



Graduate Centre for Academic Communication

School of Graduate Studies

WINTER 2024

COURSE SCHEDULE

The Graduate Centre for Academic Communication (GCAC) offers five types of instruction designed to target the needs of both native and non-native speakers of English: **non-credit courses**, **single-session workshops**, **individual writing consultations**, **boot camps**, and **website resources**. All our programs are free and open to graduate students at the U of T. Courses and workshops require registration, and consultations require an appointment. The resources page of our website provides links to useful online material related to academic writing and speaking. For further information, please visit our website at <https://www.sgs.utoronto.ca/resources-supports/gcac>.

Courses

The courses listed below require online registration. Course descriptions and registration instructions can be found on our website. GCAC has five course sessions per year, starting in September, October, January, February, and May. Students may take a maximum of 2 courses in each session. **Students who enroll in more than 2 courses per session will be removed from all courses. Since our courses are in very heavy demand, we ask that you register only if you are certain you can attend the entire course. Please note:** All sections of a course cover the same material at the same level. Course sections differ only in the dates on which the course is run. **Divisional breakdown is as follows:** Division 1 – Humanities, Division 2 – Social Sciences, Division 3 – Physical Sciences, and Division 4 – Life Sciences. Synchronous courses will not be recorded, so attendance at the time of weekly classes is mandatory.

JANUARY COURSES: REGISTRATION OPENS ON FRIDAY, DECEMBER 15TH AT 10:00 A.M.

COURSE			DAY AND TIME	DURATION	DELIVERY
RESEARCH WRITING COURSES					
Prewriting Strategies for Developing and Organizing Your Ideas (All Divisions)	(4 weeks)	Section 1	Mon 2pm – 4pm	Jan 22 – Feb 12	Synchronous Online
Introduction to Science Journalism	(3 weeks)	Section 1	Sat 9am – 12pm	Jan 27 – Feb 10	Synchronous Online
ACADEMIC WRITING COURSES					
Graduate Writing 1: Establishing Your Foundation	(5 weeks)	Section 1	Fri 10am – 12pm	Jan 19 – Feb 16	Synchronous Online
	(5 weeks)	Section 2	Tue 10am – 12pm	Jan 16 – Feb 13	Synchronous Online
Graduate Writing 2: Deepening Your Expertise	(5 weeks)	Section 1	Wed 2pm – 4pm	Jan 17 – Feb 14	Synchronous Online
	(5 weeks)	Section 2	Thurs 10am – 12pm	Jan 18 – Feb 15	Synchronous Online
Advanced Grammar for Multilingual Graduate Writers	(5 weeks)	Section 1	Fri 1pm – 3pm	Jan 19 – Feb 16	Synchronous Online
ORAL COMMUNICATION COURSES					
Academic Conversation Skills	(5 weeks)	Section 1	Wed 10am – 12pm	Jan 17 – Feb 14	In-Person
	(6 weeks)	Section 2	Thurs 2pm – 4pm	Jan 11 – Feb 15	Synchronous Online
Oral Presentation Skills	(6 weeks)	Section 1	Wed 4pm – 6pm	Jan 10 – Feb 14	In-Person
	(6 weeks)	Section 2	Fri 1pm – 3pm	Jan 12 – Feb 16	Synchronous Online

FEBRUARY COURSES: REGISTRATION OPENS ON TUESDAY, FEBRUARY 13TH AT 10:00 A.M.

COURSE			DAY AND TIME	DURATION	DELIVERY
RESEARCH WRITING COURSES					
Thesis Writing in the Humanities and Social Sciences (Divisions 1 and 2)	(5 weeks)	Section 1	Fri 10am – 12pm	Mar 1 – Apr 5*	Synchronous Online
Thesis Writing in the Humanities and Social Sciences (Divisions 3 and 4)	(5 weeks)	Section 1	Thurs 10am – 12pm	Feb 29 – Mar 28	Synchronous Online
ACADEMIC WRITING COURSES					
Graduate Writing 1: Establishing Your Foundation	(5 weeks)	Section 3	Wed 2pm – 4pm	Feb 28 – Mar 27	Synchronous Online
Graduate Writing 2: Deepening Your Expertise	(5 weeks)	Section 3	Mon 2pm – 4pm	Mar 4 – Apr 1	Synchronous Online
Advanced Grammar for Multilingual Graduate Writers	(5 weeks)	Section 2	Thurs 1pm – 3pm	Feb 29 – Mar 28	Synchronous Online
ORAL COMMUNICATION COURSES					
Academic Conversation Skills	(6 weeks)	Section 3	Tue 10am – 12pm	Feb 27 – Apr 2	In-Person
Oral Presentation Skills	(6 weeks)	Section 3	Mon 6pm – 8pm	Feb 26 – Apr 1	In-Person
	(6 weeks)	Section 4	Wed 1pm – 3pm	Feb 28 – Apr 3	Synchronous Online

Writing Centre Consultations: 1-on-1 Appointments

One-on-one consultations are available for students who seek individualized assistance with various aspects of their writing, such as outlining, structuring, evaluating clarity, and identifying stylistic and grammatical errors. The writing appointments are not proofreading sessions; they are designed to help students learn to evaluate and improve their own writing. Appointments are 40 minutes long and are held either online or in the GCAC Writing Centre (Room MR108, 1st Floor, 12 Queen's Park Crescent West). Students may book up to 4 appointments per term. To book an appointment, please visit <https://utorontogc.mywconline.com>. Information about other U of T writing centres can be found at <https://writing.utoronto.ca/writing-centres>.



