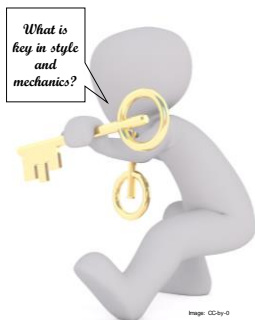


LC-1350
Workshop 8

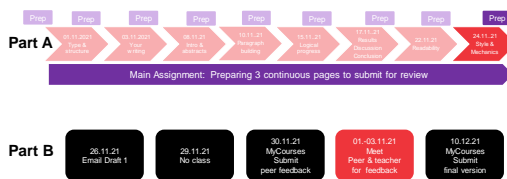
Diane Pilkinton-Pihko, Ph.D.
 24.11.2021

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Course Overview: Course timeline



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Assignment 7A: Deadline 24.11.21 (12:30)

Proofread your text (1 page) paying attention to

Articles – highlighted green

- https://owl.purdue.edu/owl/general_writing/grammar/using_articles.html
- MyCourses > 8 > Article usage in scientific writing (video ~3 min)

Prepositions – highlighted red

- https://owl.purdue.edu/owl/english_as_a_second_language/esl_students/prepositions/index.html

Subject-verb agreement – highlighted blue

- https://owl.purdue.edu/owl/general_writing/grammar/subject_verb_agreement.html
- MyCourses > 8 > Subject-Verb Agreement (video ~3 min)

Submit your 1-page text to MyCourses > Assignment 7A

Bring your questions about these to the last workshop

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Feedback session

Everyone has a scheduled time > marked on your calendar?

MyCourses > Feedback > Schedule

You'll find the email addresses of your peer and teacher at

MyCourses > Course homepage > Announcements

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Today

- Checking grammar and mechanics – a few small items
- Improving style and increasing formality
- Giving feedback on the writing workshops

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Learning outcomes

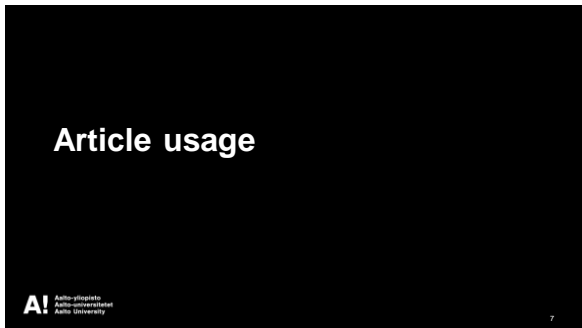
To be able to

- Use concordancing to check articles and prepositions
- Recognize the importance of punctuation
- Recognize the level of formality and modify it



Image: CC BY 4.0 6

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Articles

a, an,

"A" and "an" signal that the noun (modified) is **indefinite, referring to any member of a group**

Examples

A set of tests was conducted...

A piece of wood was processed...

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Articles

the

The definite article is used before singular and plural nouns

when the noun is specific or particular

Examples

- Specific group (...the test group...)
- Defined somehow (...the sample(s) containing x...)
- All of them (...the tests were conducted...)

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When not to use articles



~~the~~ Chapter 1 but **the** following chapters



~~the~~ Section 2 but **the** previous section



~~the~~ Research Question 1 but **the** research question

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Article usage: an example

In the chat, suggest ways to fix the missing article in this sentence

Paper based system is time consuming and error prone.

A paper based system...

The paper based system...

Paper based systems...

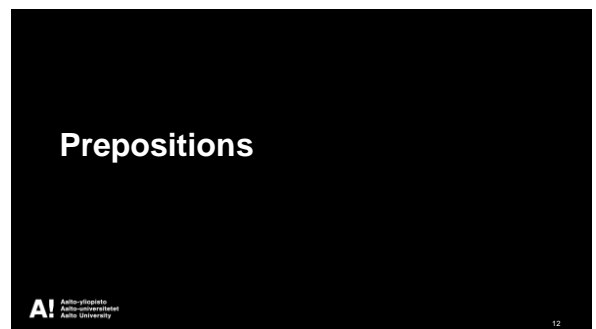
The paper based systems in this study...

