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АНГЛІЙСЬКА МОВА АКАДЕМІЧНОГО
СПРЯМУВАННЯ

МЕТОДИЧНІ ВКАЗІВКИ
до практичних та самостійних занять
з навчальної дисципліни «Іноземна мова за фахом»
для здобувачів другого (магістерського) рівня
вищої освіти спеціальності 081 «Право»

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Англійська мова академічного спрямування : методичні
A647 **вказівки до практичних та самостійних занять з навчальної**
дисципліни «Іноземна мова за фахом» для здобувачів другого
(магістерського) рівня вищої освіти спеціальності 081
«Право». / уклад. Т. Л. Караваєва. – Одеса : Олді+, 2023. – 44 с.

Методичні вказівки до практичних занять укладено відповідно до робочої програми навчальної дисципліни «Іноземна мова за фахом», яка є обов'язковою дисципліною для здобувачів другого (магістерського) рівня вищої освіти спеціальності 081 «Право».

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Передмова

Методичні вказівки “Англійська мова академічного спрямування” розроблені до практичних та самостійних занять з навчальної дисципліни «Іноземна мова за фахом», зокрема для змістового модуля « Академічно-спрямована комунікація іноземною мовою» (Communicating in a foreign language for academic purposes) для здобувачів другого (магістерського) рівня вищої освіти денної та заочної форм навчання спеціальності 081 «Право».

Метою курсу «Іноземна мова за фахом» є формування у здобувачів вищої освіти комунікативної компетентності, необхідної для спілкування іноземною мовою в професійній сфері, в науковій діяльності та для подальшого навчання в аспірантурі.

Методичні вказівки створені з метою формування навичок аналізу та узагальнення інформації, написання таких типів текстів як есе, тези наукової доповіді, стаття та анотація, що є важливою складовою професійного розвитку майбутніх юристів.

Методичні вказівки складаються з 5 розділів, у яких надаються основні відомості про академічне письмо, про типи текстів. Теоретичні відомості супроводжуються низкою вправ для більш глибокого опрацювання матеріалу.

Результатом вивчення цього курсу буде здатність ефективно та переконливо висловлювати юридичні ідеї у письмовому вигляді, роблячи важливий внесок у розвиток правової науки та практики.

UNIT I. Summary Writing

Task 1. Read recommendations from “Udemy Editor” how to write a summary of an article.

/From: https://blog.udemy.com/how-to-write-a-summary-of-an-article/?utm_source=adwords&utm/

Creating a summary of an article means quickly telling the reader what the article is about. This summarization can be a few words or it can be an entire paragraph dedicated to the article.

How you summarize an article is dependent on a few factors. If the article is important to what you’re writing, you may want to summarize it with a bit more detail. If the article has a small connection to your work though, you can get away with summarizing a small piece of it.

Knowing how to summarize an article is an important aspect of writing. Being able to summarize an article is important, especially when you’re in college. It’s a part of college writing that practically every student will have to learn.

Reading the Article

When you want to summarize an article, of course you will have to read it. Before you actually read the article entire though, you should scan through it. Highlight some of the important points of the article. Make sure that you identify the thesis statement and the supporting points throughout. Try to get a good understanding of what the article is discussing.

After you’ve scanned through it and made your marks, read the article and look for the more specific details. If you find a particular section that looks important or is more difficult than the others, then you should read it over a few more times and note of there is anything there that you should put in your summary.

Ask yourself a few questions about the article. Make sure that you believe the article makes sense and that it seems credible. Even if you write a great summary about an article, it does no good as a reference if it isn’t written properly.

Writing in Your Own Words

As you read through the article and write down certain facts and pieces of information, try to put it in your own words. Don't just change a few words around or rearrange them either. Use entirely new text to write what you're reading. It's important to keep things in your own words in order to prevent yourself from plagiarizing. In the world of writing, plagiarizing is unacceptable. Plagiarism is defined as directly copying the work of another without giving them credit.

If you have trouble putting things into your own words, don't worry. You can use dictionaries to help you come up with synonymous terms. You can also try to write a small phrase or two instead of a complete sentence. Writing things in your own words is a key tool.

Properly Summarize Each Section of the Article

As you go through the article, you may notice it is broken up into different sections. Take the time to summarize each of these sections before moving on to summarize the next. Also keep in mind as you are summarizing that you should try to include as much information as possible about the content through paraphrasing without actively copying the work. This will ensure that you are giving credit to the original author while still actively avoiding plagiarizing the article.

Important Things to Remember

As you continue to write the summary of your work, you should try to remind the reader that what you're writing comes from a different source. One way to do this is to refer to the author and say certain phrases, such as "the author believed this" or "The author concluded..." to emphasize the fact that this isn't your own words. Another thing to avoid is making direct quotes. A summary should be in your own words. You should never use quotes in a summary unless you are unable to rephrase the work in any other way.

What Users Expect from a Summary

Accuracy: Users expect a summary to precisely sketch the content, emphasis and line reasoning from the original.

Completeness: Users expect to consult the original document only for more detail, but not to make sense of the main ideas.

Readability: Users expect a summary to be clear and straightforward, easy to follow and understand.

Conciseness: Users expect a summary to be informative yet brief and they may stipulate a word limit.

Organizing a Summary

Task 2. In column 1 tick (V) the features you think a summary should have

		1	2
1	The author's name and the title of the article		
2	Graphs and tables		
3	Detailed explanations		
4	The author's main idea		
5	Details to support the idea		
6	Your own views on the problem		
7	As much of the original text as possible		
8	Quotations		
9	Formal expressions, linking words		

Language Focus

Useful Phrases for Summary Writing

The text	• is about... • deals with... • presents... • describes...
In the text	• the reader gets to know... • the reader is confronted with... • the reader is told about...
The author	• says, states, points out that...

