



# 3 Power Tools for Academic Success

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An International Academic Support (IAS) Workshop  
Graduate Programs Faculty of Management Orientation  
Fall 2021

Sylvia Arnold and Rita Mizuno (IAS) with John Hill (The Writing Centre)



International  
Academic Support

# Agenda

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*The VIU community acknowledges and thanks the Snuneymuxw, Quw'utsun and Tla'Amin, on whose traditional lands we teach, learn, research, live and share knowledge.*

- Introduction + Your trusted academic power tools?
- Power Tool #1
- Power Tools #2 & #3 } by looking at MBAA 514 F21 course outline
- Conclusion + Workshop feedback

# International Academic Support (IAS)

 **International Academic Support**



**For Graduate Programs FoM**

**Orientation Workshops**

- ✓ 3 Power Tools for Academic Success
- ✓ Graduate-Level Communication: Canadian English

**IAS/Writing Centre Workshops**  
<https://services.viu.ca/writing-centre/workshops>

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✓ Usual 1-1 or group tutoring!

 [VIU International Academic Support](#)

Aug. 16: Monday	9:00am	10:00am	11:00am
a) John Hill F2F ↗			
a) John Hill online ↗ A VIDEO CHAT & ETUTORING			
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b) IAS: Rita Mizuno online ↗ A VIDEO CHAT & ETUTORING			
b) IAS: Suzy Nachtsheim online ↗			

# Your Trusted Academic **Power** Tools?



What strategies  
are you bringing  
with you to your  
graduate studies?

# Today's Academic Power Tools

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- #1. Using Effective Discussion Language
- #2. Pre-Reading
- #3. Reading Aloud (It's **not** just for kids!)

# #1 Using Effective Discussion Language



- 
- On a scale of 1(low) to 5 (high), how would you rate your ease taking part in discussions in your first language/culture?
  - In a discussion, what is your most comfortable role: speaker or listener? (Or would you say you are balanced?)

# Using Effective Discussion Language

What expressions can you use to ...



- 
- Give your opinion
  - Agree
  - Disagree
  - Hesitate (aka buy time)
  - Ask for clarification (pronunciation)
  - Ask for clarification (content)
  - Clarify your point
  - Interrupt
  - Change the topic
  - Bring in other people

## Discussion Tool Kit

### Giving opinions

- I think that...
- As I see it...
- I'd just like to say that I think that...
- Wouldn't you say that ...?
- Don't you agree that ...?
- It's my feeling that...
- I'm just going to say/ I just want to add
- \_\_\_\_\_
- \_\_\_\_\_

### Agreeing

- Exactly.
- Precisely.
- Absolutely.
- You're right.
- That's just what I was thinking
- That's a good point.
- \_\_\_\_\_
- \_\_\_\_\_

### Disagreeing

- Yes, that's true, but ...
- I'm not sure if I agree...
- Well, you have a point, but...
- Maybe, but don't you think that...
- I see what you mean, but...
- \_\_\_\_\_
- \_\_\_\_\_

### Hesitating

- well ...
- let's see ...
- you see ...
- how can I put it ...
- \_\_\_\_\_
- \_\_\_\_\_

### Not understanding (pronunciation)

- Could you repeat that please?
- Sorry, could you speak more slowly?
- Sorry, the \_\_\_\_\_? I didn't get that
- \_\_\_\_\_

### Asking for clarification (meaning)

- I didn't follow what you said about...
- Sorry, I don't see what you mean.
- \_\_\_\_\_
- \_\_\_\_\_

### Clarifying your point

- That's not exactly what I mean...
- Let me put it another way ...
- Let me try that again...
- \_\_\_\_\_
- \_\_\_\_\_

### Interrupting

- If I could just add...
- Sorry to interrupt, but...
- ah, ah, ah (until speaker stops)
- That reminds me...
- \_\_\_\_\_
- \_\_\_\_\_

### Changing the topic

- By the way ...
- That reminds me...
- \_\_\_\_\_
- \_\_\_\_\_

### Bringing in other people

- Don't you agree, John?
- What do you think, \_\_\_\_\_?
- \_\_\_\_\_'s looking unsure...
- How about you, \_\_\_\_\_?
- \_\_\_\_\_



# Your Turn with Power Tool #1!

## Using Discussion Language: Your Undergraduate Experience Activity #1

### Instructions:

#### Part A (~12 minutes)

1. Choose roles
  - 1-2 x Observers:
    - Choose the discussion question(s)
    - Observe what discussion language used and note other aspects of discussion's effectiveness
  - 2-3 Discussion participants: keep the conversation going – not one way! Use the discussion language.
2. Have discussion!

