

# **PMCb1002 - Academic Writing**

Autumn 2023, Class 1 of 6  
Academic Style & Language

# Introductions

- What is your name?
- Where are you from?
- Which program are you in?
- What is your experience with professional texts?

# Course Syllabus

- Questions?

# General rules of academic writing

- Distinctive, formal style in structure, vocabulary, and writing
- It takes practice and a great way to learn is by reading other academic articles and books

# General rules: what not to do

- No slang
  - This research is gonna explain why this stuff works.
  - The research's findings are wild.
- No phrasal verbs
  - It is important to look up why this matters.
- No contractions
  - This research doesn't explore the full scope of the report.
- No long sentences
  - Try to break up your thoughts into concise sentences.

# General rules: what not to do

- No personal pronouns – keep it impersonal
  - I identified three key issues with the US' electoral process.
  - In my opinion (very rare!)
- No personal adverbs (except for sometimes in the contextual background)
  - Surprisingly, Canada is bigger than the United States.
- No vague or basic language
  - Like, good, bad, hard, lots of, thing, amazing
  - And so on, etc → to name a few, for example

# General rules: what not to do

- No acronyms without full name
  - The first time you mention, for example, an organization, must be followed by the acronym in parentheses:
    - **The United Nations (UN)** is an international organization focused on various types of safety.
- No use of crazy punctuation!
  - India has considered changing its name!??
- No vague statements
  - Artificial Intelligence is great for society.

# General rules

- American or British English?
  - The **organization's** building (US) is **colourful** (UK)
- Terms are defined
  - If you analyze democracy in a country, you must first define democracy
- Preference for passive sentences
  - The body of the king was wrapped in linen → good
  - People wrapped the body of the king in linen → doesn't provide any additional information
- Include transition words
  - However, nonetheless, as such, although, thus, therefore, moreover



# General rules: formatting

- Fonts, size, formatting
  - Always 11 or 12 size font
  - Times New Roman or Arial
  - 2.0 spacing
  - Margins: normal
  - Left-aligned or justified text
  - A4 page size
  - Page numbers on the bottom right and removed from first page

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