(the narrator)	• claims, believes, thinks that... • describes, explains, makes clear that... • uses examples to confirm/prove that... • agrees/disagrees with the view ... • contradicts the view • criticises/analyses/ comments on... • tries to express... • argues that... • suggests that... • compares X to Y... • emphasizes his point by saying that... • doubts that... • tries to convince the readers that... • concludes that...
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About the structure of a text:

- The texts consists of...../may be divided into.....
- In the first paragraph/exposition the author introduces.....
- In the second part of the text/ paragraph the author describes.....
- Another example can be found
- As a result.....
- To sum up/ to conclude.....
- In his last remark/ with his last remark/statement the author concludes that.....

Task 3. Summarise the Article from Task 1. Cover the main points, the process of effective article summarization and the importance of avoiding plagiarism. Your summary should be around 100-150 words.

Task 4: Identify Key Points. Read the provided legal case brief and write a summary that highlights the case's background, main legal issues, court's decision, and key precedents, all within 100 words.

Case Brief: "Doe v. Smith (2022) was a landmark privacy case involving online data protection. Jane Doe filed suit against Smith Corp. for unauthorized use of personal data. The central question was whether online consent forms constituted valid consent. The Supreme Court ruled in favor of Doe, setting a precedent for stricter data privacy regulations."

(<https://www.casebriefs.com/blog/law/civil-procedure>)

Task 5: Legal Precedents Summary. Choose one significant legal precedent from a list of options related to maritime law, constitutional law, or criminal law. Write a concise summary (150 words) that explains the background, legal issue, court's decision, and the precedent's impact on future cases.

Precedent Option: "Miranda v. Arizona (1966) - Right to Remain Silent"

Task 6: Legislation Overview. Select a recent law or legislation related to cybersecurity or intellectual property rights. Summarize the law's main provisions, objectives, and potential impact on individuals and businesses in 200 words.

Task 7: International Treaty Summary.

Select a significant international treaty related to human rights (environmental law, trade). Write a concise summary (150 words) that highlights the treaty's purpose, key provisions, and the global implications of its enforcement.

Task 8: Case Comparison. Select two Supreme Court cases that address the right to privacy and the right to free speech, respectively. Write a comparative summary (200 words) that highlights the legal issue, court decision and implications of each case on individual rights.

Task 9: Legal Article Summary. Choose a recent legal article discussing the implications of artificial intelligence in the legal profession. Summarize the article's

main arguments, potential benefits and challenges posted by AI integration (150 words)

➤ **Remember: Although the summary is written last, it is read first.**

Task 10. Answer the following questions:

1. *What is the aim of a summary of an article?*
2. *What factors determine the style of the summary?*
3. *What do you have to start with before writing a summary?*
4. *What are the two stages in reading the article?*
5. *What's the difference between scanning and reading?*
6. *Why is writing things in your own words a key tool?*
7. *Name important things to remember while writing a summary.*

UNIT II. Abstract Writing

Task1. Read recommendations on writing abstracts from University of Southern California Libraries.

/From: <https://libguides.usc.edu/writingguide/abstract#/>

An abstract summarizes, usually in one paragraph of 300 words or less, the major aspects of the entire paper in a prescribed sequence that includes:

- 1). the overall purpose of the study and the research problem(s) you investigated;
- 2). the basic design of the study;
- 3). major findings or trends found as a result of your analysis; and,
- 4). a brief summary of your interpretations and conclusions.

The abstract allows you to elaborate upon each major aspect of the paper and helps readers decide whether they want to read the rest of the paper. Therefore, enough key information [e.g., summary results, observations, trends, etc.] must be included to make the abstract useful to someone who may want to examine your work.

How do you know when you have enough information in your abstract? A simple rule-of-thumb is to imagine that you are another researcher doing a similar study. Then ask yourself: if your abstract was the only part of the paper you could access, would you be happy with the amount of information presented there? Does it tell the whole story about your study? If the answer is "no" then the abstract likely needs to be revised.

NOTE: Abstract is one of the shortened forms of a scientific text submitting. Its purpose is to draw the readers' attention to the research by minimal number of language means.

➤ ***The requirements to the abstract structure and content are as follows:***

- ❑ **Information and content value.** Abstract should be a summarized presentation of the paper content. Some general phrases, not important details and generally accepted statements shouldn't be used in the abstract. Prehistory (the history of the subject) may be described only in case when it is essential to cover the aim of the research.
- ❑ **Singularity.** Any repetitions of the article fragments should be avoided in the paper. The title of the article shouldn't be repeated in the abstract.
- ❑ **Clarity, logic and coherence of presentation.**
- ❑ **Small size.** The submitted abstract size should be **from 1800 to 2000 signs**.

Types of Abstracts

There are four general types.

Critical

Abstract

A *critical abstract* provides, in addition to describing main findings and information, a judgment or comment about the study's validity, reliability, or completeness. The researcher evaluates the paper and often compares it with other works on the same subject. Critical abstracts are generally 400-500 words in length due to the additional interpretive commentary. These types of abstracts are used infrequently.

Descriptive

Abstract

A *descriptive abstract* indicates the type of information found in the work. It makes no judgments about the work, nor does it provide results or conclusions of the research. It does incorporate key words found in the text and may include the purpose, methods, and scope of the research. Essentially, the descriptive abstract only describes the work being summarized. Some researchers consider it an outline of the work, rather than a summary. Descriptive abstracts are usually very short, 100 words or less.

Informative

Abstract

The majority of abstracts are informative. While they still do not critique or evaluate a work, they do more than describe it. A good informative abstract acts as a surrogate for the work itself. That is, the researcher presents and explains all the main arguments and the important results and evidence in the paper. An informative abstract includes the information that can be found in a descriptive abstract [purpose, methods, scope] but it also includes the results and conclusions of the research and the recommendations of the author. The length varies according to discipline, but an informative abstract is usually no more than 300 words in length.

Highlight

Abstract

A *highlight abstract* is specifically written to attract the reader's attention to the study. No pretense is made of there being either a balanced or complete picture of the paper and, in fact, incomplete and leading remarks may be used to spark the reader's interest. In that a highlight abstract cannot stand independent of its associated article, it is not a true abstract and, therefore, rarely used in academic writing.

