



Study Smart QuickMark Sets

This document provides an overview of the Study Smart QuickMark (QM) sets, which are available to all markers through Turnitin Feedback Studio. You can use the QuickMark manager in Turnitin to create a custom QM set for a particular assignment by selecting relevant QMs from the sets and even adding your own content-specific comments. Please talk to your School's **Library Academic Literacy Advisor** for further advice.

These sets have been compiled and adapted from comment banks developed by Lisa Armitage, Katrina Trewin, Caroline Henderson-Brooks, Van Tran, Erika Matruglio, Clare Power, and others.

Set	Title	Description
General (available in all 3 sets below)	Study Smart Advisors F2F & Online	<p>It would be a good idea for you to chat to a Study Smart Advisor in your campus library or online for expert advice on your academic writing skills. Study Smart F2F Advisors are available in the Study Smart Zone in the Library for 30-minute consultations. For times and locations, visit the Study Smart website:</p> <p>http://westernsydney.edu.au/studysmart/home/find_help/study_smart_advisor_hours</p> <p>If you can't get to campus at the right time, or need help out of hours, you can chat with an expert or get feedback on your writing within 24 hours using the Study Smart Online Advisor service. You can find a link to the Study Smart Zone in the left hand menu of your unit vUWS site or via the Study Smart vUWS site. Find more information about Study Smart Online Advisors, visit</p> <p>http://westernsydney.edu.au/studysmart/home/find_help/study_smart_advisor_hours</p>
	Study Smart Website	<p>You can improve your academic writing and study skills using the resources available on the Study Smart website</p> <p>http://westernsydney.edu.au/studysmart/home</p> <p>You can also find these resources and more on the Study Smart vUWS site. Look for it in your list of units in My vUWS.</p>
	Clarity English	<p>Your English expression would benefit from some practice. You can access the excellent Clarity English resources for free through the Library e-Resources website http://subjectguides.library.westernsydney.edu.au/atozresources/libc (scroll down to Clarity English)</p>
Study Smart - Expression & presentation	Misplaced apostrophe	<p>Do not use apostrophes for plurals (e.g. the students achieved, several disciplines were included, four main points) or for possessive nouns (e.g. its, theirs, ours). Visit http://www.oxforddictionaries.com/words/apostrophe to improve your understanding of correct usage of apostrophes.</p>
	Missing apostrophe	<p>Use apostrophes for possessive nouns (e.g. the student's assignment, the world's poorest people).</p> <p>Visit http://www.oxforddictionaries.com/words/apostrophe to improve your understanding of correct usage of apostrophes.</p>
	Missing comma	<p>Separate clauses with a comma or use commas to separate items in a list. See here for more information: http://www.oxforddictionaries.com/words/comma</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the PDF on sentence structure:</p>

		http://westernsydney.edu.au/__data/assets/pdf_file/0004/1082794/Sentence_Structure.pdf .
	Use of semi-colon/colon	<p>Semi-colons and colons are both used to signal relationships between chunks of information; however, the relationship signalled by each punctuation mark is different. Colons introduce explanatory information or information that is a restatement of what comes before the colon; semi-colons introduce additional or contrary information.</p> <p>Information on colons: https://en.oxforddictionaries.com/punctuation/colon</p> <p>Information on semi-colons: https://en.oxforddictionaries.com/punctuation/semicolon</p>
	Capitalisation not required	<p>Only use initial capital letters for names of people or places, the first word in a sentence, and titles.</p> <p>Download the following resource to help improve your understanding of correct usage of capitalisation:</p> <p>http://www.une.edu.au/__data/assets/pdf_file/0005/14000/WC_Punctuating-with-capital-letters.pdf</p>
	Capital letter required	<p>Use initial capital letters for names of people or places, the first word in a sentence and titles.</p> <p>Download the following resource to help improve your understanding of correct usage of capitalisation:</p> <p>http://www.une.edu.au/__data/assets/pdf_file/0005/14000/WC_Punctuating-with-capital-letters.pdf</p>
	Use of contraction	<p>Do not use contractions like can't or don't in formal writing. Write the words out fully.</p> <p>A contraction is where two words are joined, or a word is shortened, and an apostrophe ('') replaces some letters, e.g. cannot becomes can't. Contractions are a feature of informal language, whereas academic writing takes a more formal tone (register). Your work would sound more authoritative if you avoided contractions.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Tone: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082802/Tone_or_register.pdf</p>
	Spelling	<p>You need to run a spell-check on your work and check the spelling of your references carefully. You will also need to manually proof-read your work AFTER you run a spell-check because sometimes words are auto-corrected incorrectly.</p> <p>Visit the 'Finishing and submitting' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resources on Editing: http://westernsydney.edu.au/__data/assets/pdf_file/0005/1082480/Editing.pdf and Proofreading: http://westernsydney.edu.au/__data/assets/pdf_file/0010/1082683/Proofreading.pdf.</p>
	Sentence length	<p>This sentence is very long, making it unclear or hard to read. Slow down and explain each idea more fully, breaking down the explanation into a few additional sentences.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Sentence structure: http://westernsydney.edu.au/__data/assets/pdf_file/0004/1082794/Sentence_Structure.pdf.</p>
	Meaning unclear	<p>Your meaning is unclear. Read your sentences out loud as you finish writing each paragraph to make sure that what you have written makes sense.</p> <p>Visit the 'Finishing and submitting' section of the Study Smart website (https://westernsydney.edu.au/studysmart/home/assignment_help/finishing</p>

