



**WRITING  
FOR  
SCIENTISTS  
S**



**COVER  
LETTER**

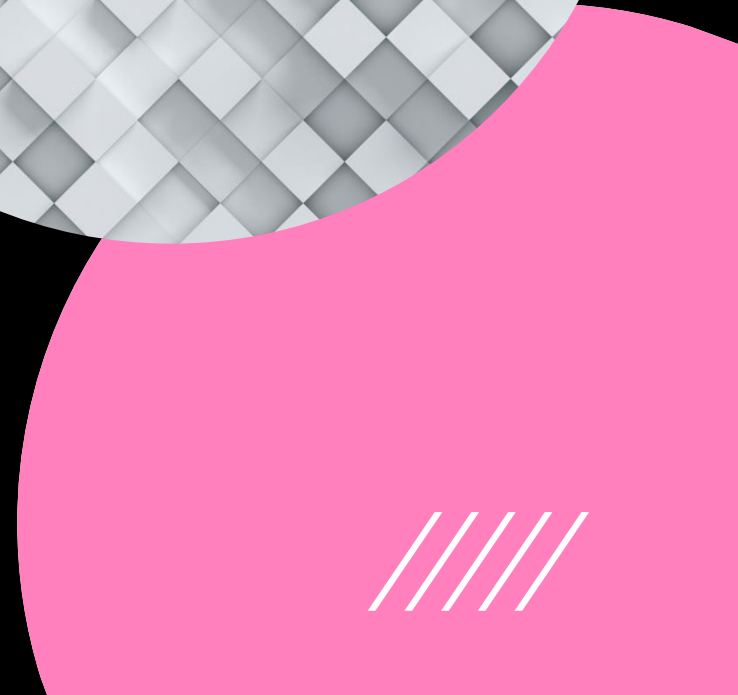
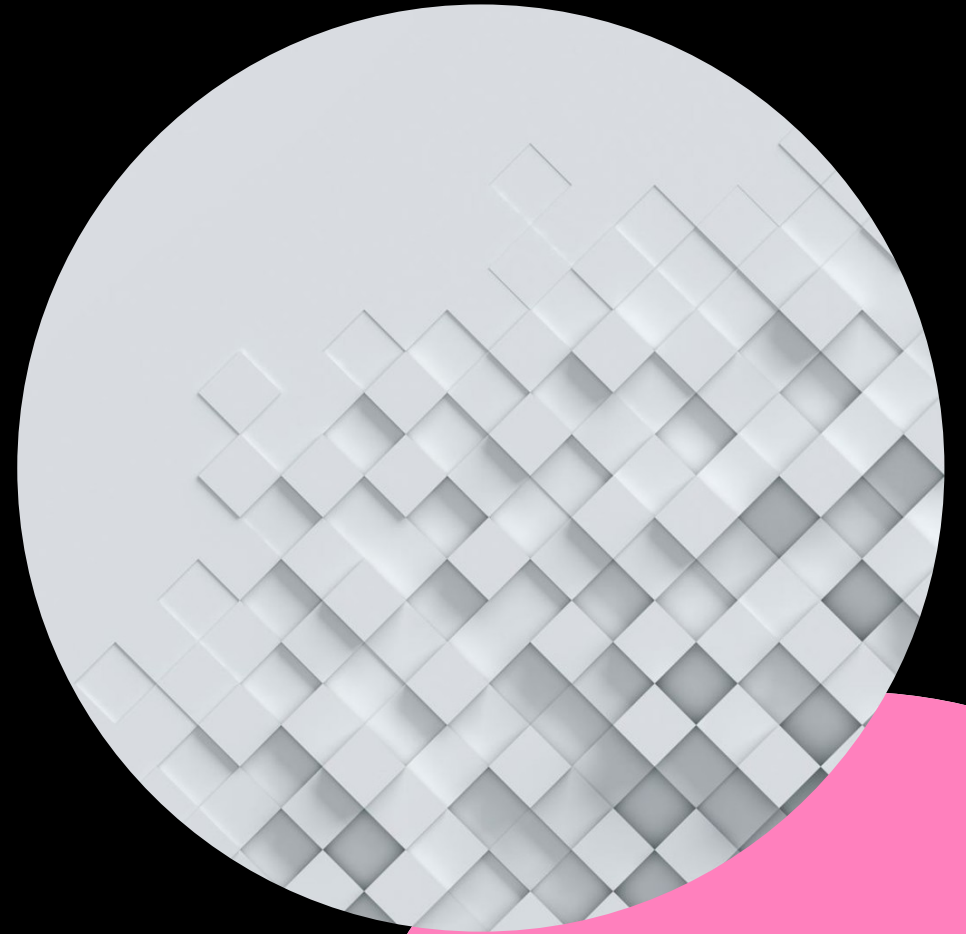


