

## 1. Features of academic writing: formality, objectivity, precision

The first step in writing a good academic essay or report is to understand its unique characteristics and what makes it different from other forms of writing.

- **Precision:** in academic writing, facts and figures are given precisely.<sup>1</sup>
- **Planning:** academic writing is well planned, it usually takes place after research and evaluation, according specific purpose and plan.
- **Organisation:** academic writing research is well organized, it flows easily from one section to the text in a logical fashion. A good place to start is the genre of your text. Once you have decide on the genre, the structure is easily determined.
- **Responsibility:** in academic writing you must be responsible for, and most be able to provide evidence and justification for, any claims you make. You are also responsible for demonstrating an understanding of any source texts you use.
- **Hedging:** in any kind academic writing you do, it is necessary to makes decisions about your stance on a particular subject or the strength of the claims you are making, different subjects prefer to do this in different ways.
- **Formality:** academic writing is relatively formal. In general it means that in essay you should avoid colloquial words and expressions.
- **Explicitness:** academic writing is explicit about the relationship in the text.

Furthermore, it is the responsibility of the writer in English to make clear to reader how the various parts of the text are related. These connections can be made explicit by the use the different signaling words.

- **Accuracy:** academic writing uses vocabulary. Most subjects have words with narrow specific meanings. Linguistics distinguishes clearly between phonetics and phenomics; general English does not.
- **Objectivity:** writing language is in general objective rather than personal. It therefore has fewer words that refer to the reader or writer. This means that the main emphasis should be on the information that you want to give and the arguments you want to make, rather than you. For the reason, academic writing tends to use nouns ( and adjectives), rather than verbs ( and adverbs ).

- **Complexity:** written language is relatively more complex than spoken language. Written language has longer words, it is lexically denser and it has more varied vocabulary.