

Skills and personal qualities that support the development of academic writing.

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A look into three different skills, which will develop and support the development of academic writing. Embedding these skills with ongoing personal qualities to ensure success.

Critical Thinking

According to Cottrell, (2017) being curious and openminded enroute for the truth is crucial, developing on own personal knowledge.

This is supported by Eales-Reynolds *et al.* (2017. p. 2) points out critical thinking is to “question everything”.

By asking questions and finding supporting and contradicting evidence, develops critical thinking



Conclusion

To ensure development of academic writing, ensuring time is affective, ensuring understanding of the task, develop learning and become critical within writing.

Note Taking

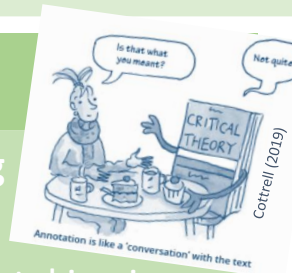
What is the purpose of taking notes?

Cottrell (2019) claims that note taking is an essential skill to success along with effective reading and encourages to make own notes, rather than copy as it not great use of time.

This is supported by Day (2018) also suggesting to make own comments, write creatively:

- mind map
- pattern
- linear
- use of colour

Developing a sense of interest, making sense and strengthening memory.



Time Management

Ensuring significant time allocation and how affective you have used the time is a key feature, Cottrell (2019) suggests that gaining a greater knowledge of how you currently use your time and how you could develop a timetable, checklist or use of diary is essential “time effectively, gives you choice in how you spend the time saved” (Cottrell, 2019. p. 125).

“Time management equals study success”
Cottrell, 2019, p. 125)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00-7:30	Study	Gym	Study	Gym/Study	Gym	Study	Lay in/rest
8:00-16:30	Work	Work	Work	Work	Work	Family	Gym/Study
16:30-20:00	Uni	Family/Study	Family	Study/Gym	Free time	Free time / study	Downtime/prepare
20:00-22:00	Downtime	Study	Downtime	Downtime	Downtime	Downtime	Downtime

Reference List

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Cottrell, S. (2017) *Critical Thinking Skills*. 3rd edn. London: Bloomsbury Publishing

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