



Postgraduate Study Skills

Argumentative essay template

Basic referencing

Checklist

Layout list

Recommended books and apps

Argumentative essay template

1. Title (NA%)

2. Introduction (20%):

Within this section you should include background information e.g. historical facts, definitions, key figures etc. (Descriptive evidence). The reader should have a general idea about the topic but not specifically what you are going to address within the main body. Remember you may want to include an 'epigraph' (An interesting quote/idea/concept to grasp the reader's attention).

Example: The history of the is quite far reaching (Example reference, date) According to XXXXX (Date) the definition of is

3. Thesis Statement (5%):

This is a very important section as it tells the reader specifically what the main focus of the paper/body will be. It is usually brief, around 1 paragraph, however may be longer depending on the size of the essay (Word count). In an argumentative paper/essay you must present an argument, however in a report you don't necessarily need to have an argument.

To get full marks your thesis statement must contain a clear position and reasons.

Example: This paper will specifically argue/present/discuss that should/should not Firstly Secondly Thirdly etc.

4. Main Body (60%):

This is where you include your main discussion and bulk of material. You must start by supporting your thesis with claims that are backed by reasons and evidence. You will then provide counterarguments (Devil's Advocates) using signposting language such as 'However', 'Although', 'Therefore', 'Contrary' etc.

Example: According to XXXXX (Date: p. X) is a significant contributing factor in However, this is not supported by XXXXX (Date: p. X) who argues that Although XXXXX may not agree with XXXXX his argument falls short because

5. Conclusion (15%):

This section is very similar to the introduction however it can now present an overview of what you covered in the main body. Think of a conclusion as dipping your introduction into the main body and discussing what does/does not stick. Remember you must refer back to your thesis when considering how you will write the conclusion. You may want to include a suggestion or prediction leaving the reader to contemplate your argument after they have finished reading it.

Example: This paper has presented and demonstrated that Some of the key ideas/concepts/theory that was addressed showed However

6. References (NA%):

This section is very important as you need to tell the reader where and in some cases when you received the evidence used in your paper. They must be arranged alphabetically and indented.

Example:

Journal Article from: Ebsco Host, JSTOR, SAGE, Google Scholar...etc

Surname, Initial. (Year of publication) 'Title of article', *Title of Journal*, Issue information, Page reference.

Shirazi, T. (2010) 'Successful teaching placements in secondary schools: achieving QTS practical handbooks', *European Journal of Teacher Education*, 33(3), pp. 323–326.

Textbook

Surname, Initial. (Year of publication) *Title*. Edition if not the 1st.
Place of publication: publisher. Series and volume number if relevant.

Goddard, J. and Barrett, S. (2007) *The health needs of young people leaving care*.
Norwich: University of East Anglia, School of Social Work and Psychosocial Studies.

Online News

Organisation (Year that the page was last updated) *Title of web page*. Available at: URL (Accessed: date).

National Health Service (2012) *Check your symptoms*. Available at:
<http://www.nhsdirect.nhs.uk/checksymptoms> (Accessed: 17 October 2012).

If you need further help referencing you can use the following website: citethemrightonline.com

Basic referencing

citethemrightonline.com

Book:

Surname, Initial. (Year of publication) *Title*. Place of publication: publisher. Series and volume number if relevant.

Bell, J. (2014) *Doing your research project*. Maidenhead: Open University Press.

Journal:

Surname, Initial. (Year of publication) 'Title of article', *Title of Journal*, Issue information, Page reference.

Norrie, C., Hammond, J., D'Avray, L., Collington, V., and Fook, J. (2012) 'Doing it differently? A review of literature on teaching reflective practice across health and social care professions', *Reflective Practice*, 13(4), pp. 565-578.

Website with Authors:

Surname, Initial. (Year that the site was published/last updated) *Title of web page*. Available at: URL (Accessed: date).

Burton, P. A. (2012) *Castles of Spain*. Available at: <http://www.castleofspain.co.uk/> (Accessed: 14 October 2015).

Websites with Organisations as Authors:

Organisation (Year that the page was last updated) *Title of web page*. Available at: URL (Accessed: date).

National Health Service (2015) *Check your symptoms*. Available at: <http://www.nhsdirect.nhs.uk/checksymptoms> (Accessed: 17 October 2015).

