



# Graduate Centre for Academic Communication

School of Graduate Studies

# FALL 2023

  

## 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.

#### SEPTEMBER COURSES: REGISTRATION OPENS ON THURSDAY, AUGUST 31<sup>ST</sup> AT 10:00 A.M.

COURSE		DAY AND TIME	DURATION	DELIVERY
<b>RESEARCH WRITING COURSES</b>				
Prewriting Strategies for Developing and Organizing Your Ideas (All Divisions)	(4 weeks) Section 1	Tue 10am - 12pm	Sep 26 - Oct 17	Synchronous Online
<b>ACADEMIC WRITING COURSES</b>				
Graduate Writing 1: Establishing Your Foundation	(5 weeks) Section 1	Fri 10am - 12pm	Sep 15 - Oct 13	In-Person
	(5 weeks) Section 2	Tue 1pm - 3pm	Sep 19 - Oct 17	Synchronous Online
	(5 weeks) Section 3	Tue 4pm - 6pm	Sep 19 - Oct 17	Synchronous Online
	(5 weeks) Section 4	Thurs 10am - 12pm	Sep 21 - Oct 19	Synchronous Online
	(5 weeks) Section 5	Thurs 2pm - 4pm	Sep 21 - Oct 19	In-Person
Graduate Writing 2: Deepening Your Expertise	(5 weeks) Section 1	Mon 3pm - 5pm	Sep 18 - Oct 23*	In-Person
	(5 weeks) Section 2	Wed 10am - 12pm	Sep 20 - Oct 18	Synchronous Online
Advanced Grammar for Multilingual Graduate Writers	(5 weeks) Section 1	Fri 10am - 12pm	Sep 15 - Oct 13	In-Person
	(5 weeks) Section 2	Tue 10am - 12pm	Sep 19 - Oct 17	Synchronous Online
<b>ORAL COMMUNICATION COURSES</b>				
Academic Conversation Skills	(6 weeks) Section 1	Fri 10am - 12pm	Sep 15 - Oct 20	In-Person
	(6 weeks) Section 2	Tue 10am - 12pm	Sep 19 - Oct 24	Synchronous Online
	(6 weeks) Section 3	Wed 2pm - 4pm	Sep 20 - Oct 25	In-Person
Oral Presentation Skills Modular Course	(12 weeks) Section 1	Asynchronous	Sep 25 - Dec 15	Asynchronous Online

#### OCTOBER COURSES: REGISTRATION OPENS ON TUESDAY, OCTOBER 3<sup>RD</sup> AT 10:00 A.M.

COURSE		DAY AND TIME	DURATION	DELIVERY
<b>RESEARCH WRITING COURSES</b>				
Writing Master's SSHRC Proposals	(3 weeks) Section 1	Mon 1pm - 3pm	Oct 16 - Oct 30	Synchronous Online
Understanding the Research Article: Reading Towards Writing (Divisions 3 and 4)	(5 weeks) Section 1	Fri 10am - 12pm	Oct 27 - Nov 24	Synchronous Online
Prewriting Strategies for Developing and Organizing Your Ideas (All Divisions)	(4 weeks) Section 1	Mon 3pm - 5pm	Oct 30 - Nov 27**	In-Person
Navigating the Publishing Process	(5 weeks) Section 1	Tue 1pm - 3pm	Oct 31 - Nov 28	Synchronous Online
<b>ACADEMIC WRITING COURSES</b>				
Graduate Writing 1: Establishing Your Foundation	(5 weeks) Section 6	Wed 10am - 12pm	Oct 25 - Nov 22	In-Person
	(5 weeks) Section 7	Mon 1pm - 3pm	Oct 30 - Nov 27	Synchronous Online
Graduate Writing 2: Deepening Your Expertise	(5 weeks) Section 3	Thurs 10am - 12pm	Oct 26 - Nov 23	Synchronous Online
	(5 weeks) Section 4	Fri 10am - 12pm	Oct 27 - Nov 24	In-Person
Advanced Grammar for Multilingual Graduate Writers	(5 weeks) Section 3	Thurs 2pm - 4pm	Oct 26 - Nov 23	In-Person
	(5 weeks) Section 4	Wed 6pm - 8pm	Nov 1 - Nov 29	Synchronous Online
<b>ORAL COMMUNICATION COURSES</b>				
Academic Conversation Skills	(6 weeks) Section 4	Tue 4pm - 6pm	Oct 24 - Nov 28	Synchronous Online
	(6 weeks) Section 5	Thurs 10am - 12pm	Oct 26 - Nov 30	In-Person
Oral Presentation Skills	(6 weeks) Section 1	Thurs 6pm - 8pm	Oct 26 - Nov 30	In-Person
	(6 weeks) Section 2	Fri 10am - 12pm	Oct 27 - Dec 1	In-Person
	(6 weeks) Section 3	Tue 10am - 12pm	Oct 31 - Dec 5	Synchronous Online
	(6 weeks) Section 4	Wed 2pm - 4pm	Nov 1 - Dec 6	In-Person
Oral Presentation Skills Modular Course	(7 weeks) Section 2	Asynchronous	Oct 31 - Dec 15	Asynchronous Online