		and_submitting) and download the resource on Proofreading: http://westernsydney.edu.au/__data/assets/pdf_file/0010/1082683/Proofreading.pdf to ensure you hand in your best work.
	Incomplete sentence	This is not a complete sentence as it has no main verb. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Sentence structure: http://westernsydney.edu.au/__data/assets/pdf_file/0004/1082794/Sentence_Structure.pdf to improve your skills in this area
	Vague	This idea is too generalised. You need to be specific. Think of a specific case or example that you could use to make your point more precise and give it greater impact in your argument. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Tone: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082802/Tone_or_register.pdf to develop your skills in this area.
	Verb tense	Use verb tense consistently and appropriately throughout your writing in order to make it clear when an action takes place. If you switch randomly from one tense to another within the same sentence or paragraph, you might confuse your reader. Present tense is usually appropriate for most of your formal writing, but use past tense to talk about events which have already happened, or to refer to previous work when reviewing literature (e.g., Richards (2008) found...). Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Grammar: http://westernsydney.edu.au/__data/assets/pdf_file/0008/1082519/Grammar.pdf .
	Colloquial	The word or phrase is colloquial (like slang). Choose a more formal expression. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resources on Tone: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082802/Tone_or_register.pdf and Vocabulary: http://westernsydney.edu.au/__data/assets/pdf_file/0007/1082815/Vocabulary.pdf .
	Spoken-like style	The sentence rambles and is like spoken conversation or a stream of consciousness. An important feature of academic writing is that it has a more formal tone (register) than everyday spoken conversation or non-academic texts such as magazines and news articles. Your work would be strengthened and have more authority if you used a less conversational tone. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resources on Tone: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082802/Tone_or_register.pdf and Vocabulary: http://westernsydney.edu.au/__data/assets/pdf_file/0007/1082815/Vocabulary.pdf .
	Everyday language	Instead of using everyday language, you need to use the technical terms and concepts of the discipline. These terms occur in the unit lectures, tutorials and readings, so go back and find the relevant technical terms to replace the everyday terms. Learning to use these terms appropriately in your own writing is an important part of studying and becoming a professional in this discipline. Visit the 'Writing' section of the Study Smart website

