



UNIVERSITI TEKNOLOGI MARA

EPC405: WRITING SKILLS FOR RESEARCH

Course Name (English)	WRITING SKILLS FOR RESEARCH APPROVED
Course Code	EPC405
MQF Credit	2
Course Description	This course is designed to develop students' ability to incorporate information from reference materials into their own writing. The course emphasises strategies to paraphrase, summarise and synthesise relevant information from various sources into a single text. Students are expected to write a short term/ research paper by presenting information logically and accurately using secondary sources and apply the conventions of academic writing and avoid plagiarism.
Transferable Skills	Demonstrate ability to identify and articulate self skills, knowledge and understanding confidently and in a variety of contexts (Reflective Learner) - Demonstrate ability to analyse issues/problems from multiple angles and make suggestions (Solution Provider)
Teaching Methodologies	Lectures, Blended Learning, Tutorial, Reading Into Writing Task, Discussion, Presentation, Workshop
CLO	CLO1 Paraphrase texts using various linguistic techniques to avoid plagiarism and summarize texts by extracting relevant main points CLO2 Analyse relevant information from texts and document sources appropriately to prepare annotated bibliography CLO3 Present review of articles used in research paper CLO4 Apply the conventions of academic writing to write a short research paper using secondary sources
Pre-Requisite Courses	No course recommendations
Topics	
1. Recognizing Plagiarism 1.1) Recognizing forms and degrees of plagiarism 1.2) How to avoid plagiarism	
2. Paraphrasing texts 2.1) Techniques of paraphrasing texts	
3. Quoting texts 3.1) Criteria for quoting texts	
4. Summarizing techniques 4.1) One-sentence summary 4.2) Informative: general summary 4.3) Informative : Focused summary	
5. Sourcing and evaluating materials 5.1) Locating sources. 5.2) Identifying and evaluating reference materials.	
6. Documenting sources 6.1) Documenting sources using the APA style 6.2) Writing in-text citations 6.3) Writing references 6.4) Using endnotes for reference management	
7. Writing annotated bibliography 7.1) Writing the bibliographic citation of reference sources 7.2) Writing the annotation of reference sources 7.3) Criteria of a good annotation	

8. Presenting review of articles used in term/ research paper

8.1) criteria of a good article review

9. Preparing term/ research paper outline

9.1) Exploring research topic through concept mapping

9.2) Developing thesis statement/ research questions / research objectives as basis of term/ research paper

9.3) Preparing draft outline

9.4) Reviewing reference materials

9.5) Preparing integrated outline to synthesize information from reference materials

10. Writing a short term/ research paper

10.1) Develop thesis statement, research objectives or research questions for research paper

10.2) Prepare draft outline

10.3) Review reference materials

10.4) Writing the draft term/ research paper

10.5) Incorporating evidence from reference materials into term/ research paper

10.6) Finalise term/ research paper for submission

Assessment Breakdown		%		
Continuous Assessment		100.00%		
Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Assignment	AR Pres	10%	CLO3
	Assignment	AnnBib	20%	CLO2
	Assignment	TermPr	40%	CLO4
	Test	Test	30%	CLO1
Reading List	Recommended Text	<ul style="list-style-type: none"> • Krishnakumari, K., NorAzni Abdullah and Ahmad Mazli 2010, <i>Writing with Sources: A guidebook for academic writers</i>, 1st Ed., 5, McGraw Hill Kuala Lumpur [ISBN: 9789675771118] 		
Article/Paper List	This Course does not have any article/paper resources			
Other References	<ul style="list-style-type: none"> • Book Veit, R., Gould, C 2009, <i>Writing, Reading, and Research</i>, (8th. ed) , Wadsworth, New York • Book Macknish, C 2011, <i>Academic and Professional Writing</i>, McGraw-Hill, Singapore • Website <i>Research and Documentation Online 5th Edition</i> http://bcs.bedfordstmartins.com/resdoc5e/RES5e_ch09_s1-0002.html • Website <i>OWL Online Writing Lab</i>, Purdue University http://owl.english.purdue.edu • Book Wilhoit, S 2009, <i>A Brief Guide to Writing from Readings</i>, (5th ed). , Pearson, London • e-Book Nor Azni Abdullah, Ahmad Mazli Muhammad and Krishnakumari N. R. Krishnan 2012, <i>Avoiding Plagiarism: a guide for students</i> , INQKA, Universiti Teknologi MARA, Shah Alam http://hea.uitm.edu.my/v1/index.php?opti on=com_fli 			