Writing Style

Use the active voice when possible, but note that much of your abstract may require passive sentence constructions. Regardless, write your abstract using concise, but complete, sentences. Get to the point quickly and **always use the past tense** because you are reporting on a study that has been completed.

Formatting

Abstracts should be formatted as a single paragraph in a block format and with no paragraph indentations. In most cases, the abstract page immediately follows the title page. The final sentences of an abstract concisely summarize your study's conclusions, implications, or applications to practice and, if appropriate, can be followed by a statement about the need for additional research revealed from the findings.

Composing Your Abstract

Although it is the first section of your paper, the abstract should be written last since it will summarize the contents of your entire paper. A good strategy to begin composing your abstract is to take whole sentences or key phrases from each section of the paper and put them in a sequence that summarizes the contents. Then revise or add connecting phrases or words to make the narrative flow clearly and smoothly. Note that statistical findings should be reported parenthetically [i.e., written in parentheses].

Before handing in your final paper, check to make sure that the information in the abstract completely agrees with what you have written in the paper. Think of the abstract as a sequential set of complete sentences describing the most crucial information using the fewest necessary words.

➤ The abstract to research paper should include the following components:

1. Problem definition
2. Gaps in the literature
3. Aims & objectives
4. Material and methods
5. Findings / Conclusions

➤ The following aspects of the article content should be presented in the abstract:

- **subject, topic, aim of the paper** (in case when they are not specified in the title);
- **a method or methodology** (they are to be described in case of their novelty or if they are of the paper under consideration interest);

- **results of the research** (some new long-term results and data, important discoveries, conclusions refuting the conventional theories are preferable as well as, in author's opinion, the data of practical value);
- **conclusions** (they may include recommendations, assessment, suggestions, assumptions described in the article).

➤ **The abstract SHOULD NOT contain:**

- lengthy background or contextual information;
- redundant phrases, unnecessary adverbs and adjectives, and repetitive information;
- acronyms and symbols apart from generally accepted ones. In case of their important use they must be interpreted;
- references to other literature [say something like, "current research shows that..." or "studies have indicated..."];
- using ellipticals [i.e., ending with "..."] or incomplete sentences;
- jargon or terms that may be confusing to the reader;
- citations to other works, and
- any sort of image, illustration, schemes, figure, formulae or table, or references to them.

➤ **When is it necessary to write abstracts?**

Abstracts are usually required for:

- submission of articles to journals
- application for research grants
- completion and submission of theses
- submission of proposals for conference papers

Language Focus

Academic Phrases & Vocabulary

1. Problem definition

This paper reports on (strategies / functions / types...)

This study focuses on (strategies / functions / types...)

The main problem is that

One primary problem with is that There is a further problem with

This seems to be a common problem in (Tort law, Contract Law.....)

A challenging problem which arises in this domain is

A well-known problem with is that it does not take into account the

Unfortunately, this approach results in problems related to

The main practical problem that confronts us is

Scholars still do not agree on / whether

2. Gaps in literature

As far as we know, no previous research has investigated

To our knowledge, no study has identified / found out / outlined yet.

No study, to our knowledge, has considered

There is no previous research using approach.

Other studies have failed to analyse / describe /account for

Only a few studies have shown

However, has rarely been studied directly.

Despite the voluminous history of the research of, it is still an ambiguous notion.

Moreover, few studies have focussed on

The most decisive attempts to penetrate into the problem of were made by

Compared with the vast literature on, there has been relatively little work on Nonetheless, there can be little doubt that is necessary/ significant / crucial

3. Aims & objectives

The objective of this research is to

The aim of this work is to develop

The ultimate/ overall goal of this thesis is to produce / prove / analyse / determine / identify / consider / compare / differentiate

Our research aims at finding a solution for this challenging problem of

The main objective is to

This research had a broad range of objectives. The first objective is

4. Material and methods

The subject matter of the study (об'єкт дослідження) is

The scope of the study (предмет дослідження) is

Research materials. To meet the tasks identified above, **data** has been selected from It includes constitutional documents /case notes /merit briefs / motions /

The analysis is based on the material of

The material under analysis is represented by

The aspect of the has been analysed with the help of certain approaches, as well as general and special methods.

5. Findings / Conclusions

The result of the analysis is

What emerged from these efforts is

It is hoped that these studies will prove

It has been helpful to do some grouping of

The main advantage of using

Furthermore, a complete and thorough explanation has been done

Lastly, a marked tendency has been shown

We believe the research to be relevant for the development of present-day

This thesis documents several key contributions made to the fields of

This thesis has made a number of significant contributions to the field of

The contributions made here have wide applicability.

It has significant benefits in terms of

There is a clear advantage in following the methods of

Task 2. Answer the questions:

1. *What is an abstract?*
2. *When is it necessary to write abstracts?*
3. *What does any abstract include?*
4. *In what style (formal or informal) should an abstract be written? Why?*
5. *Is there any difference between a summary and an abstract?*
6. *How do you know when you have enough information in your abstract?*
7. *Name main types of abstracts.*
8. *How should abstracts be formatted?*
9. *What is a good strategy to begin composing your abstract?*
10. *What should you check before handing in your final paper?*
11. *Name the things a good abstract should not contain.*

Task 3. Read the sample of an abstract and choose appropriate subheadings from below to fill in the blanks.

<i>Purpose</i>	<i>Methods</i>	<i>Results</i>	<i>Implications</i>
1. _____	This paper analyzes how novices and experts can safely adapt and transfer their skills to new technology in the medical domain.		
2. _____	To answer this question, we compared the performance of 12 novices (medical students) with the performance of 12 laparoscopic surgeons (using a 2D view) and 4 robotic surgeons, using a new robotic system that allows 2D and 3D view.		
3. _____	Our results showed a trivial effect of expertise (surgeons generally performed better than novices). Results also revealed that experts have adaptive transfer capacities and are able to		

	transfer their skills independently of the human-machine system. However, the expert's performance may be disturbed by changes in their usual environment.
4. _____	From a safety perspective, this study emphasizes the need to take into account the impact of these environmental changes along with the expert's adaptive capacities.

