ELEC6021 Writing skills http://www.edshare.soton.ac.uk/3451/

The aim of this two hour lecture is to give you some insights into the skills which you will need to master which will help you with assignments which require report writing.

Effectively communicating the outcomes of research is an essential activity. During your masters degree you will be given various tasks which require you to write a report which gives a thorough account of a research activity which you have undertaken.

All students will benefit from spending time reading existing reports and academic papers which are concerned with their chosen academic specialism.

The class falls into two parts – reflecting two aspects of the activity.

- Basics or technical writing – approaches and citations
- Deeper technical considerations

I suggest you re-read the slides used in the lecture. It may be helpful to do this with another student and to discuss what you understand from the guidance, and how you will apply this in your work.

Below you will find a summary list of web links provided in the slides.

Webliography

University of Southampton

General University notes for academic skills
Topics include: reading academically, writing effectively, search strategies, bibliographic software, referencing your work, giving a talk. See http://www.academic-skills.soton.ac.uk

Academic Integrity

- Read the general guidance http://www.studyskills.soton.ac.uk/integrity/index.htm
- Work through the ECS academic integrity tutorial http://www.ait.ecs.soton.ac.uk/
- See the rules and regulations
  http://www.calendar.soton.ac.uk/sectionIV/academic-integrity-procedures.html
- They are also explained in the ECS student handbook
  https://secure.ecs.soton.ac.uk/ug/handbook/0809/SectionA07DM3.doc

Grammar: an introduction to traditional grammar
http://www.soton.ac.uk/~wpwt/notes/grammar.htm

Spelling and Punctuation (Glasgow University): simple exercises on spelling and punctuation

Guidelines on spelling and punctuation, with exercises (the Aries project)
http://www.arts.gla.ac.uk/SESLL/STELLA/ARIES/

Information Skills (Library)

- Information skills: notes of citation formats http://www.southampton.ac.uk/library/infoskills/references/
- General notes for ECS students http://www.southampton.ac.uk/library/subjects/ecs/

Writing

Learn Higher (report writing) is a UK university project with very helpful exercises and guidance for students. This is a link to their notes and exercises to help in report writing
http://learnhigher.ac.uk/Students/Report-writing.html

The University of Toronto has a general writing centre, which is very informative
http://www.writing.utoronto.ca/
One is specifically a guide to writing lab reports,
http://www.writing.utoronto.ca/advice/specific-types-of-writing/lab-report
Engineering Communication Centre, University of Toronto it offers a range of interactive tutorials
http://www.ecf.utoronto.ca/~writing/interactive.html