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**SEMINAR 3 - HOW TO CREATE AN ESSAY PLAN  
(QUICKLY AND EFFICIENTLY)**

30 April 2020

**Welcome to the third week of your Academic Skills course!**

**I'm Anastasia and I will be the PhD researcher teaching this week.**

**Every week on Monday, you will be given an exercise to complete before the Thursday online seminars. Please complete this exercise by Thursday 9 AM so we can include some of your responses in the class discussions. Please send your responses to my email address (a.vikhanova@qmul.ac.uk), copying in Alexandra (alexandra@academiaone.co.uk).**

**The key learning outcome of Seminar 3 is to improve your essay planning skills and tick the 'excellent structure' box in the marking criteria.**

### **Home exercise instructions**

1. Open a new word document.
2. Find an old essay plan for an essay you submitted. Copy-paste this plan in the new document in **black** text.
3. Read your submitted essay in full. Is there any key idea or sub-section in the essay that was not included in your initial plan? If yes, make these additions on the copied plan in **red**.
4. Looking back at your essay, and reflecting on what you learnt so far in this Academic Skills course, how could you improve it? Are there any key points or sub-sections that should be added? Write these additions on the plan in **blue**.
5. Send the word document to my email (a.vikhanova@qmul.ac.uk), copying in Alexandra (alexandra@academiaone.co.uk).

*Seminar 3 will start with the home exercise discussion. You will first speak about it in small groups through the Zoom Rooms function, then I will give some feedback on your answers. After this, we'll explore some theory on the key parts of an essay or dissertation and the motivations behind planning. The last part of the seminar will involve two interactive exercises: a brainstorming demo followed by live marking the structure of a short essay.*

See you on Zoom on Thursday 2pm!

*Anastasia, AcademiaOne Course Teacher*