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MASARYK UNIVERSITY  
LANGUAGE CENTRE



**GENRE:**  
**COVER LETTER**  
**FOR AN APPLICATION**

**WRITIN**  
**G IDEA:**  
**GROUNDING CLAIMS**  
**IN EVIDENCE**



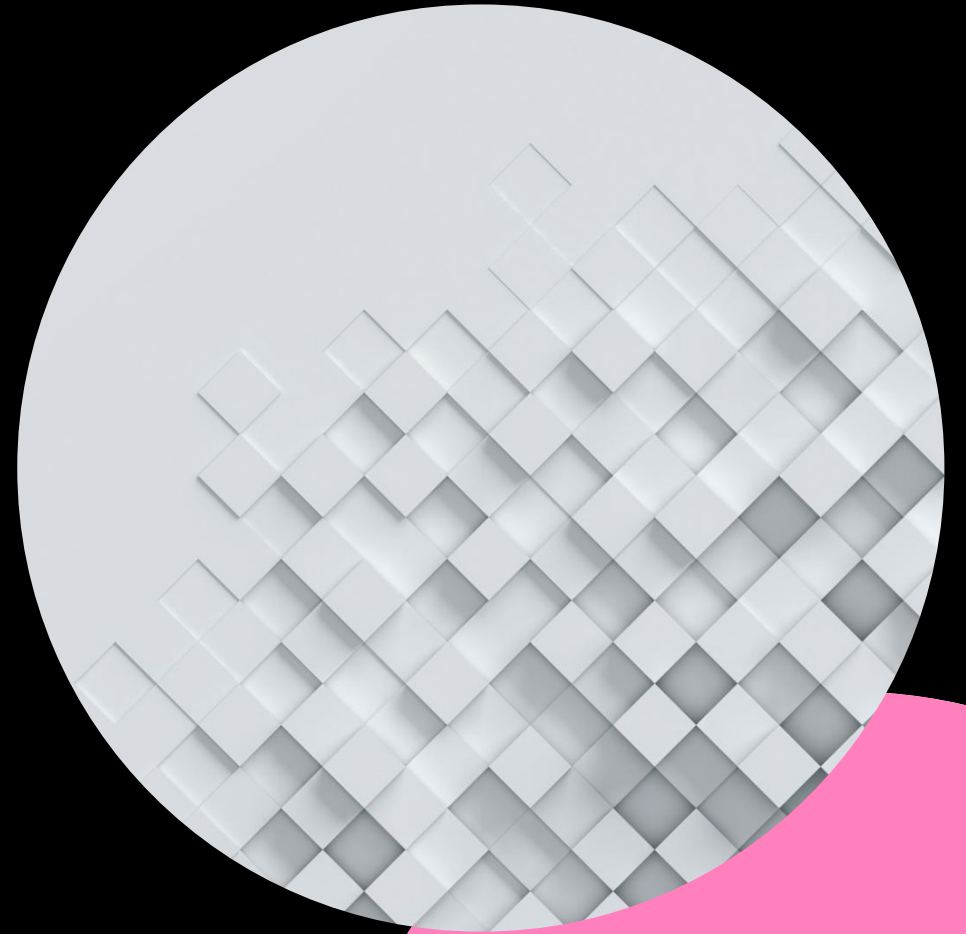


# A cover letter is an argument!

My skills and experience make me a great choice for this particular job.

Not only will I thrive in this position, but so will my employer.

I'm a human being who can write (and think) clearly and with purpose.

