## Writing Skills Workshops Set 1:
### Your academic assignments – their structure and design

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<th>Workshop</th>
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| Writing assignments in the humanities and social sciences: workshop 1 | • Writing as an academic apprenticeship  
• Understanding the assignment task  
• The various types of tasks to expect  
• Working towards a central proposition (statement of your purpose)  
• The crucial importance of the pre-writing stage of composition |
| Writing assignments in business & economics: workshop 1 | |
| Writing assignments in the sciences: workshop 1 | |
| Writing assignments in the humanities and social sciences: workshop 2 | • Reading and gathering the data  
• The generic structure of the assignment (macro-structure)  
• Planning the internal structure of your assignment (micro-structure)  
• Introductions  
• Conclusions |
| Writing assignments in business & economics: workshop 2 | |
| Writing assignments in the sciences: workshop 2 | |
| Writing assignments in the humanities and social sciences: workshop 3 | • Writing your first draft – what is drafting in the computer age?  
• Using evidence in your assignment: what, when, how  
• Difference between primary and secondary sources  
• Critical analysis and academic opinion  
• Making your “voice” heard |
| Writing assignments in business & economics: workshop 3 | |
| Writing assignments in the sciences: workshop 3 | |
| Writing assignments in the humanities and social sciences: workshop 4 | • Developing your argument  
• What do we mean by “argument” in academic writing?  
• Paragraphing strategies  
• The need for good thematic control of ideas at macro and micro levels  
• The importance of editing – the post writing stage |
| Writing assignments in business & economics: workshop 4 | |
| Writing assignments in the sciences: workshop 4 | |

WORKSHOP REGISTRATION IS ONLINE: [www.mq.edu.au/learningskills/](http://www.mq.edu.au/learningskills/)
### Writing Skills Workshops Set 2:

*Your academic assignments – appropriate grammar and expression*

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| Grammar and expression: workshop 1           | • Working with words:  
  - abstract versus concrete language – when, where, why  
  - jargon/technical language  
  - cohesive use of vocabulary  
• Expressing opinion academically: - modality, hedging and “loaded” language  
• English sentence grammar - some basic patterns to build on |
| Grammar and expression: workshop 2           | • Sentence “architecture”: the design structure of the following types and their uses:  
  - the simple sentence  
  - the compound sentence  
  - the complex sentence  
• Sentence logic - making logical of our ideas clear  
• Manipulating your sentence structures for good thematic control within paragraphs - how to make your writing “flow” well |

For more information and online registration:

**GO TO:** [www.mq.edu.au/learningskills](http://www.mq.edu.au/learningskills)

**VISIT US:** The Learning Help Desk (Library Foyer)

**EMAIL:** learnwrite@mq.edu.au