		(http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Vocabulary: http://westernsydney.edu.au/__data/assets/pdf_file/0007/1082815/Vocabulary.pdf .
	Emotional language	Emotional language is not appropriate in formal academic essays. Emotional language includes personal evaluations like 'wonderful', 'fantastic', 'terrible', or 'I like/dislike', which you might use in speech. Your task is formal persuasion. Use language to amplify importance or significance but avoid emotional responses. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resources on Tone: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082802/Tone_or_register.pdf and Vocabulary: http://westernsydney.edu.au/__data/assets/pdf_file/0007/1082815/Vocabulary.pdf .
	Complicated vocabulary	It's great that you are trying out a wide vocabulary. But sometimes this makes your expression unnecessarily complicated. This makes it hard for the reader to follow your ideas. Academic writing does have a more formal tone (register) than everyday spoken conversation, but it is perfectly fine (and often better) to use straightforward explanations of your meaning, while also using and discussing the relevant terms from your readings. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resources on Vocabulary: http://westernsydney.edu.au/__data/assets/pdf_file/0007/1082815/Vocabulary.pdf and Tone: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082802/Tone_or_register.pdf .
	Appendices	Make sure additional information is included in an appendix which is placed at the end of the assignment.
	Word count	Please include a word count so we know you have kept to the word limit. If you are unsure how to find the word count, download the Study Smart resource on word processing: http://westernsydney.edu.au/__data/assets/pdf_file/0009/1082817/Word_processing.pdf .
	Page numbers	Make sure you number the pages for readability. If you are unsure how to number the pages, download the Study Smart resource on word processing: http://westernsydney.edu.au/__data/assets/pdf_file/0009/1082817/Word_processing.pdf .
	Improve by following instructions	The assessment instructions and marking criteria provide guidance for the structure of your writing and the information required in each section. You could improve your writing by following the instructions more closely and ensuring that your work fulfils the criteria. Visit the 'Getting started' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/getting_started) and download the resources on Analysing the assignment question: http://westernsydney.edu.au/__data/assets/pdf_file/0019/1082422/Analysing_the_assignment_question.pdf and Common task words: http://westernsydney.edu.au/__data/assets/pdf_file/0010/1082476/Common_Task_Words.pdf to develop your skills in this area.
Study Smart – Organisation and structure	No thesis statement.	Your introduction lacks a thesis statement that clearly outlines your argument. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Essay structure: http://westernsydney.edu.au/__data/assets/pdf_file/0016/1082500/Essay_Structure.pdf

		<p>ructure.pdf. The first section of the document explains how to write an effective introduction, including a thesis statement.</p>
Good thesis statement		You have clearly indicated your argument. Keep up the good work!
No preview of arguments		<p>A good introduction previews the arguments or points that will follow in the body paragraphs of your assignment.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Essay structure: http://westernsydney.edu.au/__data/assets/pdf_file/0016/1082500/Essay_Structure.pdf. The first section explains how to write an effective introduction, including a preview of your arguments.</p>
Good preview of arguments		<p>This is a clear, concise preview of the arguments to follow in your assignment. Keep up the good work!</p>
No topic sentence		<p>Paragraphs need a topic sentence that introduces the main point of the paragraph.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and use the resource on paragraph structure: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082667/Paragraph_Structure.pdf to improve your skills in this area.</p>
Good topic sentence		<p>Your topic sentence clearly indicates the main point of the paragraph. Keep up the good work!</p>
Little / no elaboration		<p>The main idea in the paragraph is not extended on and explained enough.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and use the resource on paragraph structure: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082667/Paragraph_Structure.pdf to improve your skills in this area.</p>
Good elaboration		<p>You have explained and/or exemplified your main point in a relevant and clear way. Keep up the good work!</p>
No examples /evidence		<p>You need to back up your claims with evidence or examples from authoritative sources.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and use the resource on paragraph structure: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082667/Paragraph_Structure.pdf to improve your skills in this area.</p>
Good example		<p>Your example is relevant and illustrates your point well. Keep up the good work!</p>
Good evidence		<p>Your evidence is appropriate and strengthens your argument. Keep up the good work!</p>
Develop paragraph		<p>One sentence is not enough to make an academic paragraph. A paragraph should have a topic sentence, followed by several sentences elaborating on and exemplifying the point raised in your topic sentence. Consider how you could develop this point into a full paragraph.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and use the resource on paragraph structure: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082667/Paragraph_Structure.pdf to improve your skills in this area.</p>
Point unclear		<p>A paragraph is an extended discussion of one particular point or argument. This paragraph jumps from one idea to the next without a clear focus. You could improve it by paying closer attention to how the sentences and ideas relate to</p>