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Assignment 7A

Proofread your text (1 page) paying attention to

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- MyCourses > 8 > Subject-Verb Agreement (video ~3 min)

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7A Peer review

- Exchange texts via **MyCourses > Peer exchange forum**
- Use a **concordancer** to check the use of prepositions
- **Go to this site**
<http://lextutor.ca/conc/eng/> or
<https://www.slickwrite.com/#edit>
- **Search for the preposition/lexical items you'd like to check**

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Follow up

1. How did you do Homework 7A?
Raise your virtual hand ...
 - a) Intuition
 - b) Online tools
 - c) Other, please explain
2. What did you find out when using a concordancer or slickwrite?
Write your response in the chat



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Follow up

- **Learn the prepositions you use in your field**
- **Learn preposition basics here (may not fit your logic!)**
<https://owl.english.purdue.edu/owl/resource/594/1/>
- **Use a concordancer**
<http://lextutor.ca/conc/eng/>



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Punctuation and other “small” items

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Important or not?

A woman without her man is helpless.

A woman: without her, man is helpless.

The judge said the man is guilty.

“The judge, ”said the man, “is guilty.”

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Decimal POINT

Use	ALWAYS use a decimal (.) NEVER a comma (,) 5,75 ▶ 5.75
Use	ALWAYS use a zero before the decimal (.) ✕5 ▶ 0.5
Check	Check what punctuation you used in decimals

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Can you find the the mistake?

I 2 3 4 5 6 7 8 9 10

LIKE if you found it.

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Use a spell checker!

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Using the “find”function: Check hyphen usage

Join two or more adjectives to create a single word **before** a noun

Six-year-old horses	Six year-old horses
A ten-year-old	Ten-year-olds (note plural “s”)
A 3-ml dose	A 4-hr session

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Using the “find”function: Check hyphen usage

Join two or more adjectives to create a single word **before** a noun

Six-year-old horses	Six year-old horses
A ten-year-old	Ten-year-olds (note plural “s”)
A 3-ml dose	A 4-hr session

Link parts of stacked pre-modifiers (improved clarity)

Silica gel coated glass fiber paper chromatography
Silica-gel-coated glass-fiber paper chromatography

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Using the “find”function: Check hyphen usage

Join two or more adjectives to create a single word **before** a noun

Six-year-old horses	Six year-old horses
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Link parts of stacked pre-modifiers (improved clarity)

Silica gel coated glass fiber paper chromatography
Silica-gel-coated glass-fiber paper chromatography

Reduce ambiguity

No smoking tables available	No-smoking tables available
<i>Are there no tables where one can smoke?</i>	<i>Tables are available where one can't smoke</i>
<i>We want a table that smokes</i>	

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Using the “find”function: Check hyphen usage

Join two or more adjectives to create a single word **before** a noun

Six-year-old horses	Six year-old horses
A ten-year-old	Ten-year-olds (note plural “s”)
A 3-ml dose	A 4-hr session

Link parts of stacked pre-modifiers (improved clarity)

Silica gel coated glass fiber paper chromatography
Silica-gel-coated glass-fiber paper chromatography

Reduce ambiguity

No smoking tables available	No-smoking tables available
Are there no tables where one can smoke?	Is there a no-smoking section?

Use with adjectives – not adverbs

the friendly-looking dog (note: friendly, adj.) the finely tuned watch

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Hyphen usage with adjectives

Cumulative adjectives

A fine-tuned guitar
= a guitar that is tuned well

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Hyphen usage with adjectives

Cumulative adjectives

A fine-tuned guitar
= a guitar that is tuned well

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Coordinating adjectives

A ~~fine~~ tuned guitar
= a guitar that is both fine and tuned

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Etc.