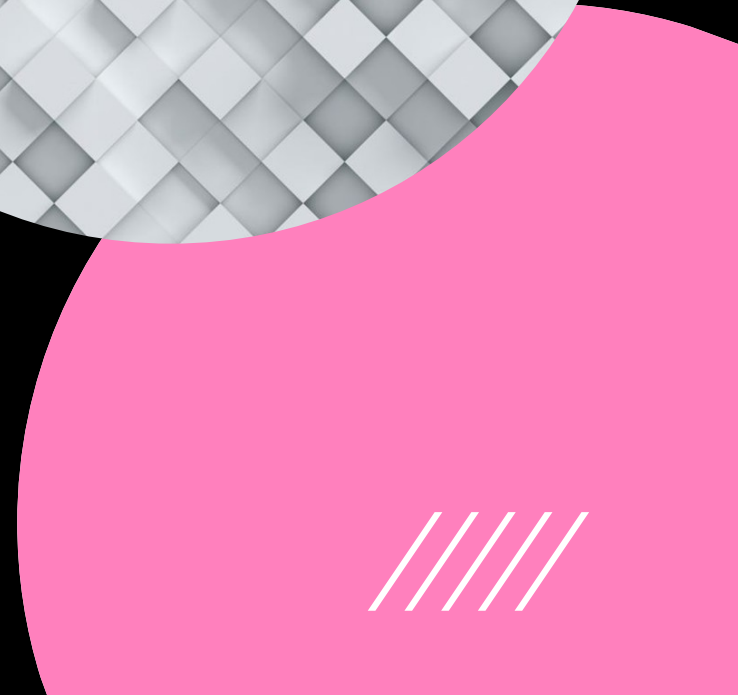
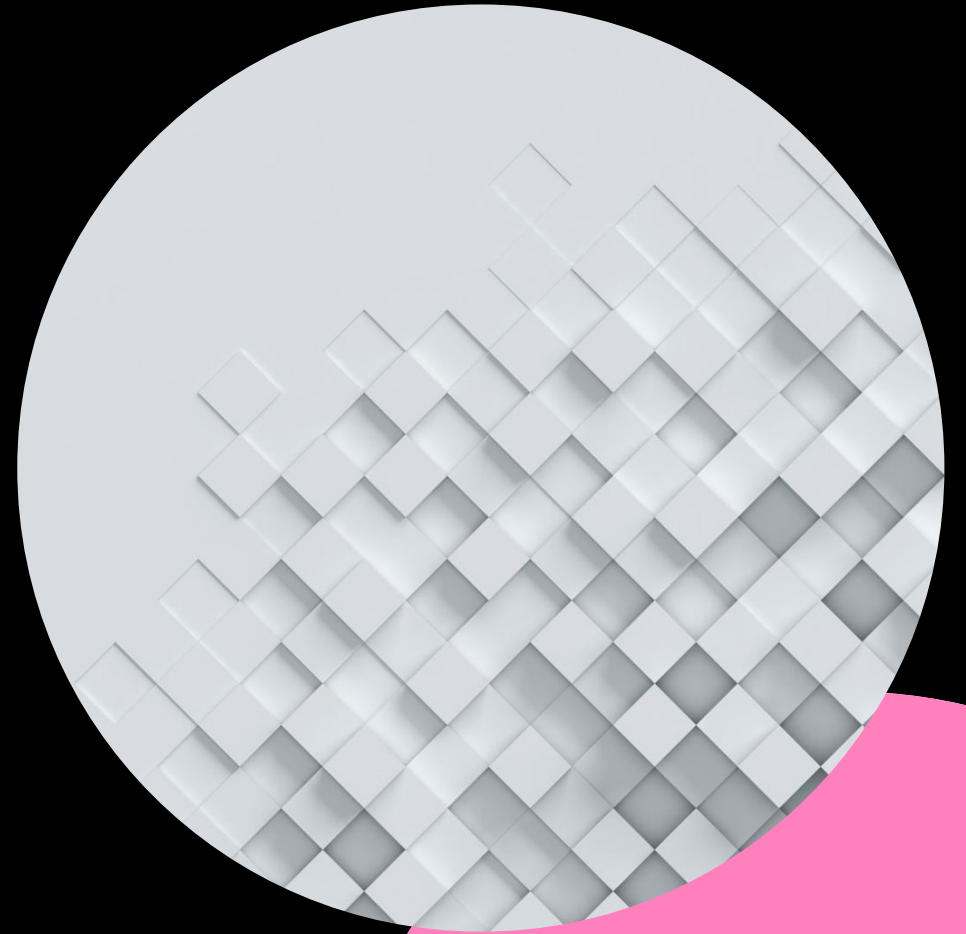




