract from the main information.

The basic essentials of the subject may be studied in three lectures.

Students were required to cooperate together to reach the desired learning goal.



Strategy 2: avoid unnecessary repetitions

If not for a rhetorical purpose, avoid unnecessary repetitions of words or phrases.

The topic of immunization has emerged as an important research topic.

→ Immunization has emerged as an important research topic.

The 30 students we have interviewed are students with a post-graduate degree in ophthalmology.

→ We have interviewed 30 postgraduates in ophthalmology.



Strategy 3: rephrase or shorten empty phrases

Do not clutter your sentences with words or expressions that needlessly distract the reader.



#### Strategy 3: rephrase or shorten empty phrases

Wordy phrase	Shorter phrase
Owing to the fact that	Since/because
In reference to	About
At this point in time	Currently
Because of the fact that	Because
In connection with	About
In the event that	If
Subsequent to the use of	After using
In spite of the fact that	Although

Strategy 4: tighten the structure of sentences

Constructions with 'it' and 'there' can generate excess words.

It is imperative that the test procedure is strictly followed.

→ The test procedure should be followed strictly.

There is another module that deals with oral presentations.

→ Another module deals with oral presentations.



#### Strategy 4: tighten the structure of sentences

Verbs in the passive may be needlessly indirect. When an active form can express your meaning as well, prefer it.

Afterwards, a questionnaire was given to the test participants by the teacher.

- → Afterwards, the test participants received a questionnaire.
- → Afterwards, the teacher gave the test participants a questionnaire.



## 7. CORRECT LANGUAGE



#### 7. CORRECT LANGUAGE: COMMON MISTAKES

- Grammar
- Spelling
- Punctuation
- Dunglish



#### 7. COMMON MISTAKES: GRAMMAR

- Dangling modifiers
- Faulty parallellisms
- Unclear pronoun reference



#### 7. COMMON MISTAKES: GRAMMAR

#### Dangling modifiers

Examining this concept more thoroughly, it becomes apparent that a wide range of definitions is being used.

When this concept is examined more thoroughly, it becomes more apparent that a wide range of definitions is being used.



#### DANGLING MODIFIERS: REVISION

1) Change the subject of the main clause to a word the modifier properly describes.

\*To express themselves, graffiti decorate walls.

To express themselves, some youths decorate walls with graffiti.



#### DANGLING MODIFIERS: REVISION

2) Rewrite the dangling modifier as a complete clause with its own stated subject and verb.

\*To express themselves, graffiti decorate walls. Because some youths need to express themselves, graffiti decorate walls.



#### 7. COMMON MISTAKES: GRAMMAR

#### Faulty parallellisms

\*The article describes how today young people do not like reading but to play computergames and other visual media.

The article describes how today young people do not like to read but to play computergames and use other visual media.



#### Unclear pronoun reference

Three possible problems:

- 1) More than one possible antecedent
- 2) Antecedent too far away
- 3) Antecedent only implied



#### Unclear pronoun reference

1) More than one possible antecedent

\*The second study was designed to enrol 2000 more participants than the first study. It tested three dose levels of the study drug.

The second study, which tested three dose levels of the study drug, was designed to enrol 2000 more participants than the first study.

The second study, designed to enrol 2000 more participants than the first study, tested three dose levels of the study drug.



#### Unclear pronoun reference

2) Antecedent too far away

\*Employees should consult with their supervisor who require personal time.

Employees who require personal time should consult with their supervisor.



#### Unclear pronoun reference

3) Antecedent only implied

\*Patients with a latent infection may need to be monitored for several months because they are at risk of developing the active form of the disease. This diminishes over time.

Patients with a latent infection may need to be monitored for several months because they are at risk of developing the active form of the disease. This risk/ The need to monitor these patients diminishes over time.



#### Unclear pronoun reference

3) Antecedent only implied

\*After reading the nursing professor's recent publication on patient care, the students contacted her to obtain more information.

After reading the recent publication on patient care by their nursing professor / Johnson, the students contacted her to obtain more information.

The students contacted the nursing professor to obtain more information after reading her recent publication on patient care.



#### 7. COMMON MISTAKES: SPELLING

#### Always consult a dictionary!

- It's/its
- Their/there/they're
- To/too
- Affect/effect
- Occurred, occurrence
- Separate
- Responsible
- <del>-</del> ...

https://www.youtube.com/watch?v=F9vFpr2oVKY&index=22&list=PLeVxAnFsasIqIc8b03kHA3tw-xflwgO2M



#### 7. COMMON MISTAKES: PUNCTUATION

\_ . (full stop) – , (comma) - : (colon) - ; (semi-colon) – "or "" (quotations marks) – () (brackets) — … (ellipsis)



https://youtu.be/pbeSztinCWY

# 7. COMMON MISTAKES: COMMA SPLICE

- Splice = where two things are linked
- **comma splice**: when two independent clauses (groups of words that form a complete sentence) are **linked** with a comma but not with a coordinating conjunction (*and, but, for, nor, or, so, yet*).

