

Schedule for postgraduate — EL, PE & Mthatha

Facilitation in academic reading and writing

Period: 6 April to 31 November 2023

Facilitator: Dr Naledi Sekeleni email: [inthedott@gmail.com](mailto:inthedott@gmail.com)

Venue: Virtual — MS TEAMS

NB: Some dates may be affected due to rescheduling (you will be advised a week before any changes to schedule)

DATE & DAY(S)	TIME From - To (each day)	TOPIC	Links To Join The Session
<b>HONOURS STUDENTS</b>			
6 April	16h00 – 17h00	<p><b>Session 1: Induction</b> Overview of the topics dealt with during the reading and writing workshop sessions, administrative logistics one-on- one and group consultations:</p> <p>NB: Student needs identification.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Students kindly indicate the submission dates for your research project/research proposal so that the facilitator can schedule workshop dates around those dates. This will assist in making sure that students get the opportunity to attend a workshop session before submitting their project.</li> <li><input type="checkbox"/> Email info to : <a href="mailto:monins@unisa.ac.za">monins@unisa.ac.za</a></li> </ul>	<b>Conducted</b>
10 – 14 April (window period)	16h00 – 17h00	<ul style="list-style-type: none"> <li><input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions</li> </ul>	<input type="checkbox"/>
17 April	17h00 – 19h00	<p><b>Session 2: Academic Reading</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Topic 1: Definition of academic reading, its purpose types of genres, improving reading skills</li> </ul>	<a href="#">Click here to join the meeting</a>
17 April	15h30 – 16h30	<ul style="list-style-type: none"> <li><input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions</li> </ul>	<input type="checkbox"/>
25 April	17h00 – 19h00	<ul style="list-style-type: none"> <li><input type="checkbox"/> Topic 2: Academic reading styles - skimming, scanning and in-depth reading</li> </ul>	<a href="#">Click here to join the meeting</a>
15 May	16h00 – 17h00	<ul style="list-style-type: none"> <li><input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions</li> </ul>	<input type="checkbox"/>

9 May	17h00 – 19h00	<input type="checkbox"/> Topic 3: The SQ3R (Survey, Question, Read, Recite & Review) reading method	<a href="#">Click here to join the meeting</a>
5 May	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
16 May	17h00 – 19h00	<input type="checkbox"/> Topic 4: Managing an academic reading journal	<a href="#">Click here to join the meeting</a>
23 May	17h00 – 19h00	<input type="checkbox"/> Topic 5: Active reading techniques - Focus: annotating, questioning, concept mapping.	<a href="#">Click here to join the meeting</a>
26 June	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
30 May	17h00 – 19h00	<input type="checkbox"/> Topic 6: How to read and understand academic research journal articles: title, abstract, key words, introduction, methods and concluding paragraphs.	<a href="#">Click here to join the meeting</a>
3 July	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
6 June	17h00 – 19h00	<input type="checkbox"/> Topic 7: Critical reading skills: - Focus: preliminary literature review and critical review	<a href="#">Click here to join the meeting</a>
10 July	15h00 – 16h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
13 June	17h00 – 19h00	<input type="checkbox"/> Topic 8: Research report: definition, examining the different sections of the report	<a href="#">Click here to join the meeting</a>
17 July	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
20 June		<input type="checkbox"/> Topic 9 Research proposal: definition, examining the different sections of the proposal	<a href="#">Click here to join the meeting</a>
24 July	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
27 June	17h00 – 19h00	<b>Session 2: Introduction to academic research writing.</b> <input type="checkbox"/> Topic 10: The focus will be on defining, understanding the purpose and identifying the different types of academic writing	<a href="#">Click here to join the meeting</a>
31 July	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>