# **A cover letter is *not*...**

**...just a repetition of your  
CV in letter form.**

**...only about *you*!**





# Writing a cover letter requires...

## IMAGINATION

**N**Imagine reading a hundred cover letters...

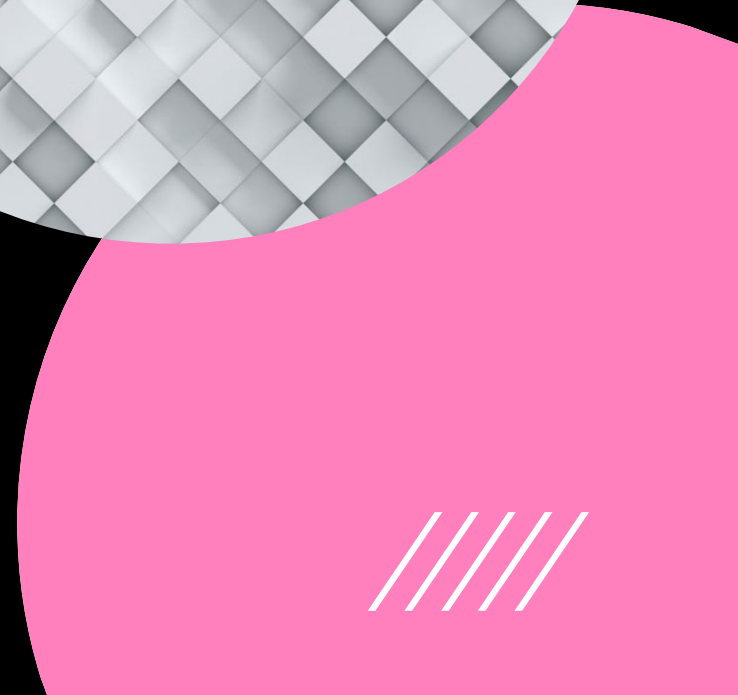
Now imagine yourself already on the job...

So that your future boss can also imagine you there.

## RESEARCH

Time to do some Google stalking of your target...

So that you can name names and be specific!





## CLAIMS

about your skills/abilities:

“I work well in a team.”

grounded in

## EVIDENCE

of your experiences:

“I led two research projects...”

