

HOW TO ANSWER YOUR ASSIGNMENT QUESTIONS FOR GREAT RESULTS - COURSE OUTLINE

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| <p>COURSE CONCEPT</p> | <p>Assignments require you to demonstrate your knowledge and understanding of a specific topic related to the unit you are studying. Assignments are a necessary part of all educational programs to assess your knowledge and skills to determine your result.</p> <p>Many students find answering assignment questions difficult as they do not know where to start and how to approach the task.</p> <p>Our online training course can help you overcome this obstacle and provide you with <i>everything</i> you need to produce high-quality assignments. The course covers topics from undertaking the preliminary tasks to preparation, research, writing, and editing. It gives you strategies to overcome writer's block, avoid plagiarism, how to increase or reduce the assignment word count, and how to use your voice when writing an assignment.</p> <p>Writing an assignment requires that you undertake each stage and work methodically to produce a well-researched, logical, and well-presented assignment. By the end of the course, you will have the skills and confidence to answer any assignment question to attain impressive results.</p> |
| <p>AUDIENCE</p> | <p>For students who want to learn strategies with a step-by-step approach to answer assignment questions to build confidence, reduce stress and achieve better results to succeed in their studies.</p> |
| <p>AIMS</p> | <ul style="list-style-type: none"> • The course aims to develop your assignment writing skills with a step-by-step process to produce high-quality assignments to attain high results. • Enhance your learning to attain your study and career goals for a fulfilling career. |
| <p>COURSE CONTENT</p> | <ul style="list-style-type: none"> • Characteristics of a quality assignment • Stages in writing your assignment <ul style="list-style-type: none"> ○ Stage 1 – Preliminary tasks ○ Stage 2 – Preparation ○ Stage 3 – Research ○ Stage 4 – Writing the assignment <ul style="list-style-type: none"> ○ Avoid plagiarism in your writing ○ How to meet the word count ○ How to increase your word count ○ How to reduce the word count ○ How to overcome writer's block ○ How to use your voice in the assignment? ○ Tips to write your assignment ○ Stage 5 – Editing and proofreading • The assignment checklist |

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| LEARNING OUTCOMES | <p>On completion of the program, you will be able to:</p> <ul style="list-style-type: none"> • Increase your confidence in writing assignments by applying strategies and techniques that get results • Understand the qualities of a quality assignment as a model for you to write your assignment • Work methodically at each stage of the assignment writing process: undertaking the preliminary tasks, preparation, research, writing and editing • Plan the assignment by analysing the assessment requirements and developing an assignment outline • Undertake quality research from relevant sources to write assignments • Write academic assignments that meet academic standards and requirements, avoiding plagiarism, meeting the word count, and using your voice • Overcome writer's block with strategies to focus on writing your assignment |
| LEARNING ACTIVITIES | <p>The online course consists of the theory with a range of interactive activities that include:</p> <ul style="list-style-type: none"> • Insightful questions with reflective answers • Self-rating your writing skills • Experiential learning activities to plan and write your assignment • Individual exercises to improve your writing skills • Write an Action Plan to achieve your career goals |
| DURATION | <p>Self-paced learning, approximately 2 hours</p> |
| ADDITIONAL PROFESSIONAL DEVELOPMENT | <p>If you have specific and challenging issues, we can further assist with optional coaching sessions in a one-to-one or a small group session.</p> <p>Upon completing your full course or individual course, we offer ongoing supervision in your practice through our Career Coaching and Training membership program.</p> |
| FURTHER INFORMATION | <p>careercoaching.training hello@careercoaching.training</p> |