Task 4. Match the questions and recommendations below.

Writing an Abstract			
	Questions		Recommendations
1.	What is the problem?	a.	Explain your method.
2.	What has been done?	b.	Summarize the key findings and conclusions.
3.	What did you discover?	c.	Summarize the discussion and recommendations.
4.	What do the findings mean?	d.	Outline the objective, problem statement, research questions and hypotheses.

1	2	3	4

Task 5. Since you are to state the methods employed in the research, here is some useful information on the latter from

<https://www.scribbr.com/category/methodology/>

An Introduction to Research Methods

Research methods are specific procedures for collecting and analyzing data. Developing your research methods is an integral part of your research design. When planning your methods, there are two key decisions you will make.

First, decide how you will **collect data**. Your methods depend on what type of data you need to answer your research question:

- **Qualitative vs. quantitative:** Will your data take the form of words or numbers?
- **Primary vs. secondary:** Will you collect original data yourself, or will you use data that has already been collected by someone else?
- **Descriptive vs. experimental:** Will you take measurements of something as it is, or will you perform an experiment?

Second, decide how you will **analyze the data**.

- For quantitative data, you can use statistical analysis methods to test relationships between variables.
- For qualitative data, you can use methods such as thematic analysis to interpret patterns and meanings in the data.

Methods for collecting data

Data is the information that you collect for the purposes of answering your research question. The data collection methods you use depend on the type of data you need.

Qualitative vs. quantitative data

Your choice of qualitative or quantitative data collection depends on the type of knowledge you want to develop.

For questions about ideas, experiences and meanings, or to study something that can't be described numerically, collect qualitative data.

If you want to develop a more mechanistic understanding of a topic, or your research involves hypothesis testing, collect quantitative data.

You can also take a mixed methods approach, where you use both qualitative and quantitative research methods.

Primary vs. secondary data

Primary data is any original information that you collect for the purposes of answering your research question (e.g. through surveys, observations and experiments). Secondary data is information that has already been collected by other researchers (e.g. in a government census or previous scientific studies).

If you are exploring a novel research question, you'll probably need to collect primary data. But if you want to synthesize existing knowledge, analyze historical trends, or identify patterns on a large scale, secondary data might be a better choice.

Descriptive vs. experimental data

In descriptive research, you collect data about your study subject without intervening. The validity of your research will depend on your sampling method.

In experimental research, you systematically intervene in a process and measure the outcome. The validity of your research will depend on your experimental design.

To conduct an experiment, you need to be able to vary your independent variable, precisely measure your dependent variable, and control for confounding variable. If it's practically and ethically possible, this method is the best choice for answering questions about cause and effect.

Task 6. Complete the following table using information from Task 4.

Research methods for collecting data			
<i>Research method</i>	<i>Primary or secondary?</i>	<i>Qualitative or quantitative?</i>	<i>When to use</i>
Experiment	?	?	To test cause-and-effect relationships.
Survey	?	?	To understand general characteristics of a population.

Research methods for collecting data			
<i>Research method</i>	<i>Primary or secondary?</i>	<i>Qualitative or quantitative?</i>	<i>When to use</i>
Interview/ focus group	?	?	To gain more in-depth understanding of a topic.
Observation	?	?	To understand how something occurs in its natural setting.
Literature Review	?	?	To situate your research in an existing body of work, or to evaluate trends within a research topic.
Case Study	?	?	To gain an in-depth understanding of a specific group or context, or when you don't have the resources for a large study.

Task 7. Read the final part of the description of methods and complete the table above.

Methods for Analyzing Data

Your data analysis methods will depend on the type of data you collect and how you prepare it for analysis.

Data can often be analyzed both quantitatively and qualitatively. For example, survey responses could be analyzed qualitatively by studying the meanings of responses or quantitatively by studying the frequencies of responses.

Qualitative analysis methods

Qualitative analysis is used to understand words, ideas, and experiences. You can use it to interpret data that was collected from open-ended survey and interview questions, literature reviews, case studies, and other sources that use text rather than numbers. Qualitative analysis tends to be quite flexible and relies on the researcher's judgement, so you have to reflect carefully on your choices and assumptions.

To conclude:

A summary and an abstract are both concise representations of a longer piece of text, but they serve slightly different purposes and are often found in different contexts.

UNIT III. THESES WRITING

Theses - one of the types of scientific work where main thoughts, key aspects, ideas and author's concept are formulated. Theses differ from the article :

1) in volume : a thesis is the shortest piece (3-5 pages) of academic writing that focuses on a specific topic or research question. Theses are published in academic journals;

2) in structure.

The topic of theses should be quite narrow and understandable. Theses are an invariable component of reports at conferences. Theses are not a condensed rewrite of a scientific paper work. This is a separate text created according to its own canons.

Requirements for thesis design, as well as for article design, vary depending on the requirements of the conference organizing committee. Each organizing committee has its own presentation requirements report. Form is as important as content. And when it does not correspond to the approved norms or rules of writing, the organizing committee may refuse to promote the assembly.

The **structure** of a thesis can vary depending on the academic discipline, institution and specific requirements. However there is a general outline that most theses follow. Here's a typical structure:

- Title of the thesis
- Author's name
- Affiliation (university / department)
- Background information on the research topic
- Statement of the problem
- Objectives and scope of the research
- Significance of the study

- Literature

Title of the thesis

Author's name

PhD in

University / department

City, country

e-mail

Introduction. Text, text, text ...

Aim. Text, text, text ...

Materials and methods. Text, text, text ...

Results and discussion. Text, text, text ...

Conclusions. Text, text, text ...

Task 1. Write the thesis and publish it.

UNIT IV. ARTICLE WRITING

Task 1. Read the following steps to a good article.

