

## Course Information Sheet

### Essay Writing Skills

#### **Introduction**

Are you truly petrified at the prospect of writing essays? Do you fear getting ideas down in writing? Do you think you are the only person who cannot write essays? **DO NOT PANIC** this course will provide a general yet thorough introduction to the subject of essay writing; the course will assess your individual starting point and will help to develop your essay writing skills enabling you to achieve successful outcomes whatever they might be.

#### **What are the course entry requirements?**

A willingness to try out new methods of essay writing techniques and to contribute fully to all aspects of the course. All levels of learners will be accommodated but the course will be of particular importance and relevance to those undertaking Level 2 and Level 3 study.

#### **How long is the course?**

4 weeks

#### **What will the course involve?**

- Getting started-the dreaded essay title.
- Finding your academic writing voice!
- Where to go for research (good and not so good sources).
- Planning and structuring an essay.
- Balance, flow and argument within the content.
- Pulling it-all-together, time management and final presentation.

#### **How will I be learning?**

A combination of individual, group work and paired work. Tutor led input, demonstration and discussion.

#### **What equipment will I need?**

Paper, pens and file to keep all your work together.  
A memory stick to save work produced electronically.

#### **How will I know if I am making progress?**

Tutor feedback on class tasks and small homework tasks set.

***What course work will I be expected to complete?***

This is not an accredited course but you will gain maximum benefit from the course if you complete all tutor set tasks.

***What can I expect to learn from this course?***

- How to get started on tackling essay titles.
- Understand what are good and not so good sources of research.
- Embark with confidence on planning essays.
- Feel confident in structuring and planning essay content.
- Submit a final essay that is well presented and that you feel proud of.

***Will I need to cover anything in addition to the course fee?***

No

***What other training programmes and progression opportunities are there?***

This course would be useful to anyone who is thinking about progressing on to courses within the Access to HE Diploma in the next year. In particular it will be of great benefit to those enrolled on this year's Level 2 and 3 courses who will need to submit essays as part of their assessments. It will be equally beneficial to those with 'rusty' essay writing skills and those who have never written academic essays.

If you require in-depth advice on progression opportunities or guidance on career choices please contact our Information Advice and Guidance Officers on 0845 600 1331. For general information about other courses, contact us on the same number or check out the website [www.lancashire.gov.uk/adultlearning](http://www.lancashire.gov.uk/adultlearning)