The processes used in this study include x, y, z, ~~etc.~~

The processes used in this study include x, y, z, **and other such/similar processes.**

Find and replace "etc."

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Present progressive

I **am working** at Aalto University.

I **work** at Aalto University.

~~...ing~~

On the other hand, N-OH type mediators, such as HBT (1-hydroxybenzotriazole, Figure xxxb), are ~~supposedly employ~~ **supposedly employing** a radical hydrogen atom transfer (HAT) route.

Find verbs with -ing: Is the -ing necessary?

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Style and formality

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Discuss

How to increase the level of formality in a scientific text?

Come up with at least **three** items at MyCourses > 8 > Formalizing writing

1. Avoid overusing passive voice
2. Avoid weak verbs
3. Avoid phrasal verbs
4. Cut wordiness
5. No contracted forms
6. Avoid personal language



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1. Avoid overuse of passive voice

Sections and their features

Table 18. Frequencies of selected features in RP (research paper) sections

	Introduction	Methods	Results	Discussion
Present	high	low	low	high
Past	mid	high	high	mid
Present perfect	mid	low	low	mid
Passive	low	high	variable	variable
Citations	high	low	variable	high
Hedging	mid	low	mid	high
Evaluative comments	high	low	variable	high

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Source: Collins, J. E. C. (2012). Academic Writing for Graduate Students, 3rd ed. Ann Arbor: University of Michigan Press, p. 287.

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2. Avoid weak verbs

Weak	Strong
get	acquire, procure, receive, gain, obtain, achieve, attain
go	proceed, pass, process, transfer, transmit
have	possess, follow, include, contain, involve, consist of, undergo
put	place, attach, insert, apply, connect, join, link, unite, adhere, anchor, secure, implant, embed
do	perform, implement, execute, complete, conduct, function, operate
make	produce, generate, create, assemble, build, construct, erect, fabricate, fashion, design, forge, form, frame, manufacture, mold
give	provide, offer, supply, transfer, yield, allow, permit, enable, contribute
carry out	conduct, perform, accomplish, execute, implement
happen, take place	occur, materialize

TASK: Find and replace weak verbs in your text > get help at [thesaurus.com](https://www.thesaurus.com)

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3. Avoid phrasal verbs

Here are some common items found in texts of previous students

Look for > explore	Make up > invent	Get ready > prepare
Look at > examine	Take apart > separate	Keep on > continue
Find out > determine	Take off > remove, delete	Divide up > distribute
Carry out > perform, conduct	Come from > stem from, derive	Build up > develop

TASK: Scan your text for phrasal verbs, and replace them with formal verbs. Get help a dictionary or thesaurus of your choice or try [dictionary.com](https://www.dictionary.com) or [thesaurus.com](https://www.thesaurus.com)

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4. Cut wordiness

Suggest ways to write the following with fewer words:

1. Studies **that** are descriptive are common in linguistics.
2. Policies **that** are international and **that** are restrictive are necessary.
3. Feedback **that** is about conversation supports second language development.

Use the chat to share your responses

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4. Cut wordiness

Suggest ways to write the following with fewer words:

1. Studies **that** are descriptive are common in linguistics.
Descriptive studies are common in linguistics.
2. Policies **that** are international and **that** are restrictive are necessary.
Restrictive, international policies are necessary.
3. Feedback **that** is about conversation supports second language development.
Conversational feedback supports second language development.

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4. Cut wordiness

*Ask yourself: What **adjectives** can be placed before the nouns?*

Original sentence: contains a relative clause

SodA **that is detoxifying** is a ubiquitous metalloenzyme in aerobic bacteria.

Revised sentence > resembles formal writing

Detoxifying SodA is a ubiquitous metalloenzyme in aerobic bacteria.

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4. Cut wordiness

Ask yourself: What **adjectives** can be placed before the nouns?

Original sentence: contains two relative clauses & "to be"

Findings demonstrated Cs changed to a bond **that was metallic** at a deposition time **that was 200s**.

