

Academic Vocabulary

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analyse - විශාලු ත්‍යාග

authority - දුරක්ෂා (power)

available - තහවුරු (obtainable)

benefit - ප්‍රත්‍යුම්‍ය (advantage)

approach - ගුණුදෙය (come near)

area - ප්‍රාදේශීය (part of a town)

assess - න්‍යායෝගික කාර්යාලා (evaluate)

assume = think (සැක්‍රේද්‍ය)

concept - සංකීර්ණය (idea)

consist - ප්‍රත්‍යුම්‍ය මේ (include)

define - න්‍යායෝගික කාර්යාලා (state)

constitute - සිදුවුම් (compose)

create - ප්‍රත්‍යුම්‍ය කාර්යාලා (generate)

derive - තිබුණුවාන් (obtain)

context - ප්‍රත්‍යුම්‍ය (factors)

contract - ගැටුව (agreement)

data - දූත (figures)

export - දුන්‍යාධාන (sell overseas)

factor - පාරිභාය (element)

establish - සිදුවුම් (begin)

estimate - දුන්‍යාත්මක (nearly exact)

finance - මුද්‍රා (money)

economy - ආර්ථික (wealth)

evident - පැහැදිලි (obvious)

formula - සුදුසාය

function - දුන්‍යාධාන (process)

labour - කෙරෙන (especially hard physical work)

identify - නැඟැනුවාන් (recognize)

legal - නිවැරදි (concerned with the law)

legislate - නිවැරදි ප්‍රත්‍යුම්‍ය කාර්යාලා (make laws)

major - දූත (crucial)

interpret - දුන්‍යාපාදය කුඩා (explain)

①

point out

indicate - දක්වනා (specify)

individual - නිශ්චාල (single)

involve - දැඩ්ඩා (require)

issue - ආර්ථ්‍යාංශ (important topic)

method - ක්‍රියා (procedure)

principle - අනුග්‍රහීකාර (truth)

process - ක්‍රියාවලිය (a series of actions)

percent - one part in every hundred

period - කාලය (time)

policy - ප්‍රත්‍යුම්‍යකාරී (strategy)

occur - දැක්වන (happen)

role - කාර්යාලාරු (part)

significant - පැමුණු දූත (notable)

similar - පෙනා (alike)

require - දැඩ්ඩායි (need)

research - ජ්‍යෙෂ්ඨ ප්‍රත්‍යාග්‍ය (exploration)

source - උරුමය (origin)

specific - නිවැරදි (clearly defined)

section - කොටස (segment)

sector - ප්‍රාදේශීය (section)

respond - පිළිගැනීම (answer)

structure - ප්‍රස්ථාව (formation)

theory - ප්‍රත්‍යාග්‍ය (hypothesis)

rare - පොත මේ (different)

After the meanings

Academic Word list

(2)

- achieve - ගැන්ඩාත් කරන්නවා (attain)
- acquire - තුන්න් කරගන්නවා (buy for oneself)
- appropriate - සුදුසු (suitable)
- administration - ජීව්‍යාලය (management)
- aspect - ජ්‍යෙෂ්ඨ (a particular part)
- category - මෘදුකාංග (a class)
- aggregate - පෙනේ (combining with...)
- assist - පෙනෙනු (help/aid)
- chapter - තුරුලෝධිවා (section)
- community - පුද්‍යව (a group)
- conclude - තිබුණය කරනා (conclusive conclusion) (end)
- conduct - ආයෝග (way of behaving)
- complex - උංක්‍රීස්ස් (multiplex)
- commission - තොටිකා (piece of work)
- compute - ගණනය (calculate)
- consequent - following as a result
- construct - ගෙවනාගිර (build)
- consume - තුමෙනුවා කරනා (eat, drink or ingest)
- credit - තුය (credit)
- design - තිරුවනු කරනා (sketch / draw plans)
- culture - උග්‍රකාරීය (the humanities)
- distinct - ගැඹය (well defined)
- equate - ඇතා කරන්න (regard as the same as)
- feature - තිබුණයා (aspect of something)
- evaluate - තුළයින්න උක්කනා (assess the worth...)
- element - දූලධාරා (component)
- focus - ඇඳුවනා රැහැ කරනා (the center of interest)
- institute - තුළකාලය (center)
- impact - එලුළා (affect)
- Maintain - පෙන්වනු කරනා (keep in existence)
- invest - තුළයිනා කරනා (put money into)

(2)

item	- යුම්භය (unit)
journal	- පෙනුව (a newspaper or magazine)
injure	- කුඩා ගෙවා (harmed / damaged)
previous	- කළුණු (foregoing / prior)
primary	- ප්‍රූතිමය (of chief importance)
participate	- යුතු ගෙවා (take part)
perceive	- ආගේ තැබ්දි කළුණු (become aware)
normal	- සෘජ්‍ය (ordinary)
obtain	- මැගින්හා (get)
purchase	- මිලදී ගෙවා (to buy)
positive	- නොකළ (optimistic)
potential	- එහැය (having or showing the capacity)
range	- ප්‍රතිස්ථා (scale)
secure	- ආරක්ෂා (safe)
seek	- ගෙවා (attempt to find something)
select	- ගැනීම (choose)
region	- කළුස (an area or division)
regulate	- ගියාම් කළා (control)
restrict	- සීම්, කළා (limit)
relevant	- ඇඟිල (applicable) (pertinent)
site	- තුළුව (plot)
reside	- පදනම් (living / inhabit)
resource	- මුදල (asset)
strategy	- උසා මිත් (master plan)
survey	- ඔනුම (look over) (look carefully at stg / someone)
text	- මුද්‍රා (written work)
tradition	- ප්‍රතුශ්‍රිත (customs)
transfer	- මාරු කළා (move)

theorists <i>nyayawadi</i>	similar <i>samana</i>	sectors <i>ansha</i>	sector <i>anshaya</i>	role <i>karyabaraya</i>
research	process <i>kriyawaliya</i>	principle <i>muladrmya</i>	occurs <i>siduve</i>	issued <i>nikuthkala</i>
interpret <i>arthakathanaya</i>	indicates <i>pennumkarai</i>	factor <i>sadaka</i>	established <i>pihituwa atha</i>	derived <i>viyuthpanna</i>
data <i>daththa</i>	constitutes <i>samanwitha we</i>	concepts <i>sankalpaya</i>	analysis <i>vishleshanaya</i>	

Complete the following sentences with a word given in the box.

1. He did an analysis of the way children learn language for his Master's thesis.
2. The culture of the United States is quite similar to that of Canada.
3. Environmental pollution seems to be an important factor in the increase in cancers all over the world.
4. Your continued lateness for class indicate to me that you are not really a very serious student.
5. Some research into second language learning suggests that oral fluency improves with native speaker interaction.
6. The old woman couldn't speak English, so her grandchildren had to interpret for her.
7. For very young children, the concept of truth and lies are not very clear.
8. The English Language Program at the University of Victoria was established last year.
9. Our society supposedly believes in the principle of equality for all.
10. We will need to examine a lot more data before we can make any conclusion.
11. Doctors are as yet unsure what role diet plays in the development of the disease.

12. It is important to learn a process which will help you to guess the meaning of new vocabulary from context.
13. Many words in English are derived from French.
14. Canada's aboriginal population constitute a small but important part of our country
15. An important issue under discussion in the world of sport today is the participation of professional athletes in the Olympic Games.
16. Many theories now believe that vocabulary development is even more important than grammar study for second language learners.
17. Jobs in the tourism sector have risen by over 5% this year.
18. Whether or not learning occurs depends on a variety of factors, including student motivation, effectiveness of presentation of materials, etc.
19. A report issued by the International Labour Organization in 1996 said that Asia has the greatest number of children working, at 45 million.
20. An increasing number of women are employed in sectors of the economy such as medicine, business and university teaching.

Worksheet 2 – Academic Writing Style

- A. Each sentence contains an inappropriate word or phrase. Replace it with a more suitable word from the list below.

Sizeable vishala	stimulating uththejanaya	minor sulu	significant vadagath/ salakiya yutu	questionable prashnakari
Senior unacceptable jeshta	controversial piligatha nhaki	disappointing mathawadi	affordable kalakirimak	dariya haki

1. Pollution is a (big) problem in China.

Sizeable

2. Living conditions in some urban areas are (horrible).

affordable

3. The influence of social media on young people is a (hot) topic.

controversial

4. Milan's performance at the interview was (bad).

disappointing

5. She received a (big) sum of money from the insurance company.

significant

6. William's (2001) method of forensic investigation is (wrong).

unacceptable

7. The (cheap) products of Alibaba Express have proved to be very popular.

minor

8. A number of (old) members of staff have left in recent years.

senior

9. Professor Snape's new book on Magical Potions is very (good).

excellent

10. This is a (small) detail, which I think is irrelevant.

minor

B. Read the following colloquialisms and provide a more academic/formal alternative.

Colloquialism	Academic alternative
part and parcel	component, factor
beyond a shadow of doubt <i>sewanallen obbata</i>	/ absolutely
easier said than done	challenging / difficult
explored every avenue <i>hama parakma gaweshanaya</i>	research
a stumbling block <i>badakayak</i>	barrier
pros and cons <i>vasi saha awasi</i>	advantage and disadvantage gains and losses
in today's society	Today, currently

C. Read the following paragraph and rewrite in more formal language.

Most people take drug overdoses because they find that it's difficult to sort out their problems clearly. That's why you should treat your patients in a clear way. That means you should treat your patients in a way that helps them to tell the difference between their problems and find ways to deal with them.

Most people take drug overdoses because they find that it is difficult to solve their problems clearly. That is why you should treat your patients in a clear way. That means you should treat your patients in a way that helps them to tell the difference between their problems and find ways to deal with them.

Headwords of the Academic Word List

This list contains the head words of the families in the Academic Word List. The numbers indicate the sublist of the Academic Word List. For example, *abandon* and its family members are in Sublist 8 of the Academic Word List. Sublist 8 is on page 33 in this book.

abandon	8	alternative	3	attitude	4
abstract	6	ambiguous	8	attribute	4
academy	5	amend	5	author	6
access	4	analogy	9	authority	1
accommodate	9	analyse	1	automate	8
accompany	8	annual	4	available	1
accumulate	8	anticipate	9	aware	5
accurate	6	apparent	4	behalf	9
achieve	2	append	8	benefit	1
acknowledge	6	appreciate	8	bias	8
acquire	2	approach	1	bond	6
adapt	7	appropriate	2	brief	6
adequate	4	approximate	4	bulk	9
adjacent	10	arbitrary	8	capable	6
adjust	5	area	1	capacity	5
administration	2	aspect	2	category	2
adult	7	assemble	10	cease	9
advocate	7	assess	1	challenge	5
affect	2	assign	6	channel	7
aggregate	6	assist	2	chapter	2
aid	7	assume	1	chart	8
albeit	10	assure	9	chemical	7
allocate	6	attach	6	circumstance	3
alter	5	attain	9	cite	6

civil	4	commodity	8	conceive	10
clarify	8	communicate	4	concentrate	4
classic	7	community	2	concept	1
clause	5	compatible	9	conclude	2
code	4	compensate	3	concurrent	9
coherent	9	compile	10	conduct	2
coincide	9	complement	8	confer	4
collapse	10	complex	2	confine	9
colleague	10	component	3	confirm	7
commence	9	compound	5	conflict	5
comment	3	comprehensive	7	conform	8
commission	2	comprise	7	consent	3
commit	4	compute	2	consequent	2
considerable	3	converse	9	decade	7
consist	1	convert	7	decline	5
constant	3	convince	10	deduce	3
constitute	1	cooperate	6	define	1
constraint	3	coordinate	3	definite	7
construct	2	core	3	demonstrate	3
consult	5	corporate	3	denote	8
consume	2	correspond	3	deny	7
contact	5	couple	7	depress	10
contemporary	8	create	1	derive	1
context	1	credit	2	design	2
contract	1	criteria	3	despite	4
contradict	8	crucial	8	detect	8
contrary	7	culture	2	deviate	8
contrast	4	currency	8	device	9
contribute	3	cycle	4	devote	9
controversy	9	data	1	differentiate	7
convene	3	debate	4	dimension	4

diminish	9	enable	5	exhibit	8
discrete	5	encounter	10	expand	5
discriminate	6	energy	5	expert	6
displace	8	enforce	5	explicit	6
display	6	enhance	6	exploit	8
dispose	7	enormous	10	export	1
distinct	2	ensure	3	expose	5
distort	9	entity	5	external	5
distribute	1	environment	1	extract	7
diverse	6	equate	2	facilitate	5
document	3	equip	7	factor	1
domain	6	equivalent	5	feature	2
domestic	4	erode	9	federal	6
dominate	3	error	4	fee	6
draft	5	establish	1	file	7
drama	8	estate	6	final	2
duration	9	estimate	1	finance	1
dynamic	7	ethic	9	finite	7
economy	1	ethnic	4	flexible	6
edit	6	evaluate	2	fluctuate	8
element	2	eventual	8	focus	2
eliminate	7	evident	1	format	9
emerge	4	evolve	5	formula	1
emphasis	3	exceed	6	forthcoming	10
empirical	7	exclude	3	foundation	7
found	9	gender	6	grant	4
framework	3	generate	5	guarantee	7
function	1	generation	5	guideline	8
fund	3	globe	7	hence	4
fundamental	5	goal	4	hierarchy	7
furthermore	6	grade	7	highlight	8

hypothesis	4	innovate	7	labour	1
identical	7	input	6	layer	3
identify	1	insert	7	lecture	6
ideology	7	insight	9	legal	1
ignorance	6	inspect	8	legislate	1
illustrate	3	instance	3	levy	10
image	5	institute	2	liberal	5
immigrate	3	instruct	6	licence	5
impact	2	integral	9	likewise	10
implement	4	integrate	4	link	3
implicate	4	integrity	10	locate	3
implicit	8	intelligence	6	logic	5
imply	3	intense	8	maintain	2
impose	4	interact	3	major	1
incentive	6	intermediate	9	manipulate	8
incidence	6	internal	4	manual	9
incline	10	interpret	1	margin	5
income	1	interval	6	mature	9
incorporate	6	intervene	7	maximise	3
index	6	intrinsic	10	mechanism	4
indicate	1	invest	2	media	7
individual	1	investigate	4	mediate	9
induce	8	invoke	10	medical	5
inevitable	8	involve	1	medium	9
infer	7	isolate	7	mental	5
infrastructure	8	issue	1	method	1
inherent	9	item	2	migrate	6
inhibit	6	job	4	military	9
initial	3	journal	2	minimal	9
initiate	6	justify	3	minimise	8
injure	2	label	4	minimum	6

ministry	6	overseas	6	previous	2
minor	3	panel	10	primary	2
mode	7	paradigm	7	prime	5
modify	5	paragraph	8	principal	4
monitor	5	parallel	4	principle	1
motive	6	parameter	4	prior	4
mutual	9	participate	2	priority	7
negate	3	partner	3	proceed	1
network	5	passive	9	process	1
neutral	6	perceive	2	professional	4
nevertheless	6	percent	1	prohibit	7
nonetheless	10	period	1	project	4
norm	9	persist	10	promote	4
normal	2	perspective	5	proportion	3
notion	5	phase	4	prospect	8
notwithstanding	10	phenomenon	7	protocol	9
nuclear	8	philosophy	3	psychology	5
objective	5	physical	3	publication	7
obtain	2	plus	8	publish	3
obvious	4	policy	1	purchase	2
occupy	4	portion	9	pursue	5
occur	1	pose	10	qualitative	9
odd	10	positive	2	quote	7
offset	8	potential	2	radical	8
ongoing	10	practitioner	8	random	8
option	4	precede	6	range	2
orient	5	precise	5	ratio	5
outcome	3	predict	4	rational	6
output	4	predominant	8	react	3
overall	4	preliminary	9	recover	6
overlap	9	presume	6	refine	9

regime	4	restore	8	secure	2
region	2	restrain	9	seek	2
register	3	restrict	2	select	2
regulate	2	retain	4	sequence	3
reinforce	8	reveal	6	series	4
reject	5	revenue	5	sex	3
relax	9	reverse	7	shift	3
release	7	revise	8	significant	1
relevant	2	revolution	9	similar	1
reluctance	10	rigid	9	simulate	7
rely	3	role	1	site	2
remove	3	route	9	so-called	10
require	1	scenario	9	sole	7
research	1	schedule	8	somewhat	7
reside	2	scheme	3	source	1
resolve	4	scope	6	specific	1
resource	2	section	1	specify	3
respond	1	sector	1	sphere	9
stable	5	successor	7	team	9
statistic	4	sufficient	3	technical	3
status	4	sum	4	technique	3
straightforward	10	summary	4	technology	3
strategy	2	supplement	9	temporary	9
stress	4	survey	2	tense	8
structure	1	survive	7	terminate	8
style	5	suspend	9	text	2
submit	7	sustain	5	theme	8
subordinate	9	symbol	5	theory	1
subsequent	4	tape	6	thereby	8
subsidy	6	target	5	thesis	7
substitute	5	task	3	topic	7

trace	6	whereby	10
tradition	2	widespread	8
transfer	2		
transform	6		
transit	5		
transmit	7		
transport	6		
trend	5		
trigger	9		
ultimate	7		
undergo	10		
underlie	6		
undertake	4		
uniform	8		
unify	9		
unique	7		
utilise	6		
valid	3		
vary	1		
vehicle	8		
version	5		
via	8		
violate	9		
virtual	8		
visible	7		
vision	9		
visual	8		
volume	3		
voluntary	7		
welfare	5		
whereas	5		

Fill the blanks with the collocations.

1. If you submit work late, you will lose marks and may even be given a fail grade, unless you have a valid reason such as illness.
2. One travel company is now advertising a completely new concept in tourism: flights into outer space by rocket.
3. At the bottom of the ocean, the water remains at a constant temperature irrespective of changing weather conditions at the surface.
4. The growth of China will add a new dimension to the economic and political situation in the Far East.
5. Students are expected not just to describe what they have done but also to analyst results when they write a research report.
6. Investigators have been able to establish a link between childhood illnesses and industrial pollution.
7. Following the demonstrations by thousands of students, there was a very tense atmosphere in the capital, with many choosing to leave the city and head for the countryside.
8. Unfortunately, although the initial results were very promising, the project failed in the long run because of a lack of interest.
9. Engineers have played a leading role in improving our health by giving us clean water supplies, perhaps more so than doctors.
10. The Managing Director may run the company, but ultimate responsibilities rests with the Board of Directors.
11. On the form, please give your name, nationality, address and indicate your marital status.

12. When some scientists originally put forward the hypothesis known as global warming, the idea was not taken seriously, and yet today it is accepted by nearly everyone.

13. In some instances, a Court of Appeal may reverse the verdict reached at the first trial and released somebody who has been wrongly held in prison.

14. Most universities require international students to have an IELTS score of at least 6 as a minimum reequipment for English language competence.

Source: Check your vocabulary for academic English, David Porter, A & C Black, London,2007.



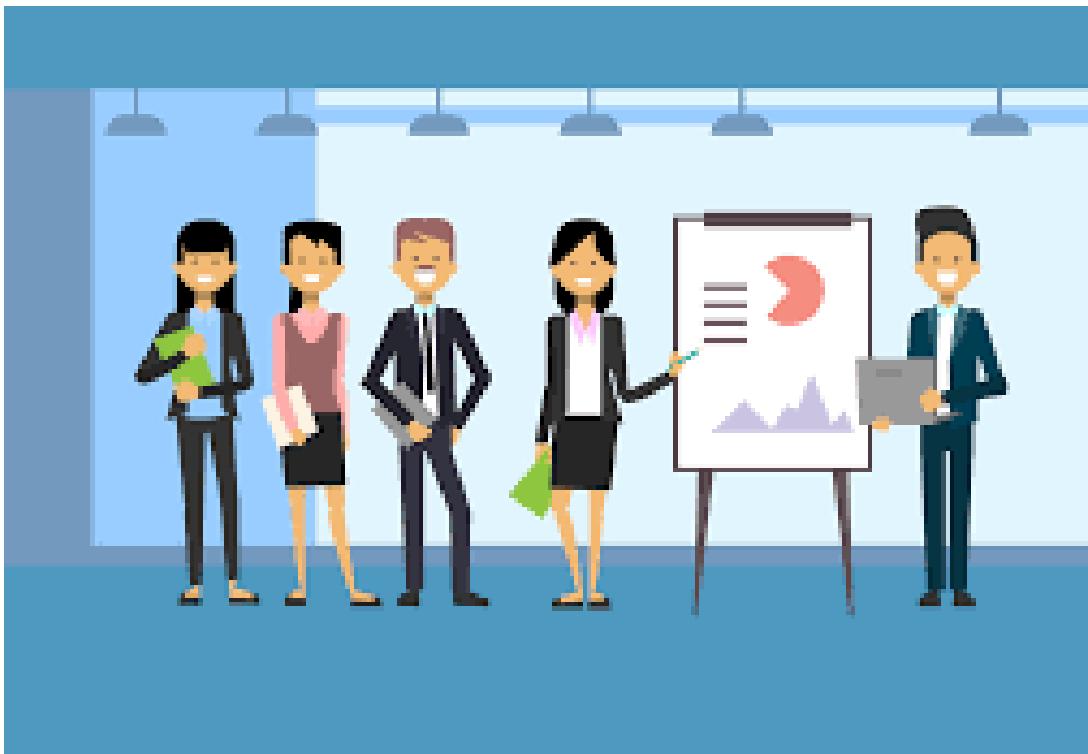
SLIIT

Discover Your Future

EAP Project: Presentation Guidelines

What is a presentation?

- The process of presenting the content of a topic to an audience.



Beginning

Introduce the topic

Outline of the presentation

Be brief

Body



Includes 80% of the content and time allocated for the presentation



Includes signposts and summaries as you move from one point to another

Conclusion

1

Summarize the main points

2

Present the conclusion

3

Be brief

Presentation sequence



Greetings



Good Day!



Subject



The topic of our presentation is...



This presentation focuses on the issue of...

Sequence.....

1

Present the
Introduction

2

Discuss the
content of the
body

3

Present the
conclusion

4

Present your
recommendations
(if any)

Referring to research



Present what you found after referring to research articles/research studies



Provide examples

When you present

10-15 minutes PowerPoint presentation

Each group member must present a segment of the project

Note reading not allowed

Formal attire

Stand and present

Your slides

1

Use Arial or
Calibri font

2

Use font size
24/28 for the
body and 30s/40s
for headings

3

Use 1.5 spacing

4

Add slide
numbers

Presentation guidelines

- 15 minutes PowerPoint presentation
- Each group member must present a segment of the project
- Note reading not allowed
- Formal attire

Submission deadline

- Report submission
 - Hard copy of the report should be submitted to your examiner on the day of the presentation.
 - Soft copy of the report should be submitted to the relevant group link available on course web before the given deadline.
 - Date: **25th April 2022 11.30 pm**
- Presentation
 - On campus presentation
 - Date: Schedule will be uploaded in due course



Thank
you!!