grounded in

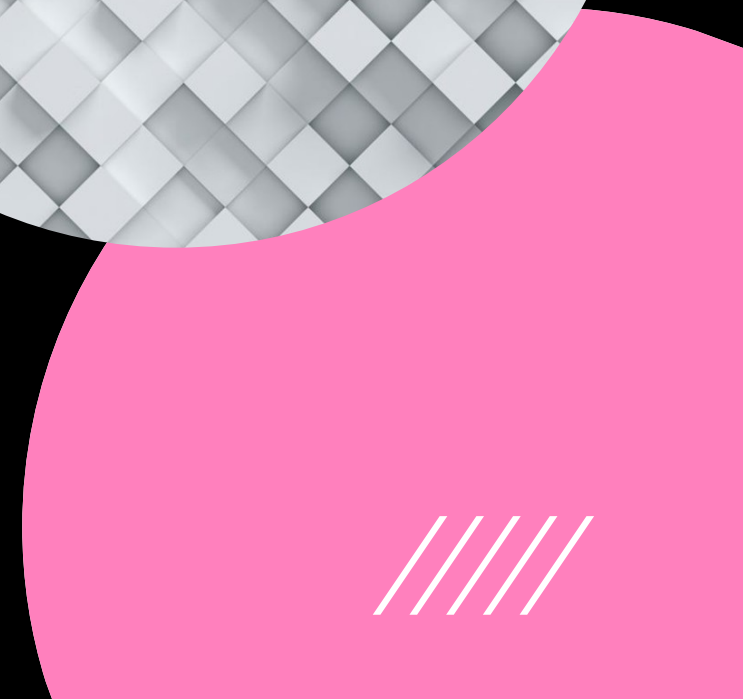
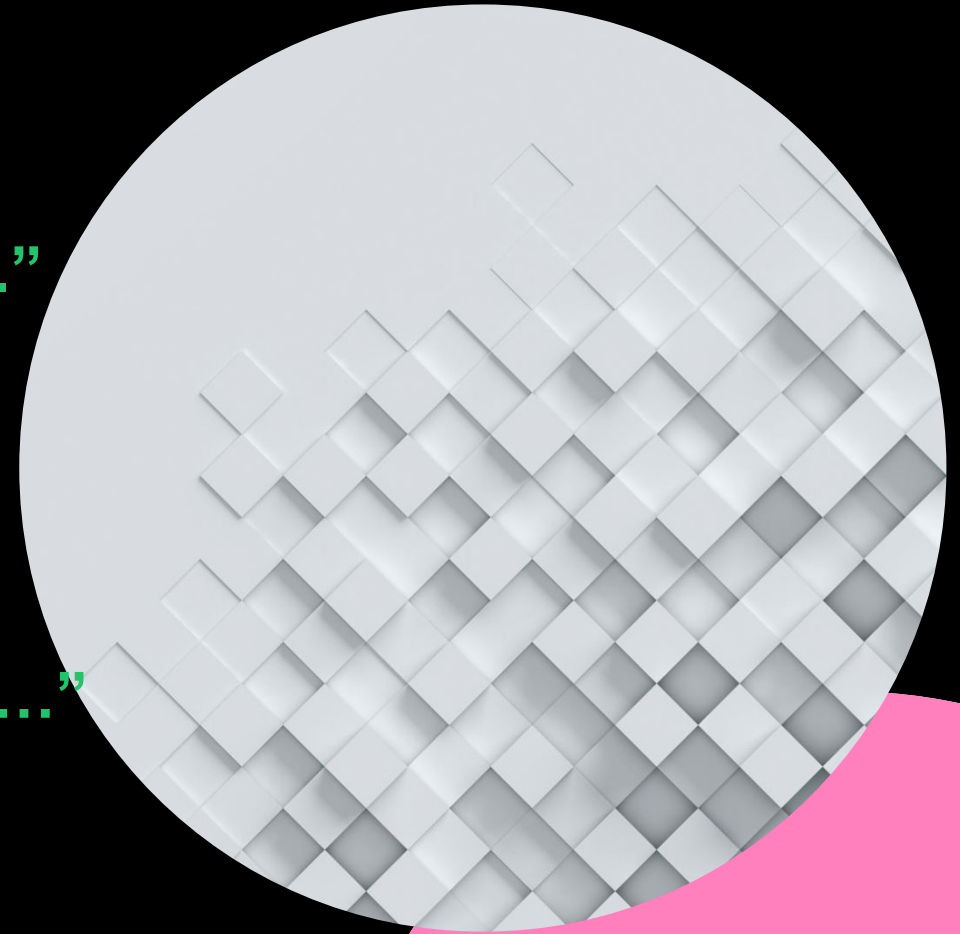
## SPECIFIC DETAILS

that your CV won't show;

that are relevant to the job:

“...which both won the SciEx  
award.”

