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COMMUNICATION SKILLS WEK2

1.

In an advanced IT academic setting, a graduate student is tasked with writing a research paper on the implementation of machine learning algorithms in cybersecurity. The scenario begins with the student conducting an extensive literature review, analyzing peer-reviewed journals, conference papers, and technical reports to identify gaps in current research. Using reference management software, they organize sources and create an outline structured around problem identification, methodology, results, and discussion. The student collects and preprocesses datasets, applies algorithms, and evaluates outcomes using statistical and visualization tools. During writing, they follow strict academic conventions, including proper citation, formal tone, and logical argumentation. Collaboration with a supervisor and peers ensures critical feedback and refinement of ideas. Finally, the paper is formatted according to journal submission guidelines, integrating figures, tables, and appendices. This scenario highlights the combination of technical knowledge, analytical thinking, and formal writing skills required for advanced IT research.

2.

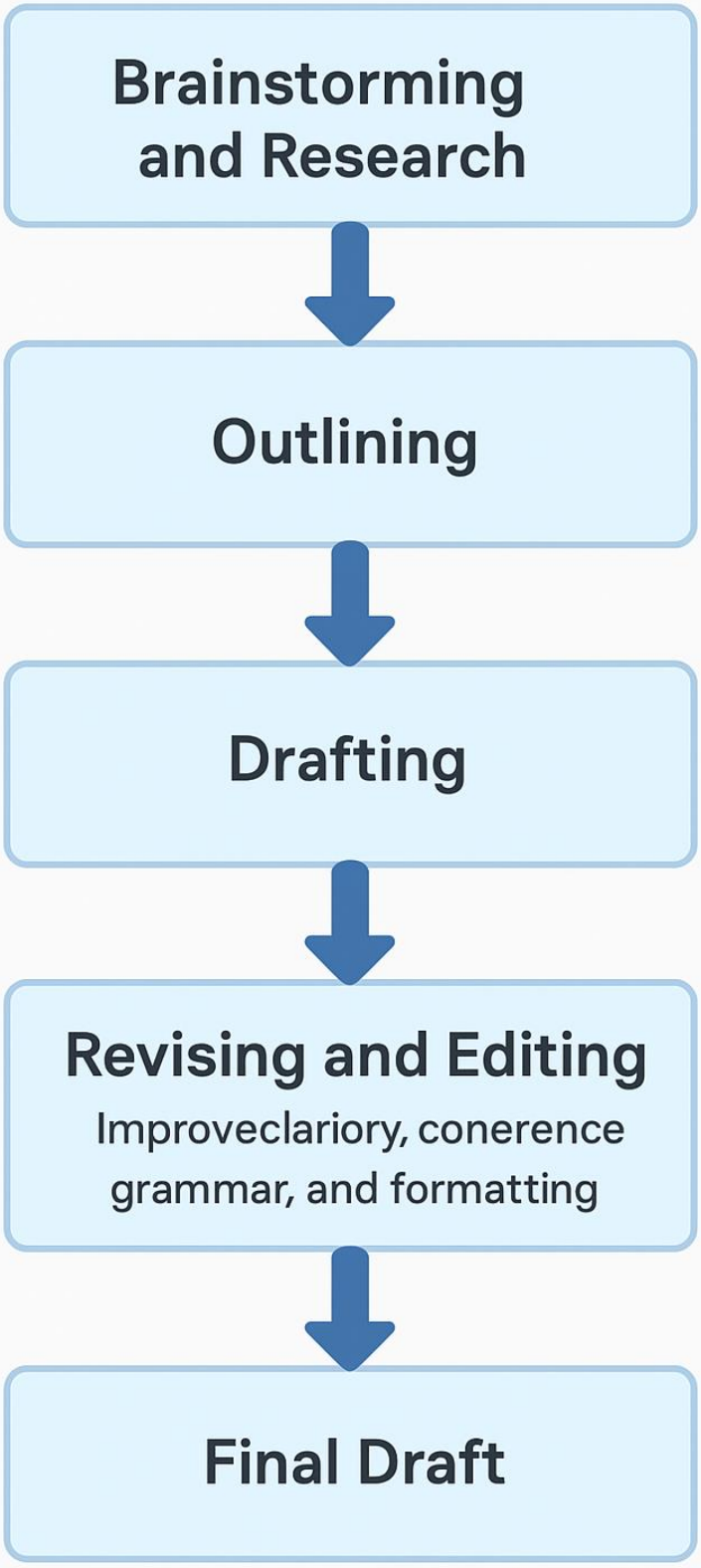
Coherence is a fundamental principle in academic writing that ensures ideas are logically connected and easily understood by the reader. In IT writing, coherence allows complex concepts, such as algorithms, system architectures, or data analysis methods, to be presented clearly and systematically. Achieving coherence involves organizing content so that each paragraph flows naturally from one to the next, using transitional phrases, consistent terminology, and a clear progression of arguments. For example, when explaining a machine learning workflow, a coherent paper would move from problem definition to dataset preparation, model selection, evaluation, and conclusion without abrupt jumps or gaps. Coherence also improves readability, helping the audience follow technical reasoning and draw accurate conclusions. In research publications, coherence contributes to professionalism, credibility, and the overall impact of the work. Without it, even technically correct content can appear fragmented, confusing, or unpersuasive. Thus, coherence is essential for effective communication in IT writing.

3.

During this activity, I drafted a short IT research report in Google Docs and created a citation using Zotero. While writing, I used headings, bullet points, and other formatting tools to organize my ideas clearly and make the report easy to read. Zotero helped me manage my sources and generate accurate citations, ensuring consistency throughout the paper. This process showed me how digital tools can simplify academic writing, save time, and reduce errors. I also learned that attention to detail is important, as even small mistakes in citations can affect the professionalism of a report. Overall, using Google Docs and Zotero improved both the writing process and the quality of my final submission.

4.

The writing process diagram illustrates the steps from initial idea to final draft in academic IT writing. It begins with brainstorming and research**, where topics and sources are identified. Next is** outlining**, organizing main points and supporting evidence logically. The** drafting stage **follows, where ideas are expanded into paragraphs with clear arguments.** Revising and editing **involves improving clarity, coherence, grammar, and formatting, often incorporating feedback from peers or supervisors. Finally, the** final draft **is prepared, including properly formatted citations and appendices. This diagram helps students visualize the structured workflow of writing, emphasizing organization, critical thinking, and attention to detail for producing professional, high-quality IT reports.**


Brainstorming and Research
Outlining
Drafting
Revising and Editing
Improveclariory, conerence grammar, and formatting
Final Draft