

DATE: 19 September 2014

FROM: Dr Rubby Dhunpath, Director: Teaching and Learning

TO: UKZN Staff (*See Eligibility Criteria Below*)

**RE: WRITING FOR JOURNAL PUBLICATIONS WORKSHOPS:
Come Write with Me – FEBRUARY – AUGUST 2015**

Dear Colleagues,

As part of its endeavour to promote the scholarship of Teaching and Learning, and support academic publications in Teaching and Learning and Institutional Research, UTLO is hosting a Writing for Publication Extended Learning Module. The Module, *Come Write with Me*, is an innovative way of mentoring and co-writing over a six month period that takes you from conceptualisation to communication with a journal.

This module is aimed at UKZN staff who are novice authors in the field of teaching & learning research, and are trying to improve their publications productivity. The module will be conducted by staff from the School of Education and UTLO, namely, Dr Nyna Amin, Prof Michael Samuel, Prof Johan Wassermann and Dr Rubby Dhunpath.

The proposed model closely resembles the process of “writing incubation” – of ideas generation, writing and rewriting, receiving critique and revising drafts. It will also provide developing authors with opportunities to be mentored and to learn the art of writing through co-writing with experienced writers. Working closely with a mentor, developing authors work with the group of writing mentors over a 8 month period in 6, day-long workshops on a Saturday, receiving both expert and peer support enabling transferability of writing skills that are enduring and replicable. At the end of the final workshop, authors and their mentors submit their co-authored articles to accredited journals.

ELIGIBILITY CRITERIA:

To have your application for registration considered, you:

1. Must be a UKZN staff member with at least a continuous 2 year contract;
2. Must present a concept note on an idea that will be developed for an article to be submitted to an accredited journal (this will include a title and key words and must not be more than 800 words maximum). The concept note will form the basis of selection into the programme;
3. Must be able to commit to the full duration of the programme (6 sessions) and to each day’s full programme; and
4. Be willing to present the paper at the Annual Teaching & Learning Conference (21 – 23 September 2015)

University Teaching and Learning Office

Postal Address: 2nd Floor, Francis Stock Building, Howard College Campus, UKZN, Durban, 4041

Telephone: +27 (0) 31 260 3002 **Facsimile:** +27 (0) 31 260 3360 **Email:** utlo@ukzn.ac.za **Website:** utlo.www.ukzn.ac.za



Founding Campuses:  Edgewood  Howard College  Medical School  Pietermaritzburg  Westville

IMPORTANT DATES:

If you wish to participate in this module, fill out the attached registration form (see page 3) and email as follows:

To: Victor Nnadozie

Email: utlo@ukzn.ac.za

Subject: Come Write With Me -Expression of Interest

Due By: 21 November 2014

Module dates: Saturday, 7 February 2015
Saturday, 7 March 2015
Saturday, 2 May 2015
Saturday, 6 June 2015
Saturday, 1 August 2015
Saturday, 12 September 2015

Venue: Howard College Campus (UNITE Building)

ONLY 24 SEATS ARE AVAILABLE ON A FIRST COME FIRST SERVED BASIS.

Please note: Where applicable, selected candidates may be asked to obtain a clearance letter from their supervisors indicating their agreement to the candidate's involvement in this programme.

Issued by the University Teaching and Learning Office (UTLO)

UTLO WRITING FOR ACADEMIC PUBLICATION WORKSHOP

APPLICATION FOR REGISTRATION

The cost of the workshop, which will be covered by UTLO, is more than R13, 000 per person. Successful applicants will pay a non-refundable registration fee of R500, 00 and must attend for the full 6 days.

To have your application considered by the selection panel, please submit this form, **by 21 November 2014** to Victor Nnadozie on utlo@ukzn.ac.za

Surname:		First Name:		Title:	
Staff No.:		Date of Appt:			
Position:		School/Dept:			
College:		Campus:			
Contact No: (Incl. Cell No.)		Email Address:			
Nature of Employment:	Permanent	Contract			
If on Contract, indicate Date of expiry of Contract					
Highest Academic Qualification	Institution		Year Graduated		
If presently studying, indicate degree for which registered:					
Institution at which registered:					

PUBLICATIONS RECORD

1. Articles Published in SAPSE Accredited Journals
2. Articles Published in non-SAPSE Accredited Journals
3. Articles in Press

Applicant

Name

Signature

Date

Approval by Line Manager or College Dean: Teaching & Learning

Name

Signature

Date
