

Academic Writing Program Spring 2017

for Graduate Students

Academic writing requires several skills, and it is very important to be familiar with styles and the rules to follow. This course is designed to help graduate students acquire various writing styles and rules step-by-step, leading to write a high-quality thesis.

■Course Outline

1	Preparing Step	Essay and Assignment Planning
2		Paragraph Structure and Cohesion
3		Common Errors and Writing Accuracy
4	Developing Step	Components of a Research Paper
5		Paraphrasing, Quoting, and Referencing
6		The Introduction and Thesis Statement
7		The Body and Conclusions
8		Writing the Abstract
9	Finalizing Step	Revising and Final Editing

■Schedule & Place

KIC: April 15 13:00 - 19:30 RYOYUKAN 831
April 22 10:40 - 17:50 KEIGAKUKAN 222

■How to Apply

Application can be made online through the following website
by Friday, April 7

http://www.ritsumei.ac.jp/ru_gr/g-career/eng/program/article.html/?id=109

■Note

- There is no tuition fee for taking this non-credit program.
- All sessions will be taught in English.
- Japanese students are also welcome.



Academic Skills Program Spring 2017

for Graduate Students

This course is designed to help graduate students acquire the fundamental academic skills needed to complete academic papers and give presentations. Writing segments will cover various checkpoints including accuracy, paraphrasing, and referencing. Presentation segments will focus primarily on delivery skills to communicate a clear message, project enthusiasm, and maintain interest. Discussion skills in dealing with Q&A sessions following presentations will also be covered.

■Course Schedule

Session 1	Academic Writing / Presentation Skills The Structure of a Paper and Presentation
Session 2	Academic Writing Common Errors and Accuracy
Session 3	Academic Writing Paraphrasing and Referencing
Session 4	Presentation Skills Posture, Gestures, and Eye Contact
Session 5	Presentations Skills Voice, Tone, and Q&A

■Schedule & Place

BKC: Every Friday May 26 - June 23 16:20 - 17:50 AD-SEMINARIO A314

OIC: Every Wednesday May 24 - June 21 14:40 - 16:10 BuildingC 472

■How to Apply

Application can be made online through the following website by Friday, May 19

http://www.ritsumei.ac.jp/ru_gr/g-career/eng/program/article.html/?id=109

■Note

- **There is no tuition fee for taking this non-credit program.**
- **All sessions will be taught in English.**
- **Japanese students are also welcome.**
- **Prior registration is required.**

