**BPC1111 Academic writing and study skills**

**9.1 Course Name: Academic writing and study skills**

**Course Code: BPC1111**

**Credit Unit: 2**

**Course description:**

The course will prepare and equip students with the necessary academic writing and study skills, along with the skills required for studying in a self directed manner through a distance learning format. It will also equip students with the skills needed for reflecting on practice and utilising information technology in their course work

**Course objectives:**

# To prepare students with the necessary academic writing and study skills, along with the skills required for studying in a self directed manner through a distance learning format.

# To equip students with the skills needed for reflecting on practice and utilising information technology in their course work.

**Expected Outcome:**

At the end of the course, the student should be able to write a report on a given assignment and identify challenges and opportunities from distance learning.

**Course outline:**

* Reflective practice
* Learning skills
* Précis
* Reviewing literature and evidence
* Critical appraisal
* Use of email and internet
* Using the library
* Searching databases on line
* Report writing
* Referencing
* Assignment writing

# Mode of Delivery

Straight lectures

Group discussions and tutorials in Problem Based Learning (PBL) format

Mode of assessment:

Assessment of practice through course work and written assignments will constitute 60%

Final exam will be 40%

**Reading list:**

1. Seely John Oxford guide to effective writing and speaking; Oxford University Press 2005
2. Sekamwa; A guide to letter writing; Nateete Highway Bookshop 2003,