



WEEK 4 - TERM 1

Task 4: Collaborative Summary Writing

**Instructions**

Task 4: **Collaborative Summary Writing (Instructions Only)**

- You and your teammates, will work together to generate an academic summary (50-100 words) of two brief academic texts.
- The names of all team members are provided on Canvas.
- The collaborative work will happen on Microsoft Teams. In our own Teams space, there is a specific channel created for you and your team.
- All team members must communicate within their channels and leave evidence of their work process on the OneDrive document provided by the instructor.
- You will be given 30-35 minutes to finish this task. During this time, the instructor will make rounds to visit all teams in their respective channels.
- The summaries must meet the standards taught this week, include in-text citations, and a reference list.
- When the job is done, one member of the team will post their work on the respective Canvas Assignment Box (only one person should do this).
- If the team does not manage to finish the summary within the assigned 35 minutes, the team members can come back again to work in their channels later during the day. The deadline to complete this task will be before 11 pm of the same day (Friday).

The texts you will summarize for this task appear on the Task Worksheet



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**Worksheet**

**Text 1**

Airborne suspensions of extremely small solid or liquid particles called “particulates” (e.g., soot, dust, smokes, fumes, mists), especially those less than 10 micrometres ( $\mu\text{m}$ ; millionths of a metre) in size, are significant air pollutants because of their very harmful effects on human health. They are emitted by various industrial processes, coal- or oil-burning power plants, residential heating systems, and automobiles. Lead fumes (airborne particulates less than 0.5  $\mu\text{m}$  in size) are particularly toxic and are an important pollutant of many diesel fuels.

**Source (the information is in disorder)**

- <https://www.britannica.com/science/air-pollution> (Links to an external site.)
- Jerry A. Nathanson
- Encyclopedia Britannica
- Title: Air Pollution
- Publication date: March 25, 2020

**Text 2**

The size of particles is directly linked to their potential for causing health problems. Small particles less than 10 micrometers in diameter pose the greatest problems, because they can get deep into your lungs, and some may even get into your bloodstream.

Exposure to such particles can affect both your lungs and your heart. Numerous scientific studies have linked particle pollution exposure to a variety of problems, including:

- premature death in people with heart or lung disease
- nonfatal heart attacks
- irregular heartbeat
- aggravated [asthma](#) (Links to an external site.)
- decreased lung function
- increased respiratory symptoms, such as irritation of the airways, coughing or difficulty breathing.

People with heart or lung diseases, children, and older adults are the most likely to be affected by particle pollution exposure.

**Source (the information is in disorder)**

- United States Environmental Protection Agency (EPA)



- Title: Particulate Matter (PM) Pollution: Health and Environmental Effects of Particulate Matter (PM)
- <https://www.epa.gov/pm-pollution/health-and-environmental-effects-particulate-matter-pm> (Links to an external site.)
- Date of access: September 26, 2020

Use this page to draft your paper. This draft should display evidence of your collaborative work. This means that you can scratch, add comment boxes, or add highlights that show how the team members interacted to create and revise the summary. If there is no sign of this interactions, the team will not receive a mark for this task.



Use this last page to copy and paste the final version of your summary without comments or highlights.