

# IGA – Academic and Project Writing

## Seminar 12

### Homework Task from seminar 11:

1) *Create bullet points to summarize the main points of the following paragraph:*

A fellowship proposal is a tricky document to get right. Its goal is to convince readers—some from within your field, others from very different fields—that a project you have not yet written, based on research you have not yet done, is innovative and exciting and important in myriad ways. That's tough! If you are new to grant writing, or if you have had trouble winning grants, this tutorial aims to offer a bit of guidance. There are two things you need to keep in mind while writing a fellowship proposal. First, you need to determine your audience. Are the members of this fellowship's selection committee within your field? Outside of it? In either case, you'll want your project's driving question, key hypothesis, scholarly interventions, and broader implications to be crystal clear. But if the members of the selection committee are, say, anonymous archivists rather than historians you've already met at a specialized conference, then your fellowship proposal will be more effective if it emphasizes the broader significance and implications of your work more than the specifics. Pretend you're visiting your favourite high school teacher, and are trying to convince her or him that you made the right choice in going to grad school, because your dissertation is changing what we thought we knew about X—and that X matters to your high school teacher in her or his daily intellectual life because it also shapes the way we think about Y and Z broader things. The second thing to keep in mind is that the funding you are applying for exists for a reason. Find out what that reason is, and devote serious thought to how your project advances the goals of the funding institution. Also, articulate the specific reasons why you need this money. What will it allow you to do that you couldn't do otherwise? And why are you the best person to do this project? Do not trust the fellowship committee to make these connections on their own.

Bullet points:

2) *Write an abstract for your research proposal (word limit 250 words).*

*\* Upload the article onto MS Teams so we can review it next session with the class group (please save in the same format as previously).*

# Biography

## 1. What is an academic biography? When may you need one?

Further info: <https://utexas.instructure.com/courses/1154845/pages/writing-your-academic-or-professional-bio>

## 2. Information to include on a biography

\* *Discuss your strong points as researchers and as writers.*

\* *Identify areas where you excel individually and information you could include on your bio.*

## 3. Biography examples

\* *Read the short biographies and decide which audience a-c each is prepared for:*

a) academic                      b) business                      c) the general public

1. Jay Cross is a champion of informal learning, Web 2.0, and thinking systems. His calling is to help business people improve their performance on the job. He has challenged conventional wisdom about how adults learn since designing the first business degree program offered by the world's largest institute of higher education, the University of Phoenix.

Now in its eleventh year, Internet Time Group LLC has provided advice and guidance to Cisco, IBM, Sun, Genentech, Merck, Novartis, HP, the CIA, and numerous others. He is a free-thinking early adapter with a keen sense of the future. People began reading his blogs before the turn of the century. Jay is a graduate of Princeton University and Harvard Business School. He and his wife Uta live in the hills of Berkeley, California.

2. Simon Mawer, born in 1948, is a British author who currently lives in Italy. Educated at Millfield School in Somerset and at Brasenose College, Oxford, Mawer took a degree in Zoology and has worked as a biology teacher for most of his life. He published his first novel, *Chimera*, at the comparatively late age of thirty-nine. It won the McKitterick Prize for first novels. *Mendel's Dwarf* followed three works of modest success and established him as a writer of note on both sides of the

Atlantic. In 2009, he published *The Glass Room*, a novel about a modernist villa built in a Czech city inspired by the Tugendhat Villa designed by architect Ludwig Mies van den Rohe and built in Brno in 1928-30. The novel was nominated for the 2009 Man Booker Prize.

3. Dr Gráinne Conole is Professor of E-Learning in the Institute of Educational Technology at the Open University in the UK. Her research interests include the use, integration and evaluation of Information and Communication Technologies and e-learning. Two of her current areas of interest are how learning design can help in creating more engaging learning activities and on Open Educational Resources research. She serves on and chairs a number of national and international advisory boards, steering groups, committees and international conference programmes. She has published and presented over 300 conference proceedings, workshops and articles, including over 100 publications on a range of topics, including the use and evaluation of learning technologies.

#### 4. Edit the biographies below

*\* Suggest changes to the biographies below to improve them:*

a) Petr Novák works as a forensic expert at the forensic institute in Brno on the field of digital image and video forensics. He studied at the Department of Computer Science at CVUT, where his bachelor thesis was about graph algorithms. In 2013 he received a Masters degree in applied computer science at Charles University in Prague. Currently he is a researcher at Centre for Biomedical Image Analysis at Masaryk University in Brno, Faculty of Informatics. He is focused on forensic science, development, research and other things, last but not least, learning in the field of digital image and video forensics, image and video processing, object recognition, computer vision etc. Now he tries to understand everything about video processing, especially detection of video manipulation, which contains detection of mpeg recompression and detection of inconsistency in video files.

b) Michaela Novotná is a doctoral student at Masaryk University and IT teacher at secondary school. In 2010 she received Master's degree in the field of Electrical Engineering and Communication from Brno University of Technology. She continued her postgraduate studies at the same faculty. Her dissertation examined the effect of magnetic resonance on tissue culture. During her studies she wrote several articles published in various International Journals and Conferences dealing with this issue. During the second year of postgraduate studies she went to Germany to Erasmus intership. She worked with other student on project programming robots on solar system. During the third year of study she established communication with the University of Alabama.

#### 5. Project Consortium

*\* Look at the biographies of project members from four different institutions of one project consortium in one project proposal:*

1) What does this overview tell us about the consortium?

2) What does this overview tell us about the team?

3) What would you suggest to improve the table?

