

## Writing For Academic Success Sage Study Skills Series

Do you feel under increasing pressure to produce high quality publications, or struggle to translate your great ideas into inspirational – and engaging – writing? Gillie Bolton introduces her three ‘key phases’ method (Write for Myself, Redraft for my Reader, Edit for Posterity) to make the writing process less daunting, and offers support and advice on how to develop your own writing voice to use this to engage readers in your research. ‘Characters’ at different career stages help you to identify your own writing level, and before and after examples of work from a range of disciplines clearly illustrate the key writing techniques. Drawing on case studies, as well as their own extensive writing experience, the authors suggest strategies for dealing with common difficulties such as: Time and energy management Restoring flagging enthusiasm Maintaining inspiration Dealing with potential burnout and writer’s block. Each chapter concludes with a set of constructive exercises which develop these critical skills and inspire you to improve and enjoy your own academic writing. Ideal for upper level students and early career researchers. Dr Gillie Bolton is an international authority on writing and author of a long publication list including nine books, academic papers, as well as professional articles, poetry, and for a lay readership. Stephen Rowland, Emeritus Professor of University College London, is author of four books on the nature of research and learning in a range of contexts.

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Available as an E-Inspection Copy! Go here to order 'This is a really useful and comprehensive guide for Chinese students about the essential academic skills needed for successful study in higher education in the UK. It covers all skill areas as well as general information for Chinese students new to the UK academic environment.' - Julie Watson, Principal Teaching Fellow in e-Learning and Head of eLanguages, University of Southampton Leaving China to study in the UK for the first time can be a daunting experience. You will be entering a new country and education system with its own culture, customs and values, some of which will be totally different from those back home. You will need to acquaint yourself with these differences to achieve your goals while studying in the UK and make the most of your stay. You may be finding it difficult to find this information, you may even be feeling anxious about the move or struggling to fit into your new environment. Help is at hand! This easy-to-read book is designed to be your companion throughout your university studies in the UK, providing practical information and skills and strategies for success. This guide: Introduces you to many life skills needed to support your studies in the UK, such as food, socialising and local amenities Contains information regarding UK assessment, lectures, seminars, campus life and support available from faculty Covers language and comprehension skills to help you communicate in your work and in the classroom with peers Explains the main differences between Eastern and Western thinking and culture Includes research skills and strategies for dissertations, essays and exams. Other useful features: Xiangping

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has included study tips in Chinese to help you fully understand each chapter. Key words in each chapter are also provided in Chinese, alongside a test on the topic. Hear from other Chinese students about their own experiences studying in the UK. This essential guide will help you to flourish in your UK studies and enjoy yourself along the way! SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills hub for tips, resources and videos on study success!

To succeed in any assessment, you need to demonstrate critical thinking – but what does it mean to be ‘critical’? This book takes a hands-on approach to helping you think, read and write critically. Packed with examples from different disciplines and subjects, it talks through dozens of written extracts so you can see what criticality actually looks like. The book:

- Equips you with tools for making an argument, explaining your reasoning and using examples to illustrate your points.
- Enables you to structure coherent arguments and choose appropriate language.
- Helps you interpret and apply feedback from your lecturers.

For undergraduate students studying in any discipline, this clear guide takes the confusion out of reading and writing critically so you can approach your assessments with confidence.

This new academic writing guide coaches you through the trials and tribulations of

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transitioning to postgraduate studies from undergraduate study.

Essay Writing is a student guide with a mission: to enable students to write better essays and get the grades they deserve by demystifying the essay-writing process. MunLing Shields places essay writing within the larger university experience for students. In a clear and easy to understand way the author guides the reader through the process of writing successful university essays by looking at essay writing in the context of academic communication, academic culture and different learning styles and approaches. This book:

- Helps students study more independently and learn more meaningfully to write better essays
- Offers invaluable insights into the way tutors see essays
- Explains why essays are set, and how to understand the rationale behind them
- Demonstrates how best to approach answering the question.

This highly accessible book offers practical, in-depth guidance on each of the stages of the essay writing process - planning, drafting and editing - and relates them to the important sub-skills of information-gathering, reading academic texts, how to get the most out of lectures, referencing and citations, and fluency and appropriateness of style and language. 'An excellent guide for students new to writing essays at university' - David Ellicott, Senior Lecturer in Youth Justice and Youth Studies, Nottingham Trent University

SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time

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dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills hub for tips, resources and videos on study success!