		<p>each other.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and use the resource on paragraph structure: http://westernsydney.edu.au/__data/assets/pdf_file/0003/1082667/Paragraph_structure.pdf to improve your skills in this area.</p>
	Integrate figure/table	<p>You need to refer to and explain figures/tables in the body of your text. Indicate where this figure/table fits into your argument and what you want your reader to understand from it.</p>
	Good use of figure/table	<p>You have used a figure/table well here to support your argument. Keep up the good work!</p>
	No conclusion	<p>You need a conclusion to reinforce your thesis and summarise your arguments. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Essay structure: http://westernsydney.edu.au/__data/assets/pdf_file/0016/1082500/Essay_Structure.pdf, where you will find an explanation of how to write an effective conclusion.</p>
	Misplaced conclusion	<p>This belongs in your conclusion at the end of your paper. Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Essay structure: http://westernsydney.edu.au/__data/assets/pdf_file/0016/1082500/Essay_Structure.pdf, where you will find an explanation of how to write an effective conclusion.</p>
	Good conclusion	<p>Your conclusion provides a strong closure to your argument, summing up your main points and indicating the significance of your argument. Keep up the good work!</p>
	Develop line of argument	<p>You present lots of ideas but they don't have a clear focus or 'take-home message'. Take care not to spend too much time discussing what everyone else says and neglecting to advance your own argument. Make sure you provide a map of your points for your reader in the introduction and then stick to that map as you move through your paper. Provide clear 'signposts' so your reader can easily see the links between your ideas.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Essay structure: http://westernsydney.edu.au/__data/assets/pdf_file/0016/1082500/Essay_Structure.pdf to improve your skills in this area.</p>
	Strong argument	<p>Your argument throughout the paper is relevant to the topic, fully elaborated, and supported by evidence from recent peer-reviewed literature. Keep up the good work!</p>
	Relevance	<p>This point is not relevant to the question and/or to your argument. You can avoid making irrelevant points by analysing the assignment question carefully and planning your essay before you start to write.</p> <p>Visit the Study Smart website 'Getting started' page (http://westernsydney.edu.au/studysmart/home/assignment_help/getting_started) and download the Assignment Timeline and resources on 'Analysing the assignment question' to improve your skills in this area.</p> <p>Also check out the resources for Finishing and submitting (http://westernsydney.edu.au/studysmart/home/assignment_help/finishing_and_submitting) to ensure you hand in your best work.</p>
Study Smart - Research &	Source currency	<p>Unless there is a very good reason, try to stick with recent sources. Check with your tutor or lecturer if you are unsure of the time range that is acceptable in your discipline.</p>

Referencing		<p>Use the Library and improve your searching skills by doing the Successful Searching online tutorial: http://library.westernsydney.edu.au/main/guides/online-tutorials/successful-searching. You can even ask the Online Librarian for help via the chat box on the Library homepage: http://library.westernsydney.edu.au/main/</p>
	Source range	<p>Using only a few references is a major weakness for an academic assessment. Try to use a wider range of sources. References with a greater variety of views on the issue can deepen the discussion.</p> <p>Use the Library and improve your searching skills by doing the Successful Searching online tutorial: http://library.westernsydney.edu.au/main/guides/online-tutorials/successful-searching. You can even ask the Online Librarian for help via the chat box on the Library homepage: http://library.westernsydney.edu.au/main/</p>
	Review literature	<p>A review of what scholars have already written about the topic is required.</p> <p>Use the Library and improve your searching skills by doing the Successful Searching online tutorial: http://library.westernsydney.edu.au/main/guides/online-tutorials/successful-searching. You can even ask the Online Librarian for help via the chat box on the Library homepage: http://library.westernsydney.edu.au/main/</p>
	Secondary references	<p>Try to avoid citing sources without having read the original source. Search for the originals and read them for a deeper understanding of evidence and views.</p> <p>Use the Library and improve your searching skills by doing the Successful Searching online tutorial: http://library.westernsydney.edu.au/main/guides/online-tutorials/successful-searching. You can even ask the Online Librarian for help via the chat box on the Library homepage: http://library.westernsydney.edu.au/main/</p>
	Integrate literature	<p>Use the literature to develop discussion, support statements and justify your points.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resources on Quoting, Summarising and Paraphrasing under 'Using sources'.</p>
	Reference list format	<p>Ensure your reference list is formatted according to the style guidelines of the appropriate referencing style for this unit:</p> <p>http://library.westernsydney.edu.au/main/guides/referencing-citation</p>
	Good in-text referencing	<p>You have referenced the relevant readings very well. You have made it clear where the ideas you are writing about come from, and which ideas are your own. Keep it up!</p>
	Technical referencing errors	<p>Getting the hang of referencing takes time, but the details are important. A good way to learn is to notice the different ways in which the authors of what you read have referred to the work of others in their writing. It is important to always use your referencing style guide to check your work before submitting. Visit the Library website to find the correct Referencing and Citation Guide for the referencing style required in your unit:</p> <p>http://library.westernsydney.edu.au/main/guides/referencing-citation.</p>
	Missing reference	<p>Ensure you provide citations for any ideas that are not your own. Make sure citations made in text and in the reference list are consistent.</p> <p>For more information, see:</p> <p>http://library.westernsydney.edu.au/main/guides/referencing-citation</p>
	Referencing website	<p>Make sure you include the date you retrieved the website, and all other relevant information according to the required referencing style.</p> <p>For more information, see:</p> <p>http://library.westernsydney.edu.au/main/guides/referencing-citation</p>
Page number		Direct quotations require a page number. For more information, see:

