



Arts

ACADENG 210 : Writing Research Reports (15 POINTS)

Course Prescription

Aims to develop skills needed for writing research and laboratory reports. It covers key stages in writing a standard report and the language patterns associated with each of these stages. Course components include writing the literature review, methodology, results and discussion sections of a report, dissertation or thesis.

Course Overview

This course develops skills needed for writing research reports in a range of academic disciplines. It covers key stages in writing a standard report and the language patterns associated with each of these stages. Course components include writing a literature review, methodology, results and discussion sections of a report, dissertation or thesis.

Students of ACADENG 210 are requested to attend all scheduled classes and to actively participate in pair work, small groups and whole class activities in order to develop their academic writing skills. The course has the added advantage of being of value for report writing in other subjects and for future employment. ACADENG 210 must be taken as part of a major or minor in Academic English Studies & Linguistics.

Course Requirements

Prerequisite: ACADENG 101 or approval of Academic Head or nominee Restriction: ESOL 210. This course is available only to students who speak English as an additional language

Capabilities Developed in this Course

- Capability 1: Disciplinary Knowledge and Practice
- Capability 2: Critical Thinking
- Capability 3: Solution Seeking
- Capability 4: Communication and Engagement
- Capability 5: Independence and Integrity

Graduate Profile: [Bachelor of Arts](#)

Learning Outcomes

By the end of this course, students will be able to:

1. Understand the structure, discourse and common language patterns found in each section of a research report (Capability 1.1, 2.3, 4.1, 4.2, 4.3 and 5.2)
2. Define research reports (Capability 1.3)
3. Understand qualitative and quantitative approaches to research (Capability 1.1, 2.3, 4.1 and 5.2)
4. Paraphrase and summarise sources for the various sections of a research report (Capability 1.1, 1.2, 2.3, 4.1, 4.2, 4.3, 5.1 and 5.2)
5. Integrate in-text citations accurately and smoothly into a research report (Capability 1.1, 2.2, 2.3, 4.1, 4.2, 4.3, 5.1 and 5.2)
6. Avoid plagiarism (Capability 1.1, 2.2, 2.3, 4.1, 4.2, 4.3, 5.1 and 5.2)
7. Write a research report in an appropriate academic style (Capability 2.3, 4.1, 4.2 and 4.3)
8. Write an appropriately organised research report introduction, method, results and discussion sections in accurate English (Capability 1.1, 1.2, 2.1, 2.2, 2.3, 3.1, 4.1, 4.2, 4.3, 5.1 and 5.2)
9. Write reference lists and bibliographies in APA style (Capability 1.1 and 5.1)

Assessments

| Assessment Type | Percentage | Classification |
|-----------------|------------|-----------------------|
| Test | 20% | Individual Test |
| Assignment | 30% | Individual Coursework |
| Test | 20% | Individual Test |
| Assignment | 30% | Individual Coursework |
| 4 types | 100% | |

Workload Expectations

This course is a standard 15 point course and students are expected to spend 10 hours per week involved in each 15 point course that they are enrolled in.

For this course, you can expect a total of 4 hours in class (note the mode of teaching/learning is task based so does not follow the lecture plus tutorial format), 2 hours a week for homework (writing tasks) and 4 hours of work on assignments and/or test preparation.

Delivery Mode

Campus Experience

Attendance on campus is required for the exam.

The activities for the course are scheduled as a standard weekly timetable.

Learning Resources

A new, unused copy of the course book is required. *ACADENG 210 Writing Research Reports*

The course book can be purchased from UBIQ bookstore, Student Commons Building

2 Alfred Street, Auckland Central 1010 or from UBIQ online.

Student Feedback

At the end of every semester students will be invited to give feedback on the course and teaching through a tool called SET or Qualtrics. The lecturers and course co-ordinators will consider all feedback and respond with summaries and actions.

Your feedback helps teachers to improve the course and its delivery for future students.

Class Representatives in each class can take feedback to the department and faculty staff-student consultative committees.

Digital Resources

Course materials are made available in a learning and collaboration tool called Canvas which also includes reading lists and lecture recordings (where available).

Please remember that the recording of any class on a personal device requires the permission of the instructor.

Academic Integrity

The University of Auckland will not tolerate cheating, or assisting others to cheat, and views cheating in coursework as a serious academic offence. The work that a student submits for grading must be the student's own work, reflecting their learning. Where work from other sources is used, it must be properly acknowledged and referenced. This requirement also applies to sources on the internet. A student's assessed work may be reviewed against online source material using computerised detection mechanisms.

Inclusive Learning

All students are asked to discuss any impairment related requirements privately, face to face and/or in written form with the course coordinator, lecturer or tutor.

Student Disability Services also provides support for students with a wide range of impairments, both visible and invisible, to succeed and excel at the University. For more information and contact details, please visit the [Student Disability Services' website](http://disability.auckland.ac.nz) <http://disability.auckland.ac.nz>

Well-being always comes first

We all go through tough times during the semester, or see our friends struggling. There is lots of help out there - for more information, look at this [Canvas page](https://canvas.auckland.ac.nz/courses/33894) <https://canvas.auckland.ac.nz/courses/33894>, which has links to various support services in the University and the wider community.

Special Circumstances

If your ability to complete assessed coursework is affected by illness or other personal circumstances outside of your control, contact a member of teaching staff as soon as possible before the assessment is due.

If your personal circumstances significantly affect your performance, or preparation, for an exam or eligible written test, refer to the University's [aegrotat or compassionate consideration page](https://www.auckland.ac.nz/en/students/academic-information/exams-and-final-results/during-exams/aegrotat-and-compassionate-consideration.html) <https://www.auckland.ac.nz/en/students/academic-information/exams-and-final-results/during-exams/aegrotat-and-compassionate-consideration.html>.

This should be done as soon as possible and no later than seven days after the affected test or exam date.

Learning Continuity

In the event of an unexpected disruption we undertake to maintain the continuity and standard of teaching and learning in all your courses throughout the year. If there are unexpected disruptions the University has contingency plans to ensure that access to your course continues and your assessment is fair, and not compromised. Some adjustments may need to be made in emergencies. You will be kept fully informed by your course co-ordinator, and if disruption occurs you should refer to the University Website for information about how to proceed.

Student Charter and Responsibilities

The Student Charter assumes and acknowledges that students are active participants in the learning process and that they have responsibilities to the institution and the international community of scholars. The University expects that students will act at all times in a way that demonstrates respect for the rights of other students and staff so that the learning environment is both safe and productive. For further information visit [Student Charter](https://www.auckland.ac.nz/en/students/forms-policies-and-guidelines/student-policies-and-guidelines/student-charter.html) <https://www.auckland.ac.nz/en/students/forms-policies-and-guidelines/student-policies-and-guidelines/student-charter.html>.

Disclaimer

Elements of this outline may be subject to change. The latest information about the course will be available for enrolled students in Canvas.

In this course you may be asked to submit your coursework assessments digitally. The University reserves the right to conduct scheduled tests and examinations for this course online or through the use of computers or other electronic devices. Where tests or examinations are conducted online remote invigilation arrangements may be used. The final decision on the completion mode for a test or examination, and remote invigilation arrangements where applicable, will be advised to students at least 10 days prior to the scheduled date of the assessment, or in the case of an examination when the examination timetable is published.