



Course and Examination Fact Sheet: Autumn Semester 2013

1,224: Introduction to academic writing

ECTS credits: 3

Overview examination/s

(binding regulations see below)

Decentral - examination paper written at home (individually) (100%)

Attached courses

Timetable -- Language -- Lecturer

[1,224,1.00 Introduction to academic writing](#) -- English -- [Seufert Sabine](#)

[1,224,2.01 Introduction to academic writing: Exercises, Group 1](#) -- English -- [Nikoulina Anna](#)

[1,224,2.02 Introduction to academic writing: Exercises, Group 2](#) -- English -- [Seyfarth Felix](#)

[1,224,2.03 Introduction to academic writing: Exercises, Group 3](#) -- English -- [Nikoulina Anna](#)

[1,224,2.04 Introduction to academic writing: Exercises, Group 4](#) -- English -- [Seyfarth Felix](#)

[1,224,2.05 Introduction to academic writing: Exercises, Group 5](#) -- English -- [Guttmann Georg](#)

[1,224,2.06 Introduction to academic writing: Exercises, Group 6](#) -- English -- [Zuzak Miroslav T.](#)

[1,224,2.07 Introduction to academic writing: Exercises, Group 7](#) -- English -- [Brühwiler Claudia Franziska](#)

[1,224,2.08 Introduction to academic writing: Exercises, Group 8](#) -- English -- [Brühwiler Claudia Franziska](#)

[1,224,2.09 Introduction to academic writing: Exercises, Group 9](#) -- English -- [Welch Guerra Xena](#)

[1,224,2.10 Introduction to academic writing: Exercises, Group 10](#) -- English -- [Welch Guerra Xena](#)

[1,224,2.11 Introduction to academic writing: Exercises, Group 11](#) -- English -- [Guttmann Georg](#)

[1,224,2.12 Introduction to academic writing: Exercises, Group 12](#) -- English -- [Festl-Pell Diana](#)

Course information

Course prerequisites

none

Course content

The course provides an introduction to the demands and conventions of academic writing. The course focuses on the development of key competences, such as acquisition, structuring and sharing of knowledge in accordance with the academic writing conventions. Academic writing skills are necessary for the successful continuation of studies, which can at the later stage be applied at the workplace. Ability to work independently, to critically evaluate the content and to reflect on the writing process - all contribute to successful development of academic writing competences.

The course focuses on the development of specific academic writing competences, which students can immediately apply to a written project as part of the course:

1. Find and narrow a topic / theme and develop a research question
2. Working with sources
3. Develop an effective and logical structure
4. Develop effective argumentation
5. Apply the formal aspects to your academic writing

Course structure

The course consists of two main learning components, the self-directed study and teacher-taught learning. Teacher-taught learning consists of lectures in plenum (Audimax) and working and learning in smaller groups in Seminars.

Course literature

The course reader contains all the relevant readings that students are required to read and to work on throughout the semester.



There is no additional textbook. The reader contains readings from literature on academic writing. A complete set of books that were used to collate the reader are available for reference at the University of St.Gallen Library.

Additional course information

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Examination information

Examination part/s

1. Examination part (1/1)

Examination time and form

Decentral - examination paper written at home (individually) (100%)

Remark

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Examination-aid rule

Term papers

- Term papers must be written without anyone else's help and in accordance with the known quotation standards, and they must contain a declaration of authorship.
- The documentation of sources (quotations, bibliography) has to be done throughout and consistently in accordance with the APA or MLA standards. The indications of the sources of information taken over verbatim or in paraphrase (quotations) must be integrated into the text in accordance with the precepts of the applicable quotation standard, while informative and bibliographical notes must be added as footnotes (recommendations and standards can be found, for example, in METZGER, C. (2010), *Lern- und Arbeitsstrategien* (11. Aufl.). Aarau: Sauerländer).
- For any work written at the HSG, the indication of the page numbers both according to the MLA and the APA standard is never optional.
- Where there are no page numbers in sources, precise references must be provided in a different way: titles of chapters or sections, section numbers, acts, scenes, verses, etc.
- For papers in law, the legal standard is recommended (by way of example, cf. FORSTMOSER, P., OGOREK R. und VOGT H. (2008, *Juristisches Arbeiten: Eine Anleitung für Studierende* (4. Auflage), Zürich: Schulthess, or the recommendations of the Law School).

Supplementary aids

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Examination languages

Question language: English

Answer language: English

Examination content

The course is assessed via a Term Paper. Students are also required to develop and submit two Training Papers during the Seminars; these form part of the preparation for the Term Paper. Training Papers 1 and 2 are mandatory, but are not formally assessed with the grade. Students are also required to submit peer feedback for their peers based on the Training Papers 1 and 2. Depending on the group size, this may be 4 to 6 feedbacks. Peer feedback is integrated in the Term Paper assessment, and is graded.

For information on assessment, please refer to the Assessment Leaflet

- [Fact sheet Competence Leaflet term paper AS13](#)



Note: click on the document to open it.

Examination relevant literature

Reader

Please note

We would like to point out to you that this fact sheet has absolute priority over other information such as StudyNet, faculty members' personal databases, information provided in lectures, etc.

When will the fact sheets become binding?

- Information about courses and examination time (central/decentral and grading form): from the start of the bidding process on 22 August 2013
- Information about decentral examinations (examination-aid rule, examination content, examination relevant literature): after the 4th semester week on 14 October 2013
- Information about central examinations (examination-aid rule, examination content, examination relevant literature): from the start of the enrolment period for the examinations on 4 November 2013

Please look at the fact sheet once more after these deadlines have expired.