

Academic Skills Resources - Policy Research, Social Work Research, Disability Studies (MSc)

[View Online](#)

Academic skills resources – reading list and weblinks on BB

[1]

S. Cottrell, *The Study Skills Handbook*, Fifth edition. London: Macmillan International Higher Education/Red Globe Press, an imprint of Springer Nature Limited, 2019.

[2]

J. Godfrey, *How to use your reading in your essays*, Third edition. London: Palgrave, 2018.

[3]

B. Greetham, *How to write better essays*, Fourth edition. London: Palgrave, an imprint of Macmillan Publishers Limited, 2018.

[4]

P. Greasley, *Doing essays & assignments: essential tips for students*. London: SAGE, 2011.

[5]

K. McMillan and J. D. B. Weyers, *How to write essays & assignments*, 2nd ed. Harlow, England: Pearson, 2011.

[6]

J. Peck and M. Coyle, *Write it right: the secrets of effective writing*, 2nd ed. Basingstoke:

Palgrave Macmillan, 2012.

[7]

J. M. Swales and C. B. Feak, *Academic writing for graduate students: essential tasks and skills*, 3rd ed. Ann Arbor, Mich: University of Michigan Press, 2012.

[8]

G. Taylor and G. Taylor, *A student's writing guide: how to plan and write successful essays*. Cambridge, UK: Cambridge University Press, 2009.

[9]

'SAGE Research Methods Video: Practical Research and Academic Skills'. SAGE Publications Ltd, 2017 [Online]. Available:
<https://methods-sagepub-com.bris.idm.oclc.org/Search/Results>

[10]

'Dominic Wyse and Kate Cowan Discuss Academic Writing'. SAGE Publications Ltd, London, United Kingdom, 2018 [Online]. Available:
<https://methods-sagepub-com.bris.idm.oclc.org/video/dominic-wyse-and-kate-cowan-discuss-academic-writing?seq=6&fromsearch=true>

[11]

D. Byrne, 'How Do I Write Academically? Project Planner'. SAGE Publishing Ltd, 2017 [Online]. Available: <https://methods-sagepub-com.bris.idm.oclc.org/project-planner>

[12]

K. Golden-Biddle and K. Locke, 'The Style and Practice of Our Academic Writing', in *Composing Qualitative Research*, 2nd edition., Thousand Oaks, California: SAGE Publications, Inc., 2007, pp. 10-24 [Online]. Available:
<https://methods-sagepub-com.bris.idm.oclc.org/book/composing-qualitative-research/n1.xml>

[13]

B. Roberts, 'Writing Research', in *Getting the most out of the research experience: what every researcher needs to know*, Thousand Oaks, CA: SAGE Publications, 2007, pp. 78–101.

[14]

L. Nygaard, 'Academic Writing: How to Get Started and Keep Going'. SAGE Publications Ltd, London, United Kingdom, 2015 [Online]. Available: <https://methods-sagepub-com.bris.idm.oclc.org/video/academic-writing-how-to-get-started-and-keep-going?seq=1&fromsearch=true>

[15]

L. Nygaard, '3 Common Errors in Academic Writing'. SAGE Publications Ltd, London, United Kingdom, 2015 [Online]. Available: <https://methods-sagepub-com.bris.idm.oclc.org/video/3-common-errors-in-academic-writing?fromsearch=true>

[16]

'Learnhigher | Academic Writing'. [Online]. Available: <https://www.learnhigher.ac.uk/category/academic-writing/>

[17]

University of Manchester, 'Academic Phrasebank'. [Online]. Available: <http://www.phrasebank.manchester.ac.uk/>

[18]

'Writing Tutorial Services: Indiana University Bloomington'. [Online]. Available: <https://wts.indiana.edu/>

[19]

'Handouts - The Writing Center'. [Online]. Available: <https://writingcenter.unc.edu/tips-and-tools/>

[20]

A. M. Burt, Quick solutions to common errors in English: an A-Z guide to spelling, punctuation and grammar, Fourth edition. Oxford: How To Books, 2009.

[21]

I. Brookes and K. Cullen, Perfect punctuation, 2nd ed. Edinburgh: Chambers, 2005.

[22]

M. Field, Improve your punctuation and grammar. London: Right Way, 2014.

[23]

J. Peck and M. Coyle, The student's guide to writing: spelling, punctuation and grammar, 3rd ed. Houndmills, Basingstoke: Palgrave Macmillan, 2012.