EAP project topics Feb 2022

1. Effect of advertising on young adults' life
2. Ways of combating non-communicable diseases in Sri Lanka
3. The impact of online marketing in today's world
4. Ways of preventing road accidents in Sri Lanka
5. Socio-economic benefits of sustainable tourism in Sri Lanka
6. Implications for organic agriculture in contemporary Sri Lanka
7. Importance of renewable energy in current Sri Lanka
8. Women empowerment via entrepreneurial ventures
9. Causes for unemployment in Sri Lanka
10. The importance of being a multilingual in today's world

IT1080

English for Academic Purposes

EAP Group Project (Report & Presentation)



Current topics of Critical importance



Pick one topic from the 10 topics published on EAP page.



Work in the same group that you have for the other subjects

Stages of the project



Topic selection



Assign a group Leader



Brainstorm as a group



Assign each member a section of the topic to research



Decide the duration of the data collection period (e.g. 2 weeks)

Research (data collection)



Centralize	Centralize the data collected by all the members
Eliminate	Eliminate redundant data and irrelevant information
Collate	Collate only the relevant data
Assign	Assign a segment for each member (writing chapters/graph design/ presentation design



Write the draft/plan the presentation



Edit the draft/ the presentation



Finalize the report/ presentation



Submit the report/ presentation online

Report Writing

- What kind of a report?

An informative report

What is the purpose of an informative report?

- To provide readers with information on a chosen topic by providing them with facts.



Collecting data for informative reports

- Books from academic publishers
- Articles from scholarly journals
- Government documents
- Websites (URLs with gov/edu/ac/org)



Format

Title page

Terms of Reference

Acknowledgement

Table of contents

Introduction & Methodology (2-3 pages)

Body (Discussion) 5 -7 pages

Conclusion/recommendations (1 page)

References

Appendices

Title page

- Topic
- Course Code
- Date
- Batch
- Group Members

Name	Student ID
A B C FERANDO	ITXXXXXXXXX

Terms of reference

- A report submitted in fulfilment of the requirement for the module IT1080, Sri Lanka Institute of Information Technology.
- •
- •
- •
- •
- •
- •
- •
- •
- •

Acknowledgement

- Acknowledge the assistance/support of individuals or organizations
-
-
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-

Sample Topic:

Causes & Effects of cybercrime

- Causes and effects of cybercrime



Introduction

Background information

Significance of the topic

Objectives of the project

INTRODUCTION

- Today cybercrime or computer crime has become a serious issue in a global scale. It is becoming alarmingly rampant across the globe and many countries are struggling to mitigate this highly evasive and sophisticated type of crime. First, it is important to define what cybercrime is. According to Merriam Webster Dictionary it is ***“criminal activity committed using a computer; especially to illegally access, transmit, or manipulate data”***.

Significance of the topic

- Combating Cybercrime has become an essential item in almost every country's agenda as its rapid spread harms and paralyses financial markets and social dynamics worldwide. As most of the operations run through the Internet, cybercrime has grown in scale and seems to be remarkably discreet and highly advanced, making it more formidable to contain.
-
-
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-

OBJECTIVES

- To identify what cybercrime is
- To explain the causes of cybercrime
- To describe types of cybercrime
- To discuss the effects of cybercrime
- To present preventive measures



Methodology

- The data for this report was collected mostly via library research. Resources available online were referred in addition to the hardcopies of books and other sources of information.
- •
- •
- •
- •
- •
- •
- •

Body



COLLECTED DATA PRESENTED
IN A SYSTEMATIC MANNER



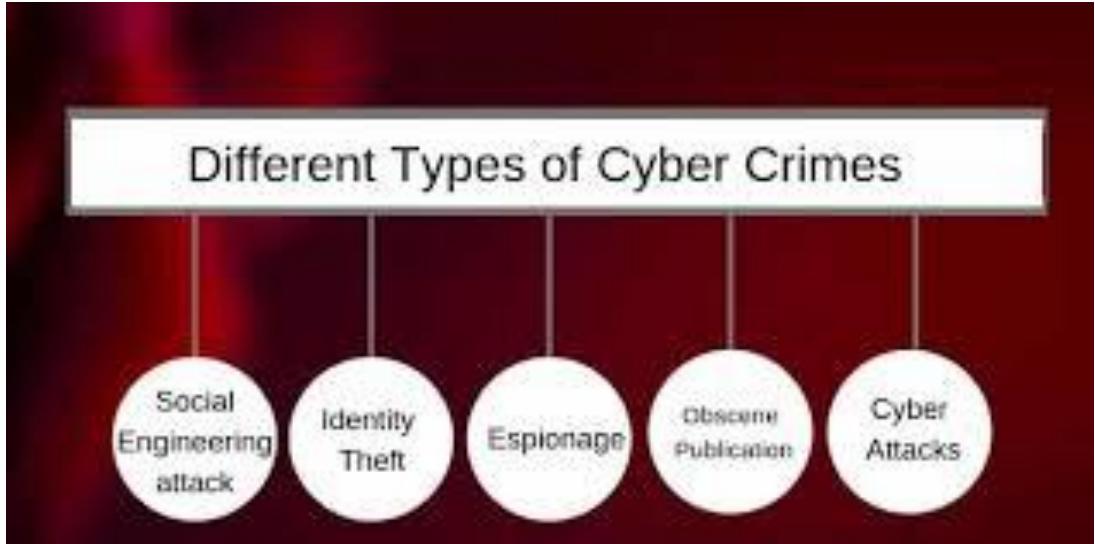
TEXTUAL CONTENT



GRAPHICAL CONTENT

Body Part 1:

- Types of cybercrime
 - 1. Financial (internet fraud/phishing)
 - 2. Privacy (identity theft/blackmail)
 - 3. Hacking (viruses/worms)
 - 4. Cyber Terrorism



Body Part 2

- Causes of cybercrime
- Effects of cybercrime
- Laws related to Cyber Crimes



Conclusion



FINDINGS



RECOMMENDATIONS

Sample



- Recommendations of the group
- How to prevent cybercrime

Referencing style



IT students : IEEE



Psychology & Nursing students : APA

Appendices

- Statistics
- Tables of raw data
- Glossaries
-
-
-
-
-
-
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-



Report Guidelines

- ▶ Use Times New Roman font
- ▶ Use font size 12 for the body and 14/16 for headings
- ▶ Use 1.5 spacing and justify margin style
- ▶ Page margin : 1.5 left margin, 1 other margins
- ▶ Page numbers: Bottom right

- Black for text
- Colours for Graphs/Charts





IT1080

English for Academic Purposes

EAP Group Project (Report & Presentation)



Current topics of Critical importance



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Sample Topic:

Causes & Effects of cybercrime

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Body



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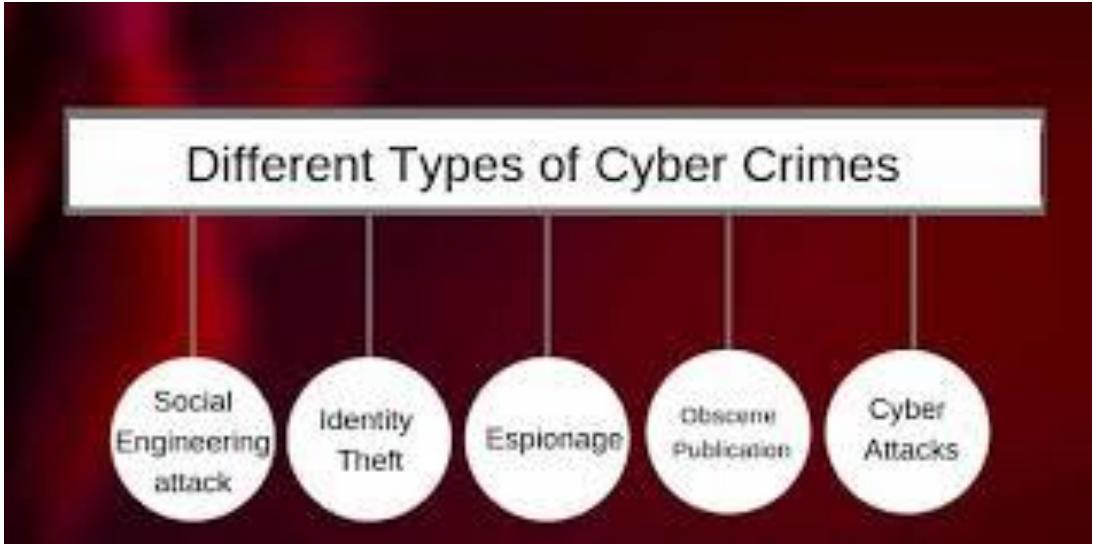
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Body Part 2

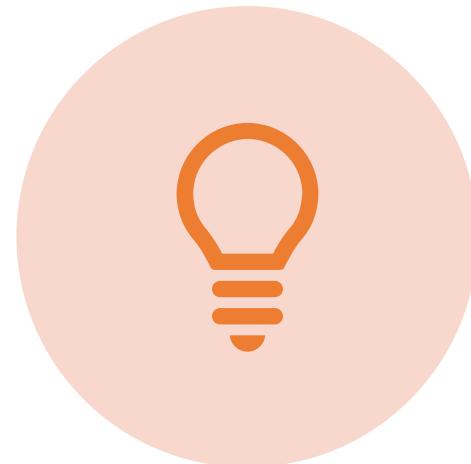
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FINDINGS



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SLIIT

Discover Your Future

Introduction to plagiarism and referencing

Ms. Jayathri Kalinga

What is plagiarism?

- Plagiarism is the use of the work of others without acknowledgement of your source of information or inspiration.
- using words more or less exactly as they have been used in articles, lectures, television programmes, books, or anywhere else
- using other people's ideas or theories without saying whose ideas they are
- paraphrasing what you read or hear without stating where it comes from.
- Even if you change a few words or sentences you have 'borrowed', or if you reordered them, the result is still plagiarism.



How to avoid plagiarism?



Paraphrasing/ summarizing with citation

Write in your own words while giving credit to the original author



Direct quotation with citation

“.....”

How to avoid plagiarism?



Write all your notes in your own words.



Note down exactly where you read the information you put in your notes.



In your assignment, cite the sources of ideas and information. Do this even when not giving a quotation. Make it clear when you are using a direct quotation.



At the end of your work, write a full list of references.

What is referencing?

- In academic work, referencing is the appropriate acknowledgement of:
 - Ideas and work that originate from another person
 - Information that you have included in your work that comes from some other source (which is not common knowledge or widely accepted).
- • •
- • •
- • •
- • •
- • •
- • •

Referencing is important because it:

- Helps show that you have been thorough and careful (or rigorous) in your academic work
- Indicates what material is the work of another person or is from another source
- Indicates what material is your original work since you have provided a citation for work that is not your own
- Allows the reader to refer back to any external material (i.e., not your own) that you have stated or discussed
- Provides the reader with an indication of the quality and authority of the material you are referencing (e.g., published article in a respected journal, unpublished opinion piece on a popular online website) Of course the relevance and importance of material is dependent on your topic
- Lets the reader see if you have included up-to-date work, seminal (early and influential) work, and material central to your research topic

two elements used in referencing



A citation in the text of the assignment (also known as in-text citations)



An entry in a reference list at the end of the assignment

“

The citation contains only enough information for the reader to find the source in the reference list. Usually, this is the name of the source's author and the year the source was published

”

The reference list is a list of all the sources used (and cited) in an assignment. This usually includes the author's name, the year of publication, the title of the source, and source location details (e.g., publisher's name, URL).

IEEE citation style

- The IEEE citation style is now widely used in electrical, electronic and computing publications
- IEEE is a numbered style with two components:
 - In-text references where references are numbered [1] in the order of appearance in the article.
 - A reference list, displayed at the end of the article which provides full details of all references cited in-text. The references are ordered as they appear in the in-text references (in order of citation, not in alphabetical order).
 - • •

In-text referencing



AUTHOR PROMINENT
STYLE

INFORMATION PROMINENT
STYLE

In-text referencing style: author prominent

In [18] Shannon showed that for a probability density function (pdf), $p(x) = 0$, $x < 0$ and $E\{x\} = a$, the distribution with the greatest entropy is

$$p(x) = (1/a) \exp(-x/a), \quad (1)$$

and this distribution is used in some of the work on IM/DD capacity.

A number of papers have presented upper and lower bounds for particular cases. You and Kahn apply sphere packing techniques to obtain an upper bound on the capacity of a multiple subcarrier system [19]. They divide the time axis into fixed time intervals and define the unipolar signals in each

In-text references where references are numbered [1] in the order of appearance in the article.

In-text referencing style: information prominent

Unlike traditional power control formulations, in which rate targets are constraints of the problem [1], the rate maximization formulation that we consider in this paper provides a more challenging nonlinear, nonconvex optimization problem. In this paper, we focus on networks in which the channel transfer functions are time-invariant and frequency flat; otherwise, the problem is infinite dimensional and computationally intractable [2].

Recently, progress has been made on time-invariant networks

In-text references where references are numbered [1] in the order of appearance in the article.

Reference list

REFERENCES

- [1] R. D. Yates, "A framework for uplink power control in cellular radio systems," *IEEE J. Sel. Areas Commun.*, vol. 13, no. 7, pp. 1341–1347, 1995.
- [2] Z. Luo and S. Zhang, "Dynamic spectrum management: Complexity and duality," *IEEE J. Sel. Topics Signal Process.*, vol. 2, no. 1, pp. 57–73, Feb. 2008.
- • •
- • •

A **reference list**, displayed at the end of the article which provides full details of all references cited in-text. The references are ordered as they appear in the in-text references (in order of citation, not in alphabetical order).

References

- <https://www.otago.ac.nz/hedc/otago615365.pdf>
- <https://owl.massey.ac.nz/referencing/what-is-referencing.php>
- Source: <http://guides.lib.monash.edu/citing-referencing/ieee>



SLIIT

Discover Your Future

Passive Voice

English for Academic Purposes

Transitive and intransitive verbs

- She dances.



- She took.



- She took flowers.



Transitive verbs

- Transitive verbs are action verbs that **require an object** to complete its meaning. Without an object the sentence will not be clear.

- Tom broke.
- Tom broke a plate.
- They clean.
- They clean the house every day.



Intransitive verbs

- Intransitive verbs are action verbs that do not require an object to complete its meaning.
- She smiles.
- They run.



- Intransitive verbs can be followed by a compliment.
 - She smiles **beautifully**.
 - They run **two kilometers every morning**.
- * * * * *

Transitive or intransitive ?

- I eat before going to school.

Intransitive

- I eat rice for my breakfast.

Transitive

- Jane reads a lot.

Intransitive

- Jane reads novels everyday.

Transitive

- I'll cook tonight.

Intransitive

- I went there early.

Intransitive

- Jane gave me a book.

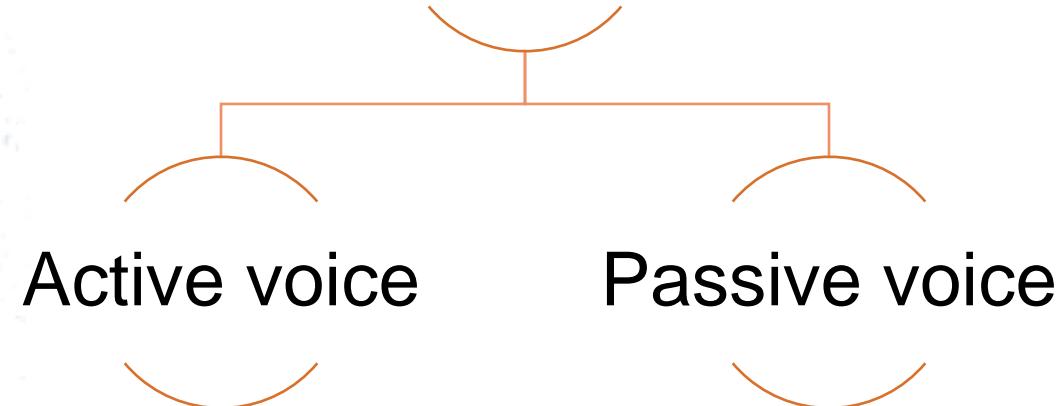
Transitive

- He writes lot of good books.

Transitive

Passive voice

A sentence



- Jane writes letters.
- Letters are written by Jane.



The meanings of the two sentences are the same, but they are expressed in a different way.

Active voice

- Use an active verb to say what the subject does
- My grandfather was a builder. He built houses.
- It's a big company. It employs two hundred people.

Passive voice

- Use the passive voice to say what happens to the subject
- This house is quite old. It was built in 1930.
- Two hundred people are employed by the company.

Uses of the Passive Voice

➤ Who or what causes the action is unknown or unimportant.

- This room was cleaned yesterday.
- Most of the vehicles are made in Japan.

If we want to say who does or what causes the actions ,we use ‘**BY**’

- This house was built **by** my grandfather.
- The room is cleaned **by** the students.
- Food is cooked **by** my mother.

➤ To make more **polite or formal** statements.

- The car **has not been cleaned**. (more polite)
- You have not cleaned the car. (less polite)

➤ When **the action is more important than the agent**,
as in processes, instructions, events, reports,
headlines, new items, and advertisements.

- 30 people **were killed** in the earthquake.
- 2,828 confirmed cases of the Corona Virus **have been reported** in Sri Lanka with 11 deaths.

Common uses of the passive

We often use the passive in these situations:

news reports	<p><i>Three men have been arrested by the police.</i> <i>The missing child has not been seen for three days.</i> <i>The results were announced early this morning.</i></p>
academic and scientific writing	<p><i>Three possibilities have been suggested and these will be examined in Chapter 3.</i> <i>The crystals were heated to a temperature of 150°.</i></p>
instructions and rules	<p><i>This plant needs to be watered daily.</i> <i>The doors are locked at 10.30 p.m.</i></p>
describing methods, ways of working	<p><i>Staff expenses are recorded on form SE11 and supported by receipts.</i> <i>The employees are paid monthly by cheque.</i></p>

Group Activity

- Padlet/ jamboard

Somebody

cleans

these rooms

everyday

Subject

Active verb

object

Time compliment

These rooms

are cleaned

everyday

by somebody

Subject

auxiliary verb

+
past participle

Time compliment

by + doer

Subject+ auxiliary verb + past participle + by + doer

Present simple

Active voice

He **delivers** the letters.

Passive voice

S + am/is/are + Past Participle

The letters are delivered.



Present continuous

Active voice

He **is delivering** the letters.

Passive voice

S + am/is/are + being + Past participle

The letters **are being delivered**.



Present perfect

Active voice

He **has delivered** the letters.

Passive voice

∴ S + have/has + been + PP

∴ The letters **have been delivered.**

Past simple

Active voice

He **delivered** the letter.

Passive voice

• •
• S + was/were + PP

• •
• The letter **was delivered**.

Past continuous

Active voice

He **was delivering** the letters.

Passive voice

- •
- •
- S + was/were + being + PP
- •
- •
- The letters **were being delivered.**

Past perfect

Active voice

He **had delivered** the letters.

Passive voice

• •
• : S + had + been + PP

• : The letters **had been delivered.**

Future simple

Active voice

He **will deliver** the letters.

Passive voice

* *
* *
* S + will + be + PP

* *
* *
* *
* *
* The letters **will be delivered.**

Going to

Active voice

He **is going to** deliver the letters.

Passive voice

• •

• •

• •

• S + V be (am/is/are) + going to + be + PP

• •

• •

• The letters **are going to be delivered.**

Future perfect

Active voice

He **will have delivered** the letters.

Passive voice

S + will have + been + PP

The letters **will have been delivered.**

Infinitive

Active voice

He **has to deliver** the letters.

Passive voice

S + V + infinitive + PP

The letters **have to be delivered.**

Modals

Active voice

He **must deliver** the letters.

He **can't deliver** the letters.

Passive voice

S + modal + be + PP

The letters **must be delivered**.

The letters **cannot be delivered**.

Modals in the past

Active voice

He **should have delivered** the letters.

He **could have delivered** the letters.

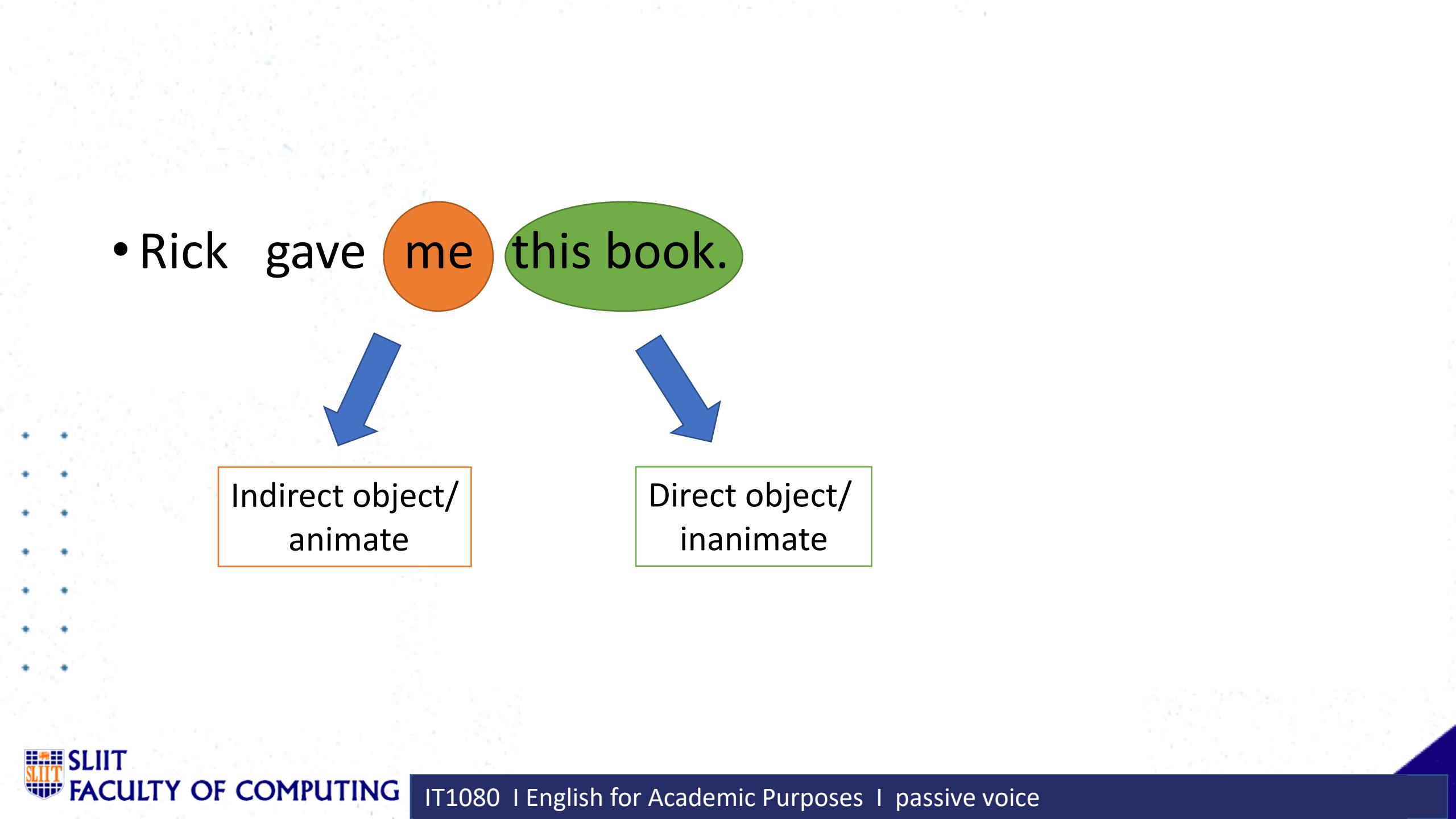
Passive voice

S + modal + have been + PP

The letters **should have been delivered**.