DEFINITION: An **article** is an integral part of written communication. It is a piece of writing composed for a large audience. It can be published in either newspapers or magazines or scientific journals. Articles can be either formal or informal depending on the audience they are addressed to and the topic they deal with. Also, an article mostly contains the opinions and thoughts of the writer, backed by facts and evidence.

Lastly, an article can describe events, occurrences, persons, places, experiences, etc.

OBJECTIVES OF ARTICLE WRITING

An article is written with the following objectives:

- ☐ It brings out the topics or the matter of interest in the limelight
- ☐ The article provides information on the topics
- ☐ It offers suggestions and pieces of advice
- ☐ It influences the readers and urges them to think
- ☐ The article discusses various stories, persons, locations, rising-issues, and technical developments

STEPS FOR ARTICLE WRITING

- ☐ Think of the topic you want to write an article about.
- ☐ Identify the concerning reading group
- ☐ Find the aim of writing the article
- ☐ Gather as much information as possible
- ☐ Identify the most significant details
- ☐ Arrange the information and the facts in a logical way

POINTS TO CONSIDER

- ☐ Decide on the style of the article before you start writing.
- ☐ Always think of a short, clear, appropriate headline which attracts the reader's interest.
- ☐ The introduction should be interesting.
- ☐ The main body should consist of two or more paragraphs in which the topic is presented in detail.
- ☐ Each paragraph should deal with one aspect of the topic.
- ☐ The conclusion should give an appropriate ending to the article.

Task 2. Classify the following into Do's and Don'ts of article writing.

Add the writer's name	Do's
Write very lengthy articles	Don'ts
The title should be lengthy and clear	
The heading of the article should be short, clear and informative	
Only the introduction and the conclusion should be attractive and attention seeking	
Target the audience	
One can advise, suggest and give the solutions to a problem in any paragraph other than the starting one	
The language and the style of writing should be according to the concerning readers	
There must be only three paragraphs in an article – introduction, middle one, and conclusion	
Use proper punctuation	
Use any tense, person, voice, as many abbreviations, and self-made words while writing an article	
The article has to be easy to read	

Language Focus: The Vocabulary Shift—Verbs

NOTE: For written academic style, there is a tendency for academic writers to use a single verb when possible. In some fields this is a very noticeable stylistic characteristic.

Task 3. Choose a verb from the list to replace each verb in *italics* to reduce the informality of the sentence. Note that you may need to add tense to the verb from the list. Write down any other single verbs that you think could also work in the sentences.

consider *decrease* *develop* *investigate* *reach*

constitute determine eliminate maintain tolerate

1. Many software manufacturers in developed countries *put up with* widespread copyright violations in less developed countries and often even offer local versions of their products.

2. Scientists are *looking into* innovative drug delivery systems that can transport and deliver a drug precisely and safely to its site of action.

3. The purpose of this paper is to try to *figure out* what is lacking in our current understanding of the nature of corruption.

4. Researchers have *come up with* plug-in hybrid vehicles (PHEV) that can draw from two sources of energy: electrical energy from the grid and stored chemical energy in the form of fuel such as gasoline.

5. The defense attorney had to *make up* a compelling argument to counter the prosecution's evidence and sway the jury in favor of their client

6. The use of touch screen voting systems could *get rid of* many problems associated with traditional paper-based ballots.

7. The demand for legal services in the emerging technology sector has gone up to a great amount significantly, prompting many law firms to expand their expertise in intellectual property law. _____

8. Although labor unions in the U.S. have been able to *keep up* their membership numbers over the last two decades, they have been losing their political strength.

9. The court ruled that the bail amount should *go down*, making it more feasible for the defendant to secure their release from custody.

10. Many funding agencies worldwide are *thinking about* ways to give new researchers greater opportunities to receive grant money.

Task 4. In the space provided, write a few single verbs that could be used in place of the one in italics. In each case, try to find two or three possibilities and be prepared to discuss them.

1. Researchers have *come up with* a number of models to describe the effect of certain cola drinks on dental enamel erosion.

2. AIDS researchers have *run into* a variety of unexpected problems in their efforts to develop an effective vaccine.

3. Recent studies on car scrapping have *brought up* the important question as to whether CO2 emissions can be significantly reduced by taking old cars out of service.

4. Problems with the new data management software *showed up* soon after it was launched. _____

5. In the past five years, many studies have *looked at* the effect of different grassland management practices. _____

UNIT V. ESSAY WRITING

Task 1. Read about essays. In what ways do essays differ from articles?

ESSAYS

Did you know the word ‘essay’ is derived from a Latin word ‘exagium’, which roughly translates to presenting one’s case? So essays are a short piece of writing representing one’s side of the argument or one’s experiences, stories, etc. Essays are very personalized.

An essay is generally a short piece of writing outlining the writer’s perspective. It is often considered synonymous with a story or a paper or an article. Essays can be *formal* as well as *informal*. *Formal essays* are generally academic in nature and tackle serious topics. *Informal essays* are more personal and often have humorous elements.

The type of essay will depend on what the writer wants to convey to his reader. There are broadly four types of essays:

1. **Narrative Essays:** This is when the writer is narrating an incident or story through the essay. So these are in the first person. The aim when writing narrative essays is to involve the reader in them as if they were right there when it was happening. So make them as vivid and real as possible. One way to make this possible is to follow the principle of ‘show, don’t tell’. So you must involve the reader in the story.

2. **Descriptive Essays:** Here the writer will describe a place, an object, an event or maybe even a memory. But it is not just plainly describing things. The writer must paint a picture through his words. One clever way to do that is to evoke the senses of the reader. Do not only rely on sight but also involve the other senses of smell, touch, sound etc. A descriptive essay when done well will make the reader feel the emotions the writer was feeling at the moment.

3. **Expository Essays:** In such an essay a writer presents a balanced study of a topic. To write such an essay, the writer must have real and extensive knowledge about the subject. There is no scope for the writer’s feelings or emotions in an expository essay. It is completely based on facts, statistics, examples etc. There are

sub-types here like contrast essays, cause and effect essays etc.

