



UNIVERSITY OF GHANA  
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BA/BSC. FIRST SEMESTER EXAMINATION: 2015/2016  
UGRC 110 ACADEMIC WRITING (3 Credits)  
TIME ALLOWED: TWO (2) HOURS

**INSTRUCTIONS**

- A. WRITE YOUR GROUP NUMBER (AND / OR LECTURE TIME) AND YOUR LECTURER'S NAME ON YOUR ANSWER BOOKLET.**
- B. THIS PAPER CONSISTS OF THREE SECTIONS: SECTIONS A, B AND C.**
- C. ANSWER ALL THE QUESTIONS.**
- D. WRITE YOUR ANSWERS IN THE ANSWER BOOKLET.**

**SECTION A: NATURE OF ACADEMIC WRITING**

1. a. What is plagiarism?  
b. Name three types of plagiarism.  
c. Explain steps you would take to avoid plagiarism in your writing.
2. Explain the steps involved in the SQ3R study reading method. Mention at least three benefits of this method.
3. Study the following notes and
  - write out a paragraph in which you provide the appropriate citations using the MLA or APA style;
  - write a full bibliography of the citations;
  - indicate below your bibliography the style used (MLA or APA).
  - a. Statistics supplied by Jane Sandra Steward, Director of the National Language Institute of Washington DC in a book published in 2009 in New York by Newbury Publishers,

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70,000 students from 120 countries take the TOEFL every year. The book is entitled: "Preparing for the TOEFL."

- b. There is no passing or failing score on the TOEFL, but 490 is considered to be about the mean. This is contained in a 1997 article written by Michael Ernest Greentree in volume 16 issue 4 of the "Journal of Language Testing". It appeared on pages 78 to 91. The article is entitled: "A Second Look at the TOEFL". The author is an employee of the Language Testing Centre in Seattle, Washington, and has written several books on the arts.
- c. Any student who has developed enough listening and reading skills to be able to score 500 or better on the TOEFL would have developed corresponding writing and speaking skills. This information comes from a chapter written by John Bernard Smith, Peter Herbert Carter, and Mabel Harriet Ace in a book entitled: "College Language Requirements", pages 45 to 58. The main author on the team was Peter Herbert Carter, and the title is "Studying in English-medium University". The book was published in 2003 by Wadsworth in Ottawa. It was edited by Chuck Reynolds and Betty Shelly Mansfield.

## **SECTION B: METHODS OF PARAGRAPH DEVELOPMENT**

4. Develop each of the following topic sentences into a paragraph of six or seven sentences using the method of development indicated against it.
  - a. Raising tuition fees will not improve the quality of university education. (Reasons)
  - b. The most crucial distinction between cats and dogs is in their attitude to humans. (Contrast)
  - c. The academic writing course has changed my study habits. (Cause and Effect)

## **SECTION C: ESSAY**

5. Students have a limited understanding of the value of the internet in their academic work so they spend all their time on *Facebook*. Do you agree?

Note:

- This section examines your ability to compose clear and effective introductory and concluding paragraphs; and to develop content paying attention to paragraph unity, completeness, and coherence.
- Underline your thesis statement and topic sentences.
- Your essay will also be assessed for mechanical accuracy (i.e. grammar, spelling, correct choice of words and punctuation).
- Your essay should not be less than 450 words in length.