



# Nanyang Technological University

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## Enrichment Subject for Economists

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## Welcome

Welcome to the inaugural edition of Enrichment Subject for Economists (or ESE for short)!

The World Wide Web Netscape Browser will serve as the medium of instruction for the bulk of this subject. The look of these pages is optimised for monitors displaying at least 256 colours and 800 x 600 pixels.

Material for ESE is in the process of being developed during the 1995/96 academic year. If you experience problems downloading these pages, please let me know. Please send comments to [Jon D Kendall](mailto:ajdkendall@ntuvax.ntu.ac.sg) on [ajdkendall@ntuvax.ntu.ac.sg](mailto:ajdkendall@ntuvax.ntu.ac.sg).

Note: (19 August 1996) I was not able to teach this course again this year. A lot of the material about the Internet is very dated now that a year has passed. A much more comprehensive overview of Internet tools can be found on the [MBA course Use of the Internet for Business and Commerce--B6533](#). Specifically the technical aspects of tools for the Internet can be found in [Lecture 2](#).and [Lecture 3](#).

The Sections below dealing with [Microsoft Word for Windows](#) and [Excel](#) have been updated.

## Course Particulars

### Instructor

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### Objectives

To equip Applied Economics students with the analytical, computing, and writing skills required of professional economists in the work environment.

### Subject Approach/ Methods

#### Introduction

Economics students all too often suffer from the inability to write well. They also lack many analytical and technical skills required in the professional workplace. Working through a carefully constructed set of workshops and tutorials, Applied Economics students can improve their writing, analytical and technical skills. The development of these skills within the

context of economics will lead not only to improved ability to communicate and use economics but also to a reduction in fuzzy economic thinking. In short the aim is to enhance productivity of students as professional economists.

### Organisation and Method of Instruction

Workshops and tutorials will form the basis of instruction. There will be 12 two-hour tutorials, plus six two-hour workshops for presentations.

Tutorials (limited to 10 students) will serve a dual role. First, they will facilitate dissemination of material on information technology outlined below. They will be held in the computer labs. Secondly they will serve to foster improvement in individual student's economic writing and analytical skills through extensive discussion and [peer-editing or peer-reviewing](#). The final year paper will serve as the foundation for discussion and peer-editing.

There will also be six two-hour workshops which will be used as a forum for student presentations at various stages of their final-year papers and subject essays.

In the beginning of semester 2, students will present seminars on their nearly completed paper to an audience composed of Applied Economics staff.

### Readings and other requirements

Access to a PC (running Windows95 or Windows 3.1) and the Internet will be essential for this subject.

No textbook purchase is necessary; the textbooks, as well most of the lecture material, are available on the Internet through Netscape. If you use a browser other than Netscape, (e.g. Mosaic) make sure that it can handle .gif graphics and tables.

The 'textbooks' (available through the Netscape Browser) are:

[Internet Technical Writing Course Guide](#) by [David McMurrey](#) (email [davidm@austin.cc.tx.us](mailto:davidm@austin.cc.tx.us)) at Austin Community College (ACC) USA.

Dr McMurrey has graciously allowed me to mirror his [electronic textbook \(original site\)](#) here at NTU.

and

[Resources for Economists](#), by [William L Goffe](#), University of Southern Mississippi, USA. Dr Goffe has graciously allowed me to mirror his electronic collection here at NTU.

Other reference material is available on the Internet.

There is one article which is of great help in writing well in economics:

McCloskey, Donald (1985) "Economical Writing." *Economic Inquiry* (April) 187-222.

I shall give a copy to the class representative. Professor McCloskey is the definitive expert on effective writing in economics.

There are a couple of recommended books:

Boyle, Joseph and Linda Boyle (1993) *Common Spoken English Errors of the Chinese*, Hong Kong: Longman Group.

Huckin, T. N. and L. A. Olson (1991) *Technical Writing and Professional Communication*, Singapore: McGraw-Hill. ISBN: 0-07-112642.

Morgenstern, Oskar (1963) *On the Accuracy of Economic Observations*, Princeton: Princeton University Press.

Rathbone, Robert R. *Communicating Technical Information*, Reading, Massachusetts: Addison-Wesley Publishing Company, Inc.

### Prerequisites

The only requirement is that enrolees be third-year Applied Economics students. No credit is given for taking this subject. But, the time spent on it should be outweighed by resulting gains in productivity in your work as professional economists.

### Grading

Since the subject is not for credit, there can be no 'grading.' The lecturer will liaise closely with lecturers from the other Applied Economics subjects in order to ensure a complementary structure.

## Proposed Schedule

Week	Topics	Tute	Wrkshp
1		We/Th	Fri
	<u>Course Particulars</u>		
2	<u>Information Technology for Economists</u>	X	
	<u>Internet Tools</u>		
3	<u>Internet Tools</u> (cont)	X	
4	<u>Internet Tools</u> (cont)	X	
	<u>Word processing (Microsoft Word 7.0 and 6.0)</u>		
5	<u>Word processing (Microsoft Word 7.0 and 6.0)</u> (cont)	X	
	<u>Using Spreadsheets (MS Excel 7.0 and 5.0)</u>		
	<u>Principles of Effective Writing For Economists</u>		
	<u>Introduction--Why Improve Your Writing?</u>		
	<u>On-Line Writing References and Resources</u>		
6	<u>Understanding Grammar</u>	X	X
	<u>McCloskey Revisited</u>		
	<u>Scientific Journal Format</u>		
7	<u>Exercises for Economical Writing</u>	X	
8	Study Interval	X	
9	<u>Peer Editing</u>	X	
10	<u>Oral Presentations</u>	X	X
11	<u>Oral Presentations</u>	X	X
12	<u>Deductive and Inductive Reasoning</u>		X
13	<u>Deductive and Inductive Reasoning</u>		X



Click here to return to [Nanyang Business School Home Page](#).

Click here to return to [Applied Economics Home Page](#).

Click on the NTU site <ftp.ntu.ac.sg/pub/ntu/nbs/htmlauth.zip> to retrieve HTML Author locally in Singapore.

[Jon D Kendall](mailto:kendall@pacific.net.sg) (kendall@pacific.net.sg) using [HTML Author](#). Last modified on 19/08/96.

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