[24]

J. Rose, The mature student's guide to writing, 3rd ed. Basingstoke: Palgrave Macmillan, 2012.

[25]

J. Seely, Oxford A-Z of grammar and punctuation, 2nd ed. Oxford: Oxford University Press, 2009.

[26]

'Online resources - Talent Development Centre - University of Essex'. [Online]. Available: <https://www.essex.ac.uk/student/academic-skills/pg-writing>

[27]

'English Grammar Today on Cambridge Dictionary'. [Online]. Available:
<https://dictionary.cambridge.org/grammar/british-grammar/>

[28]

H. Aveyard, P. Sharp, and M. Woolliams, A beginner's guide to critical thinking and writing in health and social care, Second edition. Maidenhead, Berkshire: Open University Press, 2015 [Online]. Available:
<https://ebookcentral.proquest.com/lib/bristol/detail.action?docID=6212113>

[29]

S. Cottrell, Critical thinking skills: developing effective analysis and argument, 2nd ed. Basingstoke: Palgrave Macmillan, 2011 [Online]. Available:
<https://ebookcentral.proquest.com/lib/bristol/detail.action?docID=684303>

[30]

R. van den Brink-Budgen, Critical thinking for students: learn the skills of critical assessment and effective argument, 4th ed. Oxford: How To Books, 2010.

[31]

W. H. Hughes, K. Doran, and J. A. Lavery, Critical thinking: an introduction to the basic skills, 6th ed. Peterborough, Ont: Broadview Press, 2010.

[32]

'Critical thinking | The University of Edinburgh'. [Online]. Available:
<https://www.ed.ac.uk/students/academic-life/study-support/supporting-taught-postgraduates/developing/critical-thinking>

[33]

'What is critical thinking? | Critical thinking | Library | University of Leeds'. [Online]. Available: https://library.leeds.ac.uk/info/1401/academic_skills/105/critical_thinking

[34]

L. M. Becker, *The mature student's handbook*. Basingstoke: Palgrave Macmillan, 2009.

[35]

J. Godfrey, *How to use your reading in your essays*, 2nd ed. Houndmills, Basingstoke: Palgrave Macmillan, 2013.

[36]

P. Watton, J. Collings, and J. Moon, 'Reflective Writing: Guidance Notes for Students'. University of Exeter, 2001 [Online]. Available:
<http://www.exeter.ac.uk/fch/work-experience/reflective-writing-guidance.pdf>

[37]

K. Williams, M. Woolliams, and J. Spiro, *Reflective writing*. Basingstoke: Palgrave Macmillan, 2012.

[38]

Learnhigher, 'Critical thinking and reflection - a student resource'. [Online]. Available:
<http://archive.learnhigher.ac.uk/Students/Critical-thinking-and-reflection.html>

[39]

Portsmouth University, 'Reflective writing: a basic introduction'. [Online]. Available:
<http://www2.port.ac.uk/media/contacts-and-departments/student-support-services/ask/downloads/Reflective-writing---a-basic-introduction.pdf>

[40]

S. Cottrell, *The study skills handbook*, Fourth edition. Basingstoke: Palgrave Macmillan, 2013 [Online]. Available:
<https://ebookcentral.proquest.com/lib/bristol/detail.action?docID=6234945>

[41]

Free University Project, 'AEL: Notetaking Systems'. [Online]. Available:
<https://asc.calpoly.edu/ssl/notetakingsystems>

[42]

Open University, 'Notetaking techniques - Skills for OU Study'. [Online]. Available:
<https://www2.open.ac.uk/students/skillsforstudy/notetaking-techniques.php>

[43]

E. Bethell and C. Milsom, Posters & presentations. Basingstoke: Palgrave Macmillan, 2014.

[44]

B. Chivers and M. Shoolbred, A student's guide to presentations: making your presentation count. London: SAGE, 2007.

[45]

J. Van Emden and L. M. Becker, Presentation skills for students, 3rd edition. London: Macmillan Education, 2016.

[46]

A. Jay and R. Jay, Effective presentation: how to create and deliver a winning presentation, Third edition. London: Prentice Hall Business, 2004.

