



Writing and Research Workshops

Spring 2011

The Graduate Writing Center Winter will offer general writing workshops on a variety of topics as well as a few specialized workshops for non-native speakers of English. We will also hold targeted writing workshops for graduate students in the areas of Humanities & Arts, Social Sciences, and Sciences & Engineering. Additionally, we will post information about workshops being offered by the UCLA libraries and the ATS Statistical Consulting Group. Special thanks to our campus programming partners: UCLA Library, Writing Programs, Academic Technology Services Statistical Consulting Group, Counseling and Psychological Services, and the Career Center.

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Research Workshops

Copyright and Permissions Issues: What You Need to Know to File

This workshop will explain permissions and copyright issues related to filing theses and dissertations. It will cover how to use work that you have already published, when to obtain permissions for using works published by others, and whether using visuals requires permissions. The workshop will also offer practical advice on how to request permissions and copyright your own thesis. Please bring your questions!

Thursday, April 7th, 4:00-5:30 p.m.

Location: YRL West Electronic Classroom, Room 23167 ([map](#))

EndNote

This session offers a basic overview of the purpose, uses, and features of EndNote, a software program that helps researchers manage their references and produce bibliographies for projects large and small.

Tuesday, April 12th, 10:30-11:30am

Location: Research Library East Electronic Classroom, room 21536 ([map](#))

EndNote DROP-IN

Questions about EndNote? Drop in to work with the Library's EndNote expert.

Thursday, April 14th, 3:00-4:00pm

Location: Research Library East Electronic Classroom, room 21536 ([map](#))

Zotero/EndNote DROP-IN

Questions about Zotero or EndNote? Drop in to work with the Library's Zotero and EndNote experts.

Monday, April 25th, 2:00-3:00pm

Location: Research Library East Electronic Classroom, room 21536 ([map](#))

U.S. Census Information and Statistics DROP-IN

Questions about U.S. Census data and statistics? Drop in to work with the Library's federal government information librarian.

Thursday, May 19th, 1:00-2:00pm

Location: Research Library East Electronic Classroom, room 21536 ([map](#))

Research Appointments

Graduate students are welcome to contact Library's subject specialists any time for further assistance with research, library resources, and subject databases. [Contact information for subject librarians.](#)

To see the most current schedule of UCLA Library workshops, [consult the UCLA Library seminar page.](#)

Statistical Software Workshops

For walk-in consulting information, Stat books for loan, and the most up-to-date listing of seminars, please see the [ATS Stats Group website](#). Click [here](#) for more detailed location information, including directions to the Visualization Portal in the Math Sciences building.

General Writing Workshops

Best Practices for Writing Your Master's Thesis

Netta Avineri, Applied Linguistics

This workshop will begin with a discussion of scope, expectations, and time constraints as related to master's theses. We will then consider writing and organizational strategies for the typical components of master's theses in different disciplines. Lastly, we will discuss approaches to and tips for revision of the project. Students at any stage of writing are encouraged to attend.

Two times (same workshop):

1) Friday, April 1st, 12:00-2:00pm

2) Tuesday, April 5th, 5:00-7:00pm

Location: Graduate Student Resource Center, Suite B11 (basement level) ([map](#))

An Introduction to Publishing Journal Articles

Netta Avineri, Applied Linguistics

Allison Crumly, Comparative Literature

Thinking about preparing an article manuscript for submission? Based on Wendy Belcher's workbook, *Writing Your Journal Article in 12 Weeks*, this workshop will focus on the aspects of the process of getting an article published that most differ from other graduate writing projects, such as selecting appropriate journals and interacting with editors. We will discuss how to structure an article as well as the writing and revision process.

Tuesday, April 12th, 5:00-7:00pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

Workshop for Journal Editors: Manuscript Editing and Production for Journal Editors in the Digital Age

Allison Crumly, Comparative Literature; Marilyn Gray, Graduate Writing Center; Stacey Meeker, Director, GSA Publications; Michelle Tu, Graphic Designer, GSA

Editors: You've got manuscripts! Now how do you edit them? This half-day workshop will cover the stages and levels of editing manuscripts in a journal workflow from the revise-and-resubmit letter to the finished publishable product. Sections include

editorial organization, substantive editing, and production editing with InDesign and Acrobat Pro lite for editors. Current, future, or would-be editors are welcome to attend any or all parts of the workshop. RSVP for the Editorial Organization Roundtable lunch by emailing pubs@gsa.asucla.ucla.edu. Don't worry, your taxes aren't due until April 18!

Friday, April 15, 12:00-4:30pm, Schedule of Sessions:

12:00–1:00: Roundtable lunch: Editorial Organization

1:00–3:00: Essentials of Editing (Substantive Editing, Copyediting, Proofreading)

3:15-4:30: InDesign and Acrobat Lite for Editors

Location: Graduate Student Resource Center, Suite B11 (basement level) ([map](#))

Co-sponsored by the Graduate Writing Center and GSA Publications.

