



THÀNH TÍCH HỌC SINH MAX EDU







1 SV ĐƯỢC MỜI LÀM VIỆC TẠI MICROSOFT































ESSAY COACHING - LESSON 04



TIPS ON STYLE

Before writing, read a few essays and write down what you find memorable, entertaining, or unique.

Take a look at Fiske's Real College Essays That Work. That book reproduces the first few sentences of over a hundred successful essays. A few highlights:

"The rusted ball rests in my hand. My sandals shift in the gravel. My right arm lies loosely at my side swinging gently. I'm crouched near the ground, concentrating on a little wooden ball ten yards away."

"Growing up in a small, conservative community, it's easy to be shoved into your own category if you don't look or act like everyone else. My hair and eyes, instead of being blonde and blue like all of my Czech classmates, were chocolate and espresso. My name had a 'z' in it, and my grandmother called me 'mija'."



QUESTIONS FOR EDITING

- 1. What message do I convey?
- 2. What is the tone? Is it appropriate?
- 3. If I knew nothing of the subject matter, would the essay make sense to me?
- 4. Are any of the sentences confusing or awkward sounding?
- 5. Is it interesting?
- 6. Does it sound natural?



- 1. Read aloud with pencil in hand.
- 2. Have friend/sibling/parent read essay to you while you look at 2nd copy.
- 3. Fix awkward sentences, or add transitions when one thought does not flow into next. Content clarity!
- 4. Consider syntax and sound. Eliminate clichés and redundant sentences.
- 5. Consider deleting your introduction (or reduce to a < 10-word sentence)



psycology

TIPS FOR EDITING

No No's

- Lack of a main idea
 - Weak verbs
- Passive voice
- Failure to use "I"
- Too many simple sentences
 Wordiness
- Mixed tenses

Frequently Misspelled

Wrong	Right
calculas	calculus
collage	college
councilor	counselor
financial aide	financial aid
honor role	honor roll
perspective student	prospective student
prepatory	preparatory

psychology



Dos when writing your personal statement

- Do use your best English and don't let spelling and grammatical errors spoil your statement.
- Do show that you know your strengths and can outline your ideas clearly. Use words you know will be understood by the person reading your statement.
- Do be enthusiastic if you show your interest in the course, it may help you get a place.
- Do expect to produce several drafts of your personal statement before being totally happy with it.
- Do ask people you trust for their feedback.



Don'ts when writing your personal statement

- Don't exaggerate if you do you may get caught out at interview when asked to elaborate on an interesting achievement.
- Don't rely on a spellchecker as it will not pick up everything
 proofread as many times as possible.
- Don't leave it to the last minute your statement will seem rushed and important information could be left out.



