

Tips on Writing Assignments

by AUT Chinese Centre

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Content

- Time Management
- Writing Process

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Process

- Read and understand the assignment question
- Brain storm
- Outline assignment points
- Search references and read for your assignment
- Writing your first draft
- Editing
- Submit your assignment

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Writing

Introduction:

- Context/background
- Purpose/aim
- Plan/structure

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Writing

Introduction:

- A brief background mentioning what the assignment will discuss,
- The aim/purpose of writing this assignment
- A few lines to indicate how the assignment is structured/ organised.

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Introduction

Obesity Epidemic and
Efforts being Made to Tackle it

Background: Obesity is one of the major public health challenges of the twenty first century as its prevalence is increasing at an alarming rate in both developing and developed countries.

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Introduction

- **Aim and structure:** This assignment discusses the pattern of development of the obesity epidemic and its epidemiology. It also seeks to analyse how globalisation, trade and debt have fuelled the problem. In addition, the assignment will examine the interventions that are addressing this issue.

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Body

Paragraph 1:

- Your topic sentence or your statement
- Build your arguments by including evidence and opinions from different sources and different perspectives so that you present a clear, unbiased picture.

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Body Evidence

- Include **examples** in your assignment is a useful way to demonstrate all of the above.
- Use **statistics/ figures/ tables** and explain their relevance to your assignment.

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Body Evidence

- Examples/evidence/quotations: You will usually need to include evidence that **develops/contrasts an idea**.
- **This informs and strengthens your argument.**
- **Try and introduce your evidence clearly** and remember **to reference** the source (either as a citation in the body of your text or as a footnote/endnote)

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Body

Evidence – very important part!

- Evaluative sentence/s: You may need to **offer some explanation on the relevance of your examples/evidence/quotations**. Why is this evidence useful? What does the author say that **supports the idea** you are developing? Does this evidence have any limitations

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Critical thinking

- **Demonstrate your critical thinking**
- Weigh weaknesses and strengths
- Express your opinions
- Will be given marks for this

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Conclusion

- i) **stating the aim/ context** of the assignment again
- ii) followed by a very brief **summary of the main points**
- iii) final comments often considering the future (for eg: what can be done to improve the implementation of an intervention in the future = **recommendations**)

Conclusion

- Restating the key points and emphasising what has been learned in the course of the essay.
- The goal of this section is to show that the purpose has been achieved as fully as possible and give a sense of “closure” to the work.