4. **Persuasive Essays:** Here the purpose of the essay is to get the reader to your side of the argument. A persuasive essay is not just a presentation of facts but an attempt to convince the reader of the writer's point of view. Both sides of the argument have to be presented in these essays. But the ultimate aim is to persuade the readers that the writer's argument carries more weight.

[/http://basiceducation.uobabylon.edu.iq/lecture.aspx?fid=11&lcid=86632/](http://basiceducation.uobabylon.edu.iq/lecture.aspx?fid=11&lcid=86632/)

The ideal length of an essay can vary depending on the purpose, audience and specific requirements. However, here are some general guidelines for essay lengths.

- **Short Essay** (300-500 words): A short essay is often used for brief reflections, responses to prompts or introductory writing assignments. It allows you to present your main points concisely.
- **Standard Essay** (500-800 words): Most academic essays and assignments fall within this range. It provides enough space to present a clear introduction, several body paragraphs and a conclusion with supporting analysis.
- **Extended Essay** (800-1,500 words or more): Longer essays are typically used for more in-depth analysis and research papers. They provide more room for detailed exploration of arguments and evidence.

For academic purposes, many essays fall within the 500-800 word range. However, the length can also depend on the specific assignment guidelines. It's essential to prioritize quality over quantity. Make sure your essay effectively communicates your ideas and supports them with evidence and analysis.

The Pattern of Essays

Short essays (including exam answers)	- Introduction - Main body - Conclusion
Standard essays	- <i>Introduction</i> - <i>Main body:</i> <i>Literature review</i> <i>Case study</i> <i>Discussion</i> - <i>Conclusion</i> - <i>References</i> - <i>Appendices</i>
Extended essays (dissertations and journal articles)	<i>Abstract</i> <i>List of contents</i> <i>List of tables</i> <i>Introduction</i> <i>Main body:</i> <i>Literature review</i> <i>Case study</i> <i>Findings</i> <i>Discussion</i> <i>Conclusion</i> <i>Acknowledgements</i> <i>References</i> <i>Appendices</i>

Task 2. Write an Essay having chosen one of the topics below:

Essay Topics

- 1. *The Role of Intellectual Property Rights in Creative Industries:*** Examine the significance of intellectual property rights in protecting creators' works and fostering innovation in industries like music, film and software.
- 2. *Cybersecurity Laws and Cybercrime Prevention:*** Examine legal measures to combat cybercrimes, data breaches and digital security challenges in today's globalized world.
- 3. *Consumer Protection Laws in E-Commerce:*** Explore how consumer protection laws are applied to online transactions and the challenges of ensuring fair practices in the digital marketplace.
- 4. *Family Law and Child Custody:*** Examine how family law addresses child custody disputes and strives to protect the interests of the child while respecting parents' rights.
- 5. *Human Rights and Refugees: Legal Challenges and Responsibilities:*** Analyze the legal obligations of countries toward refugees.

Task 3. Read the article below. Then read the topic sentences and put them in the right box. Where do you think this article is taken from?

JOIN IN RECYCLING SCHEMES

Have you ever really stopped to think about how much rubbish you and your family throw away? Every day we produce incredible amounts of waste. If we don't do something about it, we are in danger of turning this whole planet into a gigantic rubbish dump. Throwing away rubbish also means we are throwing away our planet's precious resources.

1	
---	--

Aluminium cans are the perfect example. It costs less to recycle an aluminium can than to make a new one, and **one** person recycling **one** can a day would save 50 litres of petrol every year.

2	
---	--

Take advantage of recycling facilities in your city. You can divide your rubbish into different bags for glass, metal, plastics and paper, so these can be handled separately.

3	
---	--

After all, it's true what they say: "If you're not part of the solution, you're part of the problem."

Topic sentences:

- a. Recycling is easy, but we all have to play a part instead of leaving it to someone else.*
- b. So what can be done? Recycling is the answer.*
- c. There's no excuse for just throwing away your rubbish*

Task 4. Read the following opening paragraphs and decide which are formal and which are informal, then write an appropriate headline. Finally, give the paragraph plan and complete the articles.

- a. Want to escape from the monotony of daily life? Go to Monaco, with its luxurious hotels, 16th century palace and magnificent cathedral. Have cash to spare? Go to one of the famous casinos and try your luck. But don't overdo it.
- b. At a time when pollution is at its worst, governments are working on plans to find ways to reduce the problem. One suggestion being considered is to introduce free public transport in major European cities. This would certainly be one way of tackling the pollution which is slowly choking city dwellers.
- c. Twenty-three football supporters were seriously injured at yesterday's Cup Final as a security fence collapsed on spectators in the west stand. Overcrowding and lack of police control were blamed for the tragedy.

Task 5. Read the following topics, identify the style they require and suggest an appropriate headline and a paragraph plan. Write any two of them (120-180 words).

- 1. Your university magazine has asked students to give their opinion on whether computers should be used in the classroom.
- 2. A young people's magazine has asked its readers to write an article promoting the most famous holiday resort in their country.

3. The newspaper you are working for has asked you to write an article on a recent disaster which hit the capital of your country.
4. A health and diet magazine has asked its readers to write an article giving their opinion on junk food.

**TEXT 1. Artificial Intelligence and the Law: Transforming Legal Practice
in the 21st Century**

Introduction

Artificial intelligence (AI) has emerged as a disruptive force in various industries, and the legal profession is no exception. AI technologies are transforming legal practice, offering new possibilities for efficiency, accuracy, and decision-making. As legal professionals navigate the complex landscape of the 21st century, understanding the impact of AI on the law is crucial. In this article, we will explore the transformative role of AI in the legal profession and its implications for legal practice in the digital era.

Legal Research and Due Diligence: Harnessing AI-Powered Tools

AI-powered tools are revolutionizing legal research and due diligence processes.

