“WRITING AT UNIVERSITY” - WORKSHOP

ACTIVITY SHEET

IMPERSONALISATION

Rewrite the following statements in a less personal style.

*Hint: Use nominalisation and abstract nouns where necessary.*

1. Management information systems are a tool which help you collect information, plan for projects and make final decisions.

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2. The Internet market is an electronic network through which people or companies can trade or communicate with each other.

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3. Many jobs around the world require people who know English very well.

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4. Living away from home helps young people to become more mature.

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5. People find it hard to breathe because of air pollution.

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NOMINALISATION

Change each clause into a nominal group.

E.g. Free higher education is provided in many countries.

➡ The provision of free higher education in many countries has ensured a higher literacy rate.

1. Income is distributed unequally.

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   __________________________________________

2. A social planner is absent.

   __________________________________________
   __________________________________________

3. An individual may be ineligible for particular subsidies.

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   __________________________________________

4. Interest rates influence international capital flows.

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COMPOUND / COMPLEX SENTENCES

Combine each set of clause into one sentence using nominalisation.

E.g. Funding was inadequate. Many social programmes were terminated.

➔ The inadequacy of funding led to the termination of many social programmes.

1. The debt was cancelled. This improved relations between the two nations.

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2. A new advertisement was created. This increased sales.

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3. Health defects are disclosed. Insurance might be refused.

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4. Poorer individuals pay taxes. These help to offset the education costs of others.

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Adapted from UNSW Institute of Languages University English Entry Course (2010) Unit 2 Writing, pp. 43-45