Reporting Verbs: Worksheet

Video name: **Reporting Verbs in Academic Writing**
Link to video: https://www.youtube.com/watch?v=ZE4yH4wxpj4
Alternate link: https://v.youku.com/v_show/id_XNTA1MzUxMDAwMA==.html

Task 1: Before watching

Answer the following questions *before* watching the video.

i)   Why is it important in academic writing to use information from other writers?
_____

ii) When using information from other writers, it is important to say where the information came from (i.e. to *acknowledge the source* or *cite the source*). Why?
_____

iii) Study the following short passage.
- How many sources have been cited? _____
- Highlight (or underline) the sources.
- What is the format of the citation (e.g. *name, page, place*, etc.)?
  _____

  One possible solution is to use fewer resources. Sunil and Robinson (2008) claim that this is the most effective way to tackle the issue. However, using fewer resources leads to reduced production, and, ultimately, reduced profits, making it a less attractive option for most companies (Jones, 2000; Peterson, 2015).

Task 2: Overview of reporting verbs

Complete the following notes, which give an overview of *reporting verbs*.

reporting verbs = _____ verbs

commonly used for reported _____

examples of informal verbs:

- _____
- _____
- _____

Task 3: Meaning of reporting verbs

i) Classify the following reporting verbs, based on their *general* meaning. All verbs were shown in the video. Each meaning has two verbs. An example has been done for you.

allege	blame	challenge	clarify	~~concur~~	consider	contend
contribute	demonstrate	describe	develop	discover	echo	establish
feel	find	highlight	identify	investigate	maintain	notice
observe	outline	propose	question	recommend	study	underscore

Meaning	Examples of verbs
agree	*concur*
disagree	
accuse	
add	
believe	
conclude	
emphasise	

Meaning	Examples of verbs
examine	
explain	
see	
show	
state	
suggest	
think	

ii) Try to add *at least one* further example for each general meaning.

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Task 4: Strength of reporting verbs

Classify the following verbs according to strength. All were shown in the video.

accuse	acknowledge	admit	advise	analyse	argue	assert
assume	calculate	compare	criticise	discuss	doubt	establish
insist	note	notice	prove	question	recognise	reflect
remark	state	stress	suppose	take into consideration		warn

Weak   **Neutral**   **Strong**
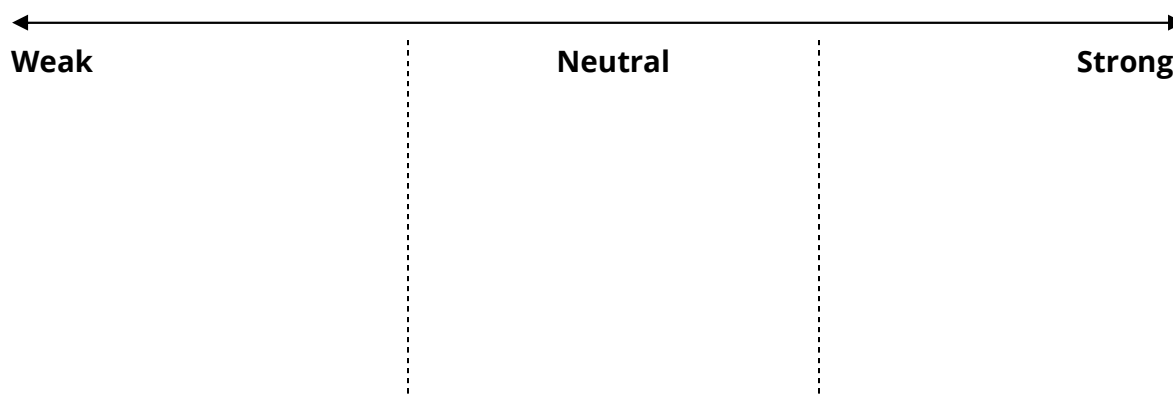
Task 5: Grammar of reporting verbs

Complete each of the following sentences with one of these words:

a) that   b) with   c) of   d) as   e) to

i) *Most experts recognise _____ climate change is one of the greatest threats to mankind (Stark, 2018; Nasa, 2019).*

ii) *Spalding (2019) concurs _____ Rogers (2018) on the need for greater use of data.*

iii) *The American Psychiatric Association (2013) defines mental disorders _____ "a syndrome characterized by clinically significant disturbance in an individual's cognition, emotion regulation, or behavior that reflects a dysfunction in the [...] processes underlying mental functioning".*

iv) *The World Health World (2019) has warned governments _____ the serious consequences of climate change, which is expected to cause approximately 250,000 additional deaths per year between 2030 and 2050 from malnutrition, malaria, diarrhoea and heat stress.*

v) *The National Organization for Women (2019) has accused many major companies _____ doing too little to tackle discrimination in the workplace.*

vi) *James (2018) contrasts this _____ the privatisation of the 1980s*

vii) *Atkins (2016) challenges government leaders _____ take stronger action on climate change.*

viii) *The Stevens (2020) disapproves _____ the current strategy for tackling unemployment.*

Further reading

This page gives list of reporting verbs, along with meaning, strength and grammar.
https://www.eapfoundation.com/writing/references/reporting/

This infographic summarises the information in the video.
https://www.eapfoundation.com/infographics/writing/reporting/

The following short video gives information on plagiarism and how to avoid it.
https://www.youtube.com/watch?v=4iw8J4Bwygs