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| **Response paper**  **LAST NAME: GEBREYOHANS**  **FIRST NAME: SHAREW NIGUSE**  **PROGRAM CODE: PHGH**  **COURSE CODE : ACA-401D**  **PERIOD NUMBER: 1**  **INSTRUCTOR: Dr. Gulma** | **SEAL-EUCLIDINT-2016** | |
| |  | | --- | | **Edit or delete text to show actual information below:**  The author applied ☐US ☐UK conventions of grammar, usage, and mechanics.  The author used Turabian (in-text/parenthetical)  The author ☐did ☐did *not* use Zotero to insert references  The author ☐did ☐did *not* use Grammarly Premium (EUCLID provides access)  The author used the following software: (e.g., MSWord 2016 on Windows 8) | | |

BASICS OF ACADAMIC WRITING

1. Introduction

In the history of mankind civilization, writing played a significant role to transfer knowledge, tradition, customs and believe system. Writing started since the ancient time of Mesopotamia, the Sumerian civilization date back 3400 B.C. Since then, the art of writing passed through so many improvements which contributed a lot for the development of human being in the form of social strata building, economic advancement and technological improvements from time to time. In the meantime, there are advanced cheating which is called plagiarism in scientific name and crimes made on writing. Book writers could have been denied earning what they supposed to be; scientific writers and researchers are not being recognized for their effort unless otherwise set by a strict writing rule. As a student and beginner to such an academic writing course the formulation of such rules and learning it will benefit me a lot. While going through the first lesson of this academic writing coursepack, I have learnt so many basic things which will be a base for my future writing activities.

1. write to influence your reader

Every writing has a purpose and every writer has a goal in mind before putting a word which later grow to a phrase, a sentence, a paragraph, a page and a book. That goal of every writer is to influence his/her readers and persuade them in order to get support for a desired action. Academic writing also follows the same philosophy of persuasion, however, what it makes it dissimilar from the other type writing, it explains scientific evidences (EUCLID 2019,1). Writing in such a way is not an easy task for everyone, but those who are committed and well prepared can do it. EUCLID coursepack ACA-401D explained in a very simple and understandable words what are the basic steps required to be followed by any academic writers. Above all thing, managing time is the top priority for writers. I remember my previous supervisor saying to intimidate procrastination, *if the activity is very important to you, please start it as soon as yesterday*. As we go through a serious of steps of writing, starting early will give us the most fabulous time of thinking and rechecking to come up with a very good version of written document. Of course, editing our writing work now and then is the most important activity that give life. As I go through a well-structured coursepack, I come to understand that, in order to produce a neat and excellent writing work, it demands to do the following summarized activities

1. Adequate preparation

Adequate preparation begins from thinking the topic to collecting and documenting supportive materials that we are going to use it as a reference. Writing is not a one-time activity instead that may require to think, write the draft, edit and sometime re-write. In order to make this successful, writer need to read adequate materials and it is advisable not to take notes in the first round reading of materials (EUCLID 2019, 1-5).

1. Literature review

Reviewing the existing studies done in the area of our research is very important aspect of a preparation that we need to do when we think about research. It is one and most important self-reinforcement mechanism to learn about the topic we chose and help us to understand more how much is known about our topic and how much need to be discovered still (Denney and Tewksbury 2013, 2). While reviewing literature, it is very important to read the literature first and take not in our second-round reading. I have learned that there are 11 very important role we need to follow to make our literature review successful and grammatically correct (EUCLID 2019, 17).

1. Apply your chosen style

Choosing style and following the format properly is not an easy task for writers. It is a systematic process of documenting our paper in a way that consider our readers and publishing company format. It is a crucial step that help one academic document to be published. Depending on the type of writing we are working on, the style we need to follow will also largely depends on that. For example, an academic writing on the area of public health is advised to follow Chicago rule (Turabian style) (EUCLID 2019). Choosing our style of writing can help us to decide on the overall formatting of our paper like the length of sentences, the use of punctuation, spellings… and it is one of a key elements that we have to consider when we start writing.

1. Referencing an essay

I think, one of the challenges of producing quality thesis work or research paper is appropriate citation of supportive information and putting references. Citation is literally mean indicating where exactly the information we used to support our work obtained. Proper citation avoids plagiarism and unethical act in the field of research. EUCLID has introduced me a magic tool that can made life easy to put citation in proper way, that is Zotero, which gives multiple option for citation and easily to use.

1. observation

I was looking any opportunity to learn study my PhD and continue academic carrier and that was tough time for me to choose which university’s program can match my personal schedule to continue my education. Finally, I decided on EUCLID based on its program, time flexibility to study and enrollment conditions. Once I started the first course, ACA-401D, I have learnt very basic and important lesson in the field of academic writing.

As I was going through this course, I have seen some punctuation and grammatical or typo error which I would like to suggest it can be improved for next round unless otherwise it was not deliberately left for us to learn on. The first observation I have seen is EUCLID 2019, page 5, the explanation about the need of mentioning source has some typo error which hinder reader to understand the sentence. Another feedback I have is on page 20 of the same material which explain about the use of comma in formal way and modern way. However, the place of comma throughout the sentence in both examples are the same. In fact, the explanation clearly describes that comma will be removed from the second example before the conjunction.

1. Conclusion

Generally, as this is my first response paper for the course and the entire my Ph. D. study, I would like to indicate my feeling and enthusiasm as well. After enrolled to the course I tried to go through the orientation guide, Academic writing coursepack ACA-401D from the beginning to end addressing all topics from essay writing to style and CMS crib sheet. I also took adequate time to properly listen to the overview video, assigned learning material video and Zotero training video. I found all materials very interesting and very supportive to the rest of my training, especially the introduction of Zotero means something that can solve my challenge of citation which I used to do it manually. Overall, I believe I took adequate time for the first period and thinking to begin the second period.

REFERENCES

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