The letters **could have been delivered**.

- Rick gave me this book.



me

this book.



Indirect object/
animate

Direct object/
inanimate

Double object verbs

- by making the indirect (animate) object the subject of the passive voice sentence, which is also the way that we usually prefer.
 - by making the direct (inanimate) object the subject of the passive voice.
- * * * * *

- Rick gave me (indirect object) this book (direct object).
 - I was given this book by Rick.
 - This book was given to me by Rick.
-
- Some of the verbs that take two objects are: **give, tell, send, show, bring, write, offer, pay**
 - When the indirect object is alone after the verb in the passive voice sentence, it needs the preposition **to**.

- If the indirect object of the active voice sentence is a personal pronoun it has to be changed into a subject pronoun to be the subject of the passive voice sentence.

Rick gave me this book.

 I was given this book by Rick.

	First Person		Second Person		Third Person	
	Singular	Plural	Singular	Plural	Singular	Plural
Nominative (Subject)	I	We	You	You	He, She, It	They
Objective (Object)	Me	Us	You	You	Him, Her, It	Them

Personal and Impersonal Passive

Personal passive

Personal passive simply means that the object of the active sentence becomes the subject of the passive sentence. So every verb that needs an object (transitive verb) can form a personal passive.

- **Example:** They build houses. (Active)
Houses are built. (Passive)
- •
- •
- •
- •
- •
- •

Impersonal passive

Verbs without an object (intransitive verb) normally cannot form personal passive sentences. If you want an intransitive verb in passive voice, you need an impersonal construction – therefore this passive is called *impersonal passive*.

- **Example:** He says. - It is said.
 - A.V - People say that children are afraid of ghosts.
 - P.V - It is said that children are afraid of ghosts.
 - P.V - Children are said to be afraid of ghosts.

- Following verbs cannot be used in Passive

Occur	resemble
Rise	look like
Happen	equal
Arise	agree
Fall	with
Exist	mean
consist (of)	contain
depend (on)	hold
result (from)	become
lack	suit
Fit	comprise

Exercise 01

- She pays a lot of money.

I draw the picture.

• They wore blue shoes.

- He opens the door.
- We set the table.

- They don't help you.
 - He doesn't open the book.
 - You do not write the letter.
 - Does your mom pick you up?
 - Has the police officer caught the thief?
- * * * * *

Exercise 2

Rewrite the following passages in the Passive Voice.

1. Some people saw a UFO in the sky above London last night. They reported it to the police. The army sent a helicopter to look at it more closely. The UFO shot the helicopter down and killed both men in it. People have given photographs of the UFO to the police. Experts are looking at them now.
.....

02. Someone broke into a local jewelry shop yesterday. The owner had just locked up the shop when a robber with a gun threatened him. The robber told him to unlock the shop and give him all the diamonds in the safe. Then the robber tied him up. The police have organized a search for the robber. They hope they will find him in a few days. Doctors are treating the owner of the shop for shock.

Read the following sentences. Decide if the underlined verb is active (A) or passive (P).

The actress received an Oscar. A

The actress was given an Oscar. P

1. The actress wore a beautiful gown.
2. Halle Berry presented an Oscar.
3. Halle Berry has been seen in many movies.
4. The director has been nominated many times.
* *
* *
* *
* *
5. Old movies were filmed in black and white.
6. Many actors live in California.
7. Many movies are made in Hollywood.
* *
* *
* *
8. The names of the winners will be printed in tomorrow's newspaper.
9. The actress thanked all the people who helped her win.
10. The actress was driven to the ceremony in a white limousine.
11. Hollywood was built at the beginning of the twentieth century.
12. Hollywood has become the movie capital of the U.S.

**Fill in the blanks with the passive voice of the verb in parentheses.
Use the tense or modal given.**

(simple present: *give*)

The best actor is given an Oscar.

1. (simple present: *see*)

The awards ceremony _____ by millions of people.

2. (future: *choose*)

Which actor _____ next year?

3. (modal: *can / see*)

The movie _____ at many theaters.

4. (present perfect: *make*)

Many movies _____ about World War II.

5. (simple past: *give*)

Kate Winslet _____ the best actress award in 2009.

6. (present continuous: *show*)

A good movie _____ at a theater near my house.

7. (simple past: *make*)

Star Wars _____ in 1977.

8. (present perfect: *show*)

The movie _____ on TV many times.

9. (present perfect: *give*)

Over 2,000 Academy Awards _____ out since 1929.

10. (simple past: *give*)

In 1929, only one award _____ to a woman.

11. (simple past: *add*)

When _____ sound _____ to movies?

It _____ in 1927.

12. (simple present: *often / make*)

Movies _____ in Hollywood.

13. (present perfect: *film*)

How many movies _____ in black and white?

EXERCISE 4

Fill in the blanks with the passive voice of the verb in parentheses (). Choose an appropriate tense.

EXAMPLE Hollywood was built (build) in the early 1900s.

1. Most American movies _____ in Hollywood.
(make)
2. Let's get some popcorn. It's fresh. It _____ right now.
(make)

(continued)

The Passive Voice; Participles Used as Adjectives; Get + Participles and Adjectives 65

- * * *
3. Movie listings _____ in the newspaper.
(can/find)
 4. Children _____ to see some movies.
(not/allow)
 5. Hurry! The winners _____ in ten minutes.
(announce)
 6. In 1929, only fifteen Oscars _____.
(present)
 7. Before 1941, the winners' names _____ in
newspapers the night before the ceremony.
(publish)
- * * *

8. A new theater _____ near my house at this time.
(build)

9. We can't get into the movie theater because all the tickets
_____ already.
(sell)

10. Did you see the movie *Harry Potter*? Where _____ it
_____?
(film)

11. I went to the lobby to buy popcorn, and my seat _____
(take)

12. No one knows why the award _____ "Oscar."
(call)

13. *Slumdog Millionaire* _____ as the best film of 2009.
(choose)

14. In a movie theater, coming attractions¹ _____
(show)
before the feature film begins.

15. Sound _____ to movies in 1927.
(add)

16. The Kodak Theatre, where the awards _____
(present)
each year, _____ in 2001.
(build)

| Fill in the blanks with the active or passive voice of the verb in parentheses (). Use the tense indicated.

5 I saw an old movie on TV last night.
(past: see)

The movie was filmed in black and white.
(past: film)

It will be shown again on TV tonight.
(future: show)

1. Many movies _____ in Hollywood.
(present: make)

2. Steven Spielberg _____ many movies.
(present perfect: make)

3. We _____ a DVD this weekend.
(future: rent)

4. Vera Wang _____ beautiful dresses.
(present: design)

5. The actress _____ a dress that _____
(past continuous: wear) (past: design)
by Ralph Lauren.

6. Who _____ the music for the movie? The music
(past: write)
_____ by Randy Newman.
(past: write)

7. The first Academy Awards presentation _____
(past: have)
250 guests.

8. I _____ Star Wars.
(present perfect: never/see)

**Change the following sentences to passive voice in two ways.
Omit the agent.**

They gave the actress an award.

The actress was given an award.

An award was given to the actress.

1. They handed the actress an Oscar.

The actress was handed an Oscar

An Oscar was handed to the actress.

2. Someone served the guests dinner.

The guests were served dinner.

Dinner was served to the guests.

3. Someone told the students the answers.

The students were told the answers.

The answers were told to the students.

4. Someone will send you an invitation.

You will be send an invitation

An invitation will be send to you.

5. They have shown us the movie.

The movie have been shown to us

We have been shown the movie.

6. They will give the winners flowers.

The winners will be given flowers by them.

Flowers will be given to the winners by them

7. Someone has given you the key.

You have been given the key by someone

The key has been given to you by someone

Fill in the blanks with the active or passive form of the verb in parentheses (). Use the past tense.

Ronald Reagan was elected president of the
(example: elect)

United States in 1980. Before he became
(example: become)

president, he was governor of California. Even before

that, he worked
(1 work) as a Hollywood actor.

He was appearing
(2 appear) in 53 Hollywood movies between

1937 and 1964. He was not considered a great actor, and
(3 not/consider)

he never won
(4 win) an Oscar.

On March 20, 1981, the day the Oscar ceremony

was scheduled
(5 schedule) to take place, something terrible

was happened. Reagan was not shotted
(6 happen) in an
(7 shoot) assassination attempt. Fortunately, he did not die

(8 past: not/die)
from his wounds. One of his aides, who was with him at the time,
was wounded also
(9 also/wound). Out of respect for the president, the Academy

Awards ceremony was postponed
(10 postpone) for one day. Reagan

recovered
(11 recover) and continued to serve as president until he

finished
(12 finish) his second term in 1989. He was died
(13 die)
in 2004 at the age of 93.

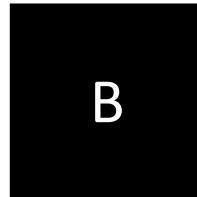


Thank you

Presentation skills



English for Academic Purposes



Learning outcomes

- Define what a presentation is
- Avoid presentation weak spots
- Recognize areas for improvement in a presentation
- Learn the skills necessary to deliver an effective presentation

What is a presentation?

To put it simply, a presentation is the process of presenting the content of a topic to an audience.

Structure of a presentation

The Beginning

Capture interest

Introduce the topic

Outline of the presentation

Be brief

The Middle

Take 80% of the time allocated to the presentation

Include signposts and summaries as you move from one point to the other

The Ending

Summarize the main points

Relate the conclusion of the presentation

Be brief



Presentation signposting

Greetings

- Good morning\ afternoon, ladies and gentlemen
- Good afternoon everyone.
- Good afternoon friends.

Subject

- The topic of our presentation is...
- We would like to give you an overview of ...
- This presentation focuses on the issue of...
- My objective today is to

Structure (useful phrases)

- We have divided the presentation into (three) segments
- Our presentation has (three) parts/sections
- First...
- Second...
- Third...
- In the first part ,I will...
- Then in the second part...
- Finally I will..

Asking questions

- After our presentation there will be time for questions and discussions

Introducing your first main point

- First we're going to look at ...
- I will focus on ...
- I will take a minute or two to define what exactly we mean by ...
- I will mention three points here, ...

Referring to research

- Researchers have identified three key issues here, they are ...
- number of studies have shown that ...
- A study by ... shows that ...
- According to ...

Using examples

- Let's take the example of what happens when ...
- The best example of ... is probably ...
- An interesting example of ... is ...
- For instance ...

Referring to visual data

- If you look at this table you can see that ...
- The data here shows that...

Moving to another main point

- Moving on, I'd like to take a look at
- Now I'd like to move on to ...
- Now let's turn to the issue of ...
- My next point is with regard to ...
- My final point is in relation to...

To refer to what you have said previously:

- As I have already said...
- As we saw in part one...
- To repeat what I've said already...

Making recommendations

- Now I will look at some of the measures that can be taken to alleviate the problems of ...
- In order to solve these problems, the following action should be considered: ...
- Firstly, the government should ...
- *Other possible solutions will be to ...*

Making conclusions and summarizing your main points

- To conclude my presentation, ...
- In conclusion, ...
- To summarize the main points of my presentation ...
- In view of the evidence I have presented I think it is fair to say that ...

Finishing your presentation

- We have come to the end of the presentation. I wish to thank you for listening ...
- That bring us to the end of our presentation.
- Thank you for listening.
- I hope you found it interesting.

Asking questions & Answering questions

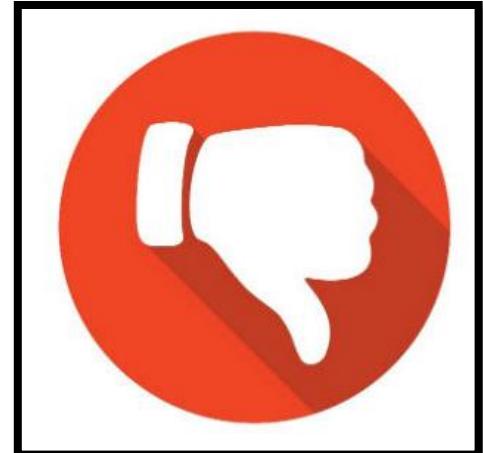
- *I'm ready to take any questions now.*
- *If anyone has questions, I'll be happy to answer them.*
- *Thanks for your question ...*
- *Good question. I think ...*
- *That's an interesting question! As I see it ...*
- *Yes, that's an interesting point ...*

Slide Structure

No
paragraphs

Slide Structure - Bad

- This page contains too many words for a presentation slide. It is not written in point form, making it difficult both for your audience to read and for you to present each point. Although there are exactly the same number of points on this slide as the previous slide, it looks much more complicated. In short, your audience will spend too much time trying to read this paragraph instead of listening to you.



Slide Structure – Good

- Use 1-2 slides per minute of your presentation
- Write in point form, not complete sentences
- Include 4-5 points per slide
- Avoid wordiness: use key words and phrases only



**Write in
point form**

Avoid wordiness: use key words and phrases only

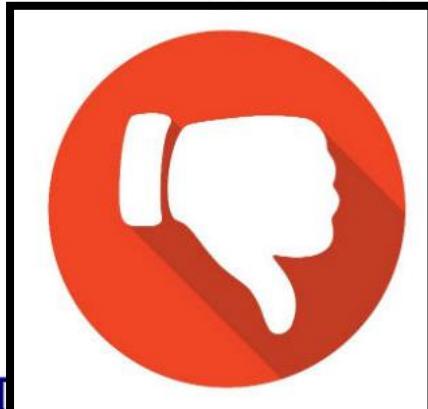
- Increasing hand hygiene and improving room cleaning techniques can reduce the incidence of healthcare-associated infections (HAIs) in patients at Community Memorial General Hospital.
- Reducing the infections will reduce the average length of stay from 4.5 days to 4.1 days.
- This is an 8.8% reduction in average length of stay.
- A reduced average length of stay will allow us to increase admissions by up to 8.8% if we backfill all of the beds that are emptied.
- We could easily fill 20% of the emptied beds with new patients.
- Additional admissions will increase net revenue by \$21,450 each.
- If we can increase admissions by five per month, we can generate an additional \$1,287,000 of net revenue.
- Most of this net revenue will fall to the bottom line because most of our operating costs are fixed – roughly 90%.



Good slide



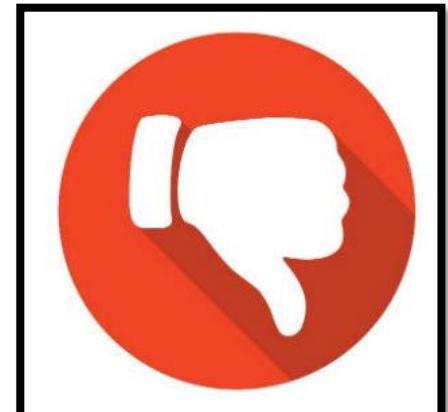
Avoid
distracting
animation



Slide Structure

- Write in point form
- Avoid wordiness: use key words and phrases only
- Avoid distracting animation

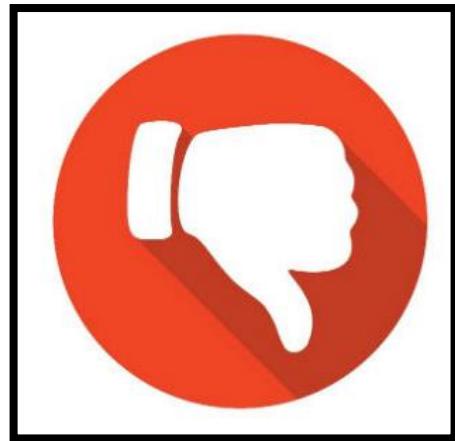
**Avoid overusing
animation**



Slide Structure

- Write in point form
- Avoid wordiness: use key words and phrases only
- Avoid overusing animation
- Avoid distracting animation

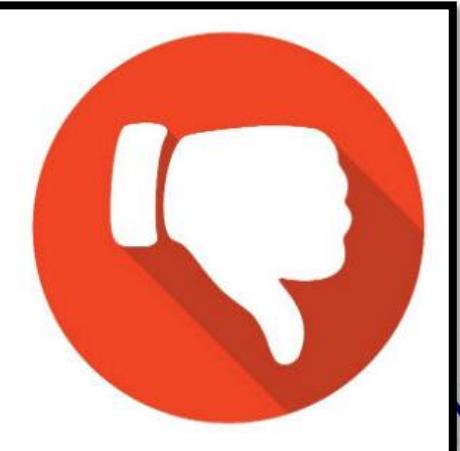
Avoid
complicated fonts



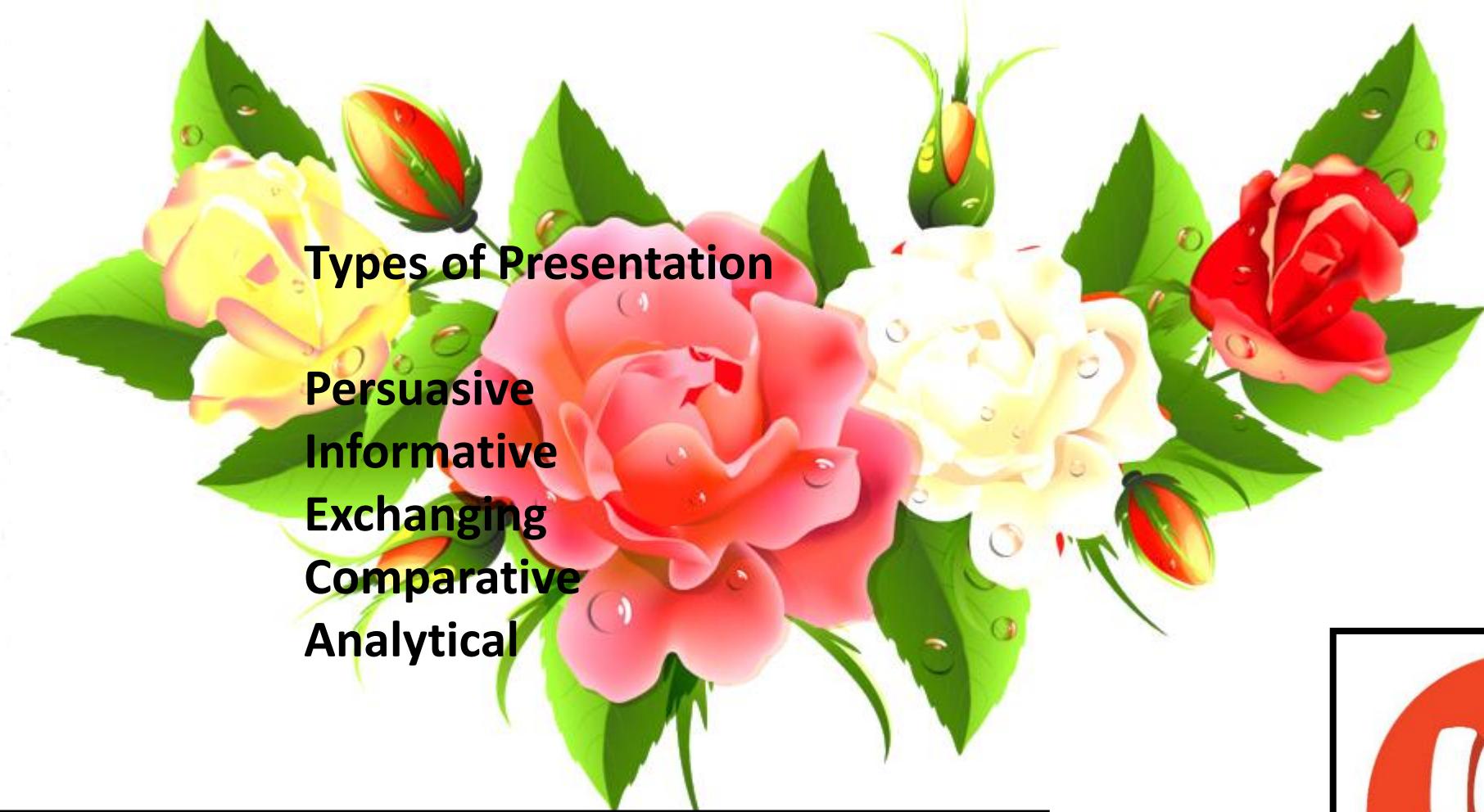
Presentation skills

Types of Presentation

- Persuasive
- Informative
- Exchanging
- Comparative
- Analytical



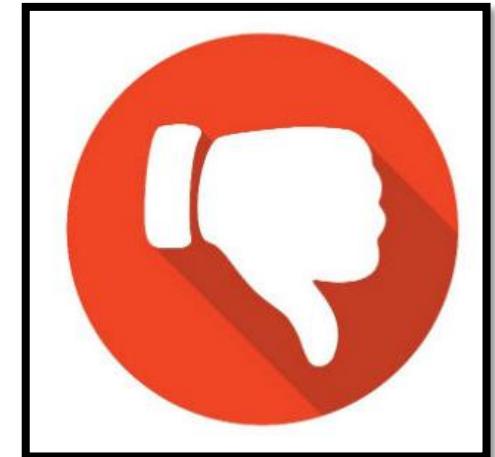
**Use font colours
carefully**



Types of Presentation

**Persuasive
Informative
Exchanging
Comparative
Analytical**

**Use appropriate background pictures
carefully**



Slide Structure

- Write in point form (No paragraphs)
- Avoid wordiness: use key words and phrases only
- Avoid distracting animation
- Avoid overusing animation
- Avoid complicated fonts
- Use colours and backgrounds carefully
- Use appropriate background pictures carefully

Delivering your presentation

There are five key facets of the human body which deserve attention.



