

Free essay on academic and non- academic writing

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Academic and Non-Academic Writing

Writing skills organize and transfer information at various levels of communication. They are used in various documents depending on the type of writing and the author's intentions (Pak-Tao, 2004). There are two principle types; academic and non-academic which are in several formats. Academic writings are formal and often used by authors who intend to pass facts to the readers. Non-academic writing, on the other hand, shows the author's own personal opinions and experiences (Bayley, 2006). They may be used to pass information but, this is not their main function.

In comparing these two writing skills, I have analyzed writings by Frehse (2003) and Tyson (1998) both of which are academic writings. Chapter 4 of Frehse's book focuses on the provision of information that is vital for the improvement of performance through motivation. Its format, beginning with the title "Discover your purpose" aims at directing the reader's interest towards a specific subject according to Bayley (2006).

This text shows a formality evident through the vocabulary choice relating to the workplace such as; purpose, career and intellectual action. Its format is organized in titles and subtitles to identify the ideas discussed in every section; this can also be seen in Tyson's work. The information in the writings has been taken from reliable sources such as famous authors like Henri David and the Encyclopedic World Dictionary. This proves the information as factual and reliable for use by the reader (Bayley, 2006).

However, it is crucial to note that aspects of non-academic writing are also evident in the writings. Parts of the text show the writer's own opinions on the subject matter through the use of pronoun 'I'. Academic writings should

be based on facts yet; some sections show his personal opinions. A good example of this would be, “ We all hunger for a sense of purpose in life. We need to feel at our very center that we matter” This information lacks facts. His use of pronouns ‘ you’ and ‘ we’ appeal to the reader by making him or her feel like a part of the situation. This is contrary to academic writings which avoids personalization and approach content from a broader view (Pak-Tao, 2004).

In academic writing, the information is directed at a specific audience; for instance, Tyson’s work focuses on individuals in management positions and how they can deal with conflicts. This is contrary to non-academic which takes a general nature. Frehse’s work focuses on having a sense of purpose in life that would be useful no matter what career one is in.

Writing skills are involved in every area of our lives. These exist in many forms, for instance, in; news reports, biographies, stories and articles. No matter the skills used, the writings are prepared with one thing in mind; to serve their intended purpose. This purpose is the effective communication of information to the reader. The acquisition of these skills boosts an individual’s ability to express his/her ideas, facts, and experiences with readers who are able to understand the work.

References

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