<p><b>Partner 1 Name 1</b></p>	<p>She is an expert in specialised terminology. Selected relevant bibliography: Name1 (2019): <i>The digitally represented industrial clusters through their corporate website image: online discourse and genre analysis</i> Name1 (2018): <i>How to tackle the study of the terminology of a speciality field from ceramic manufacturing: The use of translating tools in class</i> Name1 and Name2 (2019): <i>If experts disagree, how do they expect us to do it? A corpus-based research on the usage of the Spanish terms azulejo and/or baldosa</i> Name3 and Name1 (2017): <i>Ceramics terminology based on corpora</i></p>	<p><b>Key role:</b> advisor on professional terminology and internal evaluator</p>
<p><b>Partner 2 Name 1</b></p>	<p>Teacher of academic English with a specialist focus on developing argumentation and working with stylistic requirements.</p>	<p><b>Key role:</b> pilot course and e-learning materials writer and English teams advisor</p>
<p><b>Partner 3 Name 1</b></p>	<p>Leading member and author of the current Leonardo da Vinci project CZ/05/A/G/PP-149002 INSPIRE – transversal use of virtual reality in language learning (Leonardo da Vinci EU Programme). He is a founding member of the Professional Association of Trainers of English in the Czech Republic – AMATE. He has piloted a course in academic writing taught at Partner 3, using his expertise from the Leonardo Vinci – using virtual reality with leading experts. He has brought up the idea of creating this project with a colleague of his, <b>name 2</b>, and has experience in materials writing and developing courses. In his research, he specializes in academic writing – linguistic forms of evaluation in mathematical discourse.</p>	<p><b>Key role:</b> pilot course writer, materials developer and disseminator.</p>
<p><b>Partner 4 Name 1</b></p>	<p>She is an expert in diachronic change of academic English. Selected publications: Name1, Name2, Name3 (eds) (2016): <i>The Internet and its style: Linguistics online in progress. Cambridge Publishing, Cambridge.</i> Name1 (2014): <i>New perspectives in LSP: diachronic evidence on veterinary lexicon. Discourse analysis and terminology in LSP, pages 25-32</i> Name1 (2013): <i>Some considerations on the evolution of English vocabulary in surgery. Proceedings from the IV International Conference</i></p>	<p><b>Key role:</b> linguist, advisor</p>
<p><b>Partner 5 name 1</b></p>	<ul style="list-style-type: none"> <li>- Foreign language pedagogy (in Czech)</li> <li>- Project Management</li> <li>- Expertise in linguistics, academic writing</li> </ul>	

## 6. Exercises – linking words, teamwork and evaluation

\* *Unite the following sentences with the linking words in brackets:*

Applicants sometimes have a clear and defined idea on how to present their proposal. Templates can help to achieve a better structured and more complete proposal. (Although)

A majority of calls for funding do not accept single applicants. Many granting agencies are particularly interested in fostering international and multi-disciplinary collaborations and public-private partnerships. (As a result of)

For the success of your proposal, having a good team is essential. Having a good team means finding people with aligned interests, that are collaborative and really committed to contributing to the success of the project. (In order to)

Larry Henry, the Academic Dean, will serve as the project director. Larry Henry's role is critical to the project because of the impact of his curriculum and teaching. (Due to)

adapted from: [LINK](#)

\* *Correct the errors in the below paragraphs:*

Who is the audience?

Know audience for whom you are writing. Are a reviewers specialists in your field, or are they familiar with your area, but not necessarily experts? Will the panels be interdisciplinary or multidisciplinary? Will a funding agency send your proposal to an individual outside experts or will review take place in-house? Knowing your audience is key to knowing how to write your proposal.

Talk to Program Officer

Contact and ask questions of Program Officers at the funding agency. Often, they will review the two or three page concept paper of your proposal and give the important advice. These should be submitted at least six weeks prior to grant deadline, so that a staff will have time to reply, and you will have time to make any necessary alterations to your project.

Link to full article: [How to Write a Successful Humanities Grant - Grant Training Center Blog](#)

*\* Correct the mistakes in the below paragraph:*

## Peer Review and Evaluation

Evaluation could save your proposal. A different set of eyes is always much more helpful than what you may think. Make sure that you will have enough time before submitting your proposal, and have it evaluated from another professional. The evaluation in your proposal by an expert in the field of EU funding could be the reason why your proposal succeeded with getting the funding you are looking into. There are various services that you can get, in order to be certain, your proposal will be approved in a grant before you actually submit it. There are professionals in the field of proposal writing and EU funding that can help you evaluate your proposal.

Organizations like the Institute of Entrepreneurship Development, are able to provide you of review and evaluation services. We have gained valuable experience after many years of implementing EU Projects. Our research experts can provide you with accurate results that will guarantee the success in your proposal. We will be clear on the changes that will need to be made, to make the project appealing and, at the end, worthy for the funding.

If you are with need of evaluation or project management services, or if you are just looking on consultancy on EU funding proposal, feel free to contact us here in the IED today. We can talk about your proposal and make sure that the funding you are asking of, will be yours!

*Adapted from: [link](#)*

## Homework / Final Assignment

*\* Prepare or submit a written text of 1000 – 1500 words.*

*\* Choose a topic that is most relevant for you and your research work.*

*\* The type of text can be anything you would find useful to have feedback on and could include: a research proposal, scientific article or a section of one (eg introduction and literature review, discussion and conclusions, abstract plus another section...etc) section of a thesis, etc.*

*\* Deadline for completion: 31<sup>st</sup> January 2022. Please email to me by this date – if this may be difficult for any reason then please be in contact with me prior to the submission date.*