Eyes



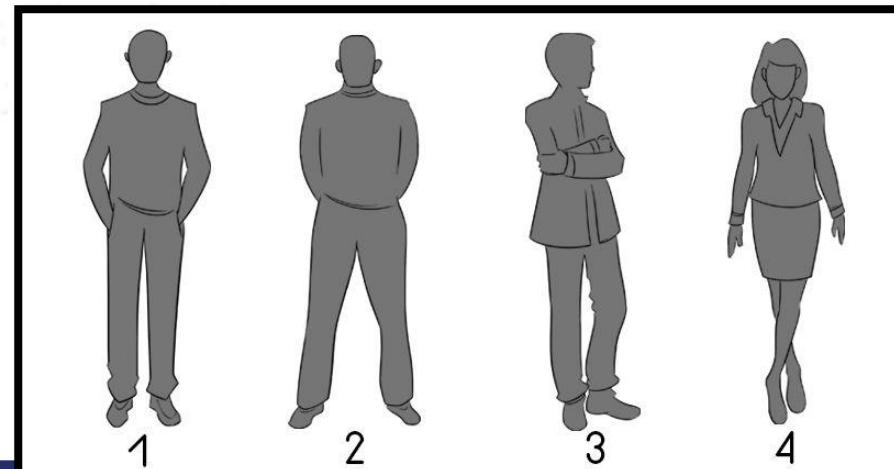
Voice



Expression



Appearance



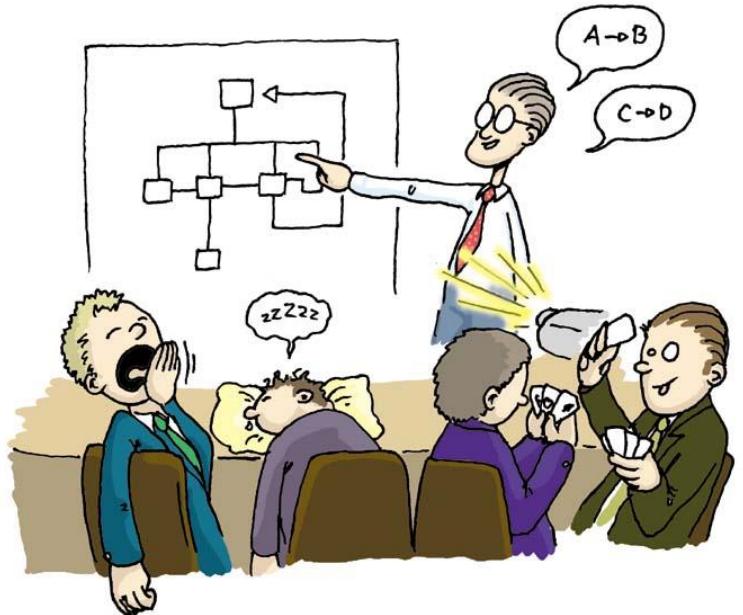
How you stand



Eyes

Importance of Eye contact

- Establishes a connection with your audience
- Projects confidence
- Eases nervousness
- Helps to figure out if your message is being heard and understood

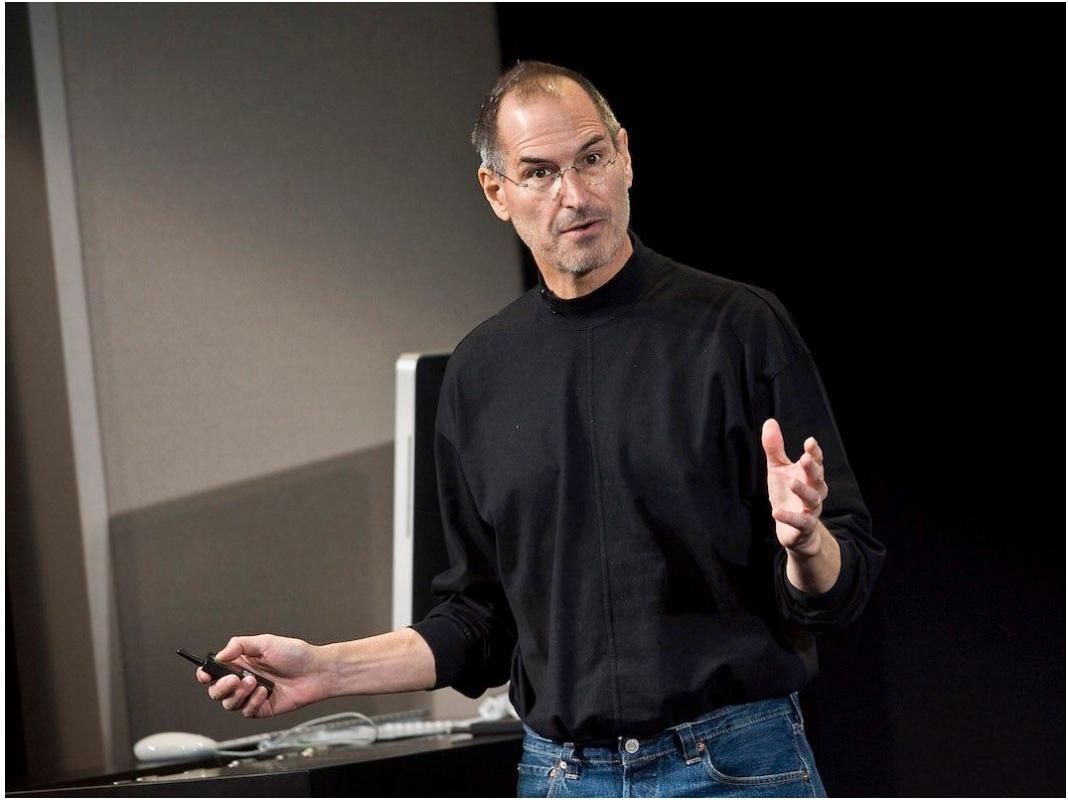




Voice

- Projection and articulation
- Pace
- Variety
- Inflection
- Silence
- Breathing

Expression



Smile

Vary your facial expressions

Appearance





How you stand

- Stand firmly and move deliberately.
- Move at appropriate times during presentation (e.g. move during transitions or to emphasize a point).
- Stand where you can see everyone
- Hands







Concluding Your Presentation

- Use an effective and strong closing
 - Your audience is likely to remember your last words
- Use a conclusion slide to:
 - Summarize the main points of your presentation
 - Suggest future avenues of research

Questions??

End your presentation with a simple question slide to:

- Invite your audience to ask questions
- Provide a visual aid during question period
- Avoid ending a presentation abruptly



- *Presentation Phrasebook ©English for University. Com Freely downloadable and copiable from
<http://englishforuniversity.com>*
- <https://www.syntaxis.com/your-voice-during-a-presentation>
-



SLIIT

Discover Your Future

Describing graphs and charts

Learning outcomes



Identify the types of graphs and charts



Describe a line graph, pie chart and bar chart

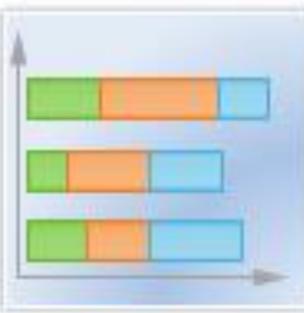


Use appropriate vocabulary

Types of charts & graphs



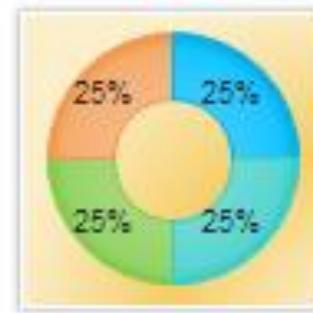
Column



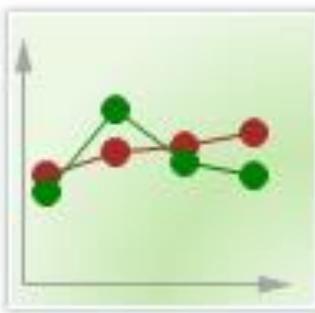
Bar



Pie



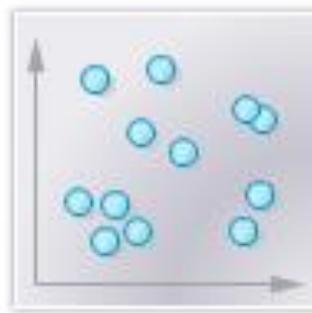
Doughnut



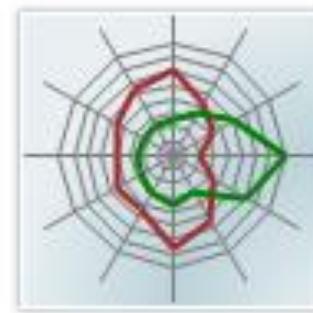
Line



Area



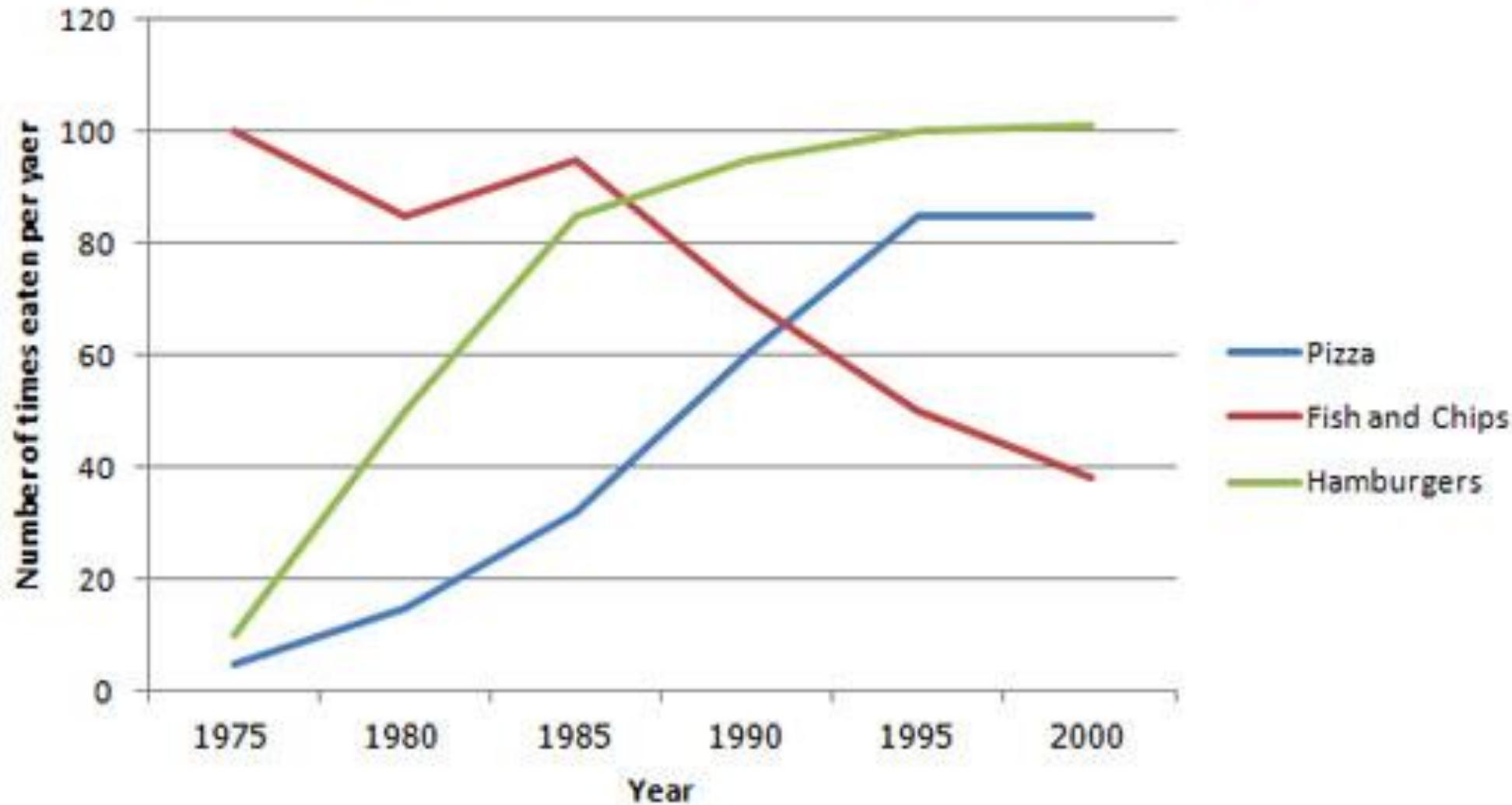
Scatter



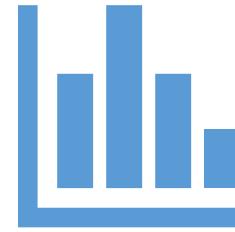
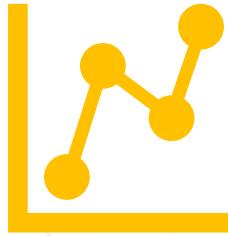
Spider

Let's describe a graph!

Consumption of Fast Food by Australian Teenagers



Step 1: What does the graph show?



- What is the type of the graph shown?

- What is the data?

- What are the units of measurement used in the graph?

- Is there a period of time?

Step 2 : Introduce the Graph

The graph shows ...

The graph illustrates...

The graph compares ...

The graph gives information about...

E.g. The line graph compares the fast-food consumption of teenagers in Australia between 1975 and 2000, a period of 25 years.

Step 3 : Give an Overview



An overview is a general statement, highlighting the most important information in the table. It should not include any numbers. This is just a summary of the main features.



E.g. Overall, the consumption of fish and chips declined over the period, whereas the amount of pizza and hamburgers that were eaten increased.

Step 4 : Give the Detail

Things that you should be looking for include:

High/low values

Biggest increase/decrease

Volatile data

Unchanging data

Biggest majority/ minority (pie charts)

Biggest difference/similarities

Major trends

Notable exceptions

The line graph compares the fastfood consumption of teenagers in Australia between 1975 and 2000, a period of 25 years. The X axis represents years, and the Y axis represents the measurement unit which is the number of times eaten per year. There are three lines depicting the consumption of pizza, fish and chips, and hamburgers. Overall, the consumption of fish and chips declined over the period, whereas the amount of pizza and hamburgers that were eaten increased.

In 1975, the most popular fast food with Australian teenagers was fish and chips, being eaten 100 times a year. This was far higher than Pizza and hamburgers, which were consumed approximately 5 times a year. However, apart from a brief rise again from 1980 to 1985, the consumption of fish and chips gradually declined over the 25-year timescale to finish at just under 40.

In sharp contrast to this, teenagers ate the other two fast foods at much higher levels. Pizza consumption increased gradually until it overtook the consumption of fish and chips in 1990. It then levelled off from 1995 to 2000. The biggest rise was seen in hamburgers as the occasions they were eaten increased sharply throughout the 1970's and 1980's, exceeding that of fish and chips in 1985. It finished at the same level that fish and chips began, with consumption at 100 times a year.

* * * * *

Tips



Use appropriate academic vocabulary



Use an appropriate tense base on the timeline of the data



Do not use expressions like “I can see, we can see”



Spend around 20 minutes to write the answer

Tenses

Present simple - to describe what the graph shows us now

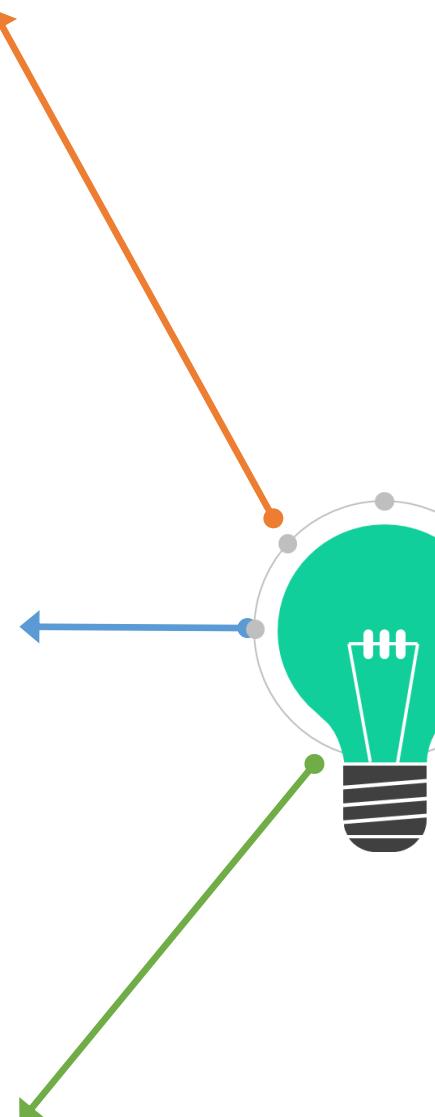
the line graph compares
a strong correlation is suggested
(passive)

Present perfect tense-changes in the data that have happened over a period of time.

- The price of oil has fallen by \$5 a barrel every week since July
-
-
-

Past simple - to describe past years

- the average global oil price was close to \$25
-
-



Past perfect - to describe what happened before and up to a past time

by 2007) food prices had risen by around 50 points

Future forms

- *will + infinitive*
- *is/are expected to + infinitive*
- *is/are predicted to + infinitive*

Future- something will be finished by a particular time in the future

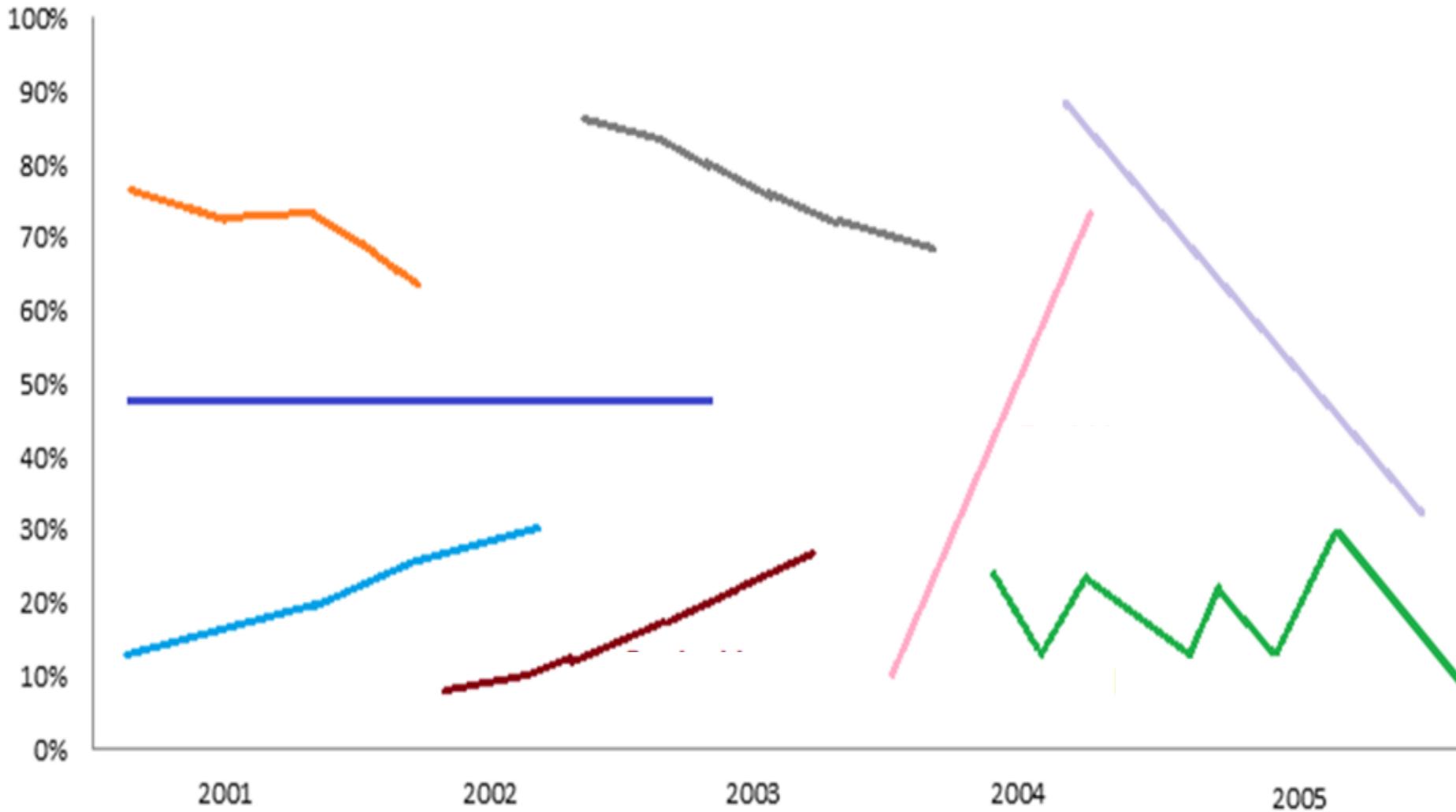
The price of oil **will have reached** \$300 a barrel by 2020.

Important vocabulary

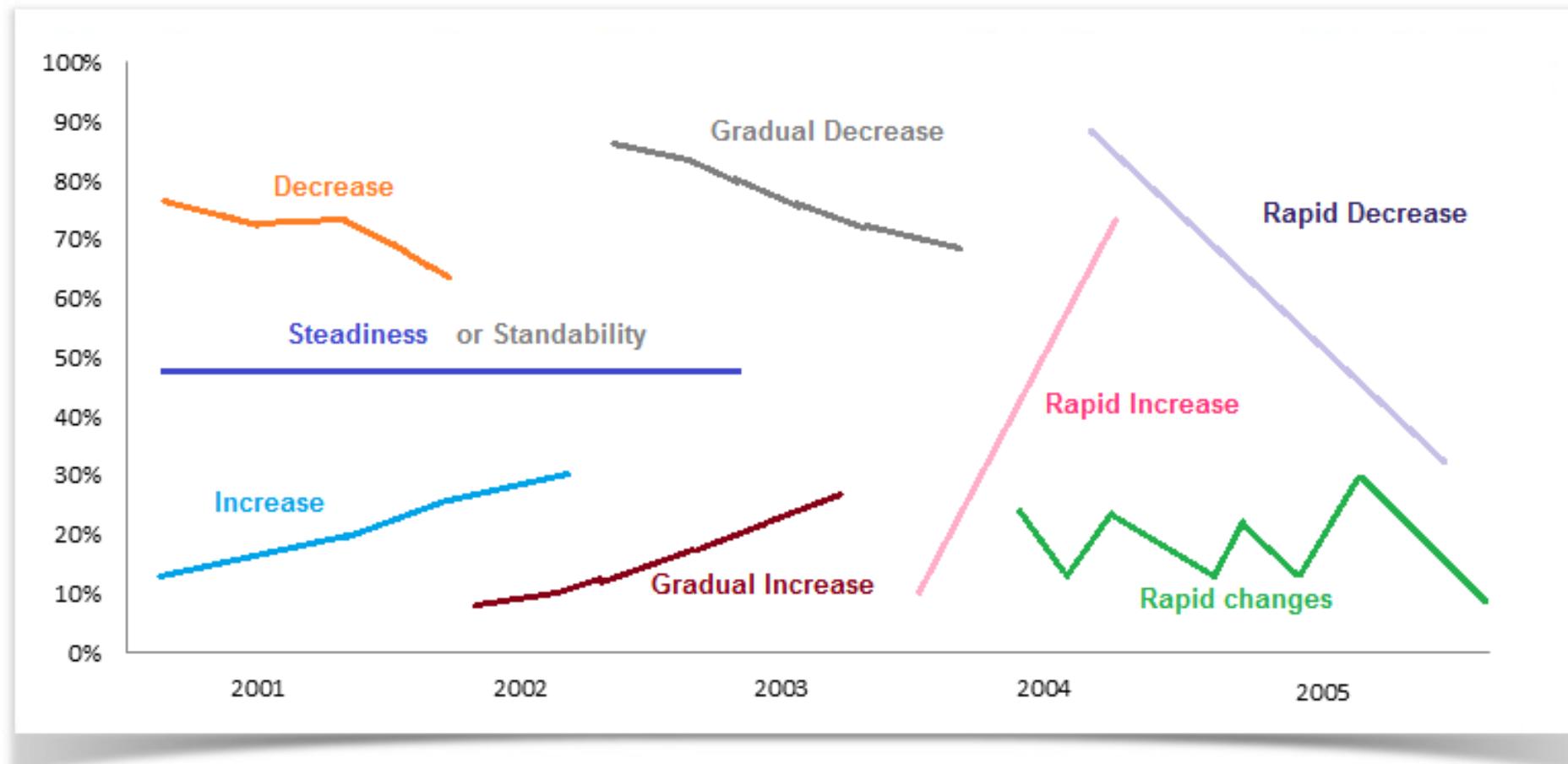
Presenting a graph

Introduction	Topic	Circumstances
This graph shows ...	the results of our products	over 10 years.
The diagram outlines ...	rates of economic growth	between 1990 and 1996.
This table lists ...	the top ten agencies ...	in the industrial world.
This pie chart represents	the company's turnover ...	for this year in our sector.
This line chart depicts ...	the changes in sales ...	over the past year.
This chart breaks down (ventile) ...	the sales of each salesman ...	during the past ten weeks.