\*The incidence of varicella increased to 12,000 cases in 2000, half of those cases occurred in children.



## 7. COMMON MISTAKES: COMMA SPLICE

#### → Replace with a semi-colon

The incidence of varicella increased to 12,000 cases in 2000; half of those cases occurred in children.

#### → Create two sentences

The incidence of varicella increased to 12,000 cases in 2000. **H**alf of those cases occurred in children.

#### → Add a conjunction

The incidence of varicella increased to 12,000 cases in 2000, **and** half of those cases occurred in children.

#### → Revise one clause

The incidence of varicella increased to 12,000 cases in 2000, half of them **occurring** in children.



# 7. BEWARE OF 'DUNGLISH'!

Demonstratives and possessives: less common in English than in Dutch!

In our country, this problem would have been dealt with differently.

Several council houses are showing cracks in the front walls. **The** problem has already been signalled to the local authorities.



Source: Chan, Jooken & Robberecht (2015)

#### 7. BEWARE OF 'DUNGLISH'!

Do not overuse create, make, prove, arise, belong to, encounter,

Beware of 'different!' (not a quantifier!)

I found different synonyms for this term.

→ several, various, a variety of, a number of, etc.

We have analysed different articles on the subject.

> several/various/a number of



#### 7. DUNGLISH: EXISTENTIAL SENTENCES

English existential sentences contain the verb **be**, or in a few cases exist.

There exists a rule that guarantees the anonymity of those giving information to journalists.

# Dutch: any verb may be used in an existential sentence!

Er passeren dagelijks tientallen schepen door deze sluis.

- \*There pass dozens of ships through this lock every day.
- → Dozens of ships pass through this lock every day.



## 7. DUNGLISH: EXISTENTIAL SENTENCES

Passive voice: usually better to avoid existential sentences!

\*There were only five rooms finished.

Only five rooms were finished.

\*There are many terrorists trained in these camps. Many terrorists are trained in these camps.

Also with **copular** structures, it is usually better to **avoid** existential sentences. \*There were several people sick.

Several people were sick.

**Negatives**: more acceptable There is no answer possible.



#### 7. DUNGLISH: EXISTENTIAL SENTENCES

In Dutch: passive existential sentences without a clear subject

Er werd gewezen op het gebrek aan hospitaalbedden. \*There was referred to the lack of hospital beds.

English sentences require a clear subject!

The speaker referred to the lack of hospital beds. The lack of hospital beds was also mentioned.



# 8. LAYOUT



# 8. LAYOUT

- Numeration
- Pagination
- Spacing
- Typography
- Figures and tables

→ General guidelines; always consult style sheet or supervisor for specific instructions!



## 8. LAYOUT: NUMERATION

- With Arabic numerals
- No full stop after last number
- Maximum four levels! (1.2.1.4)
  - → further subdivision: with bullet points
  - 1 Artificial intelligence
    - 1.1 History
    - 1.2 Today
    - 1.3 Future



# 8. LAYOUT: PAGINATION

- Always include page numbers!
- Count from title page
- Recto-verso: mirrored pagination



## 8. LAYOUT: SPACING

Electronic devices contain up to 60 different elements, many of which are valuable, such as precious and special metals, and some of which are hazardous. Precious metals are rare, naturally occurring metallic elements which traditionally have a higher melting point, and are more ductile.

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# 8. LAYOUT: TYPOGRAPHY

- Be consistent! (only one font)
- Readable, neutral font
- Titles: capitalize nouns, verbs, adjectives, adverbs

- Decimal sign 28.5
- Grouping figures 45,129



## 8. LAYOUT: FIGURES AND TABLES

- Number all figures and tables
- Always refer in text!
- List of figures and tables (beginning of dissertation)

Figure 14 illustrates that...

The results of the research on green mice can be found in Table 2.