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**Part A questions** (Observers choose 1-2 questions.) All questions are regarding participants' undergraduate experience:

1. What did you like most about your undergraduate learning experience?
2. How many hours per day did you attend classes in your home country? How much time were you expected to spend on homework or independent study?
3. Is it normal to question the professor in your home country? Were students' opinions welcomed in class?

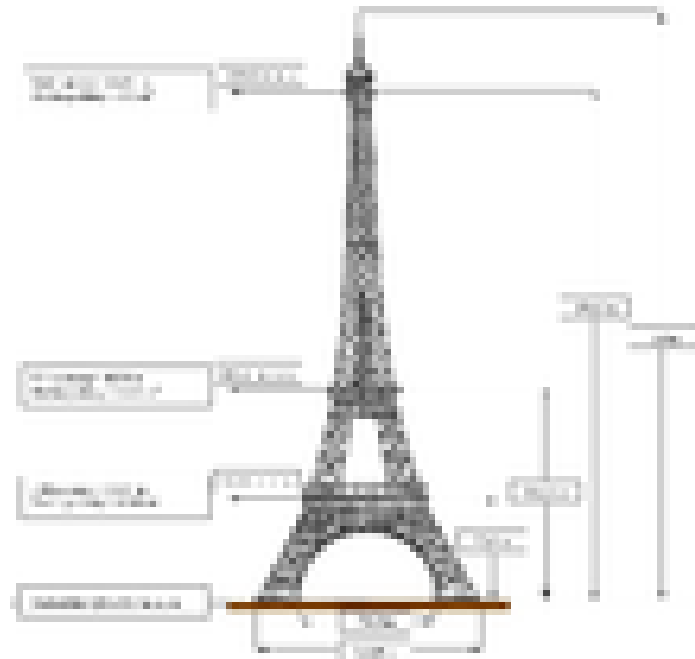
#### Part B (~3 minutes)

1. Reflect on discussion as a discussion (not on the content): a message will be broadcast to your breakout room to start reflecting. See questions below.

**Part B questions** (choose one person to report back to the main group)

1. All: On a scale of 1 (low) to 5 (high), how would you rate the discussion's effectiveness. Why?
2. a) Observers: What did you notice about the use of discussion language?  
b) Participants: Did you notice anything else/different about the use of discussion language?

# #2 Pre-Reading



In **ANY** text, skim the architecture:

- How many pages?
- How many sections?
- Which section(s) most important?
- Which section(s) most pertinent to you?
- Which section(s) unsure of?

[https://upload.wikimedia.org/wikipedia/commons/thumb/4/45/V%C3%BD%C5%A1kov%C3%A9\\_%C3%BAadaje\\_Eiffelovky.PNG/118px-V%C3%BD%C5%A1kov%C3%A9\\_%C3%BAadaje\\_Eiffelovky.PNG](https://upload.wikimedia.org/wikipedia/commons/thumb/4/45/V%C3%BD%C5%A1kov%C3%A9_%C3%BAadaje_Eiffelovky.PNG/118px-V%C3%BD%C5%A1kov%C3%A9_%C3%BAadaje_Eiffelovky.PNG)

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<b>Faculty</b>	Dr. Bonita (Bonnie) Russell
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<b>E-mail</b>	<a href="mailto:bonita.russell@viu.ca">bonita.russell@viu.ca</a>
<b>Telephone</b>	250-753-3245 loc. 2849
<b>Office Hours</b>	Fridays: 9:30-10:30am, 1:00-2:00pm, and 6:00-7:00pm by appointment Office hours Zoom links will be posted to the course VIULearn site
<b>Class Schedule</b>	F21W70 – Online format F21N71 – In class format F21W71 – Online format

#### Calendar Description:

This course provides an examination of the nature of management and the context of businesses that influences the practice of management and strategic managerial decision making. Topics include environmental and industry factors, value chain, resource-based views of the firm, strategy typologies, organizational structure and decision-making. MBAA 514 was formerly called PMBA 502; credit will not be granted for both courses. (4:0:0 for 5 weeks)