This is your complete guide to acing your assignments and getting the most out of your time at university. Packed with tips, tools and a digital companion loaded with real-life examples, this book will help you: communicate your ideas with confidence and clarity watch your skills grow with diagnostic tools create your own study plan tailored to the skills you need know what your tutor is looking for and how to deliver turn your skills into success after university. This book is specially designed to show you where your strengths are and what you need to work on, so you get a practice plan that is perfect for your needs. It then arms you with the principles and practice to get ahead in your academic writing, presentations and group work. SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills hub for tips, resources and videos on study success!

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straight from school, a mature student, or an overseas student studying in the UK for the first time, you'll find out how to: Sail through those tricky first weeks Get the most out of lectures by understanding how you learn Learn techniques for academic writing and research Stay cool and cope with stress Pass exams with flying colours Plan your career after graduation. Don't miss in this edition... Even more tips and advice on learning methods, online learning and developing job skills - ensuring success throughout your course Additional case studies and student tips to help you apply the skills you need A companion website packed with toolkits and resources, to help you study smarter. 'An outstanding book which enables learners to actively identify, reflect and develop their 'skills' to enable them to succeed as life-long learners. The authors present the 'how to' alongside the 'what' of study skills to enable continuous personal development, in an accessible style.' - Di Turgoose, Senior Lecturer, Member of the Association for Learning and Development in Higher Education SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills hub for tips, quizzes and videos on study success!

Focusing on research-related assignments, this book helps you navigate the potential pitfalls of academic writing through the experience of students who face

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the same challenges you do. Packed with hands-on exercises and insightful feedback, this workbook gives you the practice you need to fine tune your academic writing. Using their years of experience coaching students, the authors help you to: Develop and hone arguments Organise and interpret source material Write effective research proposals Follow academic conventions with confidence Complete collaborative writing projects. Perfect for anyone transitioning from undergraduate to postgraduate degrees, Mastering Academic Writing provides the skills, tips, and tricks you need to move beyond the basics of academic writing and meet the new expectations of further study. SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills hub for tips, resources and videos on study success!

Lecturers, request your electronic inspection copy here 'This is a refreshing and inspiring book, of equal value to both the anxious and the ambitious student' - Lucinda Becker, Department of English Literature, University of Reading In the second edition of this best-selling guide, Nicholas Walliman provides expert, step-by-step advice on managing and developing a successful undergraduate project.



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This book takes you through each stage of your dissertation, answering questions including: How do I choose an appropriate topic for my dissertation? How do I write a research proposal? What's a literature review, how do I conduct it and how do I write it up? How can I ensure I'm an ethical researcher? What methods of data collection are appropriate for my research question? Once I have collected my data, what do I do? What's the best structure for my dissertation? Full of examples from real student projects, interdisciplinary case studies and illustrated with cartoons to make you smile along the way, this book will tell you all you need to know to write a brilliant dissertation. SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills website for tips, quizzes and videos on study success!

This Second Edition of Diana Ridley's bestselling guide to the literature review outlines practical strategies for reading and note taking, and guides the reader on how to conduct a systematic search of the available literature, and uses cases and examples throughout to demonstrate best practice in writing and presenting the review. New to this edition are examples drawn from a wide range of

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disciplines, a new chapter on conducting a systematic review, increased coverage of issues of evaluating quality and conducting reviews using online sources and online literature and enhanced guidance in dealing with copyright and permissions issues.

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A doctoral dissertation is arguably the most important journey that students will embark upon in their professional careers, so smart travelers will want E. Alana James and Tracesea H. Slater's *Writing Your Doctoral Dissertation or Thesis Faster: A Proven Map to Success at their fingertips*. James and Slater identify the key places and challenges that create extra stress during the dissertation process, and offer effective strategies and tools to address those challenges and ensure academic success. Their map walks readers through each step of the process, including: • determining the research topic, • choosing appropriate methods, • turning a hypothesis into a study, • completing a literature review, • writing and defending a proposal, • collecting and analyzing data, • writing up the study, and • ultimately defending the dissertation. Building on years of experience with doctoral students, the authors provide a comprehensive, yet easy-to-use tool that encourages student reflection; includes student stories, hints, and writing tips; and provides end-of-chapter checklists and ideas for incorporating social media. With the proven techniques and guidance of this indispensable and applied book, doctoral students will finish their thesis or dissertation—faster!

