

COURSE OUTLINE

(1) GENERAL

SCHOOL	SCHOOL OF ENVIRONMENT, GEOGRAPHY AND APPLIED ECONOMICS		
ACADEMIC UNIT	DEPARTMENT OF GEOGRAPHY		
LEVEL OF STUDIES	UNDERGRADUATE		
COURSE CODE	ΓΕ3200	SEMESTER	2nd
COURSE TITLE	ACADEMIC WRITING SKILLS		
INDEPENDENT TEACHING ACTIVITIES		WEEKLY TEACHING HOURS	CREDITS
		3	5
COURSE TYPE	general background, general knowledge, skills development		
PREREQUISITE COURSES:	NONE. However, the acquaintance with the scientific field of geography as it is addressed in the modules / courses of the previous (1 st) and running (2 nd) Semesters of study will definitely facilitate the response to some specific parts of the course.		
LANGUAGE OF INSTRUCTION and EXAMINATIONS:	GREEK for local students ENGLISH or FRENCH for Erasmus incoming students		
IS THE COURSE OFFERED TO ERASMUS STUDENTS	YES (ENGLISH / FRENCH)		
COURSE WEBSITE (URL)	https://eclass.hua.gr/courses/GEO236/ (in Greek) ACADEMIC WRITING SKILLS ([ΓΕ 3200]) https://eclass.hua.gr/courses/GEO352/		

(2) LEARNING OUTCOMES

Learning outcomes
<p>The purpose of this course is</p> <ul style="list-style-type: none"> (i) to improve the effect of university/ academic studies by developing and strengthening specific student skills. (ii) to develop knowledge, abilities and skills in using properly and efficiently references, in planning, outlining, drafting, writing academic assignments in the field of geography, considering the contemporary international, multilingual and web-based environment. <p>More specifically, the course's aims are</p> <ul style="list-style-type: none"> - the development, by the students, of reading, studying and writing skills and strategy in an academic environment, - the acquisition by the students of knowledge and general comprehension about the conduct of research, the production and of dissemination of research results and the academic writing and publishing in the field of geography, - the development by the students of bibliographic search strategy, planning, outlining and drafting skills for written assignments & essays, with critical thinking and with appropriate and correct referencing.

Upon successful completion of the course, students are expected to be able to:

- (1) to recognize types of written texts and publications,
- (2) to recognize and apply different types of communication,
- (3) to recognize the importance of critical thinking in the decision-making process
- (4) to describe the many actors and processes involved in communicating, publishing and displaying the results of the research conducted by scientists in the field of geography and to name some journals in the field.
- (5) to name, recognize and efficiently use different web tools in Greek and other languages, for resources and bibliographic search in the field of geography, and evaluate the more or less recognized scholarly character of websites and web tools, regarding the standards of an academic/ scholarly/ scientific assignment/essay
- (6) to draw up and do methodical and efficient bibliographic search with specific tools,
- (7) to judiciously select among the collected sources in accordance with the requirements of an academic/ scholarly/ scientific assignment/ essay,
- (8) to understand the different Referencing Systems/Styles widely used in publications related to geography, and to correctly and efficiently use a specific RS Guide,
- (9) to draw up the plan of an academic essay on geography topics.

General Competences

Search for, analysis and synthesis of, data and information, with the use of the necessary technology

Decision-making

Working independently

Criticism and self-criticism

Production of free, creative and inductive thinking

(3) SYLLABUS

- Planning and designing a success path in university/academic studies. Identifying skills and planning for the future. Learning strategies and efficient study. Improving academic writing and research skills. Critical thinking and understanding plagiarism.

- The written expression in academic /scientific essays. The types of academic written assignments and scientific texts. – Documenting: sources and bibliography, citation and referencing systems. – Using the course’s specific Harvard RS Guide in Greek. –

- The scientific community of geographers: conducting research – producing, announcing, publishing research results and studies – Specificities of scientific / academic publication. - Editors and publishers. –

- The organization and availability [of collections] of scientific documents in printed and/or digitalized, and/or electronic/ scanned format on the web. Publication policies. Methods and tools for systematic bibliographical search. –

- The methodical search, evaluation and selection of documents, of the “places” of publishing, and/or display on the web or republishing. –

- Language and translation issues, dictionaries and glossaries.

Selected texts and web-based resources belong to the field of geography.