**Course Prerequisites:** MBAA 500 - Foundation 1 and MBAA 501 - Foundation 2

**Course Particulars:** 4 seminar hours/week for 5 weeks (1.5 total credits)

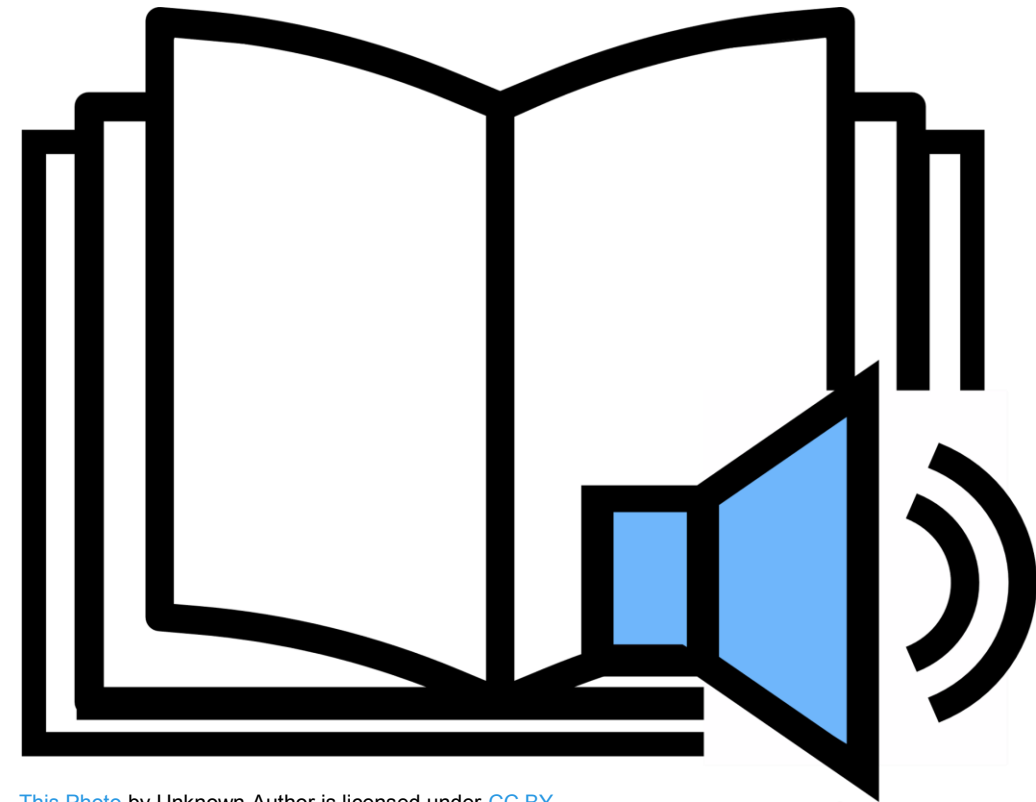
#### Course Learning Outcomes

Learners who successfully complete the course will have reliably demonstrated an ability to

1. accurately apply the basic analytical tools of strategy to a given set of circumstances and correctly interpret the results
2. justify the strategic positioning of an organization based on an assessment of the internal and external forces shaping its environment
3. recommend a variety of strategic options for an organization based on the capabilities of the organization and the competitive challenges the organization might be facing
4. critically evaluate the strategic moves of organizations presently making headlines
5. advocate, as managers, for the right to participate in the organization's strategic planning process and create an implementation plan for the recommended course of action

- How many sections?
- Which section(s) most important?
- Which section(s) most pertinent to you?
- Which section(s) unsure of?