Indicating the degree or the speed of change



Indicating the degree or the speed of change



Trends	Verb form	Noun Form
Increase	rise / increase / uplift / upsurge / soar/ improve/ move upward/ soar/ surge.	a rise / an increase / an upward trend / a growth / a leap / an improvement
Decrease	fall / decrease / decline / plunge / drop / reduce / collapse / deteriorate/ go down	a fall / a decrease / a reduction / a downward trends /a downward tendency / a decline/ a drop / a collapse / a downfall.
Steadiness	unchanged / remain constant / remain steady / plateau / remain the same / remain stable / remain static	a steadiness/ a plateau / a stability/ a static

Trends	Verb form	Noun Form
Gradual increase	-----	an upward trend / an upward tendency
Gradual decrease	-----	a downward trend / a downward tendency / a descending trend
Standability/ Flat	remain(ed) constant / remain(ed) unchanged / remain(ed) stable / prevail(ed) consistency / plateaued / reach(ed) a plateau / stay(ed) uniform /immutable / stabilise/ remain(ed) the same.	No change, a flat, a plateau.

Type of Change	Adverb form	Adjective form
Rapid change	dramatically / rapidly / sharply / quickly / hurriedly / speedily / swiftly / significantly/ considerably / substantially / noticeably.	dramatic / rapid / sharp / quick / hurried / speedy / swift / significant / considerable / substantial / noticeable.
Moderate change	moderately / gradually / progressively / sequentially.	moderate / gradual / progressive / sequential.
Steady change	steadily/ ceaselessly.	steady/ ceaseless.
Slight change	slightly / slowly / mildly / tediously.	slight / slow / mild / tedious.
Rapid ups and downs	wave / fluctuate / oscillate / vacillate / palpitate	waves / fluctuations / oscillations / vacillations / palpitations

- Great change / Huge difference:

Adjectives

Overwhelming
Substantial
Enormous

Adverbs

Overwhelmingly
Substantially
Enormously

- Big change / Big difference:

Adjectives

Significant
Considerable

Adverbs

Significantly
Considerably

- Medium change / Moderate difference:

Adjectives

Moderate

Adverbs

Moderately

- Minor change / Small difference:

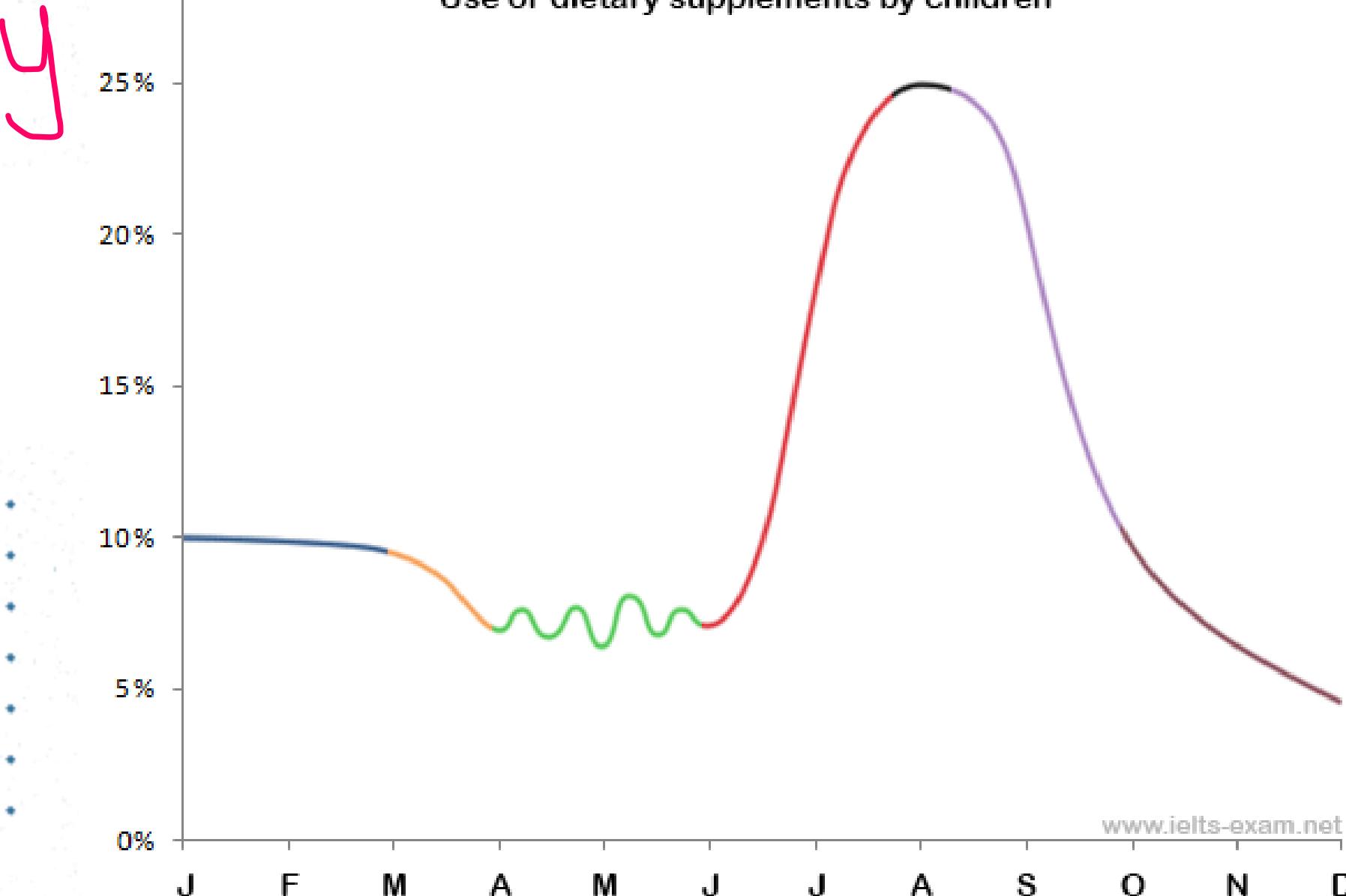
Adjectives

Fractional
Marginal
Slight

Adverbs

Fractionally
Marginally
Slightly

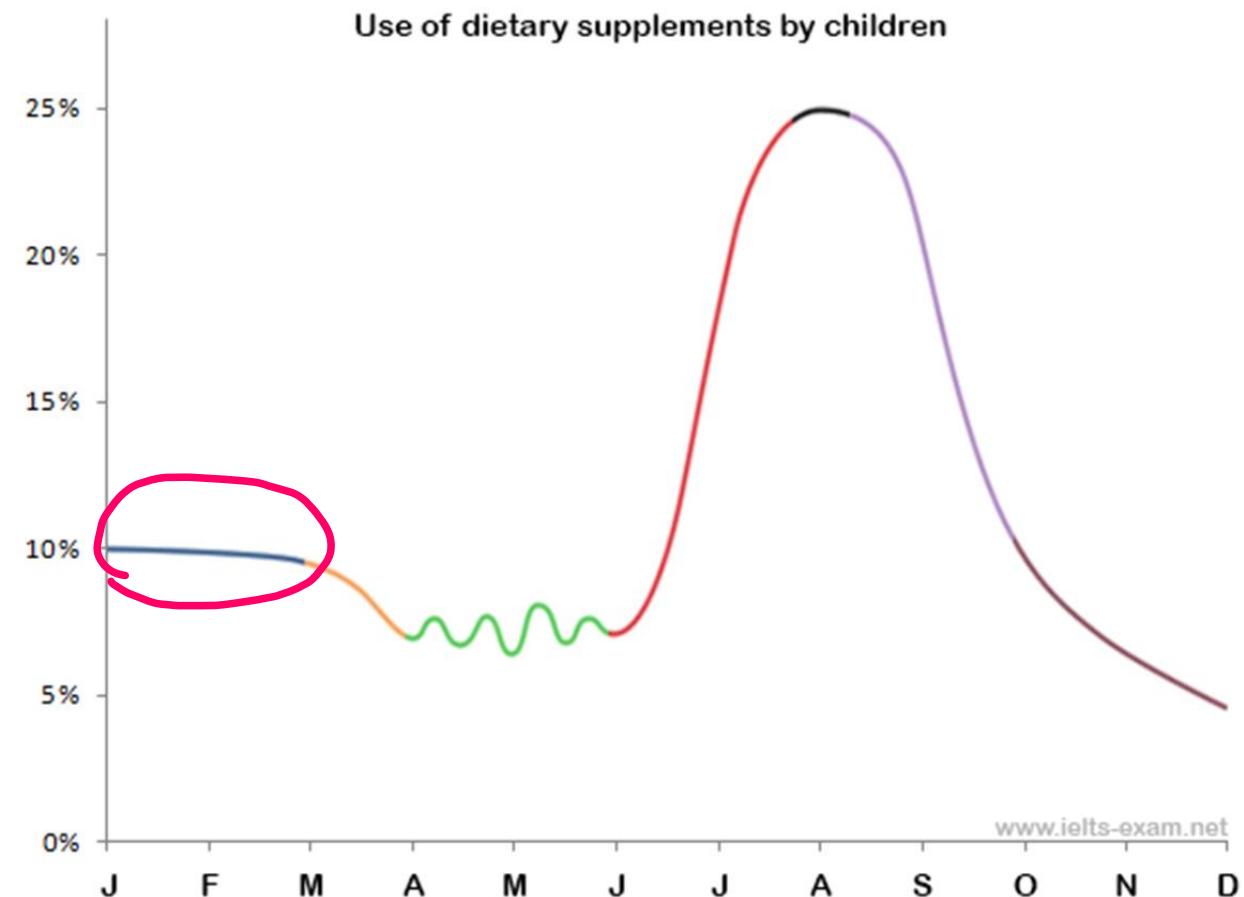
Use of dietary supplements by children



www.ielts-exam.net

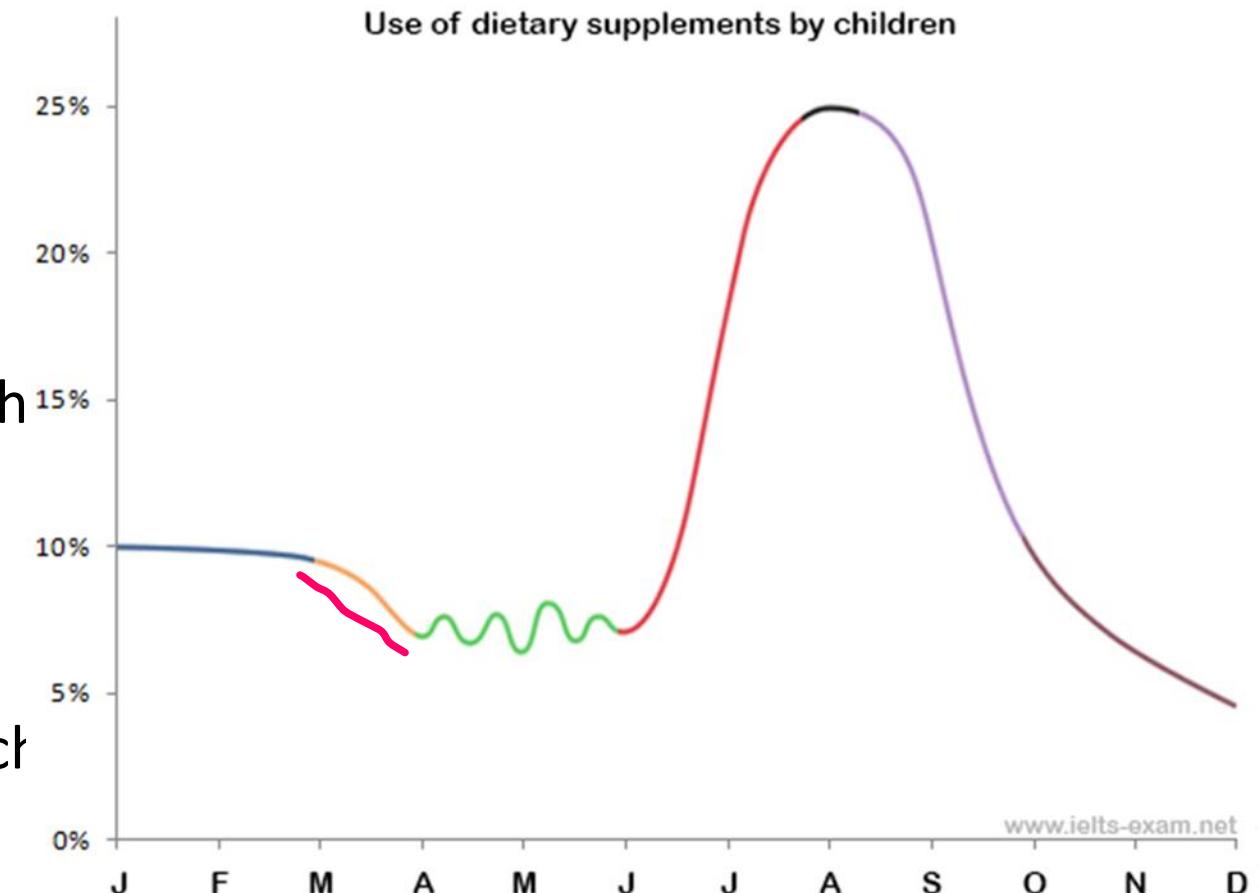
X

- remain (-ed, -ed)
- unchanged, steady, stable, constant, plateau, fixed/static
- From January to March the percentage of children using supplements remained fairly static at approximately 10%.
- The percentage of children taking dietary supplements was relatively stable during the first two months of the year.
- During the first two months, supplement use remained fairly unchanged.



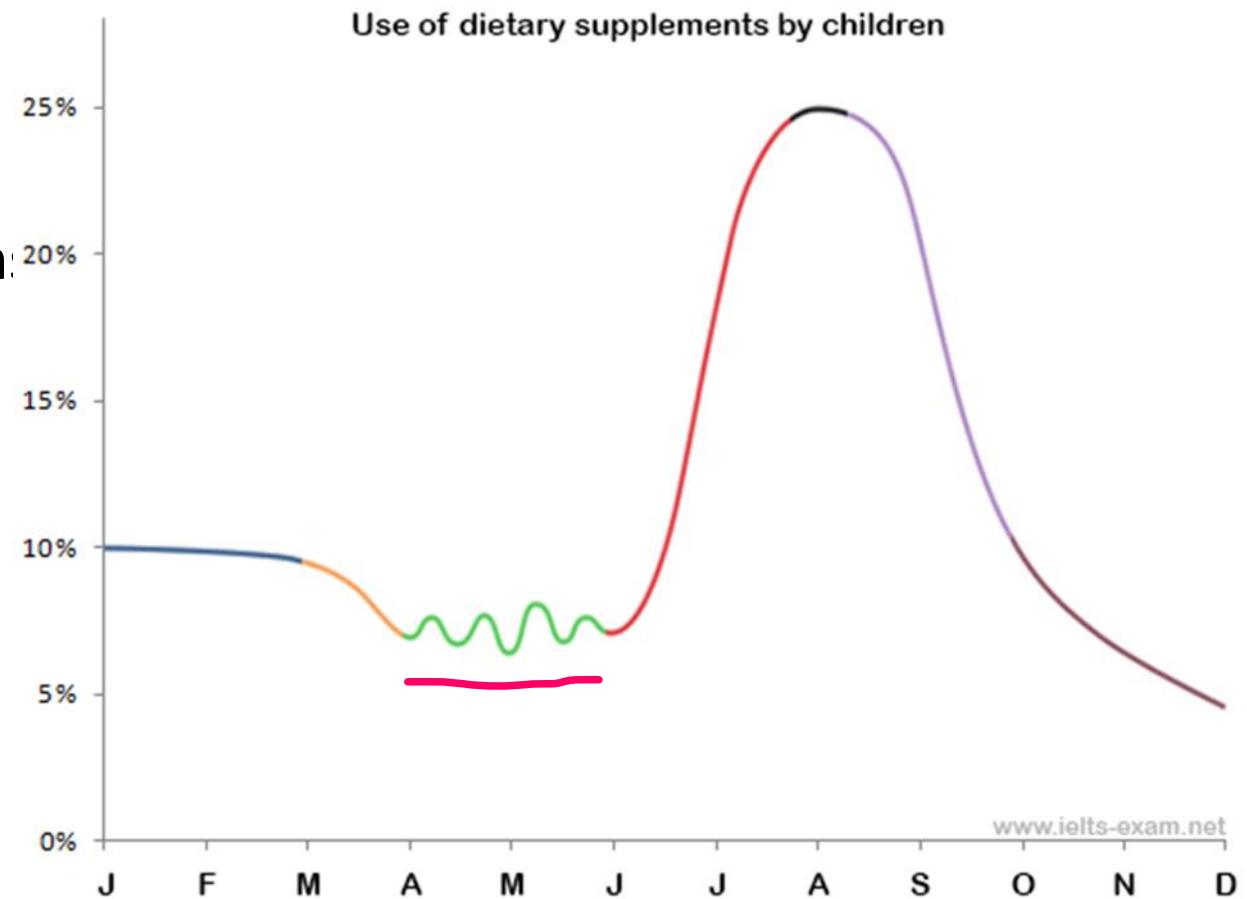
- fall (fell, fallen), decrease (-ed, -ed), drop (dropped, dropped), plunge (-ed, -ed), decline (-ed, -ed)
- slight (slightly), steady (steadily), gradual (gradually), gentle (gently), slow (slowly) downward trend

- It then fell gradually in March.
- There was a slight decrease in the use of dietary supplements in March.
- The graph shows a slight decrease in March
- Supplement use experienced a steady decrease in March.
- Supplement use decreased slightly in March



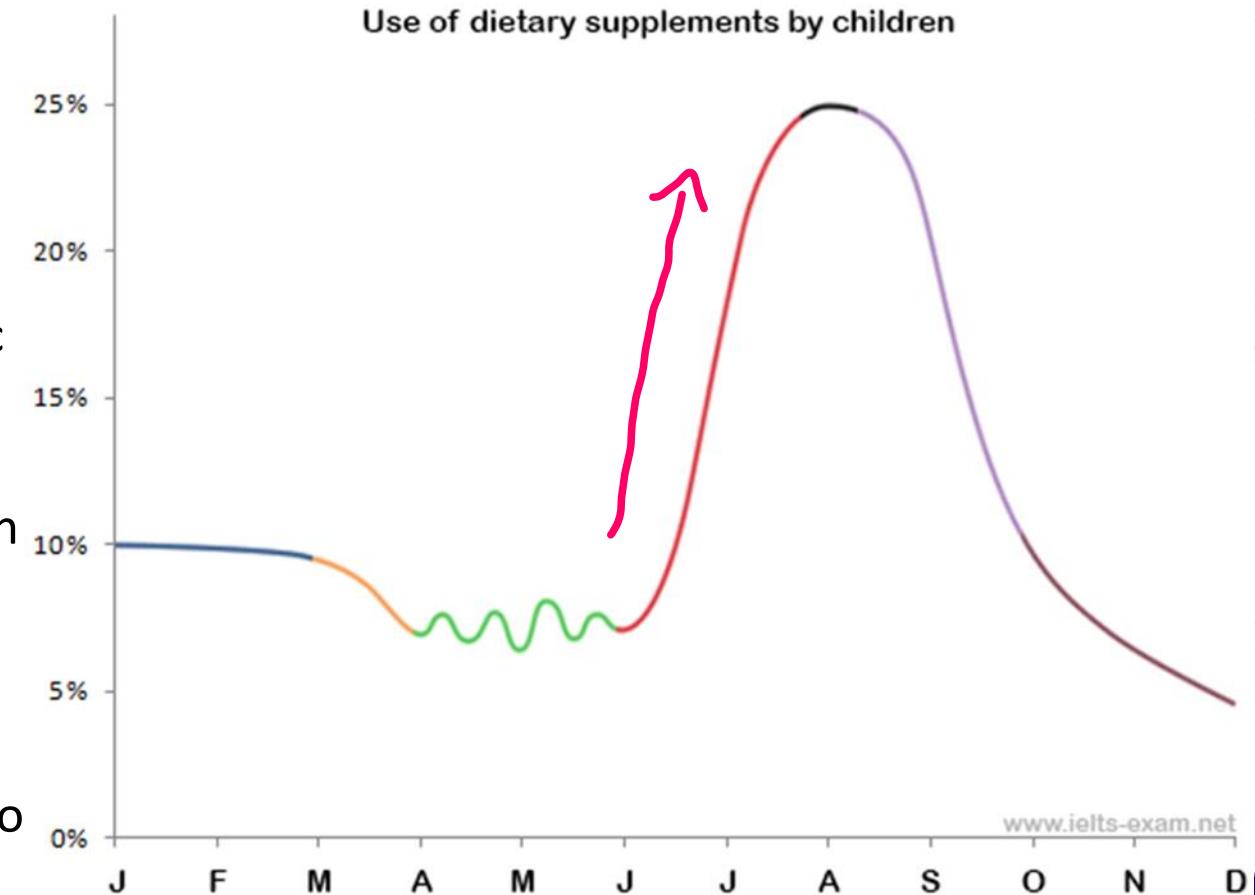
- fluctuate (-ed, -ed)

- It fluctuated for the following two months.



