

# Effective Communication Skills in English/ Writing and Speaking

For Language center Participants

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# Academic Writing in English

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Clear, concise, and focused.

Structured and backed up by evidence.

Its purpose is to aid the reader's understanding.

It has a formal tone and style.

It is not complex and does not require the use of long sentences and complicated vocabulary.

[https://library.leeds.ac.uk/info/14011/writing/106/academic\\_writing](https://library.leeds.ac.uk/info/14011/writing/106/academic_writing)

# Pre-Writing Steps

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Choosing a topic/ What are the characteristics of a good topic?

Broad vs Too broad?

Narrow vs Too narrow?

Gathering ideas about the topic/ brainstorming: How to do brainstorming?

- Mapping*
- Making a list*
- Free writing*

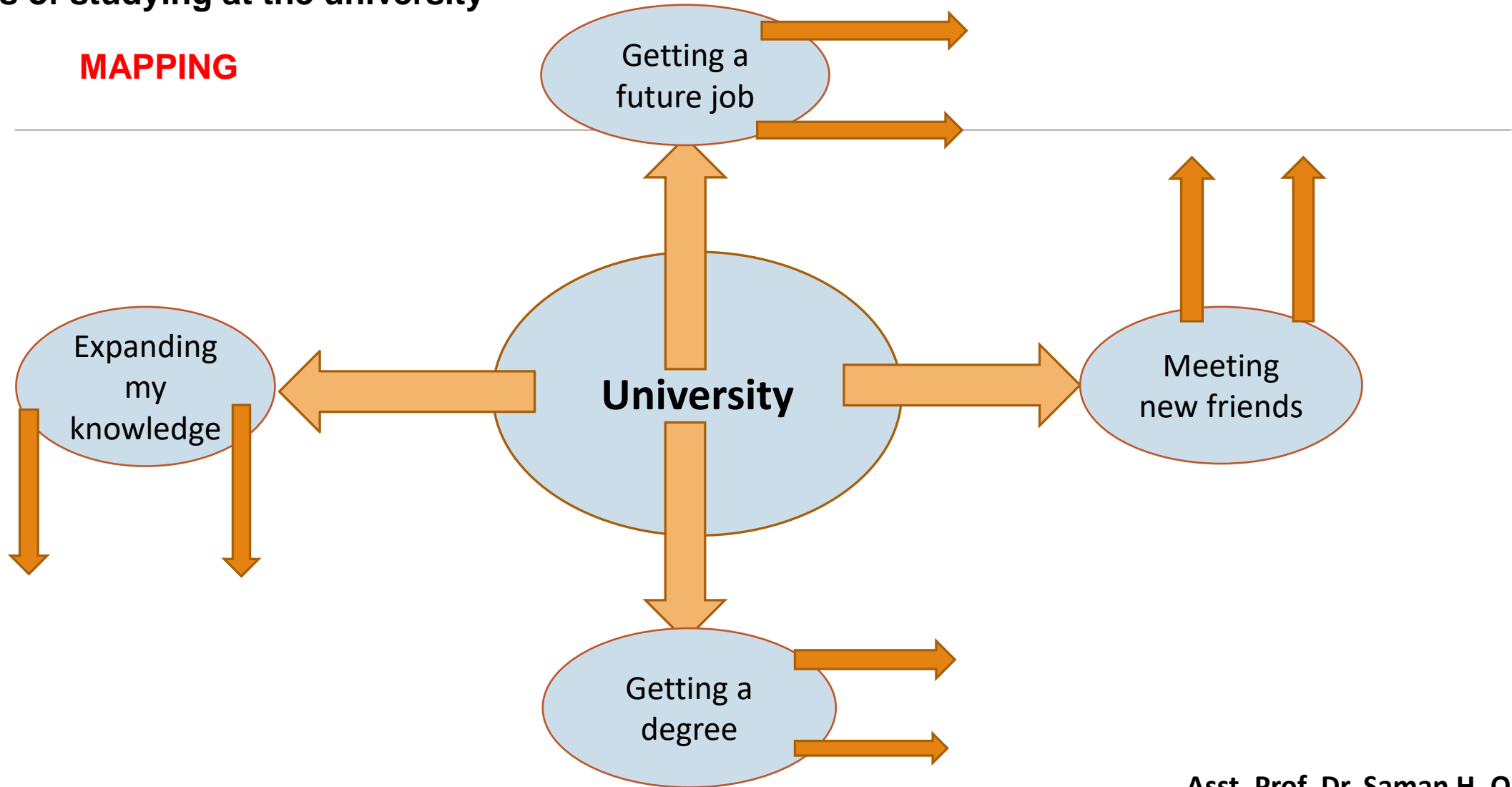
# Pre-Writing Steps

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**Mapping:** Diagramming or making a map helps you gather ideas and find out how these ideas are related to each other.

## Pros of studying at the university

### MAPPING



# Pre-Writing Steps

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**Making a list:** providing a list of the ideas and examples is very useful to help you prioritize and structure your paragraphs and evidences for supporting them.

# Pros of Studying at the University

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## MAKING A LIST

- University study can will help me expand my social relations
- It is a means to get a job in after I graduate
- It improves my critical thinking
- I can get a certificate/degree
- I will be majored in a specific field
- I can start a future project
- It is a golden opportunity to plan for my future

# Pre-Writing Steps

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**Free Writing:** Instead of spending time on how or where to start from, you can practice a free writing strategy by stating any ideas or examples that come to your mind. Then a quick review of this free writing will help you organize your ideas and examples per paragraphs.



# Pros of Studying at the University

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## FREE WRITING

University study is necessary for my future. It is very important for me because once I graduate I can get a job. ~~Most university graduates do not get appointed nowadays.~~ I will start an agricultural project when I finish university. I will open my own mechanic's shop once I finish engineering. It is a proper age to make new relations and new friends. Critical thinking and new knowledge is important.

# Pre-writing Editing Vs Post-Writing Editing

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**Editing: Consider the following free writing :**

The topic is “Advantages of becoming a teacher in Kurdistan”. Teachers play a very significant role in our lives. My teacher is my modal. Teachers are very respectful people. They raise generations. Teachers are the reasons why we have achieved this freedom. Teachers are very underpaid in Kurdistan. They have lightened our path. Teachers should do another job besides their current occupations. I think we all owe them so much. I have learnt and achieved so much. Teachers have always supported the revolution.

# Pre-writing Editing

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- We should go over the free writing and try to structure our paragraphs according to the ideas and examples provided. Consider the different colors on the previous slide. A classification of ideas supported by evidence helps you establish the ideas to be discussed in each paragraph of your writing. Each color is raw material for a separate paragraph, with the orange color representing *irrelevant* ideas.
- Post-Writing editing includes going over the writing after it is finished searching for unity, logic, evidence, and language issues.

# Pre-writing Editing/ Continued

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Pros of University Study: University study is necessary for my future. It is very important for me because once I graduate I can get a job. **Most university graduates do not get appointed nowadays.** I will start an agricultural project when I finish university. I will open my own mechanic's shop once I finish engineering. It is a proper age to make new relations and new friends. Critical thinking and new knowledge is important.

Getting a profession

New friendships

Knowledge and Critical thinking skills

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THANK YOU