#### 8. LAYOUT: FIGURES AND TABLES

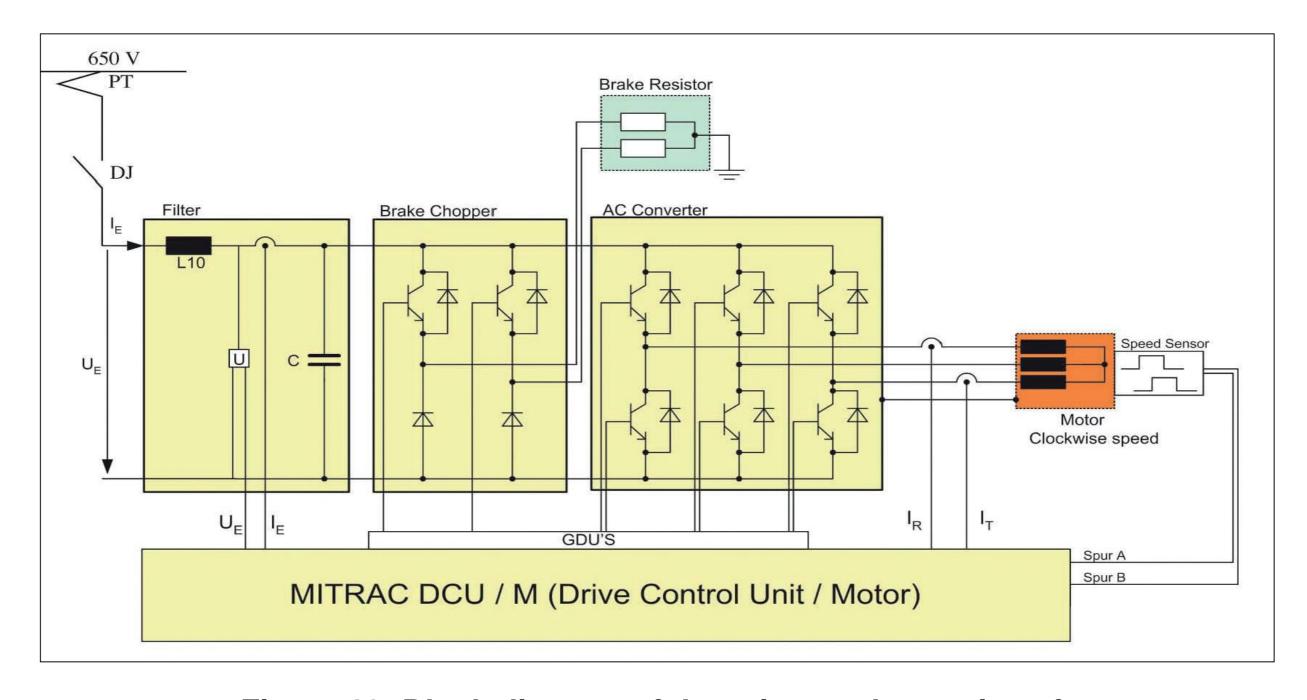




Figure 18: Block diagram of the primary electronics of a Flexity Outlook tram (Valke, 2013)

# 9. PARAPHRASING, QUOTING AND REFERENCING





Search ... Q



Home / Processing / Citing & referencing / Citing & referencing for students



Citing/referencing for students

# CITING & REFERENCING

– Blits session Endnote: December 7, 12:00.



# HELP!



#### ONLINE RESOURCES AT GHENT UNIVERSITY

http://www.schrijven.ugent.be/english

 https://www.ugent.be/student/en/studyfacilities/academic-writing



# ONLINE RESOURCES

- Academic Wordlist:
   https://www.victoria.ac.nz/lals/resources/academicwordlist/information
- Manchester Phrasebank: <a href="http://www.phrasebank.manchester.ac.uk/">http://www.phrasebank.manchester.ac.uk/</a>
- Schrijfhulp:
   <a href="https://www.ugent.be/student/nl/studeren/taaladvies/schrijfhulp.htm">https://www.ugent.be/student/nl/studeren/taaladvies/schrijfhulp.htm</a>
- MOOC on academic writing:
   <a href="https://www.youtube.com/playlist?list=PLeVxAnFsasIqIc8b03kHA3tw-xflwgO2M">https://www.youtube.com/playlist?list=PLeVxAnFsasIqIc8b03kHA3tw-xflwgO2M</a>



# ONLINE RESOURCES

#### Online dictionaries:

- Longman: <a href="https://www.ldoceonline.com/">https://www.ldoceonline.com/</a>
- Oxford: <a href="https://www.oxfordlearnersdictionaries.com/">https://www.oxfordlearnersdictionaries.com/</a>
- Cambridge: <a href="https://dictionary.cambridge.org/">https://dictionary.cambridge.org/</a>
- Merriam-Webster: <a href="https://www.merriam-webster.com/">https://www.merriam-webster.com/</a>
- Van Dale: <a href="http://vandale.ugent.be/">http://vandale.ugent.be/</a> (UGent only)



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- http://awelu.srv.lu.se/grammar-and-words/register-and-style/
- https://www.adelaide.edu.au/writingcentre/sites/default/files/docs/learningguideobjectivelanguage.pdf
- https://lnu.se/contentassets/2ca8a619a9bf490fbcfdc9d772215fec/chartacademicwriting2.pdf



#### **Liesbet Triest**

language policy academic Dutch and English

#### DEPARTMENT OF EDUCATIONAL POLICY

E liesbet.triest@ugent.be

T +32 9 331 01 12

M

www.ugent.be

- f Ghent University
- @ugent
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