Natural language processing algorithms can analyze vast amounts of legal information, including case law, statutes, and legal precedents, in a fraction of the time it would take a human researcher. This enables legal professionals to access comprehensive and relevant information, enhancing the accuracy and speed of legal research. AI tools also assist in due diligence tasks, such as contract review, by automatically identifying and extracting key provisions and potential risks.

Contract Analysis and Review: Streamlining Document Management

AI technologies are streamlining contract analysis and review processes. Machine learning algorithms can parse through contracts, extracting essential information, identifying potential issues, and providing valuable insights. This enables legal professionals to efficiently review and manage contracts, reducing the risk of oversight and improving contract management. Additionally, AI-powered contract analysis tools can assist in identifying non-compliance, ensuring adherence to regulatory requirements and contractual obligations.

Predictive Analytics and Case Outcome Prediction: Enhancing Decision-Making

AI enables legal professionals to make more informed decisions through predictive

analytics and case outcome prediction. By analyzing historical case data, AI algorithms can identify patterns, trends, and potential outcomes, providing insights to support legal strategies and settlement negotiations. Predictive analytics can assist in assessing the likelihood of success in litigation, resource allocation, and risk assessment. This data-driven approach enhances decision-making and allows legal professionals to provide more accurate advice to clients.

Legal Process Automation: Enhancing Efficiency and Reducing Costs

AI technologies automate repetitive and time-consuming tasks, enhancing efficiency and reducing costs. By automating document generation, contract management, and legal research, legal professionals can focus on higher-value work that requires critical thinking and expertise. Automation streamlines workflows, improves productivity, and allows for better resource allocation. Furthermore, legal process automation can contribute to cost savings for clients, making legal services more accessible and affordable.

Ethical Considerations and Human Oversight: Striking a Balance

As AI becomes more prevalent in the legal profession, ethical considerations and human oversight are of paramount importance. Legal professionals must ensure transparency and accountability when utilizing AI tools. It is essential to understand the limitations of AI and to exercise professional judgment and expertise in decision-making. Legal professionals also have an ethical duty to address biases that may be embedded in AI algorithms and to ensure fairness and equality in legal practice.

Conclusion

Artificial intelligence is revolutionizing legal practice in the 21st century, offering transformative possibilities for legal professionals. By harnessing AI-powered tools for legal research, contract analysis, predictive analytics, and process automation, legal professionals can enhance efficiency, accuracy, and decision-making. However, ethical considerations and human oversight remain crucial to ensure transparency, accountability, and fairness in the use of AI in the legal profession. As AI continues to evolve, legal professionals must embrace the opportunities it presents while upholding their ethical obligations and maintaining the human touch that is essential to the

practice of law. By navigating the transformative power of AI with care and expertise, legal professionals can position themselves at the forefront of the digital era and deliver exceptional value to their clients.

Jeremy Schulman

(<https://jeremyschulman1.medium.com/artificial-intelligence-and-the-law-transforming-legal-practice-in-the-21st-century-b21c46cd929f>)

TEXT 2.

The Future of Law:

Embracing Technological Advancements in Legal Practice

Introduction

As the world hurtles toward a digital age, technological advancements are reshaping various industries, and the legal profession is no exception. Embracing these innovations has become crucial for legal practitioners to enhance efficiency, provide better services, and adapt to the changing needs of clients. In this blog, we will explore the promising technological advancements that are revolutionizing the legal landscape and discuss how the integration of technology is shaping the future of law.

1. Artificial Intelligence (AI) in Legal Research

AI-powered tools are transforming legal research, making it faster, more accurate, and comprehensive. Natural language processing enables lawyers to search vast databases of case law, statutes, and legal literature in seconds, extracting relevant information with precision. AI-driven research platforms can also analyze trends and predict legal outcomes, allowing attorneys to devise more effective legal strategies.

2. Automation of Repetitive Tasks

Technology is streamlining repetitive tasks that have traditionally consumed a significant portion of a lawyer's time. Document automation tools, for example, can generate contracts, agreements, and other legal documents with minimal human intervention, reducing errors and freeing up lawyers to focus on more complex and strategic aspects of their practice.

3. Enhanced Data Security and Privacy

In an era of heightened concerns about data breaches and privacy violations, technology is playing a pivotal role in fortifying data security in legal practice. Advanced encryption methods and secure cloud-based storage solutions enable law firms to safeguard sensitive client information and maintain client confidentiality with greater confidence.

4. Virtual Law Practice and Online Dispute Resolution (ODR)

The rise of virtual law practice and ODR is making legal services more accessible and convenient. Virtual law firms can serve clients from a distance, breaking down geographical barriers and providing legal assistance without the need for in-person meetings. Additionally, ODR platforms offer an efficient and cost-effective way to resolve disputes online, reducing the burden on courts and offering a faster resolution for certain types of cases.

5. Blockchain Technology in Legal Contracts

Blockchain technology is transforming contract management by offering a secure, tamper-resistant, and transparent system for recording and verifying transactions. Smart contracts, which are self-executing contracts written on blockchain, enable automated compliance and eliminate the need for intermediaries in contract enforcement.

Conclusion

The future of law is intertwined with rapid technological advancements that are reshaping the legal landscape. Embracing these innovations is no longer a choice but a necessity for legal practitioners seeking to stay competitive and deliver the best services to their clients. AI-powered legal research, automation of repetitive tasks, enhanced data security, virtual law practice, and blockchain-based contract management are just some of the ways technology is revolutionizing the legal profession.

As technology continues to evolve, legal professionals must adapt, keeping pace with the changing demands of the modern world. By embracing technological advancements, lawyers can streamline their workflows, improve client experiences,

and achieve greater efficiency and accuracy in their practice. As we look toward the future, let us harness the power of technology to enhance the administration of justice, ensure access to legal services, and build a legal system that is agile, inclusive, and forward-looking.