		http://library.westernsydney.edu.au/main/guides/referencing-citation
	Integrate quotations	<p>The quotation is not integrated well into a grammatically correct sentence. Avoid using large chunks of direct quotations without explaining why the information in the quote is important to the assessment task or question.</p> <p>Visit the 'Writing' section of the Study Smart website (http://westernsydney.edu.au/studysmart/home/assignment_help/writing) and download the resource on Quoting under 'Using sources'.</p> <p>Also see 'Expressions to introduce quotations' in the resource on Vocabulary: http://westernsydney.edu.au/__data/assets/pdf_file/0007/1082815/Vocabulary.pdf</p>
	Over-use of quotations	<p>Your references indicate you have read and engaged with the relevant texts. You need to write in your own words, not spend considerable amounts of your paragraphs quoting. Paraphrasing is better.</p> <p>Practise writing about the authors' ideas in your own words rather than relying on direct quotations. This is because your marker is interested in your understanding of the ideas, and you can show your understanding more effectively by paraphrasing the ideas.</p> <p>You can find good resources on referencing, paraphrasing, and other ways of using sources on the Study Smart website (http://www.westernsydney.edu.au/studysmart/home/assignment_help/writing) and vUWS site. Download the resources on Referencing and citation, Quoting, Summarising and Paraphrasing from 'Using sources'.</p>
	Turnitin check	<p>Always ensure you check your assignment through Turnitin. When there is a large portion of matched text like this, you need to check quotes and make sure you paraphrase them.</p> <p>See the Student Guide to Turnitin for help with submitting your draft: http://library.westernsydney.edu.au/main/guides/turnitin/resources-for-students</p>
	Good paraphrasing	You have expressed the meaning of the sources in your own words very well and in a way that supports your argument. Keep it up!
	Synthesise evidence	<p>Rather than referencing one author in one paragraph and then another in the next paragraph, consider how the ideas of the authors relate to each other. Do they both support your argument? Do they provide different perspectives?</p> <p>Visit the Study Smart website (http://westernsydney.edu.au/studysmart/home/) and download the resource on Critical thinking http://westernsydney.edu.au/__data/assets/pdf_file/0006/1082382/CriticalThinking.pdf</p>
	Develop paraphrasing	<p>Paraphrasing means writing about another author's ideas in your own words, and also providing the referencing details of where those ideas come from. This is important to avoid copying (plagiarism) but also because your reader is interested in your understanding of what the author is saying. So it is not enough to change a few words around; it is about writing what YOU think the meaning of the original text is and how it fits into your own ideas and writing.</p> <p>You can find good resources on referencing, paraphrasing, and other ways of using sources on the Study Smart website (http://www.westernsydney.edu.au/studysmart/home/assignment_help/writing) and vUWS site. Download the resources on Referencing and citation, Quoting, Summarising and Paraphrasing from 'Using sources'.</p>