

Academic Writing

In academic writing it is important to:

- Use formal English
- Avoid abbreviations and contractions
- Be impersonal
- Be cautious
appears to ...
seems to ...
tends to ...
- Be objective
- Avoid apologies
- Address the reader
- Be precise

Styles of Academic Writing

There are two main styles of academic writing.

1. Descriptive Writing
2. Argumentative/Analytical Writing

1. Descriptive Writing.

In a descriptive piece of writing, the writer:

- Describes what happened
- Describes the main features or functions
- Summarises the main points of a theory or article

2. Argumentative/analytical Writing.

In an argumentative or analytical piece of writing, the writer:

- Provides a clear line of reasoning
- Offers evidence or examples to support that line of reasoning
- Shows that the evidence presented is reliable
- Shows all sides to the argument
- Comes to a conclusion as to why the line of reasoning is valid

Remember to:

1. State the line of reasoning clearly
Sum up the argument in one short, clear sentence and don't sit on the fence!
2. Support the argument.
Show why the argument put forth is a good one and give evidence to back up each point you make.
3. Consider the opposition.
Give other sides to the argument, but convince the reader that the original line of reasoning is the most valid, with good examples and evidence.

Personal Writing V Academic Writing

In University, you will normally be expected to submit work which is written in the correct academic manner, with no 'Personal Writing'. Personal Writing is used when a person is giving their unique opinion or view on a given subject and is usually reserved for 'Diaries' or 'Reflective Journals/Essays'.

Personal writing	Academic writing
emotional	logical
can be intuitive	uses reasoning
active voice: 'I find that ...'	passive voice: 'It was found that ...'
anecdotal	uses evidence
data from one person	wider database
subjective	objective