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## CONNECTING WORDS/PHRASE

**S** because, so, while, as well as...

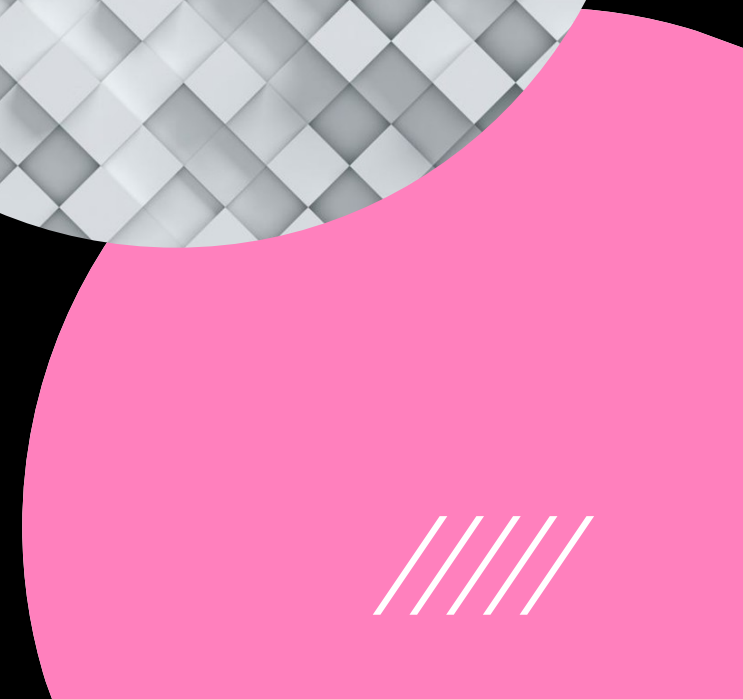
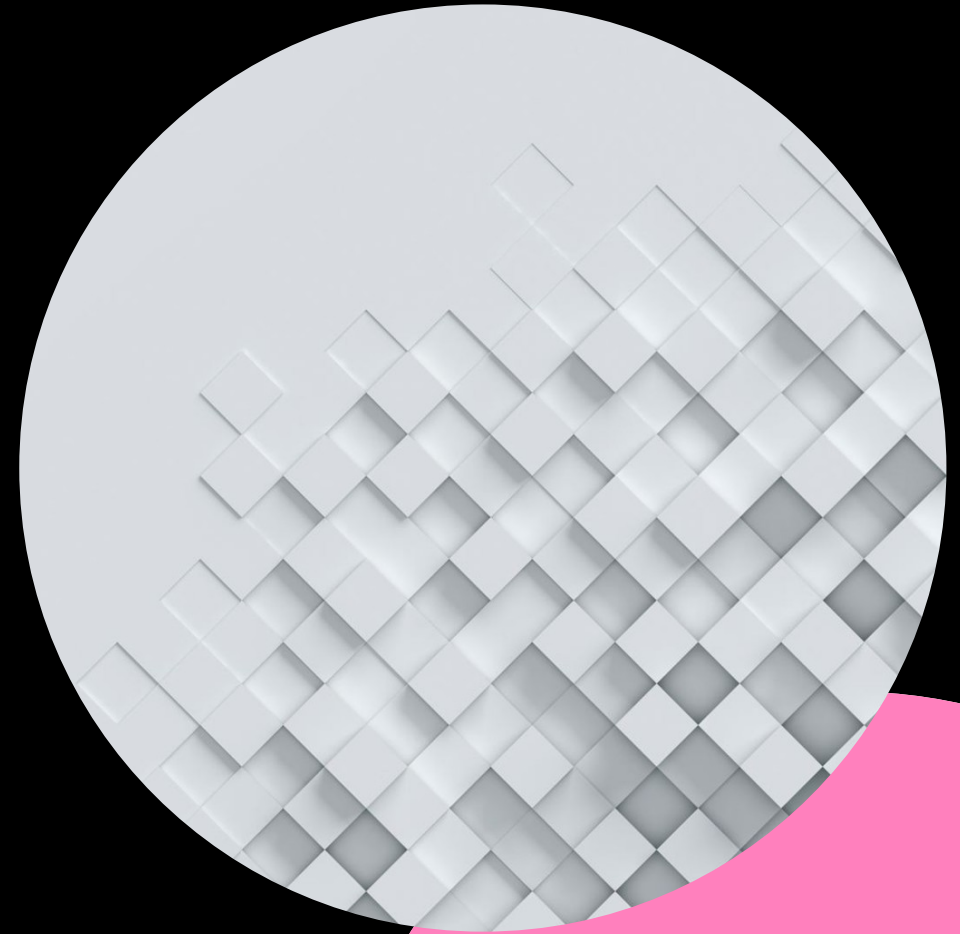
moreover, furthermore

## COMPOUND SENTENCES

[CLAIM], because [EVIDENCE]  
[EVIDENCE], and so [CLAIM]

## PARAGRAPH STRUCTURE

Remember thesis statements and topic sentences?