TEACHING and LEARNING METHODS - EVALUATION

DELIVERY <i>Face-to-face, Distance learning, etc.</i>	Face-to-face In the classroom / in the Computer Lab																
USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY <i>Use of ICT in teaching, laboratory education, communication with students</i>	Use of ICT <ul style="list-style-type: none"> • in teaching: slide presentation, internet and e-class platform • in communication with students: e-class platform, e-mail, internet • in training exercises: (<i>v. supra</i>) • in final assessment: (<i>v. supra</i>) 																
TEACHING METHODS	<table border="1"> <thead> <tr> <th><i>Activity</i></th><th><i>Semester workload</i></th></tr> </thead> <tbody> <tr> <td>Interactive teaching</td><td>24 hours</td></tr> <tr> <td>Seminars</td><td>6 hours</td></tr> <tr> <td>Assignments in the classroom - Computer Lab and/or at home, individually / in group</td><td>30 hours</td></tr> <tr> <td>lectures</td><td>2 hours</td></tr> <tr> <td>Study, revision of samples</td><td>39 hours</td></tr> <tr> <td>Evaluation assignment writing</td><td>29 hours</td></tr> <tr> <td>Course total</td><td>130 hours</td></tr> </tbody> </table>	<i>Activity</i>	<i>Semester workload</i>	Interactive teaching	24 hours	Seminars	6 hours	Assignments in the classroom - Computer Lab and/or at home, individually / in group	30 hours	lectures	2 hours	Study, revision of samples	39 hours	Evaluation assignment writing	29 hours	Course total	130 hours
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STUDENT PERFORMANCE EVALUATION	<ul style="list-style-type: none"> • Language of evaluation: Greek (English or French for Erasmus students). • Methods of evaluation: regular progress assessment during the semester or final examination. Both possibilities include one compulsory individual written assignment requested. It may be a comprehensive topic or consist of different parts/questions focusing on specific matters. The allocated time for assignment preparation and writing (from the communication of the subjects to the submission deadline) is correlated to the kind and complexity degree of the evaluation assignment. • Evaluation: "Successful" for achievement of written assignment and parts of the progress assessment or examination. "Unsuccessful". At the September examination session: written assignment and examination, with new subjects / topic of same difficulty level. • Evaluation criteria: the compliance with the instructions related to lay-out and submission procedure - the correctness and completeness of answers / of displayed elements / of developments - coherence and consistency - efficiency and accuracy of decision-making - the relevance in applying knowledge - the adequacy of justifications in decision-making / in applying knowledge 																

(4) BIBLIOGRAPHY

- References:

(in Greek)

COTTRELL Stella (2011), *Οδηγός Επιτυχίας για Φοιτητές*, 3η Έκδ. Μτφρ από τα αγγλικά Ανδριάννα Σάκκα, Α. Παπασωτηρίου & ΣΙΑ Ι.Κ.Ε.

ΖΑΦΕΙΡΟΠΟΥΛΟΣ Κώστας (2024), *Πώς γίνεται μια επιστημονική εργασία; Επιστημονική έρευνα και συγγραφή εργασιών*, 3η αναθεωρημένη έκδοση, Αθήνα, Εκδ. Κριτική.

BERGADAÀ Michelle (2021) [2015], *Academic Integrity. Understanding It To Take Responsible Action*, (transl. from French) Geneva, IRAFPA & Globethics Publ., Research Ethics No. 1 [pdf] available in open access from <https://repository.globethics.net/> URI: <https://hdl.handle.net/20.500.12424/4136084>

BERGADAÀ Michelle & PEIXOTO Paulo (Eds) (2023), *Academic Integrity – A Call to Research and Action*, Geneva, IRAFPA & Globethics Publ., Research Ethics 2, [pdf] available in open access from <https://repository.globethics.net/> URI: <https://hdl.handle.net/20.500.12424/4271540>

KNEALE Pauline E. (2019), *Study Skills for Geography, Earth and Environmental Science Students*. 4th ed., London: Routledge. (3rd ed. 2011, 1st ed. 2003)

McWHORTER Kathleen T. (2011), *Study and critical thinking skills in college*. 7th ed., Boston, Mass.: Longman.

RACE Phil (2003), *How to Study: Practical Tips for Students*. Wiley-Blackwell.

- Related academic journals:

The Journal of Geography in Higher Education (JGHE), Taylor and Francis Print ISSN: 0309-8265 Online ISSN: 1466-1845 available from <https://www.tandfonline.com/toc/cjgh20/current>