Jeremy Schulman

(<https://jeremyschulman1.medium.com/the-future-of-law-embracing-technological-advancements-in-legal-practice-994c93fc0b08>)

TEXT 3. The Role of Lawyers in Promoting Social Justice and Equality

Lawyers play a pivotal role in promoting social justice and equality within society. Beyond their traditional legal duties, lawyers have the power to effect positive change by advocating for marginalized communities, challenging systemic injustices, and shaping the development of laws and policies. This article explores the significant role lawyers play in advancing social justice and equality, emphasizing their responsibility to use their skills and influence for the betterment of society.

Lawyers are often at the forefront of advocating for marginalized communities who face social, economic, or legal disadvantages. Through legal representation and advocacy, lawyers can give voice to those who are silenced, fight against discrimination, and protect the rights of the vulnerable. By championing the causes of marginalized communities, lawyers help level the playing field and contribute to a more inclusive and just society. Their commitment to promoting social justice ensures that the legal system works for everyone, irrespective of their background or social standing.

Lawyers have the power to challenge systemic injustices that perpetuate inequality and discrimination. By identifying patterns of discrimination, unequal treatment, or violations of human rights, lawyers can initiate legal action and pursue systemic reforms. They work diligently to bring about change through litigation, advocacy, and strategic legal interventions. Through their efforts, lawyers can hold institutions accountable and dismantle oppressive systems, creating a fairer and more

equitable society.

Lawyers have a unique opportunity to shape laws and policies that have a far-reaching impact on society. Whether through participation in legislative processes or engagement in public interest litigation, lawyers can influence the development and implementation of laws and policies that promote social justice and equality. Their expertise allows them to provide valuable insights, propose legal reforms, and advocate for progressive changes. By actively participating in the shaping of legal frameworks, lawyers can contribute to the creation of a more just and inclusive society.

Lawyers have a professional and ethical duty to provide pro bono legal services to those who cannot afford representation. Pro bono work allows lawyers to use their legal expertise to address social injustices, support access to justice, and provide legal assistance to underserved communities. By volunteering their time and skills, lawyers contribute to bridging the justice gap and ensuring that everyone has equal access to legal services. Through pro bono and volunteer work, lawyers demonstrate their commitment to social justice and their role as agents of positive change.

Lawyers possess a unique position of influence and power in society, and with that comes the responsibility to promote social justice and equality. Through advocacy for marginalized communities, challenging systemic injustices, shaping laws and policies, and engaging in pro bono work, lawyers can contribute to a more just and equitable society. It is imperative for lawyers to recognize their role in advancing social justice and to actively use their skills and influence to bring about positive change. By upholding the principles of equality, fairness, and human rights, lawyers can make a significant impact on society and create a better future for all.

Jeremy Schulman

(<https://jeremyschulman1.medium.com/the-role-of-lawyers-in-promoting-social-justice-and-equality-4a59ba74d6c4>)

TEXT 4.

Workplace Communication

Here are some frequently asked questions about workplace communication:

Why does workplace communication matter?

Good communication boosts productivity by keeping everyone in the office on the same page. It enables team members to understand objectives and the actions necessary to carry out tasks in a timely manner. Gaps in communication lead to confusion or delay and often trigger conflict among staff members.

Why might verbal communication sometimes be preferable to written?

Talking with an individual or a group allows for conversational back and forth. People easily can pose questions, raise points and ask for clarity. Face-to-face communication provides the opportunity to notice body language, facial expression and tone. These nonverbal cues offer valuable insight into feelings and receptiveness, so people delivering emotional news tend to do it in person in order to better judge reaction.

What are some pros and cons of written communication?

A well-composed piece serves as a good point of reference, especially for detailed info such as instructions and deadlines. Electronic communication is very convenient in that it can be sent and received any time from any place. Blasts efficiently go out to multiple people, ensuring everyone receives the same information simultaneously. However, senders of texts, emails and other forms of written communication must choose their words carefully for the sake of clarity and proper interpretation. Too often, important details get buried under wordiness, or hard feelings result from a recipient misinterpreting the writer's intentions. And everyone needs to be aware that electronic messages are easy to forward to other people without the originator's consent or knowledge.

What role does workplace communication play in building trust?

Employees want to know what is going on within their organization. Communicating news, goals, and objectives helps employees feel like part of the larger picture. Plentiful information increases trust and decreases reliance on gossip to fill in the blanks.

Why is feedback so vital to effective communication?

A hidden problem cannot get solved. A worker who doesn't understand what the employer wants will keep making the same mistakes, so leaders need to give prompt and clear constructive criticism. Likewise, management needs to be receptive to hearing staff concerns and suggestions. Providing multiple outlets for this often sensitive give-and-take encourages both the vocal and those preferring anonymity to contribute. Listening to this feedback can improve company operations and promote employee engagement.

What obstacles might affect good workplace communication?

Distributed teams need to overcome geographical barriers to make sure everyone stays up-to-date. Language obstacles may impede communication in workplaces where workers lack a common native tongue. Similarly, departments within an organization often use their own jargon, which can confuse fellow employees unfamiliar with the terms. Hierarchy can play a part in communication with people of different ranks listening more or less to other people based on their position. And employees suffering from stress or low morale may create psychological barriers to communication, such as failing to pay attention or withholding information.

Why is communication particularly important to remote work?

Out of sight should never mean out of mind. Telecommuting arrangements thrive when both sides prioritize communication. Establishing regular check-ins allows remote employees to ask questions, go over specifics and stay in the loop. Such conversations help leaders keep tabs on progress and potential problems, which discourages the urge to micromanage. And regular communication with colleagues both professionally and socially helps remote workers feel included in the team.

(Business Management Daily)

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ДЛЯ НОТАТОК

Навчальне видання

АНГЛІЙСЬКА МОВА АКАДЕМІЧНОГО СПРЯМУВАННЯ

МЕТОДИЧНІ ВКАЗІВКИ

до практичних та самостійних занять з навчальної дисципліни
«Іноземна мова за фахом»
для здобувачів другого (магістерського) рівня
вищої освіти спеціальності 081 «Право»

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