



Reflective Report

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MODULE CODE: (LCLM4001_LON)

MODULE TITLE: ACADEMIC SKILLS

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Table of Contents

1. Introduction.....	p.3
2. Academic writing skills.....	p.4
3. Note-taking skills.....	p.5
4. Referencing skills.....	p.6
5. Conclusion.....	p.7
6. References.....	p.7

Introduction

Considering the importance of Academic Skills needed to succeed as a student in Higher Education. The Academic Skills Module is great for me to have a vision of the university and learn new skills.

As I look for the future, I can truly say that I'm grateful for starting this new stage in my school life. I consider myself a person who is always looking for more knowledge. I believe that with this learning I will be ready for new employment opportunities.

I would like to show some Academic Skills I have learned and applying to develop my skills to be successful. What these skills are, their importance and some examples.

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Academic Skills Writing

Compared to other types of writing, academic writing has a different style. The main characteristics of academic writing are clarity, conciseness, and typically objectivity to ensure that ideas are communicated successfully. It is not about impressing readers with "big words" or being overly formal.

Academic writing also uses neutral language instead of formality, which is another important characteristic. It stays away from colloquial, casual, or conversational language. For instance, "loads of things" is not as academic as "many factors." Additionally, unless the assignment is reflective, you shouldn't utilise personal language because you are not the main subject of the work.

Among the characteristics of academic writing, which individually distinguish it from many other forms of writing are that it is:

- structured
- evidenced
- critical
- balanced
- precise
- objective
- formal

With all this, I still think that it is not easy to have the skills to write properly. However, some examples like the one below have helped me.

Academic Writing	Personal Writing
Formal approach with an impersonal tone	Formal or informal approach may include conversational language
Cites scholarly sources	Doesn't require scholarly sources
Sentences are made of evidence, evaluations, and arguments	Content is made of personal experiences
Focused and well-structured	Long-winded

Note-taking skills

Taking notes is a critical learning tool that students should use in and out of the classroom. It's crucial to use a note-taking system for several reasons.

First, the instructor can be introducing new content in your textbook or providing extra information that is not in your textbook but is essential for you to learn how to relate to existing knowledge.

Second, the knowledge offered in a lecture might be tested on in the future through quizzes, examinations, and reflection papers.

And last, an effective note-taking system is a crucial study tactic. During class, paying attention and taking notes helps you remember the information.

Having good note-taking techniques will help you get ready for tests and build your future knowledge base.

How do we know, the Working Memory (WM) varies between people and that's why for me it is very important take notes. There are many reasons why people take notes at school, at work, at home, and elsewhere. I take notes because it helps me remember things, study more easily and helps me prepare to create good writing.

There are many ways to take notes, and we need to find one that works best for us. Some note taking that I learned are **Mind Mapping**, **Diagram**, **Linear notes** and **Tabular note taking**.

The most effective Note-Taking methods for me it is the diagram.

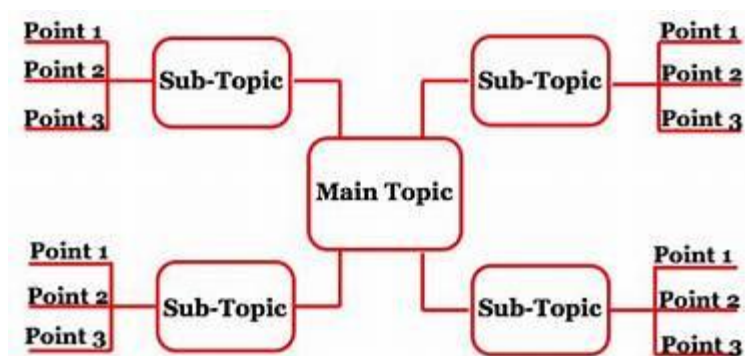


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Referencing Skills

How I learned about referencing it is also of giving credit to the writes from whom you have borrowed the words, ideas. When you cite the work of given scholar, you respect his intellectual property rights over the conducted research. You are free to draw upon any of the millions of ideas, insights, and arguments published by other writes, many of whom have spent years researching and writing, just like any other student or academic. You simply return the favour and acknowledge their contribution to your assignment.

Referencing is a way of providing the evidence to support the assertions and claims that you make in your own assignments. By citing experts in your field, you demonstrate to your marker that you are aware of the field in which you are operating.

References should always be accurate so that your readers are able to trace the sources used in your information. One of the best ways to make sure you reference accurately is to keep a record of all the sources you used when reading and researching for an assignment.

There are different ways to reference but I have been using **Havard referencing style**. In Havard, the author and year are cited in-text, and full details of the sources are given in a reference list.



Website



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Conclusion

To conclude, this experience helped me develop my skills and this learning experiences will contribute to my personal and professional development. My most useful learning experiences in this Module are the three topics I mentioned.

Furthermore, given the trend towards these favourable results, it would be beneficial to spend more funds to academic skills in higher education to reduce attrition rates and improve overall student achievement. University administrators may consider the benefits that academic language and learning specialists provide through learning support courses, particularly in the first year of transfer to a higher education program. Collaborative ALL work in academic acculturation, team teaching academic literacy skills required for assessments, academic skill integration into the curriculum, resource development, and student consultations can all help improve student performance in and through the higher education transition. Experts in Academic Language and Learning can make a difference by strategically placing themselves more.

References

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