It's an uphill climb—but the view from the top makes it all worthwhile. A

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dissertation can be challenging, but this informative book helps you overcome the obstacles along the way. Using graphics, checklists, and sample forms, this guide readies you for each step of the process, including selecting the committee, getting acclimated to academic writing, preparing for your oral defense, and publishing your research. New features include: A chapter on ethical considerations Expanded coverage of digital data collection and the Internet More detailed information on conducting the literature review A discussion of how to develop a theoretical or conceptual framework

Lecturers request your electronic inspection copy here. Academics are not just researchers, but writers too. Using her many years of practical experience gained as a teacher and editor, Lynn Nygaard guides you through the whole process of writing and presenting your research in order to help you make your voice heard within the academic community. Grounded in real world advice rather than abstract best practice, Nygaard demonstrates a number of approaches to writing in order to help you identify those most suited to your own project. This updated new edition includes: Revised and expanded sections in each chapter More focus on the social sciences A more international focus Updated discussions on publishing practices Annotated biographies for each chapter New illustrations and images Additional practical tips and exercises From defining your audience,

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to forming your argument and structuring your work, this book will enable you to communicate your research passionately and professionally. Lynn Nygaard is Special Adviser on Project Development and Publications at the Peace Research Institute Oslo (PRIO). Visit the companion website for additional online resources! SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills hub for tips, resources and videos on study success! This updated new edition includes: Revised and expanded sections in each chapter More focus on the social sciences A more international focus Updated discussions on publishing practices Annotated bibliographies for each chapter New illustrations and images Additional practical tips and exercises From defining your audience, to forming your argument and structuring your work, this book will enable you to communicate your research passionately and professionally.

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these students succeed.' - Times Higher Education 'A superb book which contains a wealth of ideas and strategies for use in the EAP classroom or for self-study. It should be compulsory reading for any student seeking to enter Higher Education in an English-language speaking country' - Alison Standing, EAP Co-ordinator, London School of Economics and Political Science (LSE) 'Read, Research, Write definitely fills a gap... It is comprehensive, accessible and expertly researched and written, covering many essential aspects of academic competence. Equally useful as a course book, a resource book in a class library or as a reference book for students, every EAP teacher will want a class copy, every ESL student starting higher education should keep it on their desk!' - Dr Roger Nunn, Senior Associate Editor, the Asian EFL Journal, Associate Professor in Communication, Petroleum Institute, Dubai 'Read, Research, Write takes a novel approach to combining language and content so as to balance discipline-specific and generic language development. Valuable and engaging input on learning strategies and research skills for higher education is also included. I would recommend this book for teachers of EAP in a range of contexts' - David Palfreyman, Zayed University, Dubai This book is for students who have learnt English as a second (or third, or fourth) language, and are studying at an institution where English is the medium of instruction. Each of its

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10 chapters focuses on a reproduced academic article on an aspect of English for academic purposes - students can therefore learn about language skills from the articles themselves as well as developing those skills in the activities and tasks which follow. Each chapter develops six strands of academic skills essential for successful study: reading; learning language/vocabulary; writing; researching; studying' and applying to your own subject. The detailed and focused activities and tasks will help you to: Make reasonable knowledge claims Become more aware of university culture and expectations Write according to academic standards Think critically and reflectively Respond to ideas in academic articles Document your work appropriately and avoid plagiarism. Click on the RESOURCES TAB for extra downloadable materials include a collection of articles from a variety of different sources related to the topics in each of the book's 10 articles. SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills website for tips, quizzes and videos on study success!

This brief, practical guide illustrates the most common kinds of business correspondence that a university professor is required to produce and offers useful

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advice to make these communications as effective as possible. The author also offers general suggestions on effective writing, including brainstorming and collaborating, persuasion, outlining and revising, and designing documents.

This accessible guide to writing academically is based on the author's many years of experience helping students to improve their writing and get better marks in assignments. The advice works because it uses real examples of students' work to explain what tutors look for, and shows you how to get there. New to this Third Edition:

- increased coverage of plagiarism (and how to avoid it)
- how to show critical reflection and judgement
- turning useful notes from lectures and readings into powerful written arguments
- updated material on citations and references
- new examples of students' work
- developing an academic 'voice'.

The book is packed with practical advice on how to read widely, search for reading materials, structure your writing and use language effectively. With plenty of dos and don'ts, this is a perfect guide for students studying at all levels. Dominic Wyse is Professor of Early Years and Primary Education at the Institute of Education, University of London. SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills website for tips, quizzes and videos on study success!