Writing the Personal Statement

Allison Crumly, Comparative Literature

This workshop will cover strategies for writing personal statements for fellowship applications, internships, and Ph.D. programs. Among other topics, we will discuss organization, introductions and conclusions, and use of examples. Students from all schools and departments are welcome to attend.

Thursday, April 21st, 5:00-6:30pm

Location: Graduate Student Resource Center, Suite B11 (basement level) ([map](#))

Strategies for Writing Time-Limited Exams

Erin Brown, History

This workshop will cover strategies for preparing and writing comprehensive master's and PhD exams. Strategies for both on-campus and take-home exams will be discussed. People who have trouble with timed writing exams for classes may also benefit from this workshop.

Friday, April 29th, 12:00-1:30pm

Location: Graduate Student Resource Center, Suite B11 (basement level) ([map](#))

Revision Workshop: Strategies for Revising Longer Texts

Marilyn Gray, Graduate Writing Center Coordinator

This hands-on workshop will provide people with revision strategies for longer texts, such as master's theses, dissertation chapters or proposals. Please bring a hard copy of your own work—at least 15-20 double-spaced pages (more is fine). If you would like to do some of the preparation work ahead of time, start working on a backwards outline (outline from your text) by tagging each paragraph with a phrase describing its main point.

Thursday, May 12th, 5:00-7:00pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

The Art of Writing the Literature Review

Erin Brown, History

This workshop will cover strategies and best practices for writing a literature review, including note-taking strategies, writing process issues, and common organizational patterns. The workshop focus will be on literature reviews for original research projects but will be generally helpful for all literature reviews.

Thursday, May 19th, 5:00-7:00pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

Editing Skills Workshop

Marilyn Gray, Graduate Writing Center Coordinator

This hands-on workshop will guide people through strategies for improving writing at the sentence level. We will look at common problems like the overuse of weak verbs, passive voice, and nominalizations as well as offer specific tips to strengthen clarity and flow. Please bring a hard copy of your own work, at least 5-10 double-spaced pages (more is fine).

Friday, May 27th, 12:00-2:00pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

Dissertation and Proposal/Prospectus Workshops

Getting Started on the Dissertation: How to Get Going and Keep Going

Marilyn Gray, Graduate Writing Center Coordinator

This workshop gives an overview of organization, time management, writing process issues and writing strategies.

Recommended for people in the early stages of the dissertation, but useful for all stages.

Thursday, May 26th, 5:00-7:00pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

Humanities Writing Workshops

Revision Workshop: Strategies for Revising Longer Texts

Marilyn Gray, Graduate Writing Center Coordinator

This hands-on workshop will provide people with revision strategies for longer texts, such as master's theses, dissertation chapters or proposals. Please bring a hard copy of your own work—at least 15-20 double-spaced pages (more is fine). If you would like to do some of the preparation work ahead of time, start working on a backwards outline (outline from your text) by tagging each paragraph with a phrase describing its main point.

Thursday, May 12th, 5:00-7:00pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

Social Sciences Writing Workshops

Preparing a Conference Paper: PowerPoint Presentations in the Social Sciences

Netta Avineri, Applied Linguistics

This workshop will focus on techniques for outlining, building, and presenting an effective 10-20 minute oral/video (e.g., PowerPoint) presentation as typically presented in the social sciences. We will discuss strategies including converting a written paper into an oral presentation, effectively using limited time, and incorporating multimedia elements into a presentation.

Tuesday, May 3rd, 5:00-6:30pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

Science and Engineering Writing Workshops

Practical Tips for Writing a Scientific Paper

Scott Arno, Neuroscience

This workshop will cover the basics of how to plan for, prepare, and organize science-specific writing, including term papers, manuscripts and abstracts. We will also cover style, common structure and tips for avoiding problems such as excess jargon and ambiguously stated hypotheses.

Friday, May 6th, 12:00-1:30pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

We have some previously-recorded online workshops about writing in the sciences, including workshops on applying for the NIH NRSA fellowship and writing a dissertation proposal and an article-based dissertation in the sciences. For more information, click [here](#).

ESL Workshops

Self-Editing Strategies for Non-Native Speakers of English

Netta Avineri, Applied Linguistics & TESL

Marilyn Gray, Graduate Writing Center Coordinator

This workshop will provide concrete strategies and online tools to enable non-native speakers of English to make appropriate

vocabulary choices and approach issues like article and preposition usage in their own writing projects.

Friday, May 20th, 12:00-1:45pm

Location: Conference Room 4, Student Activities Center (basement level) ([map](#))

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