

Pocket Study Skills

Paperback
Aug 2009 £5.99 978-0-230-22002-7
112 pp 108x138mm

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Brilliant Writing Tips for Students

Julia Copus

JULIA COPUS is an experienced writer and teacher. Most recently she held a three-year fellowship as a Royal Literary Fund Fellow at Exeter University and has recently been appointed as an Honorary Fellow.

About the book

With tips on punctuation, style, grammar and essay structure, this handy guide provides succinct and practical guidance on students' most common areas of concern in their written work. Each tip is supplemented by authentic examples of student writing; suggested re-writes; and appropriate self-help exercises.

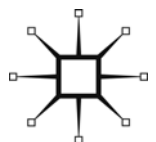
Selling Points

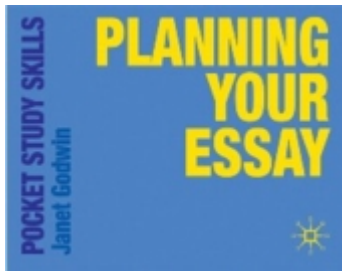
A pocket-guide of essential tips on punctuation, grammar, style and essay structure

- A pocket-guide of essential tips on punctuation, grammar, style and essay structure
- Addresses students' most common writing concerns
- Provides simple, step-by-step guidance, packed with memorable tips based on visual descriptions
- Contains up-to-date student writing examples and self-help practice exercises
- Includes handy proof-reading sections at the end of each chapter to help students polish their essays after they have finished writing

Who will buy this book?

HE is a fluid community with school leavers, mature students, exchange students, part-time and international students all requiring some form of study skills advice.





Pocket Study Skills

Paperback
Aug 2009 £5.99 978-0-230-22067-6
128 pp 108x138mm

CONTENTS

Introduction and How to Use this Guide
The Purpose of Essays
What you Need to Know Before you Do ANYTHING!
Planning Pays
Dealing with the Question
Analysing Essay Structure
Introductions and Conclusions
Types of Essay
Exam Essays
Researching
Drafting and Redrafting
References and Appendices
Using Feedback
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Planning your Essay

Janet Godwin

JANET GODWIN currently works at Oxford Brookes University, UK for the Upgrade study advice service and the Dyslexia SpLD service where she teaches study skills to students.

About the book

Essay writing at university is an essential skill but for many students, is an area where they lack confidence. This handy guide takes students through the complete process from what to do before they begin, to using feedback constructively for their next essay. Clearly and well-presented, it includes lively illustrations.

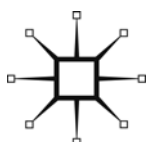
Selling Points

A practical guide to planning and writing different types of essays for university students in a neat pocket size

- Small, sharp and to the point; a handy resource for the time-pushed student
- Will appeal to any student ranging from foundation and FE through to Masters
- Prices to encourage impulse purchase at the counter
- Takes the reader, step-by-step, from what to do before starting and essay through to using feedback constructively

Who will buy this book?

Students in Higher and Further Education regardless of level or discipline





Pocket Study Skills

Paperback
Aug 2009 £5.99 978-0-230-22391-2

128 pp 138x108mm

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Introduction
What is the Internet Anyway?
An Information Overload
Good Manners When Communicating –
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Beautiful and Beastly Blogs
Wonderful and Woeful Wikis
Perfect Podcasts and Really Super RSS
The Art of Searching, Finding and
Assessing Information
The Literature Review Process: A Short
But Lovely Overview
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Blogs, Wikis, Podcasts and More

Andy Pulman

ANDY PULMAN is a Web Team Leader in the School of Health & Social Care at Bournemouth University, UK. He produces and supports a range of web resources and initiatives including investigating the use of web 2.0 technology to support students.

About the book

This handy guide shows students how to get the most out of using the internet and internet technology. Areas covered include: web 2.0 technology (wikis, blogs, Podcasts and RSS) that students may encounter at university, good web practice (netiquette, tagging, online writing) and using external resources (citeulike, Google scholar and del.ici.ous).

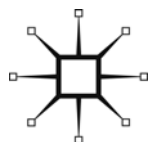
Selling Points

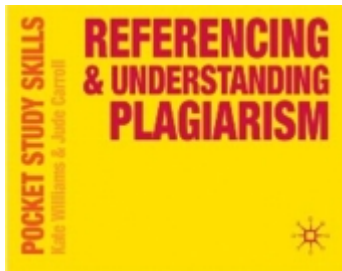
An essential guide to getting the most out of using technology for studying, providing help and support in a handy pocket-sized format.

- Has guidance on some of the potential dangers and ethics of using the internet and other web technology
- Considers good web practice, including 'netiquette,' effective tagging and online writing
- Provides tips and tricks on using external resources for educational use
- Covers Web 2.0 technology such as wikis, blogs and podcasts which students will encounter at university

Who will buy this book?