Even students capable of writing excellent essays still find their first major political



science research paper an intimidating experience. Crafting the right research question, finding good sources, properly summarizing them, operationalizing concepts and designing good tests for their hypotheses, presenting and analyzing quantitative as well as qualitative data are all tough-going without a great deal of guidance and encouragement. Writing a Research Paper in Political Science breaks down the research paper into its constituent parts and shows students what they need to do at each stage to successfully complete each component until the paper is finished. Practical summaries, recipes for success, worksheets, exercises, and a series of handy checklists make this a must-have supplement for any writing-intensive political science course. New to the Fourth Edition: A non-causal research paper woven throughout the text offers explicit advice to guide students through the research and writing process. Updated and more detailed discussions of plagiarism, paraphrases, "drop-ins," and "transcripts" help to prevent students from misusing sources in a constantly changing digital age. A more detailed discussion of "fake news" and disinformation shows students how to evaluate and choose high quality sources, as well as how to protect oneself from being fooled by bad sources. Additional guidance for writing abstracts and creating presentations helps students to understand the logic behind abstracts and prepares students for presentations in the classroom, at a conference, and beyond. A greater emphasis on the value of qualitative research provides students with additional instruction on how to do it.

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Through specific examples, real-life scenarios, and diagrams, this book vividly conveys the most fundamental and effective tactics for boosting reading proficiency while enhancing student and teacher performance.

From components of successful PR programs to evaluation guidelines, this valuable resource gives educational leaders the public relations support needed to meet tough communication demands and ensure student success.

With its friendly, step-by-step format, *Becoming an Academic Writer* by Patricia Goodson helps writers improve their writing by engaging in deep and deliberate practice—a type of practice adopted by expert performers in areas such as sports or music. Featuring 50 exercises, this practical, self-paced guide is flexibly organized so readers can either work their way through all of the exercises in order or focus on the specific areas where they need additional practice building their skills. The Second Edition is enhanced by a new appendix on literature review, new feature boxes, and new chapter summaries.

Struggling to find your academic voice? *Polish Your Academic Writing* gives you the advice and skills you need to write appropriately and impactfully and get the best grades in your assignments. Effectively make your point and answer the assigned question Build a solid and logical writing structure Perfect your paragraphs and make your sentences flow. Super Quick Skills provide the essential building blocks you need to succeed at university - fast. Packed with practical, positive advice on core academic

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Writing for Academic SuccessA Postgraduate GuideSage Publications Limited

'From finding a research topic through to the final write up, this clear guide takes the mystery out of graduate-level research. This book will help your project succeed' -James V. Spickard, Professor of Sociology, University of Redlands, US Just starting your Master's? Worried about your dissertation? This book is an indispensable guide to writing a successful Master's dissertation. The book begins by addressing issues you'll face in the early stages of writing a dissertation, such as deciding on what to research, planning your project and searching for literature online. It then guides you through different aspects of carrying out your research and writing up, helping you to: write a research proposal choose one or more methods write the introduction and conclusion discuss the literature analyse your findings edit and reference formulate research questions build your argument. The book offers guidance that other books often miss, from dealing with emotional blocks, to ways of identifying your strengths and weaknesses, and improving your writing. It addresses the social aspects of the writing process, such as choosing and working with an advisor, using social media and forming student work groups for added help and inspiration. Each chapter ends with an action plan, which is a

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resource section that features exercises and reflection questions designed to help you apply what you've read to your own work. SAGE Study Skills are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills website for tips, quizzes and videos on study success!

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'Humorous, direct, authentic ... a seamless weave of experience, anecdote, and research.' - Kathleen McHugh, professor and director of the UCLA Center for the Study of Women  
Wendy Laura Belcher's *Writing Your Journal Article in Twelve Weeks: A Guide to Academic Publishing Success* is a revolutionary approach to enabling academic authors to overcome their anxieties and produce the publications that are essential to succeeding in their fields. Each week, readers learn a particular feature of strong articles and work on revising theirs accordingly. At the end of twelve weeks, they send their article to a journal. This invaluable resource is the only guide that focuses specifically on publishing humanities and social science journal articles.

This book helps students and researchers write better assignments, better dissertations, and better papers for publication. Characterizing academic writing as an integral part of the knowledge generation and dissemination process, it focuses on three main aspects: understanding research, documenting and sharing the process and results of research, and acknowledging the use of other people's ideas in the documentation. The authors use various samples of good as well as defective writing to illustrate the features of academic writing. They describe in detail the structure and contents of academic papers, especially conceptual and empirical research papers for journals. This lucidly written book will be a rich resource for MBA

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students and researchers working for MPhil and PhD degrees, especially in the fields of management, behavioural sciences and communications.

