

JK II Session IV

Task 1

Academic language should always be clear and logical, but it should also conform to its own genre or style, otherwise it risks distracting the reader or listener from the main purpose.

Academic English, particularly when written, is usually described as 'formal' language. The formality of academic writing is characterised by the following:

1. An **impersonal** rather than personal style, including the use of structures that begin with *it* and *there*, rather than the personal pronouns *I*, *we* and *you*.

E.g. A) We need a proper exploration of the causes of this problem.

→ There

B) I cannot predict the advancement of technology in future decades.

→ It

C) Some people have argued that a greater number of male teachers at primary school level might improve the performance of young boys in the classroom.

→ It

D) We had a difference of opinion within the team.

→ There

2. A tendency to base structures around **nouns** rather than verbs (called 'nominalisation').

E.g. A) The research team assessed the data carefully.

→ The research team made

B) The presenter questioned whether some of the research was relevant.

→ The presenter questioned

C) It is striking how similar the two phenomena are.

→ The is striking.

3. The use of **formal vocabulary**, such as:

..... rather than *quit a job*,

apologise rather than

verify rather than

request rather than

terminate rather than

..... rather than *call off*, etc.

4. A preference for cautious and objective approach, with evidence to support your ideas, and consideration given to the views of others, along with the avoidance of emotive or subjective language such as *disgusting* or *marvellous*.

(adapted from Paterson, K. *Oxford Grammar for EAP*. OUP, 2013.)

Task 2

Match the phrases below with parts of a presentation. Which of the phrases are less formal?

Beginning the presentation

Changing the topic

Summary

Inviting questions

Conclusion

1. Well that's it from me. Thanks for listening.
2. First I'd just like to give you some background information about...
3. I'd like to conclude by...
4. Do you want to ask about something?
5. Right, let's move on to...
6. Before I start, does anyone know...?
7. So to summarise the main points of my talk...
8. Just a quick recap of my main points...
9. Are there any questions?
10. This leads me to my next point, which is...
11. Now, let's consider...
12. If you have any further questions, please don't hesitate to ask.

(<https://www.tolingo.com/sites/en/service/business-english/presentation-phrases/>)