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Academic Writing Notes

- A research should have an argument.
- It should answer a question or a few related questions.
- It should try to prove something by reasoning and evidence, especially including examples and confirming citations.
- Evidence consists of specific examples or opinions of others which support and illustrate your research question. Evidence comes from either primary or secondary sources.
- You should consistently use evidence from your source reading to back up your ideas and reference this correctly.
- A research's organization—how it begins, develops, and ends—should be designed to present your argument clearly and persuasively.
- Construct your outline by listing all the important points you want to cover in your research. You should provide one main point for each paragraph.
- Categorize your points according to their importance in a logical sequence.
- The research should progress towards the conclusion.
- Keep your writing clear and concise.



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- A wide range of vocabulary is of course important, but you must use the right word, and shorter ones are often better than longer ones.
- avoid every day, informal language, especially colloquial expressions and slang.
- Sentences should be complete and ideas arranged into paragraphs or sections.
- Avoid vague words. Your writing needs to be more precise.
- Avoid Wordiness.
- Avoid overuse of brackets; don't use exclamation marks or dashes; avoid direct questions; don't use "etc."
- Avoid too much personal language. use impersonal subjects instead (It is believed that ..., it can be argued that ...)
- Never use emotive language; be objective rather than subjective.
- Avoid being too dogmatic and making sweeping generalizations.
- Avoid long sentences (Sentences that include more than 60 words)
- Use right punctuations.
- Avoid gender-specific words.
- Numerals that should be spelled out (use nine instead of 9), and vice versa (use 12 instead of twelve).