Information Processing Society of Japan
Kansai Branch

Academic Writing Fundamentals
(REMOTE TRAINING PROGRAM*)

September 8, 2024

Schedule	
9:30–9:35	**Orientation** - Self-introductions - Purpose and Goals - Activities
9:35-10:35	**Lecture/Presentation** *(abbreviated for online version)* - General Advice for Better Technical Writing - Good Practices - Introduction to Self-study: Impact Writing and Verb Power
10:35-11:30	**Introduction to "IMRAD" System** *(correction of pre-class self-study)* - Brief Overview - *Abstract Writing* Exercise & Analysis
11:30–12:00	**Writing Style Points: *Principles and Exercises*** *(correction of pre-class self-study)* - Introduction to "Parallelism Concept" in Writing - Changing Abstract Nouns into Action Verbs
12:00–12:45	**Lunch**
12:45–13:00	**Writing Style Points: *Principles and Exercises*** (continued) - Changing Abstract Nouns into Action Verbs
13:00–14:10	**Common Problems in Technical Writing: Flashcard Drill** *(abbreviated for online version)* - Typical formatting problems - Prepositions, unneeded words, word choice - Word order, logic, style, paper preparation
14:10–15:15	**Writing Clinic** *(from submitted pre-class assignments)* - Sample Analysis: Individual and Team Work - Correction and Explanation by Classmates/Instructor - Finalized "In-Class Worksheet" sent to students *after course*
	Wrap-up

In reviewing this student manual **before the online seminar, please give extra attention to the instructions in red font.*