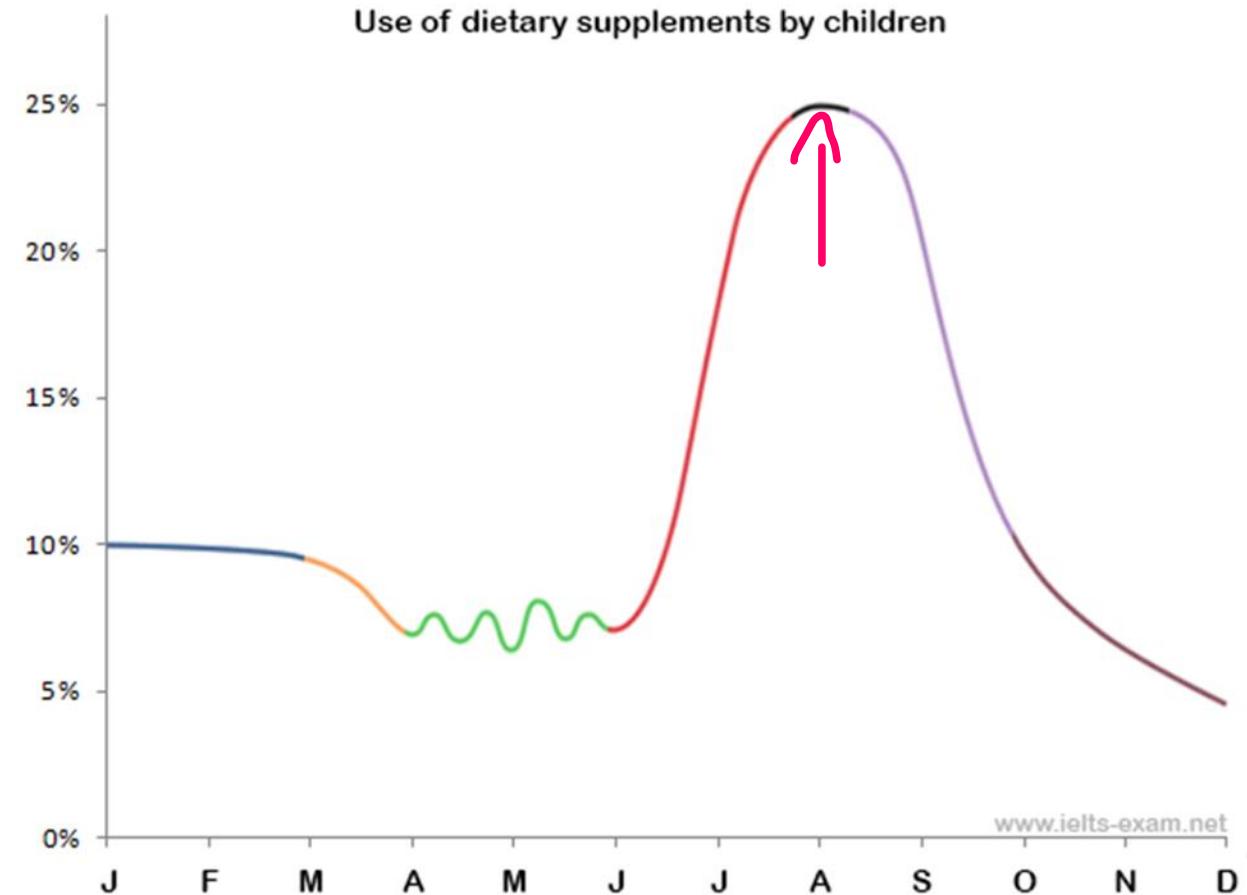
- rise (rose, risen), grow (grew, grown), climb (-ed, -ed), shoot up (shot up, shot up)
- dramatic (dramatically), sharp (sharply), significant (significantly), rapid (rapidly) upward trend

- There was a significant increase in the percentage of children taking dietary supplements between June and August.
- The period between June and August saw a dramatic growth in the use of dietary supplements.
- Between June and August, the percentage of children taking dietary supplements shot up dramatically.
- The greatest rise was from June to August when it rose by 22% for two consecutive months from June to August.

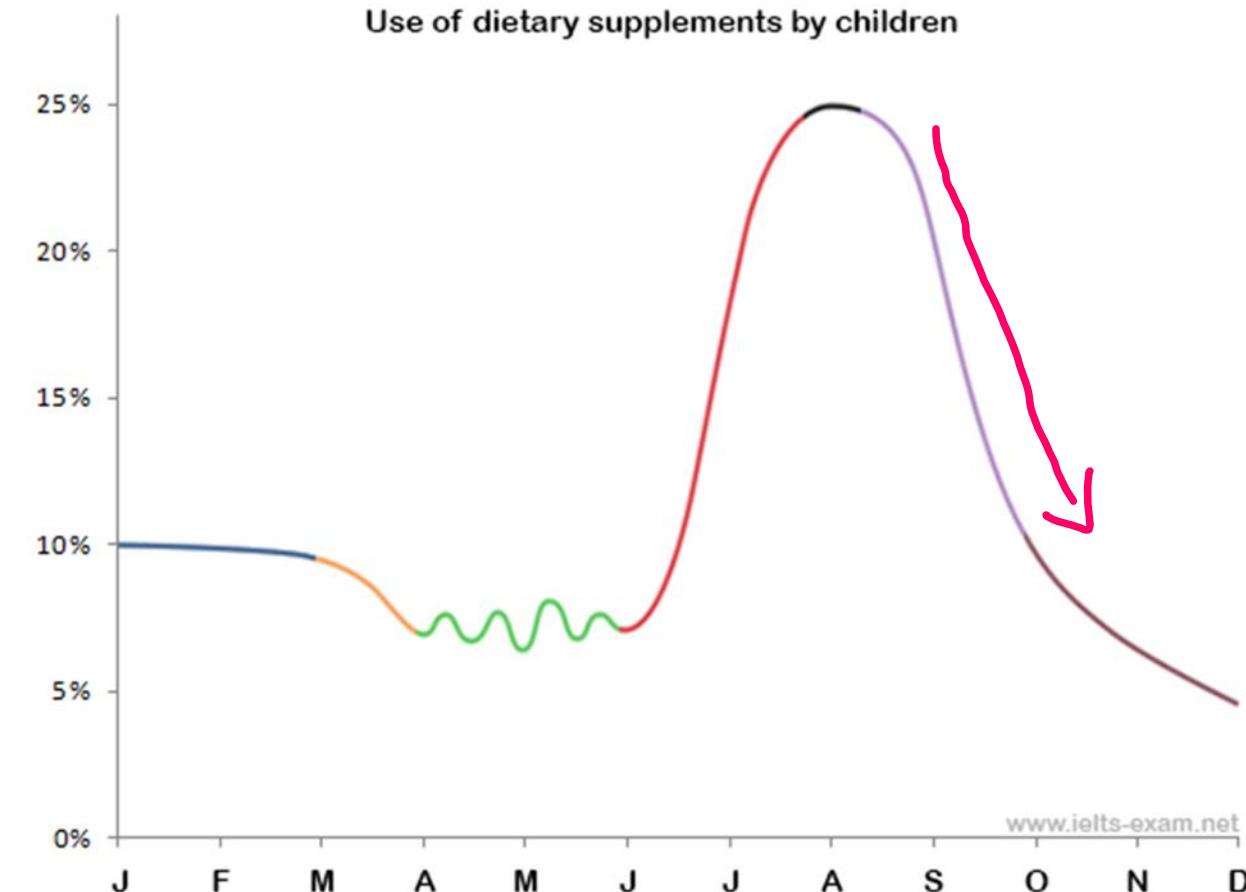


- **peak (-ed, -ed), reach (-ed, -ed)**

- The percentage of children taking dietary supplements was at its highest level in April.
- Supplement use peaked at close to 25% in April.
- It reached a peak of 25% in April.



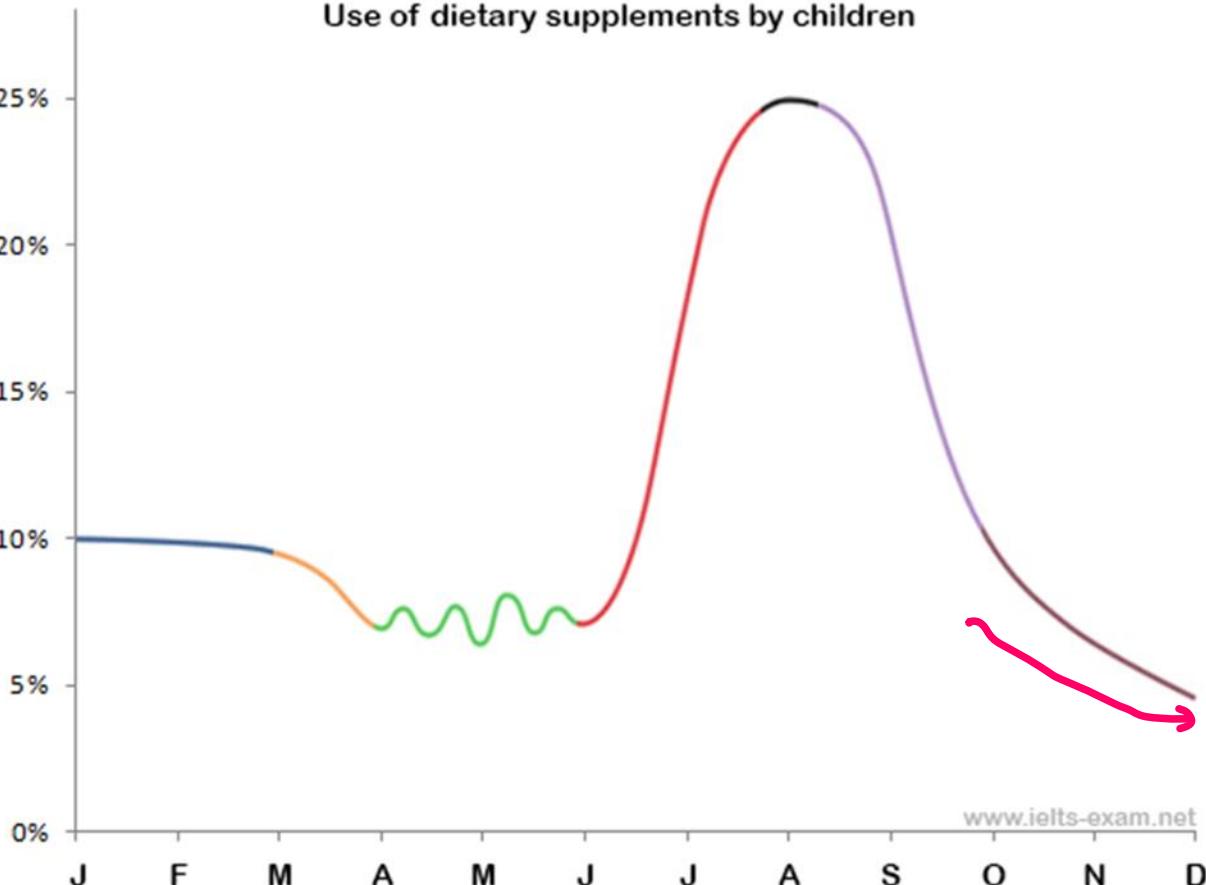
- fall (fell, fallen), decrease (-ed, -ed), drop (-ed, -ed)
- dramatic (dramatically), sharp (sharply), significant (significantly), rapid (rapidly)
- Between August and October, this figure dropped dramatically to 11%.
- From August to October, there was a drop of 14% in the percentage of children taking dietary supplements.
- Between August and October, There was a considerable fall in the percentage of children using supplements.
- This was followed by a sharp drop of 14% over the next two months.
- Supplement use experienced a dramatic fall between August and October.



- fall (fell, fallen), decrease (-ed, -ed), drop (dropped, dropped), plunge (-ed, -ed), decline (-ed, -ed), reach (-ed, -ed) its lowest point
- slight (slightly), steady (steadily), gradual (gradually), gentle (gently), slow (slowly) downward trend

- Between October and December, the decrease in use of dietary supplements was at a much slower pace than in the previous two months.
- Supplement use continued to fall steadily over the next two months until it reached its lowest point December.
- It fell to a low of only 5% in December.

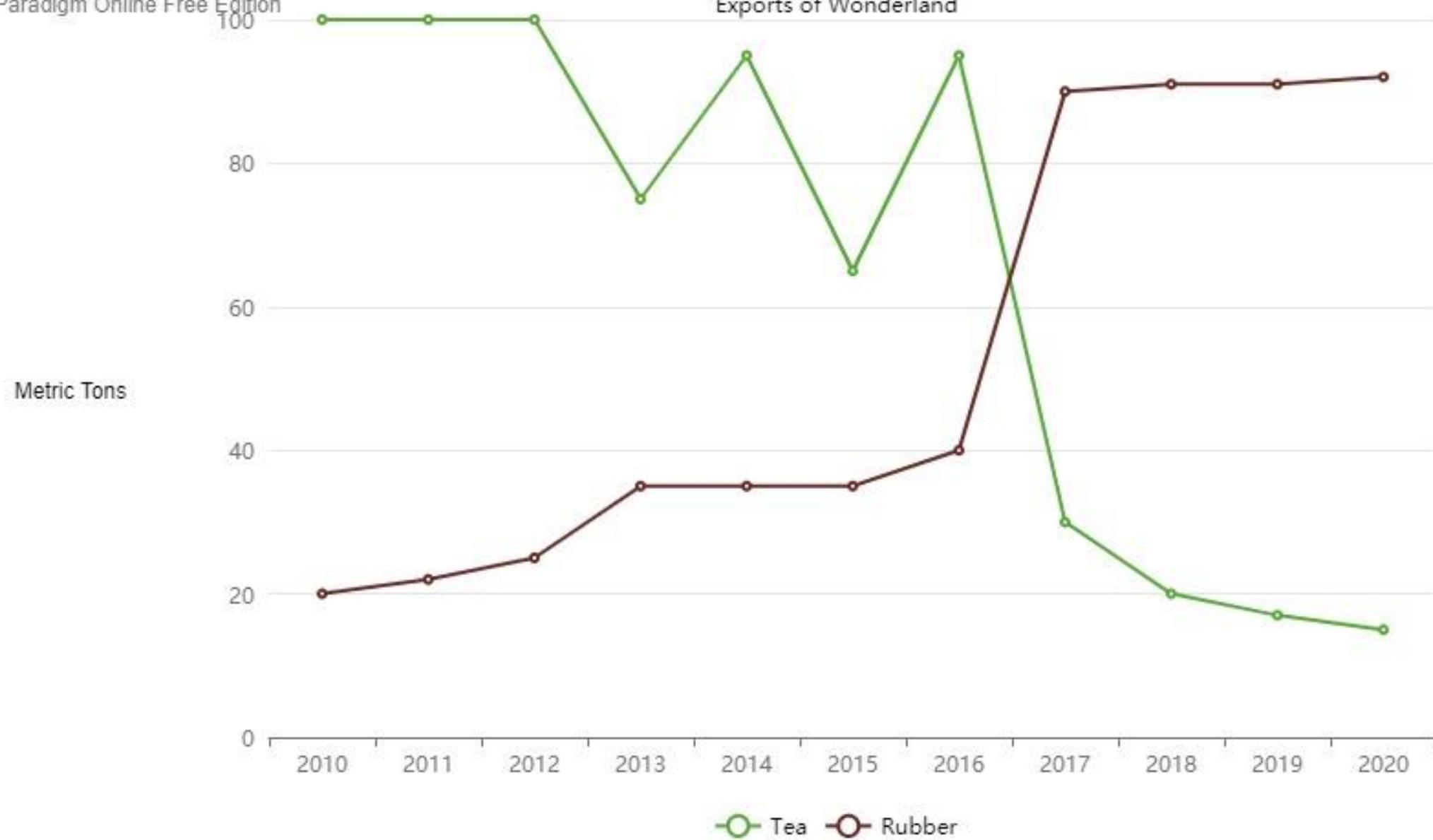
Use of dietary supplements by children



Activity

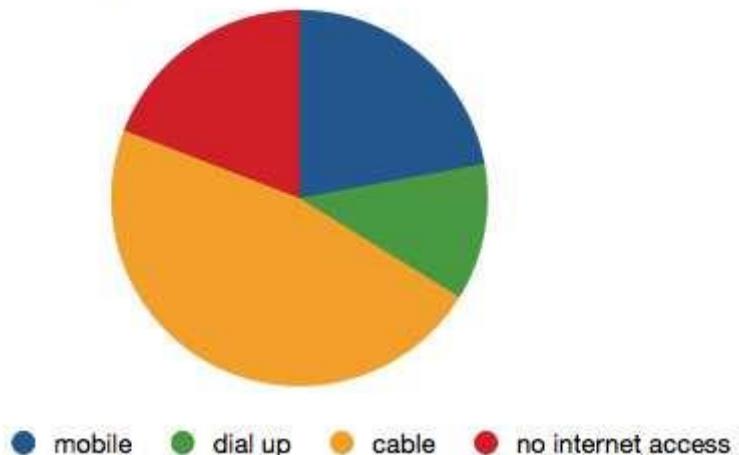
- Describe the given line graph.

Exports of Wonderland

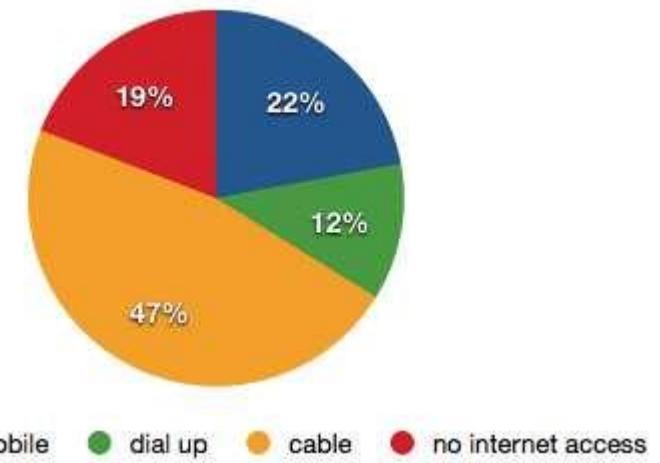


Pie charts

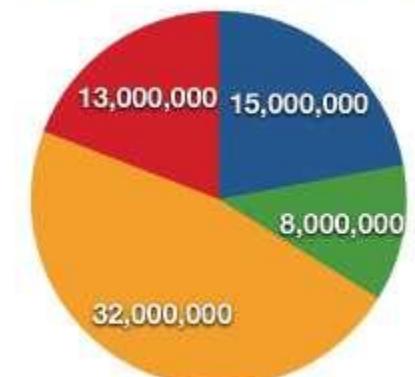
How the British accessed the internet in 2010



How the British accessed the internet in 2010



How the British accessed the internet in 2010

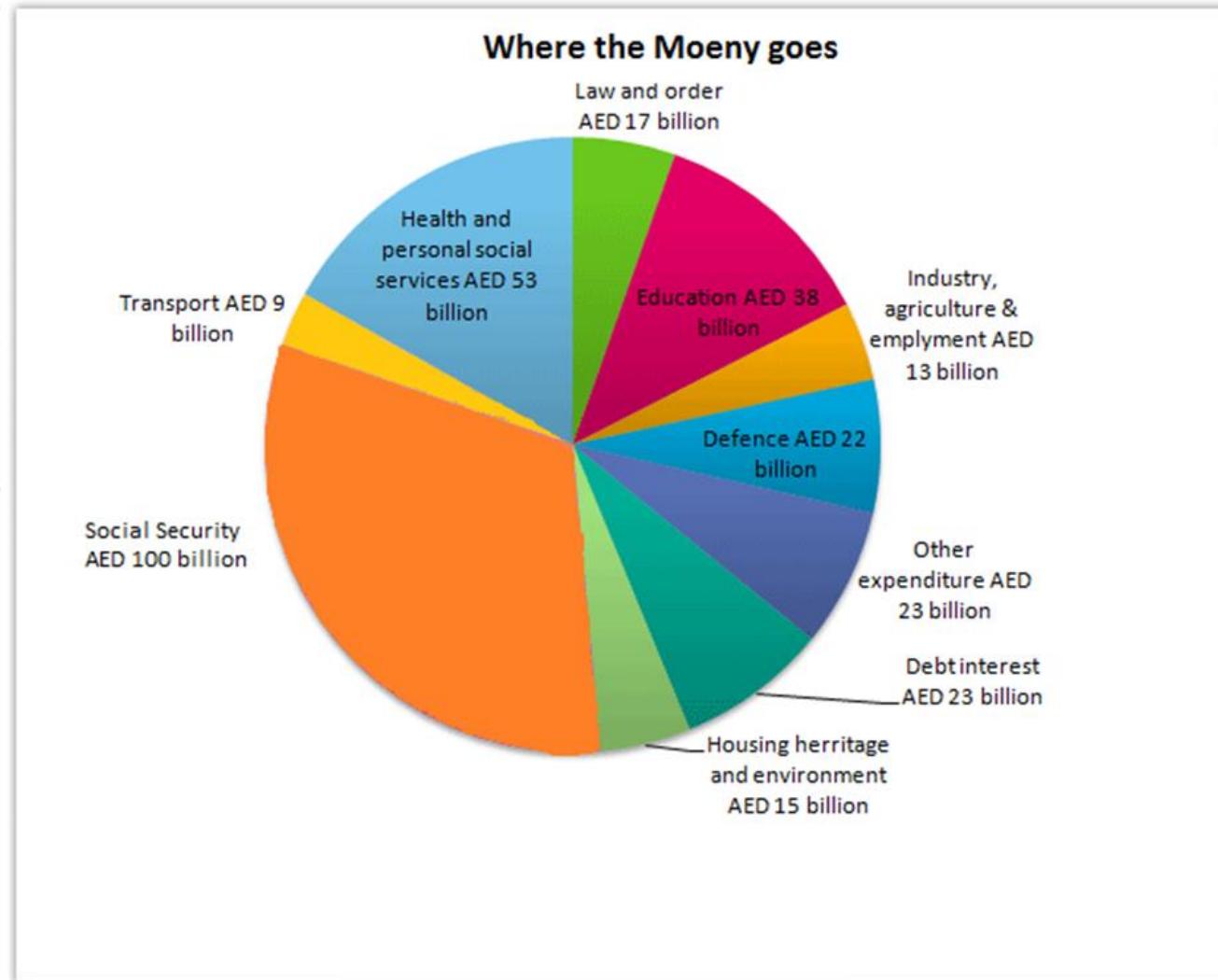


- The key language when you write about pie charts is proportions and percentages.
 - Common phrases are "the proportion of..." or "the percentage of..."
 - However, you can also use other words and fractions.
-
- A large number of people
 - over a quarter of people
 - a small minority
 - A significant number of people
 - less than a fifth
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Percentage	Fraction	Percentage	Qualifier
80%	four-fifths		
75%	three-quarters	77%	just over three quarters
70%	seven in ten	77%	approximately three quarters
65%	two-thirds		
60%	three-fifths	49%	just under a half
55%	more than half	49%	nearly a half
50%	half	32%	almost a third
45%	more than two fifths		
40%	two-fifths		
35%	more than a third	66	A large proportion
30%	less than a third	73	A significant majority
25%	a quarter	25	A small number
20%	a fifth	5	An insignificant amount
15%	less than a fifth	48	-
10%	one in ten	35	A good proportion
5%	one in twenty	15	A small minority

The pie chart gives information on UAE government spending in 2000. The total budget was AED 315 billion.

Summarize the information by selecting and reporting the main features, and make comparisons where relevant.

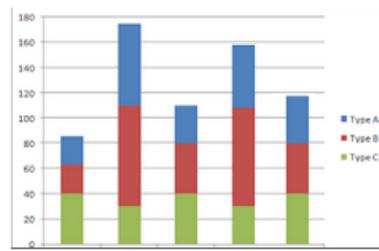
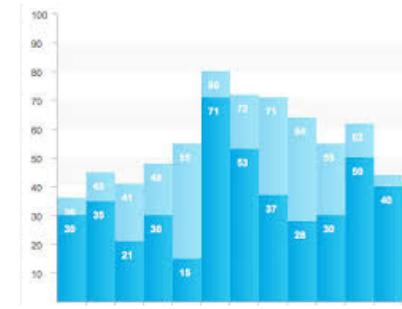
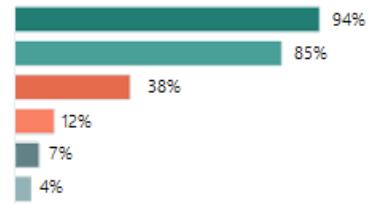
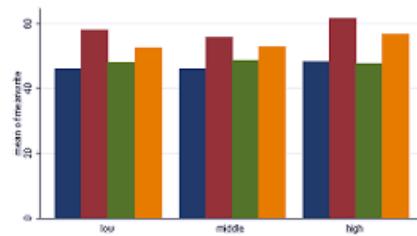
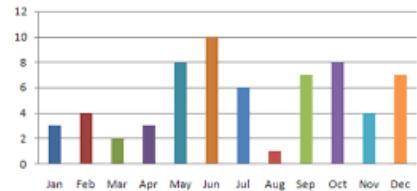


The given pie chart shows the UAE government's spending in different sectors for the year 2000. As is given in the presentation, the UAE government had AED 135 billion budget for the year 2000 and they used the highest amount in Social Security.