11 July	17h00 – 19h00	<input type="checkbox"/> Topic 11: Features of academic writing – formal tone, clarity and precision, technical terms, third person language, developing own voice	<a href="#">Click here to join the meeting</a>
17 July	12h00 – 13h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
12 July	17h00 – 19h00	<input type="checkbox"/> Topic 12: Academic writing styles – descriptive, analytical, persuasive, expository and critical	<a href="#">Click here to join the meeting</a>
17 July	13h30 – 14h30	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
13 July	17h00 – 19h00	<input type="checkbox"/> Topic 13: Writing paragraphs <ul style="list-style-type: none"> <li>- Definition, essential elements – main idea, topic sentence, body sentence, concluding sentence</li> <li>- Maintaining unity and coherence in paragraph</li> <li>- Logical transitioning between paragraphs</li> <li>- Ensuring paragraphs are adequately developed</li> </ul>	<a href="#">Click here to join the meeting</a>
19 July	12h00 – 13h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
19 July	17h00 – 19h00	<input type="checkbox"/> Topic 14: Plagiarism vs plagiarism and referencing sources	<a href="#">Click here to join the meeting</a>
20 July	112h00 – 13h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
20 July	17h00 – 19h00	<input type="checkbox"/> Topic 15: Writing the research report: <b><u>bring your drafts if you have for this writing session</u></b> SECTION A <ul style="list-style-type: none"> <li>- Planning – organising the sections/chapters – mind maps,</li> <li>- Verb tense APA – Introduction, abstract, method and discussion sections – headings and sub-headings</li> <li>- Writing paragraphs in the literature review section: paraphrasing, in-text referencing procedures, summarising and synthesing</li> </ul>	<a href="#">Click here to join the meeting</a>
25 July	17h00 – 19h00	<input type="checkbox"/> Topic 15: Writing the research report: SECTION B Writing the methodology section: introduction, selected approach, methods, instruments, sampling process	<a href="#">Click here to join the meeting</a>
26 July	17h00 – 19h00	<input type="checkbox"/> Topic 15: Writing the research report: SECTION C <ul style="list-style-type: none"> <li>- Writing the discussion section: findings, conclusion</li> <li>- and recommendations</li> <li>- Checklist for research report</li> </ul>	<a href="#">Click here to join the meeting</a>

27 July	17h00 – 19h00	<input type="checkbox"/> Topic 16: Writing the research proposal: - Planning – organising the sections/chapters – mind maps, - Verb tense APA – Introduction, abstract, method and discussion sections - headings and sub-headings - Writing paragraphs in the preliminary literature review section: paraphrasing, in-text referencing procedures, summarising and synthesing	<a href="#">Click here to join the meeting</a>
1 August	17h00 – 19h00 12h00 – 13h00	<input type="checkbox"/> Topic 16: Writing the research proposal: <b><u>bring your drafts if you have for this writing session</u></b> SECTION B - Writing the methodology section: introduction, selected approach, methods, instruments, sampling process	<a href="#">Click here to join the meeting</a>
2 August	17h00 – 19h00 12h00 – 13h00	<input type="checkbox"/> Topic 16: Writing the research proposal: SECTION C <input type="checkbox"/> Writing the discussion section: findings, conclusion and recommendations <input type="checkbox"/> Checklist for research proposal	<a href="#">Click here to join the meeting</a>
31 July	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
3 August	17h00 – 19h00	<input type="checkbox"/> Topic 17: Journal article – writing process: - Title, abstract, introduction, methods, results, discussion, references	<a href="#">Click here to join the meeting</a>
7 August	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
10 August	17h00 – 19h00	<input type="checkbox"/> Topic 18: Academic arguments - Definition, primary elements of an argument, developing the argument and evaluating argument	<a href="#">Click here to join the meeting</a>
15 August	17h00 – 19h00	<b>Session 6:</b> Constructing an argument Topic 16: Identifying and understanding the basic steps to follow in analysing and evaluating arguments	<a href="#">Click here to join the meeting</a>
22 August	17h00 – 19h00	Topic 17: Deductive and inductive arguments	<a href="#">Click here to join the meeting</a>
28 August	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
29 August	17h00 – 19h00	Topic 18: Structure - Logical sequencing of an argument	<a href="#">Click here to join the meeting</a>

5 September	16h00 – 17h00	<input type="checkbox"/> One-on- one and group consultations: Review will be on any item that has been discussed in previous sessions	<input type="checkbox"/>
12 September	17h00 – 19h00	Topic 19: Analysing and evaluating an argumentative essay One-on- one consultations: Review will be on any item that has been discussed in previous sessions	<a href="#">Click here to join the meeting</a>
18 Sept– 3 October 13 – 30 November	16h00 – 17h00 16h00 – 17h00	<input type="checkbox"/> Revision sessions: <input type="checkbox"/> Research report writing <input type="checkbox"/> Research proposal writing	<input type="checkbox"/>

**NB:** To facilitate one-on-one consultations, it is imperative for students to send their specific writings in advance, at least 1 day before the booked consultation. Workshops will be conducted when the need arises.

Students can book dates outside the dates indicated above for one-on-one sessions.