HE is a fluid community with school leavers, mature students, exchange students, part-time and international students all requiring some form of study skills advice





Pocket Study Skills

Paperback
Aug 2009 £5.99 978-0-230-57479-3

128 pp 108x138mm

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Introduction
PART I: ALL ABOUT/UNDERSTANDING REFERENCING
Writing at University
The Essentials of Referencing
Referencing Styles - Family Trees
Referencing in Action - a Student at Work
The Research Process and Using Ideas
Using Sources in your Writing
Write with Confidence
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Plagiarism and Academic Integrity
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Referencing and Understanding Plagiarism

Kate Williams and Jude Carroll

KATE WILLIAMS manages Upgrade, the Study Advice Service at Oxford Brookes University, UK. She has worked with students from Foundation to PhD and has written a range of books and materials on study skills including *Study Skills* (Macmillan 1989), one of the first in the field. With experience of project management in both writing and editing, she is also the Series Editor for *Pocket Study Skills*.

JUDE CARROLL is the leading expert in the field of plagiarism in the UK. She is Deputy Director of ASKe, a Centre for Excellence in Teaching and Learning. She researches, writes and delivers workshops and conference presentations on deterring students from plagiarism and on effective teaching strategies for international students. She is the author of *The Handbook for Deterring Plagiarism in Higher Education* (Oxford Brookes: 2007) and jointly edited *Teaching International Students: Improving Learning for All* (RoutledgeFalmer: 2005) with Dr Janette Ryan of Monsah University.

About the book

This guide explains why referencing is an essential part of good writing, and shows how to do it. It explains what plagiarism is and how to avoid it. With clear explanations and examples, this handy easy-to-read guide has engaging illustrations and an informal style.

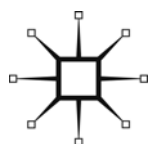
Selling Points

A practical, authoritative guide to referencing, writing and plagiarism in a neat, pocket size

- Focuses on 'why' as well as 'how' and demonstrates the writing skills involved in referencing and good writing practice
- Offers models and real examples of student writing
- Includes a 'Practicalities' section as an ongoing point of reference for students
- Starts from where the student is, without patronizing or making assumptions about prior experience

Who will buy this book?

HE is a fluid community with school leavers, mature students, exchange students, part-time and international students all requiring some form of study skills advice





Pocket Study Skills

Paperback
Aug 2009 £5.99 978-0-230-58476-1

112 pp 108x138mm

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Being 'Critical' at University
A Critical Approach to Anything
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Reading to Understand the Detail
Reading to Weigh up Different
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Understanding the Language of
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Getting Critical

Kate Williams

KATE WILLIAMS manages Upgrade, the Study Advice Service at Oxford Brookes University, UK. She has worked with students from Foundation to PhD and has written a range of books and materials on study skills including Study Skills (Macmillan 1989), one of the first in the field. With experience of project management in both writing and editing, she is also the Series Editor for Pocket Study Skills.

About the book

Students need to think critically about what they read or hear. This accessible guide shows students what being 'critical' in their work means, and how to bring that 'critical' dimension into all the work they do. It addresses the need and the skills of being critical in relation to reading and writing and is ideal for students at any level.

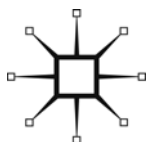
Selling Points

Shows students what being 'critical' in their work means, and how to bring that 'critical' dimension into all the work they do

- It is essential for students to think critically about what they read or hear. This accessible guide shows students what being 'critical' means and how to incorporate that 'critical' dimension into their work.
- Ideal for students at any level, it addresses the need and the skills required to be critical in relation to both reading and writing.

Who will buy this book?

Students in Higher and Further Education, regardless of level or discipline



Understanding the International Student Experience

Catherine Montgomery

Hardback
Jan 2010 £60.00 978-0-230-24227-2
Paperback
Jan 2010 £20.99 978-1-4039-8619-1

192 pp 216x138mm

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Culture in Higher Education
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PART II: THE RESEARCH
Student Voices, Student Lives:
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International Student Networks: A Community of Practice?
International Students and Home Students: Worlds Apart?
Preparing for Life in a Global Community?
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PART III: DISCUSSION
Paths Towards an International Experience for All: The Criticality of Discourse, Context and Internationalization at Home
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CATHERINE MONTGOMERY is Associate Director for Research in the Centre for Excellence in Teaching and Learning at Northumbria University. She has taught in Higher Education for 20 years, most recently in the field of Sociolinguistics, and her research interests centre on the social and cultural context of student learning.

About the book

Presents a contemporary approach to the experience of international students in Higher Education. Using empirical and qualitative data, the book explores their social and cultural context and its impact on their learning experience.

Selling Points

A research-based view of the experience of international students in a diverse teaching and learning context

- Gives a student-led view of the experience of international students and gives internationalization a 'human face'
- Presents a positive picture of the involvement of international students in HE
- Is based on recent empirical data that provides an insight into the informal learning experience of international students
- Discusses approaches to teaching, learning and assessment that might respond to social and cultural diversity

Who will buy this book?

University lecturers, especially those new to teaching, primarily in the UK, US, Australia, New Zealand and Ireland where increasing numbers of international students are being recruited; Secondary overseas markets include countries such as Turkey or Hong Kong where there are a range of English-medium universities in which lecturers would have contact with mixed nationality groups