According to the pie chart, the UAE government spent AED 100 billion in social security from their total budget of AED 315. This single sector that cost the UAE government almost one-third of the total budget. This year the government's cost was 53 million on health and personal social services which was the second largest sector in terms of expenditure made by the UAE government in this year. 38 million AED was spent on education while 23 billion was spent both in debt and other expenditures. The government used 22 billion in Defense sector while 13 billion was spent for the industry, employment and agriculture sectors. The lowest amount of money went to the transport

- • sector which was only 9 billion. Finally, 15 billion of the budget was spent on housing and environment.
- • In summary, UAE government's maximum spending went in social security and healthcare sectors
- • while the least amounts were spent on transport, law and order, housing and industry/agriculture and employment sectors.
- •
- •

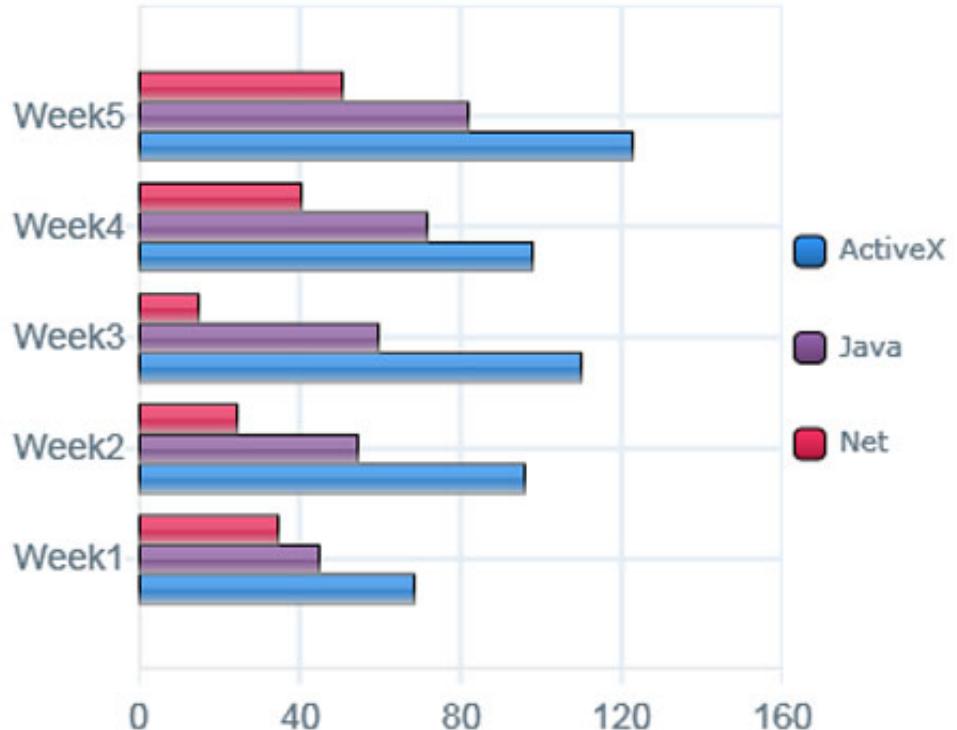
Bar charts



contain either horizontal or vertical bars to present data comparison or contrast among categories or variables

Summarize the information by selecting and reporting the main features and make comparisons where relevant.

- The bar chart shows the number of times per week (in 1000s), over five weeks, that three computer packages were downloaded from the internet.



The bar chart illustrates the download rate per week of ActiveX, Java and Net computer packages over a period of five weeks. It can clearly be seen that ActiveX was the most popular computer package to download, whilst Net was the least popular of the three.

To begin, downloads of ActiveX and Java showed similar patterns, with both gradually increasing from week 1 to week 5. However, the purchases of Active X remained significantly higher than that of the other product over this time frame. In week 1, purchases of ActiveX stood at around 75,000, while those of Java were about 30,000 lower. With the exception of a slight fall in week 4, downloading of ActiveX kept increasing until it reached a peak in the final week of just over 120,000. Java downloads also increased at a steady rate, finishing the period at 80,000.

The product that was downloaded the least was Net. This began at slightly under 40,000, and, in contrast to the other two products, fell over the next two weeks to reach a low of approximately 25,000. It then increased sharply over the following two weeks to finish at about 50,000, which was well below that of ActiveX.

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References

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- <http://www.ielts-mentor.com/48-ielts-vocabulary/vocabulary-for-academic-ielts-writing-task-1/528-vocabulary-for-academic-ielts-writing-task-1-part-1>
- <http://www.dcielts.com/task-1-2/ielts-barcharts-patterns/>



Tense	Active voice Examples	Passive voice Examples	Passive voice structure
Simple present	<ul style="list-style-type: none"> A committee of 5 members chooses the winner 	<ul style="list-style-type: none"> The winner is chosen by a committee of 5 members 	Subject+ auxiliary verb (am/is/are) + past participle + by + doer
Present continuous	<ol style="list-style-type: none"> Teachers are using new online tools to make the lessons interactive.. . 	<ol style="list-style-type: none"> Online tools are being used to make the lessons interactive. 	Subject+ auxiliary verb (am/is/are) + being+past participle + by + doer
Present perfect	<ol style="list-style-type: none"> Milan has eaten the last piece of cake. 	<ol style="list-style-type: none"> The last piece of cake has been eaten by Milan 	Subject+ has/have + been+past participle + by + doer
Simple past	<ol style="list-style-type: none"> The Chairperson announced the winner's name. 	<ol style="list-style-type: none"> The winner's name was announced by the Chairperson. 	Subject+ was/were + past participle + by + doer
Past continuous	<ol style="list-style-type: none"> My mother was making a cake for my brother. 	<ol style="list-style-type: none"> A cake was being made by my mother for my brother. 	Subject+ was/were+being+ past participle + by + doer
Past perfect	<ol style="list-style-type: none"> Ram had taken a photo of Leela. 	<ol style="list-style-type: none"> A photo of Leela had been taken by Ram. 	Subject+ had+been + past participle + by + doer
Future simple		<ol style="list-style-type: none"> Gifts will be exchanged at Christmas. 	Subject+ will + past participle + by + doer

	1. Everyone will exchange gifts at Christmas		
Going to	1. The company is going to implement the policy next month.	4. The policy is going to be implemented next month.	Subject+ am/is/are+going to+ be+past participle + doer
Future perfect	1. The teacher will have published the results by the end of the year	The results will have been published by the end of the year	Subject+ will +have been+ past participle + by + doer
Infinitive	1. Nicola has to buy a gift for her best friend.	5. A gift has to be bought by Nicola for her best friend.	Subject+ has/have+to be+ past participle + by + doer
Modals	They may have sold the house	1. The house may have been sold by them.	Subject+ model verb+have been+ past participle + by + doer
Modals in the past	1. The committee should solve the issue.	2. The issue should be solved by the committee.	Subject+ model verb+be+ + past participle + by + doer

Group Activity –Active and Passive voice

Group Name -

Sentences

1.



SLIIT

Discover Your Future

Paraphrasing

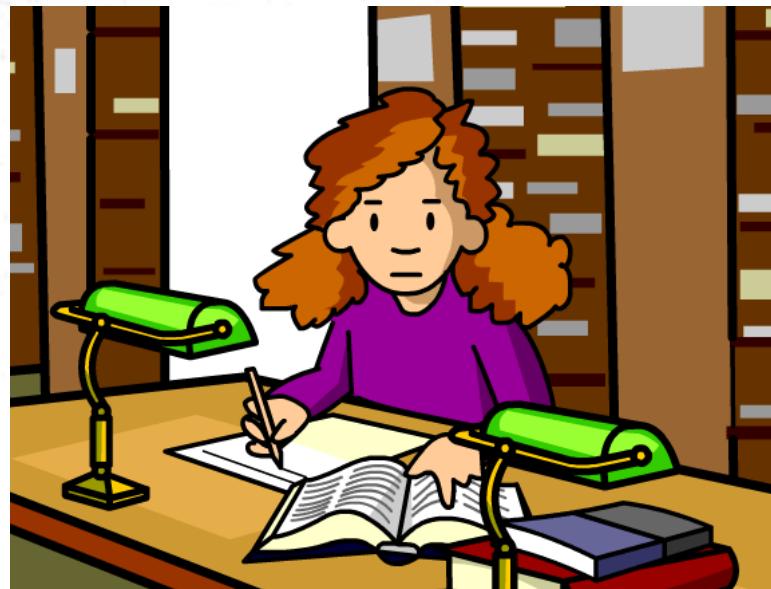
Learning outcomes

- Define what paraphrasing is
- Understand the importance of paraphrasing
- Identify the techniques of paraphrasing
- Write a paraphrase for a given text
- • •

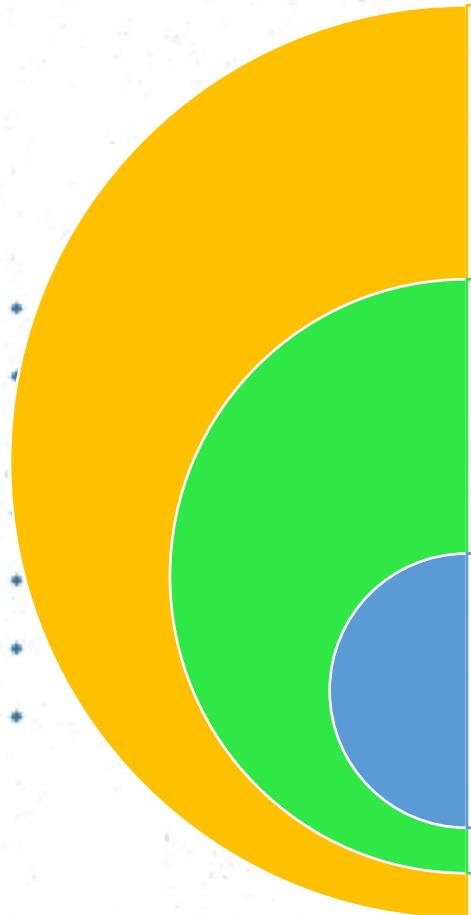
What is a paraphrase?

an expression of a statement or text in other words, esp in order to clarify

<https://www.collinsdictionary.com/dictionary/english/paraphrase>



Importance of paraphrasing



To provide justification to your point

To avoid plagiarism without over quoting

Proves a level of understanding of the original text

Tips for paraphrasing

Make sure

- you have not copied any text
- the meaning is the same as the original
- the style of writing is your own
- your paraphrase is the same length as the original
- you acknowledge other people's work through appropriate referencing.

Example

ORIGINAL TEXT (45 words)	ACCEPTABLE PARAPHRASED TEXT (56 words)
<p>Traditionally, in oral and written discourses, the masculine pronoun 'he' was used as a pronoun to refer to a person whose gender was unknown or irrelevant to the context. Recently, this usage has come under criticism for supporting gender-based stereotypes and is increasingly considered inappropriate (Smith, 2010, p. 24).</p>	<p>If the gender of a person was not known or was unimportant to the meaning of oral or written texts, it was customary to use the masculine form of 'he' when a pronoun was required; however, there has been growing concern about this practice in modern usage because it appears to privilege stereotypes based on gender (Smith, 2010, p. 24).</p>

Source:

[https://www.une.edu.au/__data/assets/pdf_file/0003/13458/
WE_Paraphrasing-and-summarising.pdf](https://www.une.edu.au/__data/assets/pdf_file/0003/13458/WE_Paraphrasing-and-summarising.pdf)

The work of X indicates that . . .	X reports that . . .	Research by X suggests that . . .
The work of X reveals that . . .	X concludes that . . .	A study by X shows that . . .
The work of X shows that . . .	X argues that . . .	X discovered that . . .

Paraphrasing techniques

Use synonyms

Use different parts of speech and different word order

Change the sentence type

Change from Quoted Speech to Indirect Speech

Change active voice to passive voice or vice versa

Interpret Meaning Identify the underlying meaning of a statement.

Use synonyms

- Using appropriate synonyms is the most important paraphrasing skill.
- Refer to a thesaurus or dictionary but pay attention to usage.
- Not all words that are synonyms are used in the same way or have the same meaning.
- Don't use synonyms for specialist terms (jargons)
 - Central Processing Unit

Essential treating item 

- The stallion was content with the mare.
- The stallion was happy with the mare.

When You can't find a Synonym ...

- Replace the original word with a definition.
- The stallion was content with the mare.
- The male horse was happy with the female horse.



Use different parts of speech and different word order

- Consider changing words into different part of speech (e.g. changing nouns into verbs or adjectives into adverbs). Doing so will involve changing the sentence structure.

	Noun	Verb	Adjective	Adverb
Increase	Increase	Increase	Increasing / increased	increasingly
Management	management	manage	managed / managerial	

Example

adjective

- Angela is an accurate typist.

adverb

- Angela types accurately.

Change the sentence type

- Sentences can be changed by altering:
 - word order
 - the number of clauses in a sentence
 - the kind of clauses in a sentence
 - the kind of linking words used

- After he ate lunch, Sean took a nap.
 - After eating lunch, Sean took a nap.
-
- The house that is across the street is old.
 - The house across the street is old.
-
- Although it was raining, Vincy walked to work.
-
- It was raining, but Vincy walked to work.
-
- It was raining; however, Vincy walked to work.

Change from Quoted Speech to Indirect Speech

- Mrs. Mamac, “I am ready for lunch.”
- Mrs. Mamac said **she was ready for lunch.**
- . . .
- . . .
- . . .
- . . .
- . . .
- . . .
- . . .
- . . .
- . . .

Change active voice to passive voice or vice versa

- Active voice = subject + verb

S V O
Students organized a debating competition in 2019.

- Passive voice = to be + past participle

A debating competition was organized by the students
in 2019.

- A hotel employee will carry your bags.
 - Your bags will be carried by a hotel employee.
- ⋮ ⋮ ⋮
- The report was presented by her.
 - She presented the report.
- ⋮ ⋮ ⋮

Interpret Meaning Identify the underlying meaning of a statement.

- Anna, “I am ready for lunch.”
- Anna **complained about being hungry.**



Decide which paraphrase is better.

- Adverts are a major part of everyday life.
- Paraphrase 1
- Advertising is an important feature of daily life.
- Paraphrase 2
- The influence of adverts can be felt in all aspects of our lives.

Decide which paraphrase is better.

- Adverts for the soft drink, Tango, have recently been banned for possibly encouraging playground bullying.

Paraphrase 1

- Advertising for the fizzy drink, Tango, have been disallowed recently for potentially leading to school bullying.

Paraphrase 2

- A ban on Tango adverts has been implemented recently, as some felt the content could encourage school bullies.

Decide which paraphrase is better.

Opinion is divided over what impact, if any, advertising has on children. What is beyond question is that many people, parents in particular are worried about its effects. 88% of Swedes supported their government's ban on children's TV adverts in 1991 (Willows, 2009) while 36% of adults in the UK thought that advertising was damaging to their children (Sidle, 2011).

There is little agreement on the effect of advertising on children, though it is undoubtedly a concern, especially for parents. When Sweden banned children's TV adverts in 1991, 88% of the population supported the decision (Willows, 2009), while in the UK, over a third of adults thought advertising could damage their children (Sidle, 2011).

Views vary on what possible effect advertising can have on the young. What is without doubt is that most people, especially parents, are concerned about the impact. 88% of Swedish people were in favour of their government's ban on advertising on children's television (Willows, 2009), and in the UK, 36% of adults believed adverts were harmful to their offspring (Sidle, 2011).

Let's practice.

- Paraphrase each part of this sentence in three different ways.
- It is not illegal in some cultures to be married to more than one woman, but the monogamous relationship is the most common.
-
-
-
-

Let's practice.

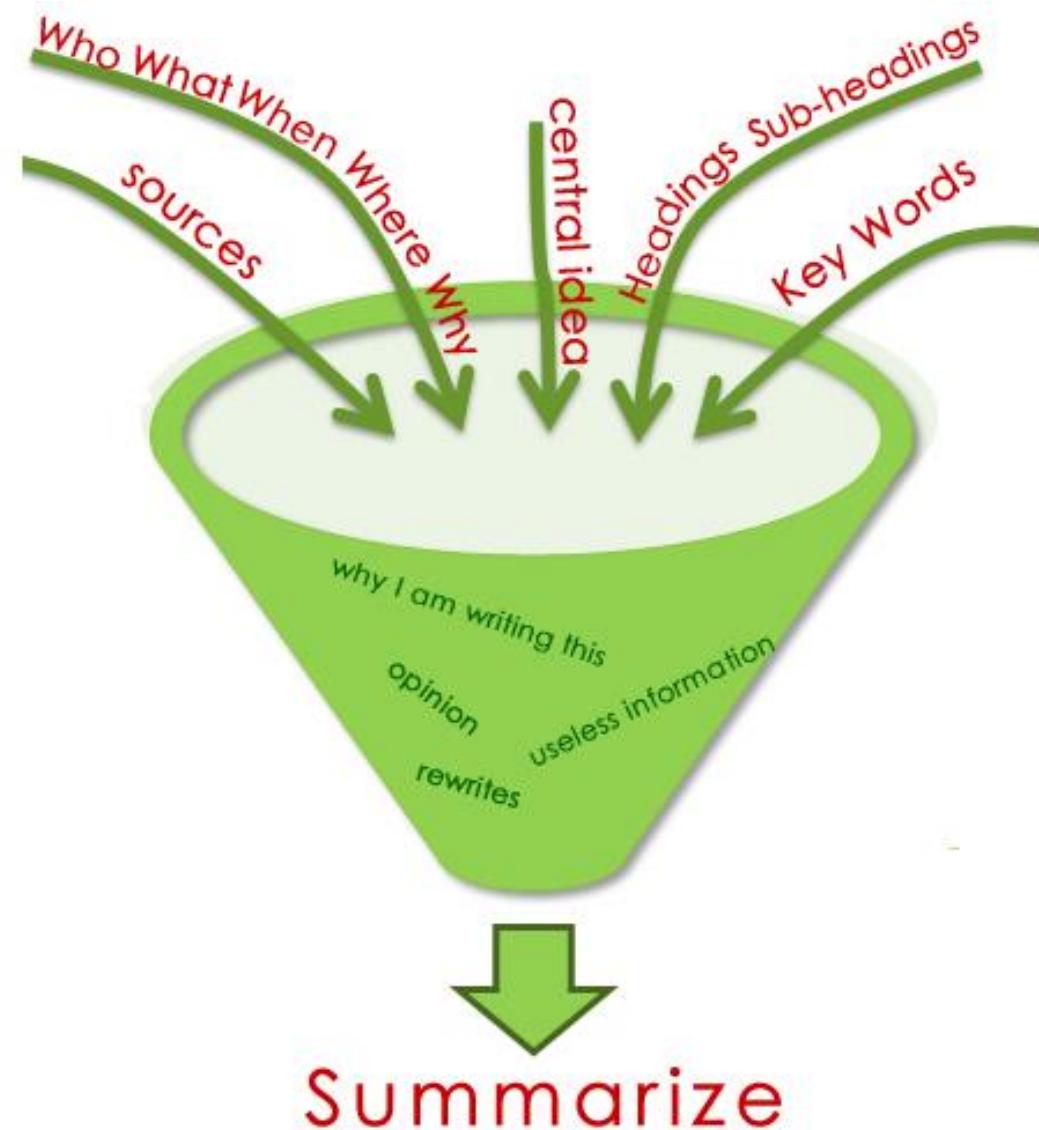
- Paraphrase each part of this sentence in three different ways.
- Some 10 million girls a year are married off before the age of 18 across the world, according to a UNICEF report released this year.
-
-
-
-

References

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Summarizing

- EAP (IT1080)



Learning Outcomes



- Define summarizing
- Distinguish between relevant and irrelevant facts
- Practice summarizing techniques
- Write a coherent summary using the summarizing techniques

What is a summary?

- A concise/brief account of an original piece of writing (a research article, a book chapter, web article etc.)
-
-
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-

Summary vs Paraphrase

Main points	All the points
No Simplification of the original	Simplification of the original
Shorter than the original	Almost the same length

Why should you learn summarizing?

Required when writing project reports/essay-type assignments

Required when incorporating ideas from your reference materials

Required when making presentations (university/workplace)

Skills needed for summarizing



Reading comprehension skill



Rearrange the word order, use synonyms and other word forms

A GOOD SUMMARY IS

Concise

Coherent

Comprehensive

Authentic

Steps to be followed



Read the original text and understand the content (read several times)



Locate the important ideas/Distinguish between main and subsidiary information



Delete most details and examples, unimportant information, anecdotes, examples, illustrations, data, etc.



Make notes and write your first draft using the notes



Double check with the original and finalize your summary

what to include and what to exclude

- The amphibia, **which is the animal class to which our frogs and toads belong**, were the first animals to crawl from the sea and inhabit the earth.
- The first animals to leave the sea and live on dry land were the amphibia.

can be
omitted



Techniques

Find synonyms or alternative phrases for words in the original

Example: Elon Musk is internationally known for his entrepreneurial ventures.

Elon Musk is known worldwide for his entrepreneurship.

Techniques

Change the structure of the text. This includes:
changing adjectives to adverbs and nouns to verbs

- He is a **good** student.
- He studies **well**.
- His death was **tragic**.
- He died **tragically**.

Nouns into verbs

Education is the best gift for children.

Educating children is the best gift one could give them.

The new manager was good at providing motivation for the staff.

The new manager motivated the staff well.

Techniques

01

Reduce complex
sentences to
simple sentences

02

Examples:

03

It is undeniable that most non-native learners of English experience a number of problems in attempting to master the phonetic patterns of the language.

04

Many learners find English pronunciation difficult .

Combine simple sentences into complex sentences

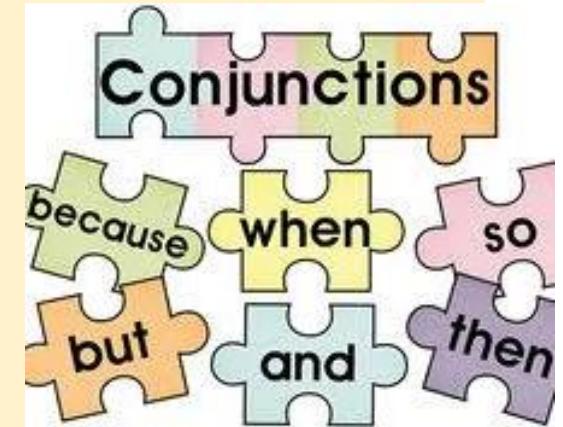
Smart phones are quite useful. Some teenagers are addicted. This can cause health hazards.



Even though smart phones are quite useful, they can cause health hazards as teenagers are addicted to them.

Use appropriate conjunctions to enhance coherence

- I was late to school. **Then** I missed the usual bus.
- I was late to school **because (better option)** I missed the usual bus.
- He needed money **for** paying expenses.
- He needed money **so (better option)** he could pay expenses.