# #3 Reading Aloud



## A Powerful Tool to ...

- Create meaning (aka understand the text)
- Critique content
- Raise awareness of language

**AND** your Associate Dean, Dr. Stacie Chappell, uses it!



VIU | MBA

Vancouver Island University

Faculty of Management - Graduate Business Studies

Course Code: MBAA 514

Course Title: Management 1 – Strategic Management

Fall 2021

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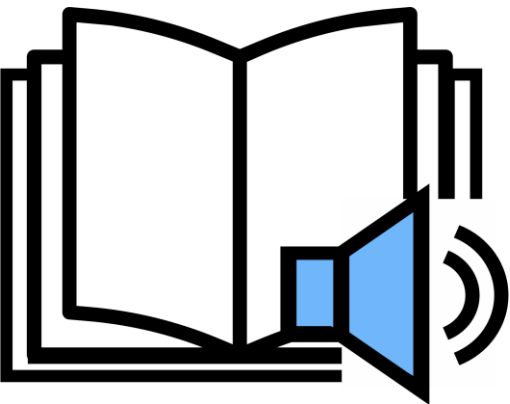
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**Course Learning Outcomes**



# Your Turn with Power Tools #2 & #3!

## Using **Power** Tools #2 & #3 on MBA 512 Course Outline

### Instructions:

#### Part A Power Tool #2 Pre-Reading (5 minutes total)

1. On your own: Look at the entire course outline (~2 minutes)
  - How many pages?
  - How many sections?
  - Which section(s) most important? Note the page # and location on page
  - Which section(s) most pertinent to you?
  - Which section(s) unsure of?
2. With group, have one person share their screen of the course outline. Then discuss the answers to the above. (~3 minutes)

#### Part B Power Tool #3 Reading Aloud (~15 minutes)

1. Decide as a group which section you would like to focus on (most important/most pertinent/ unclear).
2. Take turns reading it aloud sentence by sentence – stop after each sentence or when questions. Discuss meaning. What's still unclear?
3. Discuss as group the experience of reading aloud together. Did anything unexpected come up? Choose a spokesperson to report back to the main group.

(If time, repeat for another section of the course outline.)

**Course outline follows on next pages!**

# Review

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Hone these Academic **Power** Tools:

- #1. Using Effective Discussion Language
- #2. Pre-Reading
- #3. Reading Aloud (Emulate your Associate Dean!)

And share your own trusted academic Power Tools!

# And More Review


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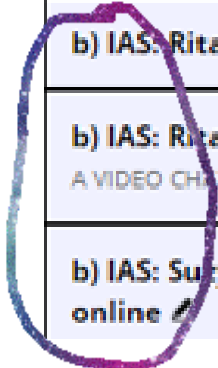
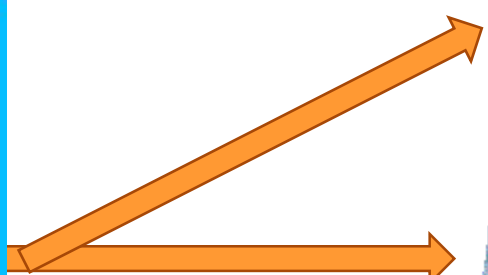
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# And More!

## Writing Centre/International Academic Support Webinars Fall 2021

CLICK this  
LINK to join

To join this Zoom webinar, click on the link:

<https://viu.zoom.us/j/97826539695?pwd=MIlpNWg1dTE0T3BHZHUyQINla2hMdz09>

If you have difficulties accessing the link, please email [john.hill@viu.ca](mailto:john.hill@viu.ca) or [rita.mizuno@viu.ca](mailto:rita.mizuno@viu.ca)

More webinars will be added: check back for updates

Date	Time	Subject	Speaker
Thurs. Sept. 9th	5:45-6:45 PM	Websites for Academic Success	IAS tutor
Tues. Sept. 14th	5:45-6:45 PM	APA Basics	IAS tutor
Thurs. Sept. 16th	5:45-6:45 PM	Boost Your Oral English	IAS tutor
Mon. Sept. 20th	9:00-10:00 AM	Reading the Academic Article	John Hill
Mon. Sept. 27th	9:00-10:00 AM	Introductions & Thesis Statements	John Hill
Mon. Oct. 4th	9:00-10:00 AM	Citation	John Hill
Mon. Oct. 18th	9:00-10:00 AM	Academic Paragraphs & Conclusions	John Hill

\* The PPTs for these webinars will be available on the home page at <https://services.viu.ca/writing-centre>

# Thank you!

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We look forward to working with you!

**YOUR** IAS team: Rita, Kate, and Sylvia (Nov/Dec)

& John Hill and the other Writing Centre tutors (Bryn, Dawn, Liz, Sonnet, and Susan)

+ Workshop feedback: anonymous poll



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