



## University Applicants

# TeachFluently

## English Guide for University applicants

**Precision in Language. Unlock Opportunities. Shape Your Academic Future.**

### Resourceful Content.

- ✓ Goals & Focus Areas
- ✓ Learning Strategy — Weekly routine & methodology
- ✓ Skill Breakdown
- ✓ Recommended Materials & Tools (FREE)
- ✓ Progress Plan (roadmap)
- ✓ Mini-Quiz & Activities
- ✓ Extra tips

“Academic growth is steady practice: draft, revise, get feedback, repeat.”



## Goals & Focus Areas

### Master academic writing (essays, personal statements)

**How to do it:** Follow a clear structure (introduction, main points, conclusion), use evidence to support ideas, and keep your language formal and precise. Personal statements should highlight goals, strengths and relevant experiences.

**Recommendation:** Create outlines before writing to stay focused and avoid unnecessary information.

**Short answer:** Use a clear structure, formal language and focused ideas.

### Develop reading strategies for articles and abstracts.

**How to do it:** Scan titles, headings, and keywords first, then read for main ideas instead of every detail. Pay attention to abstract sections like purpose, methods, and results.

**Recommendation:** Practise summarising each paragraph in one or two sentences.

**Short answer:** Identify key ideas quickly and summarize the main points.

### Improve lecture listening and note-taking

**How to do it:** Listen for main arguments, repeated phrases and examples. Use short forms, symbols and bullet points to keep up with the speaker.

**Recommendation:** Review your notes immediately after listening to fill in missing details.

**Short answer:** Focus on key ideas and use quick notes to capture essential information.



### Prepare for interviews and presentations.

**How to do it:** Organize your ideas into simple sections, practice your delivery, and focus on clarity and confidence. Use examples to support your points when answering questions or presenting.

**Recommendation:** Rehearse with a timer to keep your answers and presentations concise.

**Short answer:** Plan your ideas, practice aloud, and aim for clear delivery.

### Learning Strategy — Weekly routine & methodology

- **Mon:** Academic reading — summarize an article abstract (150–200 words).
- **Tue:** Vocabulary — learn 12 academic words and use them in sentences.
- **Wed:** Writing — 250-word essay (focus: thesis + cohesive devices).
- **Thu:** Listening — 1 lecture (TED-Ed or OpenCourseWare) and take Cornell notes.
- **Fri:** Grammar — complex sentences, linking words, hedging language.
- **Sat:** Speaking — practice personal statement delivery & interview questions.
- **Sun:** Review — peer feedback and revise one written piece.

### Methodology:

- 1) Deliberate practice on writing structure and argumentation.
- 2) Frequent summarization to improve comprehension.
- 3) Use of authentic academic input (open course lectures).



## Skill Breakdown

**Grammar:** nominalisation, connectors, passive forms, hedging (“suggests that”, “it appears that”).

**Listening:** TED-Ed; MIT OpenCourseWare (OCW) lectures  
<https://ocw.mit.edu/index.htm>

**Reading:** JSTOR Open content (free), Google Scholar abstracts —  
<https://www.jstor.org/open/>

**Writing:** Purdue OWL — <https://owl.purdue.edu/>

**Speaking:** Record short presentations, practice Q&A sessions.

## Recommended Materials & Tools (FREE)

- Purdue OWL — Academic writing resources: <https://owl.purdue.edu/>
- MIT OpenCourseWare — <https://ocw.mit.edu/index.htm>
- JSTOR Open Content — <https://www.jstor.org/open/>
- TED-Ed — <https://ed.ted.com/>
- Cambridge free resources — <https://www.cambridge.org/>

## Progress Plan (roadmap)

### Levels & checklists

**Beginner:** Basic paragraph structure & 500-word reading per week.

**Intermediate:** 250–300 word essays, accurate referencing.

**Advanced:** Produce a 1000-word academic style essay or research summary.



### **Rubric for measuring growth (use monthly):**

Task: Write 250-word essay → Score yourself on: Cohesion (1–5), Grammar (1–5), Lexical range (1–5). Track these scores weekly.

### **Mini-Quiz & Activities**

- ✧ Outline a 250-word essay on “Technology in Education.”
- ✧ Summarize a 10-minute lecture in 150 words.
- ✧ Reference a journal article in APA format (author, year, title).

### **Extra tips to stay consistent**

- Keep an Academic Vocabulary notebook (use Quizlet/Anki).
- Read one academic abstract nightly and paraphrase it.
- Seek peer review in university applicant forums.