



**BSc in Exercise & Health Fitness**

**Writing Style**

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### Learning Outcomes

At the end of this session, you will be able to:

1. Describe the style of writing used in academic writing
2. Cite and reference other peoples work correctly



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### Writing style

- Generally write in the 3<sup>rd</sup> person, don't use 'I' or 'we'
- E.g.
- "From the author's experience" as opposed to "in my experience"
- In a literature review you must interpret the evidence and findings of studies, your opinion doesn't count!



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### Writing Style- Linking Words

- For authors who draw similar conclusions:
  - also; similarly; again; in addition
- For authors who complement one another:
  - moreover; furthermore;
- For authors who disagree or contradict:
  - however; conversely; nonetheless; on the other hand



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### Writing Style –Useful verbs

- When an author makes a claim:  
*alleges; suggests; contends; argues; proposes; contests*
- When authors make the same claim across texts: *agree; concur; support; validate; correspond with*
- When authors disagree: *argue; refute; challenge; dispute; contradict; negate; invalidate; rebut; disprove; counter; oppose*



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### Referencing

**Referencing** is the acknowledgement of books, articles, websites and any other material used in the writing of a paper, essay, project or thesis.

There are two essential elements of referencing...

- **Citing**...referring to sources within text
- **Reference list**...the detailed list of references which have been cited within the text.

McCaffrey et al. (2005)



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### Referencing

**A well referenced paper...**

- Allows the reader to locate the sources used
- Ensures that plagiarism is avoided

**What is Plagiarism?**

- Using others' ideas and/or words without clearly acknowledging the source of the information

McCaffrey et al. (2005)

- **Bibliography:** A list of all articles and texts which have been read in order to inform the author but may not necessarily have been cited within the work



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### Referencing

- There are a number of different styles of referencing and UL generally uses the Harvard style.
- A full guide to this is in your 'Cite it Right' booklet



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### Referencing – Citing in Text

- Short Direct Quotes "(20 words or less)

Gagne (1985, p.31) defines learning as "a change in human disposition or capabilities, which can be retained, and which is not simply attributed to the process of growth"

**Or** Learning may be defined as "a change in human disposition or capabilities, which can be retained, and which is not simply attributed to the process of growth" (Gagne, 1985, p.31)

**Or** In 1985, Gagne (p.31) defined learning "a change in human disposition or capabilities, which can be retained, and which is not simply attributed to the process of growth"

Note the difference in the positioning of the brackets depending on whether you place the author at the start or finish of the quote



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### Referencing – Citing in Text

- Longer Direct Quotes
- Long quotations should be indented in a separate paragraph, in a smaller font. Cite the author and date in the same font and in brackets at the right margin of the page, under the quotation.

Ireland should target funding for the development of a world class industry in e-learning. Support for the proposals listed are to be in the order of €20 million over 5 years.

(Wade, 2005, p.51)



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### Referencing – Citing in Text

- **Paraphrasing or summarising**
- Paraphrasing is referring to a source without directly quoting from it. Here are 3 ways you might cite the same source, depending on how you have referred to it in your sentence.
- It has been suggested that our culture is now without boundaries (Critser 2003, p.31)

OR

- In a popular study, Critser (2003, p.31) argues that our culture is now without boundaries...

OR

- In 2003, Critser (p.31) suggested that our culture has become boundary-less...
- [Cite it right](#)



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### Referencing - Page numbers

- Include page numbers if you refer to specific sections in a source (Critser 2003, p.31)
- Exclude page numbers if you refer to an entire work (Critser 2003)
- No need to include page numbers if you refer to an article on the web or a web page,
- [Formats for page numbering](#)



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### More than 1 Author

- 2 Authors
- (Murphy and Smith 2010)
  
- More than 2 Authors e.g. Murphy, Smith, Sullivan, McGregor
- (Murphy et al. 2010)
- See p.13 [Cite it right](#)



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### Authors who appear in another person's publication

- Cite the author of the section you are referring to within the text
- Reference the author whose work are referring to and the details of the Authors and name of the publication in the Reference list
- See page 14 [Cite it Right](#)



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### Articles

- Journals and articles on the web
- [Cite it Right p.23](#)



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### Referencing – The List

- Following citation in the text of your work, it is necessary to list all the details in a reference list at the end of your work.

1. The reference list is located at the end of a paper, article, thesis, etc.
2. References should be in alphabetical order by author surname
3. The main title of each source should be in italics  
You may underline or use bold instead of italics, but you must choose one method of emphasis and stick to it consistently
4. The layout of all references must be consistent



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- Sample Citing and Referencing [pp19-12 Cite it Right](#)



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### Referencing- Example

- Every reference must have enough information for the reader to find the source again
- For example...
- A **book reference** must have an author, year, title, place of publication, publisher, and edition (if it is not the first edition)
- If reprinted use the year of first publication
- A **journal article reference** never has place of publication or publisher, but must include journal volume, issue and page numbers



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### Referencing – The List

**Checklist of Elements with References**

|                                | Author | Year | Title of article or chapter | Title of publication | Volume & Issue | Place of publication | Publisher | Edition | Page number(s) | Web address | Date accessed |
|--------------------------------|--------|------|-----------------------------|----------------------|----------------|----------------------|-----------|---------|----------------|-------------|---------------|
| Book                           | ●      | ●    |                             | ●                    |                | ●                    | ●         | ●       |                |             |               |
| Book chapter                   | ●      | ●    | ●                           | ●                    |                | ●                    | ●         | ●       | ●              |             |               |
| Journal article (print or pdf) | ●      | ●    | ●                           | ●                    | ●              |                      |           |         | ●              |             |               |
| Journal article (web only)     | ●      | ●    | ●                           | ●                    | ●              |                      |           |         |                | ●           | ●             |
| Web site                       | ●      | ●    |                             | ●                    |                |                      |           |         |                | ●           | ●             |

(Adapted from Pears and Shields 2004, p.2)

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### Referencing - Tasks

**Task 1**

In groups of 2, take the handouts and Cite it Right booklet and your laptops and complete the Referencing tasks assigned

Solutions

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