Revised sentence > resembles formal writing

Findings demonstrated Cs changed to a **metallic** bond at a **200s** deposition time.

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4. Cut wordiness

Ask yourself: What **adjectives** can be placed before the nouns?

Original sentence > contains three relative clauses

Mutations **that are predicted** and **that are underrepresented** demonstrate resilience especially within sequencing **that is iterative**.

Revised sentence

Underrepresented, predicted mutations demonstrate resilience especially within **iterative** sequencing.

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4. Cut wordiness

Ask yourself: Can the relative clause be reduced to an **-ing phrase**?

Original sentence: contains a relative clause + strong verb

A membrane filter yielded an average effluent **that contained** only 15 mg/1 BOD.

Revised sentence

A membrane filter yielded an average effluent **containing** only 15 mg/1 BOD.

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4. Cut wordiness

Ask yourself: Can the relative clause be reduced to an **-ing phrase**?

Original sentence: contains a relative clause + strong verb

Consider the process illustrated in Fig. 2.1, **which consists** of three distinct stages

Revised sentence

Consider the process illustrated in Fig. 2.1, **consisting** of three distinct stages.

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No reduction: **preposition + that/which**

Example

Emotional valence was also associated with the sense of control, **in that** sensations associated with cognition and positive emotions were the easiest, and those associated with illnesses and negative emotions the hardest to control.

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4. Cut wordiness

A danger zone!

NO heavy noun phrases

Instead: Use light to heavy!

Too heavy

The **time-consuming, error prone, paper-based** system in our corporation fails

...

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4. Cannot cut 'that' noun clauses

Remember

Noun clauses appear in subject and object positions

Example

We show **that subjective mental states are embodied and emotionally valenced and that there is a clear correspondence between the mental experiences and their bodily basis** that also pertains to the underlying neural activation patterns in the bodily domain.

Adjective clause

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Example from Nummenmaa, L., Hari, R., Hietanen, J. K., & Garavan, E. (2013). Maps of subjective feelings. Proceedings of the National Academy of Sciences of the United States of America, 110(27), 9198-9203. DOI: 10.1073/pnas.13073801107 Licensed under CC-BY 4.0

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4. Cannot cut 'that' noun clauses

Remember

Relative (adjective) clauses appear in modifying positions

Example

We show that subjective mental states are embodied and emotionally valenced and that there is a clear correspondence between the mental experiences and their bodily basis **also pertaining** that also pertains to the underlying neural activation patterns in the bodily domain.

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Example from Nummenmaa, L., Hari, R., Hietanen, J. K., & Garavan, E. (2013). Maps of subjective feelings. Proceedings of the National Academy of Sciences of the United States of America, 110(27), 9198-9203. DOI: 10.1073/pnas.13073801107 Licensed under CC-BY 4.0

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Task

- Find sentences in your own text containing relative clauses
- Check whether you can reduce them (No reduction of 'that'-noun clauses; no reduction of relative clauses with prepositions, e.g., from which, in that)
- Copy and paste the original sentences to a new document (2x)
- Then revise the sentences (keeping a copy of the original)
- Be prepared to share your original and revised sentences

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Discuss

With peers . . .

Share your screen

Review your peer's text

What is your impression of the readability of each revised sentence?
Easy to read? Meaning clear?



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4. Cut wordy phrases > MyCourses handout

Instead of	Use
the reason for for the reason that due to the fact that in light of the fact that considering the fact that on the grounds that	use, since, why
as regards in reference to with regard to concerning the matter of where X is concerned	about
is able to has the opportunity to is in a position to has the capacity for	can

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Beware!

Clarity and brevity contradict each other

Result	Too much brevity can result in ambiguity
Find	Your task is to find the right balance
Be	Be careful with your choices!

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4. Cut wordiness

Need to reduce word count?