[47]

G. Kroehnert, A handbook for presentation skills. Sydney: McGraw-Hill, 1999.

[48]

Learnhigher, 'Learnhigher | Group Work'. [Online]. Available:
<https://www.learnhigher.ac.uk/category/group-work-working-with-others/>

[49]

S. Cottrell, The study skills handbook, Fourth edition. Basingstoke: Palgrave Macmillan, 2013 [Online]. Available:
<https://ebookcentral.proquest.com/lib/bristol/detail.action?docID=6234945>

[50]

S. Bailey, Academic writing: a handbook for international students, 3rd ed. London: Routledge, 2011 [Online]. Available:
<https://bibliu.com/users/saml/samlUniversityOfBristol?RelayState=eyJjdXN0b21fbGF1bmNoX3VybCI6liMvdmlldy9ib29rcy85NzgXMzUxNjkwNTc3L2VwdWlvT0VCUFMveGh0bWwvY29udGVudHMuaHRtbCj9>

[51]

C. Brandt, Read, research and write: academic skills for ESL students in higher education. Los Angeles: SAGE, 2009.

[52]

A. M. Burt, Quick solutions to common errors in English: an A-Z guide to spelling, punctuation and grammar, Fourth edition. Oxford: How To Books, 2009.

[53]

G. Davey, The international student's survival guide: how to get the most from studying at a UK university. London: Sage, 2008 [Online]. Available:
<https://ebookcentral.proquest.com/lib/bristol/detail.action?docID=433638>

[54]

N. Foskett and R. Foskett, Postgraduate study in the UK: the international student's guide. London: SAGE, 2006 [Online]. Available:
<https://ebookcentral.proquest.com/lib/bristol/detail.action?docID=334494>

[55]

M. Lewis and H. Reinders, Study skills for speakers of English as a second language. Basingstoke: Palgrave Macmillan, 2003.

[56]

R. Lowes, H. Peters, and M. Turner, The international student's guide: studying in English at university. London: Sage, 2004.

[57]

K. McMillan and J. D. B. Weyers, How to cite, reference & avoid plagiarism at university. Harlow: Pearson, 2013 [Online]. Available:
<https://ebookcentral.proquest.com/lib/bristol/detail.action?docID=5173567>

[58]

C. Neville, The complete guide to referencing and avoiding plagiarism, 2nd ed. Maidenhead: Open University Press, 2010 [Online]. Available:
<https://ebookcentral.proquest.com/lib/bristol/detail.action?docID=557102>

[59]

R. Pears and G. J. Shields, Cite them right: the essential referencing guide, Tenth revised and Expanded edition. London: Macmillan Education/ Palgrave, 2016.

[60]

K. Williams and M. Davis, Referencing and understanding plagiarism, Second edition. Basingstoke, Hampshire: Palgrave Macmillan, 2017.

[61]

'Bristol University | Library | Referencing and using EndNote referencing software'. [Online]. Available: <http://www.bris.ac.uk/library/subject-support/referencing/>

[62]

'Anglia Ruskin University Library - Harvard System'. [Online]. Available:
<https://libweb.anglia.ac.uk/referencing/harvard.htm>

[63]

University of Bristol, 'Bristol University | Library | Referencing'. [Online]. Available:
<https://www.bristol.ac.uk/library/subject-support/referencing/>

[64]

University of Bristol, Faculty of Arts, 'A Guide to Referencing Academic Work'. [Online]. Available:
http://www.bristol.ac.uk/arts/exercises/referencing/referencing%20skills/page_01.htm

[65]

Bristol University, 'Bristol University | Library | EndNote'. [Online]. Available:
<http://www.bris.ac.uk/library/subject-support/referencing/endnote/>

[66]

'Tutorial: EndNote desktop'. [Online]. Available:
https://www.ole.bris.ac.uk/bbcswebdav/library/Tutorials/Medical/EndNote%20Desktop/story_html5.html

[67]

Learnhigher, 'Learnhigher | Free teaching & learning resources for UK higher education', 2021. [Online]. Available: <http://www.learnhigher.ac.uk/>

[68]

Edge Hill University, 'UniSkills - Learning Services'. [Online]. Available:
<https://www.edgehill.ac.uk/ls/uni-skills/?tab=time-management>

[69]

Open University, 'Skills for OU Study - Skills for OU Study - Open University'. [Online]. Available: <http://www2.open.ac.uk/students/skillsforstudy/>

[70]

SAGE researchmethods, 'What every researcher needs'. Sage Publishing, 2021 [Online]. Available: <https://methods-sagepub-com.bris.idm.oclc.org/>

[71]

University of Southern California, 'Organizing Your Social Sciences Research Paper - Research Guides at University of Southern California', 2021. [Online]. Available: <https://libguides.usc.edu/writingguide/purpose>

[72]

Virginia Tech University Libraries, 'Research Guides: Research Methods Guide: Introduction', 2021. [Online]. Available: <https://guides.lib.vt.edu/researchmethods/intro>