



## How to Use Your Reading in Your Essays

2nd edition

Jeanne Godfrey

Macmillan International Higher Education

Read more online at <http://www.macmillanihe.com/t/9781137294685/>

Paperback

9781137294685

\$21.99

Reading is part and parcel of academic writing, and knowing which sources to include in assignments and go about this process can be challenging. That's where this handy guide comes in. With over twenty years' experience in the field, Jeanne Godfrey is no stranger to essay writing. Taking students step-by-step through the process, from choosing their sources to checking their work, she helps students to develop the skills and confidence they need to use their reading effectively in their essays. Concise and practical, it breaks down the 'why' and 'how' of using reading in academic writing and contains valuable guidance on paraphrasing, comparing the views of different authors and commenting on sources. This book is ideal for students of all disciplines, and can be used by college students, undergraduates and postgraduates.

### TABLE OF CONTENTS

Acknowledgements  
Introduction: An Example and Overview of How to Use Your Reading  
PART I: USING YOUR READING  
Introduction to Part A: Key Points for Reading at University  
How Do You Decide What to Read?  
How Do You Understand and Question What you Read?  
What Should you Write Down?  
Why and How Should you Quote?  
Why and How Should you Paraphrase?  
Why and How Should you Summarise?  
Putting it all Together in your Essay  
28 more...

### FEATURES

- Provides users with key vocabulary and phrases to use when integrating sources into their work, all of which are taken from real academic writing
- Presents common errors made by students, and gives readers practice in identifying them for themselves
- Uses authentic examples of students' academic writing throughout
- Introduces concepts such as research logs, critical analysis and plagiarism in a clear and contextualised way