\* Oct 9 will be skipped. \*\* Nov 13 will be skipped.

### 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
<b>Developing and Pitching a Research Project</b> ONLINE Wednesdays 4pm – 5.30pm	Sep 13	Writing a Thesis or Grant Proposal	Dr. Jane Freeman
	Sep 20	Strategies for Clarifying and Organizing Your Ideas Before You Write	Dr. Jane Freeman
	Sep 27	Writing a Literature Review that Demonstrates the Need for your Research	Dr. Jane Freeman
<b>Getting Through Graduate Work: Synchronous Workshops</b> ONLINE Mondays 4pm – 5.30pm	Sep 18	Finding Additional Granting Sources	Dr. Jay Olson
	Sep 25	AI and the Modern Scholar: An Intro to ChatGPT for Academic Writing	Dr. Jane Freeman and Noah Khan
	Oct 2	Building a Better Relationship with Your Writing	Dr. Fiona Coll
	Oct 16	Writing an Ontario Graduate Scholarship (OGS) Proposal	Dr. Katie Fry
	Oct 23	Improving Critical Thinking in Argumentative Writing	Hamid Reza Moeini Asl
	Oct 30	Writing Field Notes for Qualitative Research	Bradley Dunseith
	Nov 6	Reflective Writing	Abir Hammoudi
	Nov 13	Making an Academic Podcast as a Graduate Student	Pranjali Tiwari
	Nov 20	Choosing a Journal and Making a Submission	Dr. Adeiza Isiaka
	Nov 21	Beyond the Basics: Prompt Engineering and Plugins in ChatGPT for Academic Writing	Dr. Jane Freeman and Noah Khan
<b>Getting Through Graduate Work: Workshops on the St. George Campus</b> IN-PERSON Tuesdays 4pm – 5.30pm	Oct 10	Telling a Clear Research Story in Academic Writing: Targeting Different Audiences	Dr. Adeiza Isiaka
	Oct 17	Writing a Thesis or Grant Proposal	Dr. Jane Freeman
	Oct 24	Writing a Literature Review that Demonstrates the Need for your Research	Dr. Jane Freeman
	Oct 31	Building a Better Relationship with Your Writing	Dr. Fiona Coll
	Nov 7	Presenting Your Research Story to an Academic Audience	Dr. Jordana Lobo-Pires
<b>Academic Writing and Speaking in English: Thursday Series</b> ONLINE Thursdays 4pm – 5.30pm	Nov 14	AI and the Modern Scholar: An Intro to ChatGPT for Academic Writing*	Dr. Jane Freeman
	Sep 14	Initiating Conversations and Building Relationships in Academic Contexts	Dr. Katie Fry
	Sep 21	Strategies for Clarifying English Pronunciation	Dr. Adeiza Isiaka
	Sep 28	Improving Listening Comprehension in English	Dr. Adeiza Isiaka
	Oct 5	Building Your Academic Vocabulary	Dr. Katie Fry
<b>Academic Writing and Speaking in English: Wednesday Series</b> ONLINE Wednesdays 10am – 11.30am	Oct 12	Using Corpora to Improve your Academic Writing	Dr. Katie Fry
	Oct 18	Overcoming Challenges in Academic Conversations	Abir Hammoudi
	Oct 25	Enhancing Persuasive Language Skills for Multilingual Graduate Students	Abir Hammoudi
	Nov 1	Improving Grammatical Correctness: Focus on Verb Tenses	Dr. Jordana Lobo-Pires
	Nov 8	Punctuation in Academic Writing: Improving Sense and Style	Dr. Jordana Lobo-Pires
	Nov 15	Writing Effective Summaries	Elena Danilina
	Nov 22	Using Online Language Tools for Academic Writing	Elena Danilina

\*Nov 14's workshop will be ONLINE

### 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](mailto: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!**