Reading critically, and writing using critical techniques, are crucial skills you need to apply to your academic work. If you need to engage with published (or unpublished) literature such as essays, dissertations or theses, research papers or oral presentations, this proven guide helps you develop a reflective and advanced critical approach to your research and writing. New to this edition: Two new chapters on basic and advanced writing skills More advice on self-bias and perception Updates and additional examples throughout Updated online resources providing additional support. A Companion Website provides additional resources to help you apply the critical techniques you learn. From templates and checklists, access to SAGE journal articles and additional case studies, these free resources will make sure you successfully master advanced critical skills.

This title is a comprehensive study skills and personal development guide, incorporating coverage of personal skills, academic skills and job search skills within the framework of personal development planning.

Want to be an effective, successful and happy academic? This book helps you hone your skills, showcase your strengths, and manage all the professional aspects of academic life. With their focus on life-long learning and positive reflection, Alex and Bailey encourage you to focus on your own behaviours and personal challenges and help you to find real world solutions to your problems or concerns. Weaving inspirational stories, the best of research and theory, along with pragmatic advice from successful academics, this book provides step-by-step guidance and simple tools to help you better meet the demands of modern academia,

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including: Optimising your effectiveness, priorities & strategy Workflow & managing workload Interpersonal relationships, and how to influence Developing your writing, presenting and teaching skills Getting your work/life balance right. Clear, practical and refreshingly positive this book inspires you to build the career you want in academia.

Lecturers, why waste time waiting for the post to arrive? Request and receive your e-inspection copy today! Writing good essays can be a real challenge. If you need a helping hand (or simply want to improve your technique) this book sets out proven approaches and techniques which can help everyone write good essays. Extensively revised and updated, this 4th edition includes new material such as: A chapter on essay planning, focusing on literature searching (using online materials), note-taking and formulating an argument A comparison of essay writing to exam writing The use of academic language, vocabulary and register, and its 'accuracy and appropriateness' A new Companion Website providing additional activities, downloads and resources. The authors focus on answering key questions you will face when preparing essays - What do tutors look for when marking my essay? What kind of skills do I need as I progress through my course? How can I avoid inadvertent plagiarism? What are the protocols for referencing? Encapsulated in easy to digest summaries, this edition shows you how to approach different types of essay questions, addresses common worries, and provides extensive use of worked examples including complete essays which are fully analysed and discussed. Visit the Companion Website at [www.uk.sagepub.com/redman/](http://www.uk.sagepub.com/redman/) for a range of free support materials! Good Essay Writing is highly recommended for anyone studying social sciences who wants to brush up on their essay writing skills and achieve excellent grades. SAGE Study Skills are essential study guides for students of all levels. From how to write great

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essays and succeeding at university, to writing your undergraduate dissertation and doing postgraduate research, SAGE Study Skills help you get the best from your time at university. Visit the SAGE Study Skills website for tips, quizzes and videos on study success!

'Gail Craswell has written an excellent book. Chapters are rich with detailed, step-by-step explanations that will be as useful to experienced writers as to students. Clear, specific advice with concise steps for succeeding at each kind of writing makes each chapter a valuable tool' - Design Research News

Writing for Academic Success is an excellent practical guide for any student entering into postgraduate study, providing a comprehensive coverage of academic writing skills and communication techniques. From initial time-management strategies to detailed tips on thesis and exam writing, Craswell helps the postgraduate student to develop their own effective communication methods. Further sections on doing a presentation and cogent advice on how to get articles published ensure that Craswell provides the widest coverage of all aspects of writing and academic communication. Key features: - highly practical - illustrative case-studies, exercises throughout each chapter, step-by-step strategies, helpful tips throughout - strong cross-disciplinary focus - ideal for all students undertaking postgraduate study in any discipline - broad framework - covers whole range of academic writing from short 'exam' essays to thesis structuring, as well as advice



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This new edition is designed to help graduate and research students with the process, preparation, writing, and examination of their theses. Many students are able to design their program of research and to collect the data, but they can find it more difficult to transform their data into a thesis.

Are you struggling with your dissertation? Have you started too late and now you're panicking? Help is here! *Your Dissertation in Education* is a straightforward, plain English guide to doing and writing your project. It will take you from start to finish, with practical and friendly advice on every page. This second edition includes: - A new Foundations section with the concepts and tools you need to get started - An expanded guide to methodology and writing about methods - A new chapter on mixed methods An essential companion on your dissertation journey, this book is ideal for students across education, including teacher training, early childhood and education studies. *SAGE Study Skills* are essential study guides for students of all levels. From how to write great essays and succeeding at university, to writing your undergraduate dissertation and

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