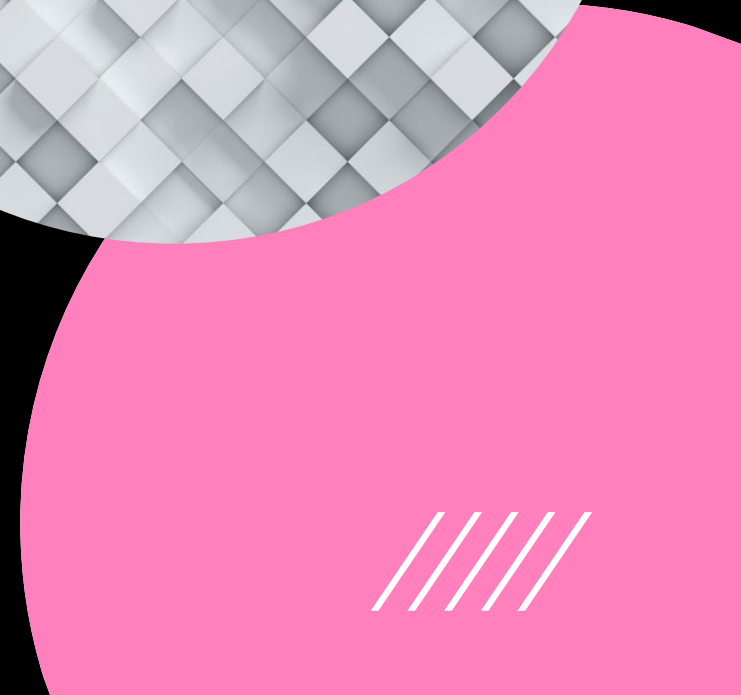
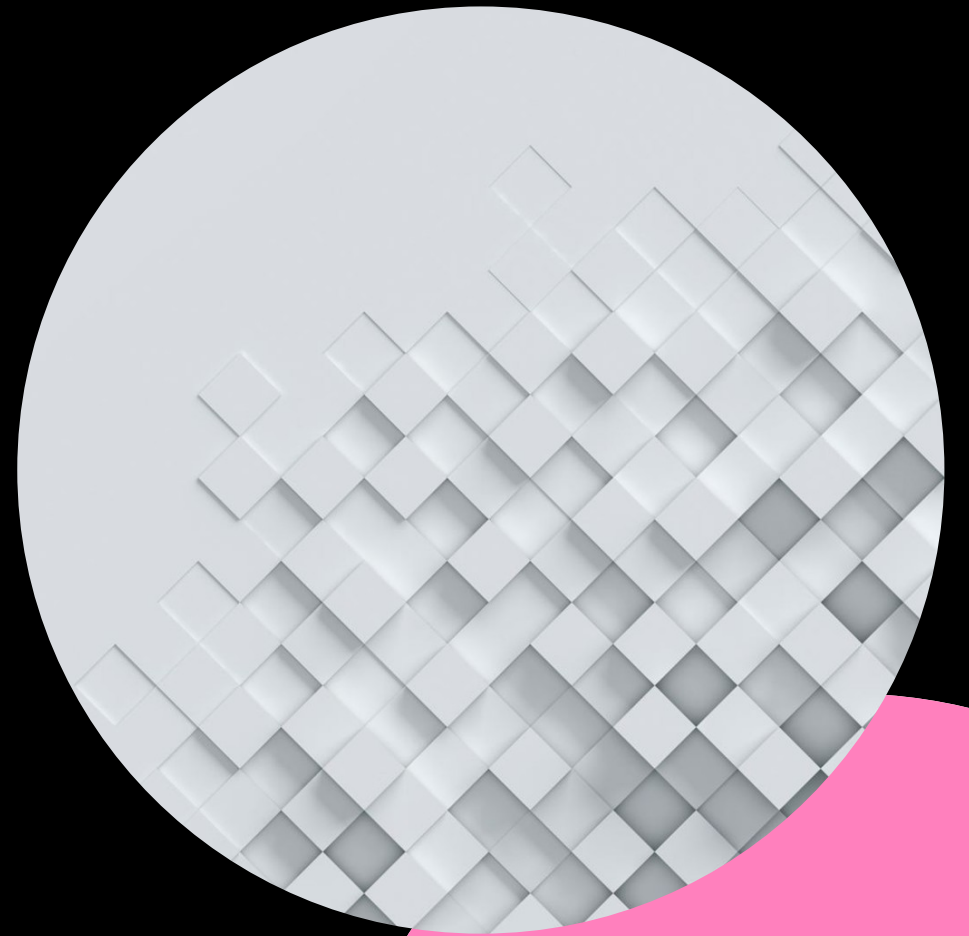


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**Let's look at  
some  
examples...**







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