In addition → **Additionally, Moreover, Furthermore**

In particular, More specifically → **Specifically**

As a result, As a consequence → **Thus, Therefore, Consequently**

Replace multi-word transitional phrases with single-word transitions

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5. Avoid contractions (-'nt, -'s, -'ve, -'d)

Hydrogen is difficult to store because ~~it's~~ the smallest element.

Hydrogen is difficult to store because it is the smallest element.

An image ~~doesn't~~ necessarily reveal the full extent of the difficulty in ...

An image does not necessarily reveal the full extent of the difficulty in ...

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5. Avoid contractions (-'nt, -'s, -'ve, -'d)

Consumer's ~~usage~~ is difficult to estimate since

~~Consumer~~ usage is difficult to estimate since

The computer's ~~keyboard~~ provides an excellent surface for testing the presence of...

The ~~computer~~ keyboard provides an excellent surface for testing the presence of...

The low electricity production is due to the generator's ~~inefficiencies~~.

The low electricity production is due to ~~generator~~ inefficiencies.

Task: Scan your text for contractions: Write them out in full.

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6. Avoid personal pronouns— unless they are common in your field

~~I/We believe~~, Subject A relied on his Native American heritage to attract sympathy.

Subject A relied on his Native American heritage to attract sympathy.

~~We~~ use the active voice to make ~~our~~ writing spring into action.

Using active voice makes writing spring into action.

~~Our~~ study shows ...

The present study shows ...

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6. Avoid personal language

Avoid personal judgement words	Use words referring to evidence
We think/feel	In light of the evidence,
We believe	Previous research reports
We are convinced that	Considering the results, it is clear that
I liked/disliked	According to Figure 1
I agree	It is evident from the data that
We disagree	The literature suggests
It is my belief that	Some scholars argue that
Our study	The present study

Find and replace personal judgement words with academic phraseology

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Checklist: Stylistic principles

Principles	Examples
Avoid weak verbs & phrasal verbs	Don't use two words when you can use one
Active voice is preferred	Use passive voice strategically
Avoid nominalizations	Don't use a noun when you can use it as a verb
Use academic phraseology	Avoid personal pronouns
Avoid vague language	Be descriptive: Use specific words instead of general ones
Avoid <i>it</i> , <i>there</i> followed by the verb <i>be</i> ; passive voice; excessive relative clauses (that)	Don't use wordy structures

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Stylistic writing

- **Be concise, objective, descriptive**
- **Learn from Others**
 - Save good examples
 - Read & analyze texts
 - Do not copy complex structures
 - Read journal articles before submitting to that journal to learn their style & vocabulary preferences



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A note on editing

You are doing only four actions

- Deletion
- Addition
- Substitution
- Rearrangement

As you revise your style and mechanics, note which action you need to do the most

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Assignments

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Reminder

Apply the principles introduced in this course to three consecutive pages of your text. Email to your partner and teacher

- 3 consecutive pages
- Length includes graphics
- 1.5 line spacing
- Single column
- Font size 12 (Times New Roman)
- File format: MS Word or pdf
- File name: lastname_firstname_v1

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Feedback process

By Nov 26th

- **Email your 3-page text**
 - To your partner and your teacher

From MyCourses

- **Download the instructions to peer form**
 - Note: Use this form to tell your partner and teacher what s/he should focus on
- Complete the form & then email it with your writing sample
- **Download the peer review checklist**
 - Use this checklist while checking your partner's paper

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By Nov 30th

- Critique your partner's 3-page text
 - Use the instructions to peer form as the guideline for what to critique
 - Use the peer review checklist to help with making comments
 - Use the comment tool (e.g. in Word or pdf) for commenting
- Submit your critique of your partner's paper to **MyCourses > Feedback > Peer review submission**

On Dec 2nd or 3rd

- Bring your critique of your partner's work
 - To the feedback session
 - At your assigned time
- Be prepared to share the top 3-5 observations from your critique

By Dec 10th

- **Submit your final revised text to**
 - **MyCourses>Feedback>Final revised text**

Feedback on workshops

MyCourses > Feedback > Feedback on workshops

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