Synchronous Online Workshops

Registration is required for all synchronous workshops. All members of the U of T community are welcome to attend as many workshops as they wish.

LIVE WORKSHOPS SERIES	DATES	TITLE	INSTRUCTOR
Getting Through Graduate Work: Tuesday Series ONLINE Tuesdays 4pm – 5.30pm	Jan 16	Writing a Thesis or Grant Proposal	Dr. Jane Freeman
	Jan 23	Writing a Literature Review that Demonstrates the Need for your Research	Dr. Jane Freeman
	Jan 30	AI and the Modern Scholar: An Intro to ChatGPT for Academic Writing	Dr. Jane Freeman and Noah Khan
	Feb 6	Beyond the Basics: Prompt Engineering and Plugins in ChatGPT for Academic Writing	Dr. Jane Freeman and Noah Khan
	Feb 13	Reflective Writing	Abir Hammoudi
	Feb 27	Telling a Clear Research Story in Academic Writing	Dr. Adeiza Isiaka
	Mar 5	Choosing a Journal and Making a Submission	Dr. Adeiza Isiaka
Preparing Your 3MT Presentation ONLINE & IN-PERSON	Mar 12	Preparing for Your Dissertation Defense	Dr. Jordana Lobo-Pires
	Jan 18	Preparing Your 3MT Presentation (Online) - Thurs 5.30pm – 7pm	Dr. Cristina D'Amico
Getting Through Graduate Work: Monday Series ONLINE Mondays 4pm – 5.30pm	Jan 26	Preparing Your 3MT Presentation (In-Person) - Fri 5pm – 6.30pm	Dr. Cristina D'Amico
	Jan 22	Writing an Ontario Graduate Scholarship (OGS) Proposal	Dr. Katie Fry
	Jan 29	Finding Additional Granting Sources	Dr. Jay Olson
	Feb 5	Framing your Research Conceptually and Theoretically	Dr. Jordana Lobo-Pires
	Feb 12	Using Punctuation to Improve Sense and Style	Dr. Jordana Lobo-Pires
	Feb 26	Improving Critical Thinking in Argumentative Writing	Hamid Moeiniasl
	Mar 4	Processing Feedback on Your Writing	Dr. Fiona Coll
	Mar 11	Integrating Visuals into Your Research Writing	Dr. Fiona Coll
	Mar 18	Writing Field Notes for Qualitative Research	Bradley Dunseith
	Mar 25	Interviewing Research Participants	Bradley Dunseith
Improving Your Graduate Writing ONLINE Thursdays 4pm – 5.30pm	Jan 25	Establishing Structural Coherence	Dr. Rachael Cayley
	Feb 1	Crafting Effective Sentences	Dr. Rachael Cayley
	Feb 8	Creating Movement	Dr. Rachael Cayley
	Feb 15	Building a Revision Process	Dr. Rachael Cayley
Academic Writing and Speaking in English: Wednesday Series ONLINE Wednesdays	Feb 7	Overcoming Challenges in Academic Conversations	Abir Hammoudi
	Feb 14	Using Online Language Tools for Academic Writing	Elena Danilina
	Feb 28	Improving Listening Comprehension in English	Dr. Adeiza Isiaka
	Mar 6	Strategies for Clarifying English Pronunciation	Dr. Adeiza Isiaka
Effective Classroom Facilitation and Improving Presentation Skills ONLINE Thursdays 5.30pm – 7pm	Feb 29	Understanding Effective Classroom Facilitation	Dr. Cristina D'Amico
	Mar 7	Building Accessible Presentation Skills	Dr. Cristina D'Amico
	Mar 14	Enhancing Your In-Person Presentation Skills	Dr. Cristina D'Amico

Asynchronous Online Workshops

Registration is required for all asynchronous workshops. All members of the U of T community are welcome to attend as many workshops as they wish.

Asynchronous online workshops are available on demand for the entire term. Sample titles of some asynchronous workshops are below. For a full list of workshop topics and registration links, go to the GCAC website at <https://www.sgs.utoronto.ca/resources-supports/gcac/workshops>.

Developing Effective Note-Taking Strategies
Writing Effective Literature Review
Preparing to Write a Grant Proposal
Building Your Academic Vocabulary
Academic Idioms Part 1 & 2

Coping with Fragmented Concentration as a Graduate Student
Communicating Research Beyond Academia
Designing Graphics for Publication
Designing Poster Presentations for Scientific Conferences
Four PowerPoint Techniques for Academic Presentations

Listserv

The GCAC Listserv is a broadcast list used to make weekly announcements about workshops, course registration dates and schedules, and operational dates of the Writing Centre. It is not a discussion list, and only one message is sent per week. To subscribe to the list, send an email message to listserv@listserv.utoronto.ca (upper or lower case is acceptable). In the BODY of the message type a command of the form: subscribe gcac-l firstname lastname.

Scan the QR code to visit our website and learn more about the GCAC!

