#### **CHEAT SHEET**

# **Academic Writing**



### Academic writing ...

... needs practice.

Writing academically is very different from writing in your diary, or writing a letter or a story. Academic writing needs a lot of training, and is usually characterised by the following elements:

- > Concise
- > Focussed
- > Structured
- > Backed up by evidence

#### **Every word matters:**

- 1 Academic writing and critical reading go hand in hand. You have to be good at both.
- 2 The main purpose of academic writing is to inform other researchers and academics about your research and research findings:
  - > Consider how you may be able to reach a mixed audience with some readers from your area of research or a related one, using pre-existing knowledge, and other readers from areas of research that may touch your topic only marginally. Expect that your audience is able to follow a more abstract path of logic.
  - > Ensure your audience understands why your research is important, how it contributes to knowledge and what its strengths and limitations are.
- In most cases you will have word limits to adhere to requiring you to learn how to be very efficient and to the point with your words.

## Tips

- > Ensure your writing is grammatically correct, and spelling and punctuation are accurate.
- > Do not make any major omissions your argument has to be "watertight".
- > Writing academically is not about your opinion. It is about facts.
- > Use up-to-date research. Do not use arguments that were made 20 years ago.
- > Find a balance between seminal and current research to use for your argument.