Remember!

- To avoid plagiarism (use your own words)
- To use your own writing style
- To cite your sources
- Not to misinterpret the original
- Not to incorporate your ideas
-
-
-
-
-
-



Summarizing Part

2



PRACTICE ACTIVITIES

Let's start !

- All the Sri Lankans should act in a responsible manner.
- Every Sri Lankan is required to exhibit responsible behavior.
- My sisters and brothers love to walk by the beach during their free time.
- Beach strolling is my siblings' favorite leisure time activity.

A few more

- The distribution of new tablets was done by the mayor.
- The mayor distributed the new tablets .
- The influence Social Media has on our lives is alarming.
- Social Media influences our lives in an alarming way.

One of the most noticeable phenomena in any big city, such as London or Paris, is the steadily increasing number of petrol-driven vehicles, some in private ownership, others belonging to the public transport system, which congest the roads and render rapid movement more difficult year by year.

Big cities have growing traffic problems

A spider fell but climbed up again.

Incy Wincy spider climbed up the waterspout
Down came the rain and washed the spider out
Out came the sun and dried up all the rain
And, Incy Wincy spider climbed up the spout again



An egg called Humpty Dumpty fell and was irreparably broke.

**Humpty Dumpty
Sat on a wall.
Humpty Dumpty
Had a great fall.**



**All the King's horses
And all the King's men
Couldn't put Humpty
Together again.**

Original Text	Summary
<p>Overall, the first two quarters of 2008 have been profitable to the company. Nineteen of twenty departments report cutting costs at least twenty percent, and sales from fifteen departments have risen five percent, or about \$5 million. Despite these positive developments, most department heads believe that they will not be able to maintain these levels for the remainder of the year.</p>	<p>The company has driven profits from January to June of 2008, but the rest of the year is not expected to be as good.</p> <p>Source: Purdue Online Writing Lab</p>

Summary Challenge

- “Illiteracy is a problem in many of the world’s poorest countries. Even in wealthier nations like the United States, many children struggle with reading and writing. But in 19 cities across the country [United States], the volunteers of Experience Corps are helping youngsters learn to read. The volunteers, all over 50, work with students in low-income areas.”
(Older Volunteers Help Children Learn to Read, Voice of America, voanews.com)

Sample summary

- Older Experience Corps volunteers help poor children from 19 US cities improve their literacy skills.
-
-
-
-
-
-
-
-

One more!

- Since differences in the anatomy and physiology of human males and females are so obvious it is easy to be misled into believing that sex-linked roles and statuses are primarily biological rather than cultural phenomena.

Sample Summary

- The clear differences in the size and shape of the bodies of men and women make it easy to believe that the roles and positions that men and women have in life are a result of nature rather than society.

Independent study

← → ⌂ ⌂ padlet.com/jayathri1216/59nv37800npl84dx

 Apps  Applied Linguistics...  Google Scholar  Online Writing Cou...  EbookAndPdf.com  www.slideshare - G...  Upload, Share, and...  Khushnood Ali's Pr...  Other bookmarks

padlet REMAKE

J Jayathri Kalinga • 1m

Summarizing

Summarize the article and give a suitable title.

Parents not only refer their child's physical ailments to doctors but lately, the child's behavioral problems as well. Riding on this trend, the American Academy of Paediatricians (AAP) has recommended that doctors, during routine medical check-ups, inquire about children's use of the media. This will go a long way in helping to identify patterns that can threaten the emotional and physical health of the child.

Many times parents have received complaints from the school about their child's aggressive behavior. Often, this has been referred to the family physician rather than the behavioral psychologist. Says a doctor at the AAP, "You look at the history and then note that the child has not only been sitting in front of the TV for hours watching violent shows but also playing aggressive computer games. At the least, this is something to start with." Says another, "The child could be modeling violent behavior and the parents are unaware of it."

Another related problem is obesity. This problem troubles many parents. After talking to the child, the doctor discovers that the child has similarly spent hours watching TV and video and not getting sufficient exercise. "It's another way where media habits can affect health," says the doctor.

The AAP recommends that two hours of quality TV or video shows a day for older children is sufficient. However, as far as toddlers below two are concerned, the AAP recommends that they should not be allowed to watch any TV. Excessive and indiscriminate media viewing can lead to other side effects and these include repeated aggression with peers or adults, poor

**Good
LUCK**

01

It was the day everything fell into ruin

It was the day I met him, like everyone did this day. It was a meeting I never had expected. I thought him being far away.

It was the day everything fell into ruin.

I had no idea about the date we had; however I knew, I would never forget this day. You lose your sense of time, when your whole world stops moving.

02

Whoops! I accidentally wrote a short story!

I'm not yet happy with the two novels I've been working on, so last month I started writing my first-ever short story in an attempt to recharge my creativity. It was a great writing exercise, and the story came out so well that I have published it at Amazon's Kindle Store. Here's the product description for "Living it Up in Fiddly Falls":

03 A Design of Mobile Health for Android Applications



For healthiness and wellness, exercising is one of the key factors. In this paper, a mobile health application is developed to recommend healthcare support referring to exercises on the Android Smart Phone. This application has been designed to provide exercise advice depending on Body Mass Index (BMI), Basal Metabolic Rate (BMR) and the energy used in each activity or sport (e.g. aerobic dancing, cycling, jogging working and swimming).



04

The U.S. has deployed a “whole-of-America approach” to protect citizens against the coronavirus, with federal, state and local governments, as well as private businesses, banding together to fight the disease, Vice President Pence said.



05

Ladies and Gentleman, the history of my country extends over 2500 years. A beautiful island situated in an advantageously strategic position in the Indian Ocean has long attracted the attentions of the world at times to both our disadvantage and at times to our advantage.

Over four hundred years of colonization by the Portuguese, the Dutch and the British has failed to crush or temper our indomitable spirit. And yet in this context the influence upon our recent history and society by the introduced sport of cricket is surprising and noteworthy. Sri Lankans for centuries have fiercely resisted the Westernisation of our society, at times summarily dismissing western tradition and influence as evil and detrimental.

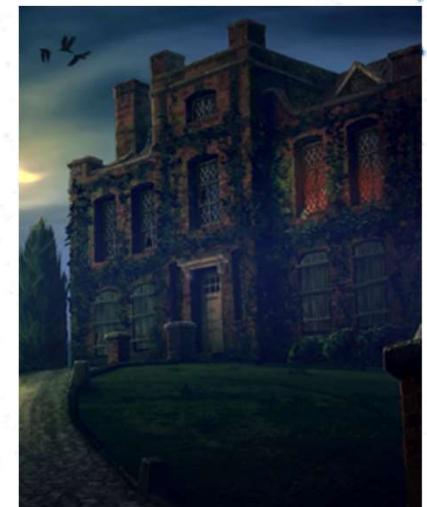
Yet cricket, somehow, managed to slip through the crack in our anti-Western defences and has now become the most precious heirloom of our British Colonial inheritance. Maybe it is a result of our simple sense of hospitality where a guest is treated to all that we have and at times even to what we don't have.



06

The Riddle House

The villagers of Little Hangleton still called it "the Riddle House," even though it had been many years since the Riddle family had lived there. It stood on a hill overlooking the village, some of its windows boarded, tiles missing from its roof, and ivy spreading unchecked over its face. Once a fine-looking manor, and easily the largest and grandest building for miles around, the Riddle House was now damp, derelict, and unoccupied.



07

Joker, directed by Todd Phillips, is the origin story of one of the most baffling and iconic DC villains. It leads to a powerful climax, with an ending that rivals a black satirical comedy. The Joker is a one-man show as Phoenix is hypnotic and astonishing with his performance. The film has its fair share of flaws of course. It is a deeply unsettling social commentary on a ravaging class divide, as well as a warning sign for mental illness. It is not for everyone. But it will definitely bring about a lot of conversation.



08

Here's something to keep your hands busy with while you sit out the Corona.

I've lost the count of times I've made and remade this bread at home – with apricots, sometimes with dates, raisins and prunes and everytime it yields a wonderful read. But I've kept one ingredient as a constant – that is the walnuts and of course the whole-wheat bread. While being an absolute delight to bite in, this walnut bread is also a healthy snack whenever the munchies set in.

This recipe came to me at a time when I was trying to heal a deep soul gash – and as always, I had turned to baking. This recipe is especially special to me because I consider this particular bread as a part of that healing process, because baking, especially bread has always been therapy. And that taste will always be a proud reminder of how I've overcome those confusing times with no one around to help.



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Critics on the other hand are quick to point out that adults should cultivate an overview of parenting rather than attack one aspect: the media. At present, parents seem to be caught up with the material pursuits of life to the extent that they are unable to find sufficient time for other priorities in life. These critics say that if parents could only take stock of the situation and sort out their priorities, then there is a strong likelihood that they would spend more time with their children, supervise them, and watch over their viewing habits.

It is an undeniable fact that much lies in the hands of parents. Although the media has a responsible role to play, the home plays an overall important role in providing the right foundations in life for a child.

(414 words)



EAP Mid Revision



ELTU,SLIIT

Content of the exam

1

Features of academic writing style

2

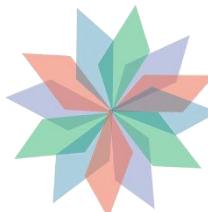
Passive voice

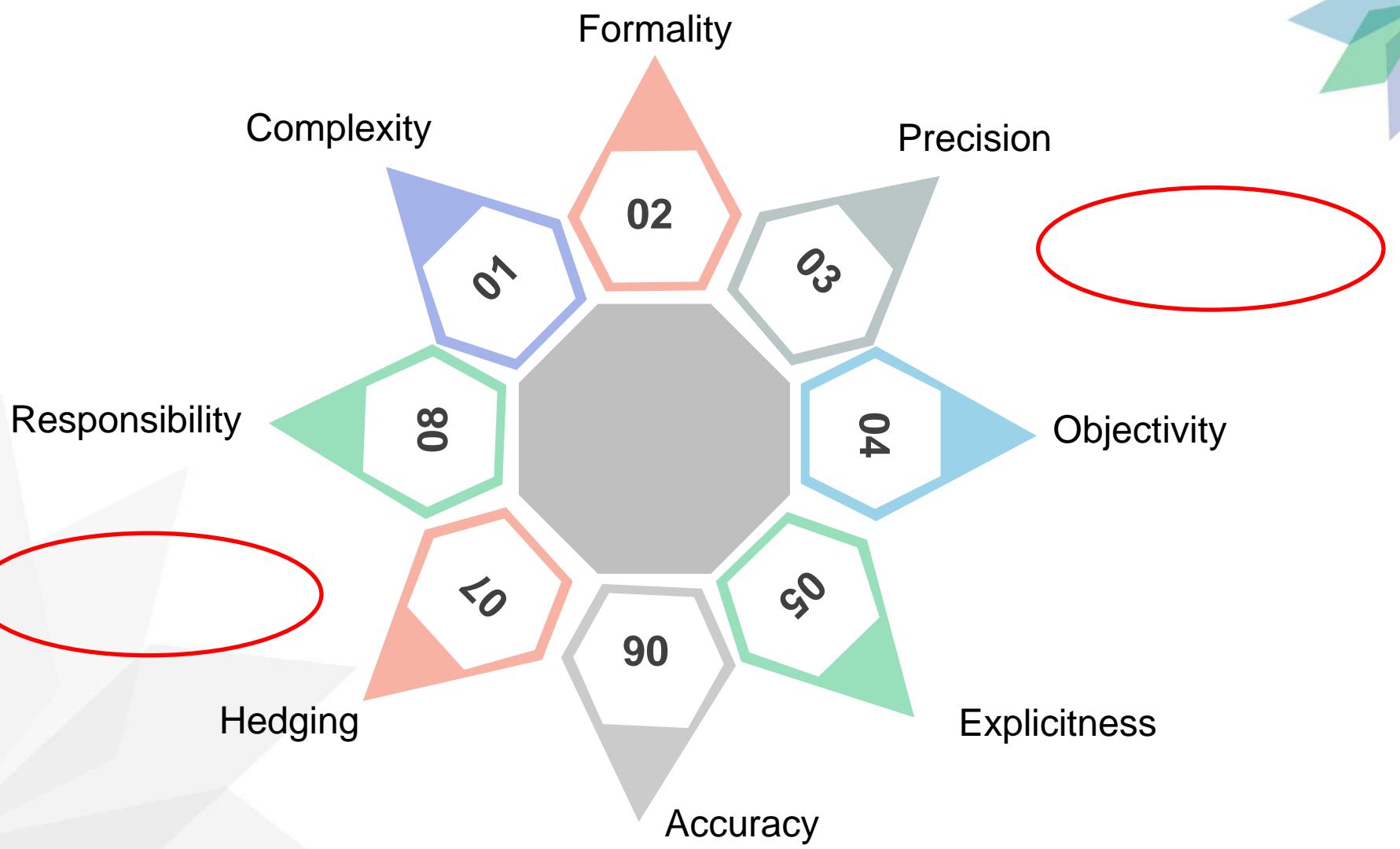
3

Academic vocabulary substitution



Features of academic writing





Formality



- Avoid colloquial words and expressions

things
stuff
sort of
well
Ok
pretty good

Informal, spoken, everyday language,
slang

- Avoid abbreviated forms

can't
doesn't
shouldn't

Contractions, shortened forms



➤ Use acronyms correctly

UN, WHO, SLIIT

write the name in full first time with the acronym in brackets immediately after.

For the rest of the essay, use the acronym.

United Nations (UN) is an international organization.

➤ Avoid clichés

Last but not the least

First and foremost

Overused expressions

➤ Avoid phrasal verbs

put off

bring up

set up

point out

two-word phrases consisting of **verb + adverb or verb + preposition.**



➤ Avoid Rhetorical questions

Questions without a particular answer or questions asked without expecting an answer

Industrial sites cause vast amounts of environmental pollution, **so why do we still use them?**

➤ Avoid Run-on expressions

and so on
etc.

Objectivity



Objectivity

Subjectivity

80% of the girls at SLIIT like Korean dramas.



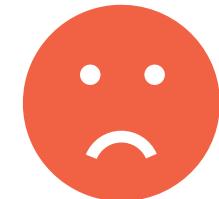
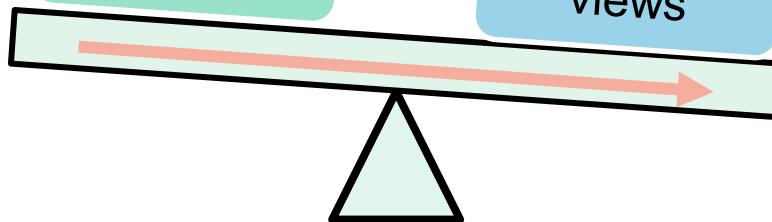
data

information

Data/information

My opinion

My idea,
views



80% of the girls at SLIIT like Korean dramas as they have no sense of proper art and stupid enough to watch them.

How to achieve objectivity



Option A

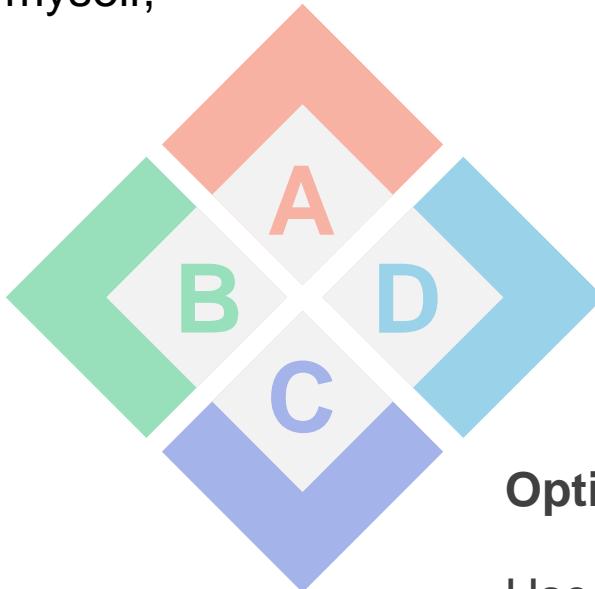
Avoid using I, me, myself, we

Option B

Avoid using “you”

Option D

Use the generic pronoun “one”



Option C

Use passive voice

Activity: Select the inappropriate words/ phrases

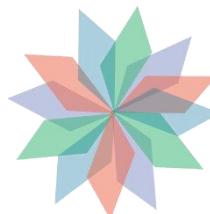
- 1) Social media has several advantages such as communicating with friends, doing business etc.
- 2) Students are not supposed to give up their studies.
- 3) Students aren't allowed to use internet during the exam.
- 4) Some guys act as if they know all the stuff in the book.
- 5) B&B is a good business.
- 6) In my viewpoint, Titanic is a tragic story.

Pause the video for 15 minutes and do the activity.





Passive voice





When to use passive voice?

- Who or what causes the action is unknown or unimportant.
This room is cleaned.
- If we want to say who does or what causes the actions ,we use '**BY**'
The room is cleaned **by** the students.
- In academic and scientific writing.

Structure of passive voice



We form the passive by using the **verb to be** followed by the **past participle**.

A: Somebody cleans these rooms everyday.

S V O



P: These rooms are cleaned everyday by somebody.

be verb + past participle

Activity: Turn these sentences into Passive.

- 1) They import all the clothes from China.
- 2) Somebody is washing her clothes.
- 3) I haven't ironed your shirt yet.
- 4) They will post the results tomorrow.
- 5) Mark designed her dress.
- 6) They weren't selling those designs last year.
- 7) People had seen that design before.
- 8) We need to repair your shoes.
- 9) I hate people shouting at me.
- 10) You must wash silk by hand.
- 11) They might have turned the electricity off.
- 12) The principal gave the first prize to Jane.



Pause the video for 15 minutes and do the activity.

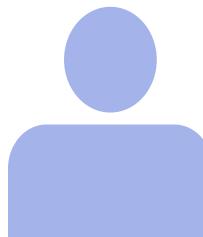


Let's discuss the answers.



- 1) They import all the clothes from China.

What is the tense?
What is the subject?
What is the object?



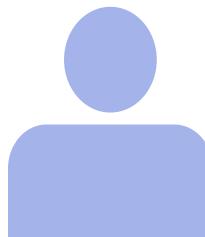
Present simple tense
They
Clothes

All the clothes **are imported** from China.



2) Somebody is washing her clothes.

What is the tense?
What is the subject?
What is the object?



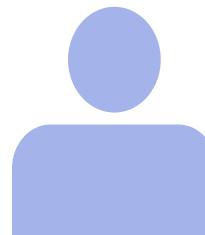
Present continuous
somebody
Her clothes

Her clothes **are being washed.**



3) I haven't ironed your shirt yet.

What is the tense?
What is the subject?
What is the object?



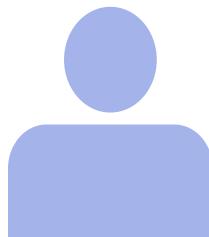
Present perfect tense
I
Your shirt

Your shirt **hasn't been ironed** yet.



4) They will post the results tomorrow.

What is the tense?
What is the subject?
What is the object?



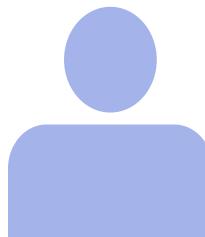
Future
They
Results

The results **will** be posted tomorrow.



5) Mark designed her dress.

What is the tense?
What is the subject?
What is the object?



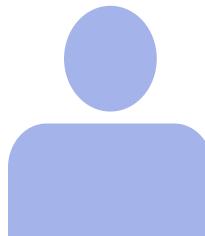
Past tense
Mark
Her dress

Her dress **was designed** by Mark.



6) They weren't selling those designs last year.

What is the tense?
What is the subject?
What is the object?



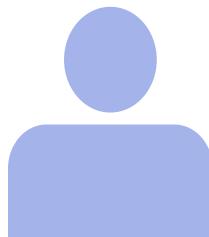
Past continuous
They
Those designs

Those designs **were not being sold** last year.



7) People had seen that design before.

What is the tense?
What is the subject?
What is the object?



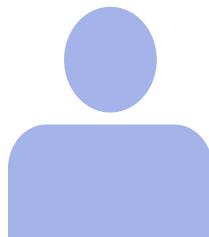
Past perfect
People
That design

That design **had been seen** before.



8) We need to repair your shoes.

What is the tense?
What is the subject?
What is the object?



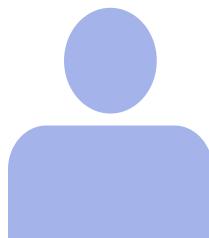
Infinitive form
We
Your shoes

Your shoes **need** to be repaired.



9) I hate people shouting at me.

What is the tense?
What is the subject?



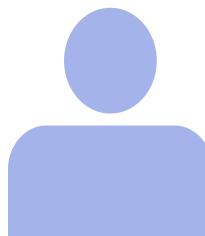
-ing forms
I

I hate **being shouted at**.



10) You must wash silk by hand.

What is the tense?
What is the subject?
What is the object?



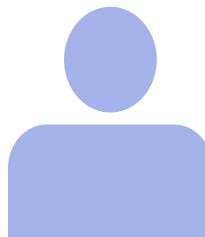
Modal verbs (present)
You
Silk

Silk **must** be washed by hand.



11) They might have turned the electricity off.

What is the tense?
What is the subject?
What is the object?



Modal verbs (perfect)
They
Electricity

Electricity **might have been turned off.**

12) The principal gave the first prize to Jane.

What is the tense?
What is the subject?
What is the object?

Past tense
The principal
2 objects

The person object : Jane

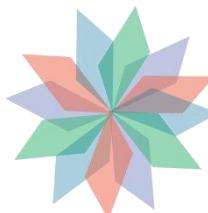
Jane was given the first prize by the principal.

The thing object: the first prize

The first prize was given to Jane by the principal.



Academic vocabulary substitution





- Use of academic vocabulary is vital in academic writing.
- You will be given a question where you are supposed to replace the underlined word or phrase with a more academic alternative.
- You will be tested on the words given in the academic vocabulary list which can be downloaded from the course web.
- House prices have a tendency to go up and down.
fluctuate

Select the most suitable endings for these sentences

1. It took the team a long time to devise
2. During the war we had to break....
3. There has been a lot of heated debate...
4. Dave Palmer was invited to take on.....
5. Part of my role was to collate.....
6. The doctor wanted me to provide ...
7. Scientists all over the world contributed....
8. A new and unexpected phenomenon
9. Using shading helps to differentiate.....
10. The thesis begins with a review of
11. Newspapers are a good primary ...
12. The professor persuaded the university to allocate....
13. Musical talent corelates...
14. It is very important to concentrate.....



- a) with mathematical ability.
- b) to the debate on cloning
- c) the role of project leader
- d) the results of our experiments
- e) the literature on intellectual property rights.
- f) the key elements in a graph
- g) surrounding the issue of global warming
- h) source for the period 1980-1985.
- i) seems to be emerging
- j) on your studies until your exams are over.
- k) off contacts with colleagues abroad.
- l) more resources to his department
- m) a way to solve their problem
- n) a blood sample for analysis



Reference

<http://www.uefap.com/writing/writframgenre.htm>
ssu.uts.edu.au/helps UTS



Good luck

For the mid exam.