Research Report:

Author or organisation (Year of publication) *Title of report*. Place of publication: publisher OR Available at: URL (Accessed: date).

Bradshaw, J., Middleton, S., Davis, A. and Williams, J. (2013) *A minimum income standard for Britain: what people think*. Available at: <http://www.jrf.org.uk/sites/files/jrf/2226-income-poverty-standards.pdf> (Accessed: 3 July 2015).

Checklist: NV4604

Have you correctly formatted?

- Size 12 font
- Double Spaced Lines
- Times New Roman (Font Style)
- Header with surname, ID and page number – Smith: SIMG1503 2
- Indented References
- Do you have a clear structure?
- Introduction
- Thesis Statement
- Body
- Conclusion
- References

- Do you have the minimum amount of references?**

- Do you consider your references academic?**

- Do you think your writing is clear and concise?**
 - Grammar
 - Punctuation
 - Spelling

- Have you understood/answered the question?**

- Are your references formatted correctly?**
 - Harvard
 - citethemrightonline.com

- Have you used the 1st or 2nd person narrative?**

- Are you within the word count (not including references)?**

- Is there a counter argument and rebuttal?**

- HAVE YOU PLAGIARISED???** Do NOT forget quotation marks (""") and in-text citations!

Layout list

- Title
- Epigraph

Introduction - 20%

- Background Information
- Definitions
- History of Issue
- Thesis Statement - 5%
This essay will argue...

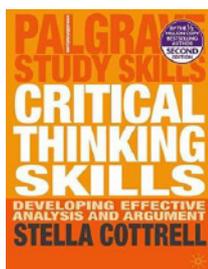
Body - 60%

- Supportive Argument 1
- Supportive Reference 1
Supportive Argument...Continued
Supportive Argument...Continued (Reference)
- Devil's Advocate
- Devil's Advocate Reference
- Rebuttal Argument
- Rebuttal Reference
- Closing Supportive Argument
- Closing Supportive Argument Reference

Conclusion - 15%

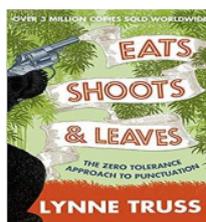
- Summary of Body/Arguments
- So what?
- Advantages/Disadvantages
- Suggestion
- References

Recommended Books and Apps



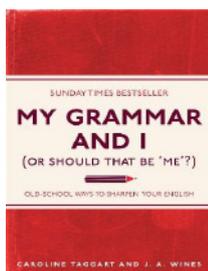
Title: Critical Thinking Skills
Author: Stella Cottrell

Very useful for improving your evaluative skill, essay writing and research.



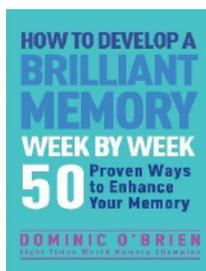
Title: Eats, Shoots & Leaves
Author: Lynne Truss

Famous book that helps improve your punctuation and writing style.



Title: My Grammar and I
Author: Caroline Taggart and J. A. Wines

If any of you struggle with grammar, this is the book for you.



Title: How to Develop a Brilliant Memory
Author: Dominic O'Brien

A must have book for exam preparation and notetaking.



LBC Radio

Great for a diverse range of political views, expert opinions and news.



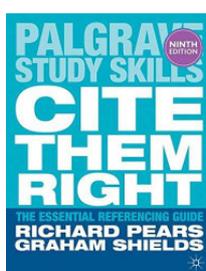
Talk Radio

Great for a diverse range of political views, expert opinions and news.



Flipboard

Select what you are interested in and Flipboard will find news stories from a range of sources for you to read.



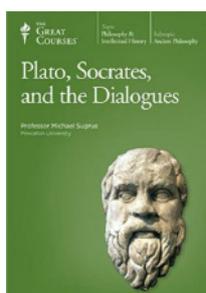
Title: Cite them Right
Author: Richard Pears and Graham Shields

A must have book to help you with referencing.



Reuters TV and Reuters News

Great for objective and non-partisan news.
 Great objective news source for accurate and non-partisan information.



Amazon Audible

Title: The Great Courses – Plato, Socrates and the Dialogues

Great series of lectures that will help you with argumentation.