

# Research Paper Writing

## SYLLABUS | Quarter Year

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### Course Description

This course will help you write well-researched, organized, and correctly documented research papers. You will learn how to find, evaluate, and document sources as well as incorporate information from research into your writing while following the principles of academic honesty. Throughout the course, you will expand your academic vocabulary and writing fluency, accuracy, and effectiveness. This course is specifically designed for non-native speakers of English.

### Course & Instructor Information

Course code: <b>ELCB 1020</b>	Instructor:	<b>Important Dates:</b>
# of credits: <b>2</b>	Phone:	First Class:
Location:	Email:	Last Class:
Class times:	Office and Office Hours:	No Class:

### Communication:

Please use the course Canvas page email function to email me about the class. You can email me at any time, but you may not receive a response outside regular business hours.

### Mode of Delivery:

This class is currently offered in a hybrid modality which means that some of the instruction will be online and some in person. The online portion will have both synchronous and asynchronous delivery of materials. Your instructor will inform you about the details of the in-person component of this class once the class begins.

### Learning outcomes

On successful completion of this course, you will be able to:

#### Research skills:

- Find research resources, such as online resources (research databases, reference lists), and campus resources (writing centers, research librarian help)
- Evaluate the credibility of research sources, especially the online resources
- Find reference articles including scholarly articles from journals and news articles from foreign and domestic news sources
- Learn strategies to avoid plagiarism and academic dishonesty such as using APA/MLA citation styles preparing a bibliography (references list), etc.

#### Writing Skills:

- Write effective and well-organized research papers that are supported by information from several different, credible sources
- Document sources correctly and incorporate information from sources while following the principles of academic honesty
- Write for an academic audience using format, organization, and vocabulary appropriate to academic writing in English
- Revise writing according to peer and instructor feedback as well as self-edit

## Materials

**All course materials will be provided by the instructor. No textbook or course pack needs to be purchased.**

Suggested Student Materials:

- a 3-ring binder for organizing course materials
- lined, white, 3-hole punched paper or a notebook

## Evaluation and Grading

**To pass this class, you must earn a C - grade or above.** If your grade is below that you will be required to repeat this course the following quarter. In this case, the letter grade F will appear on your student transcripts, but it will not affect your GPA and you will have to repeat the course to make sure you learn the skills you need.

**Your final grade will be calculated as follows:**

[individual instructors can decide on their final grading calculation]

*Example:*

Component	Value (%)
Writing Assignments	40%
Class Activities and Participation	30%
Final Research Paper	30%

### Grading scale

<b>A</b>	4.0	100-94%	Superior performance	<b>C</b>	2.0	76-73%	Adequate performance
<b>A-</b>	3.7	93-90%		<b>C-</b>	1.7	72-70%	
<b>B+</b>	3.3	89-87%		<b>D+</b>	1.3	69-67%	
<b>B</b>	3.0	86-83%	Good performance	<b>D</b>	1.0	66-63%	Poor performance
<b>B-</b>	2.7	82-80%		<b>D-</b>	0.7	62-60%	
<b>C+</b>	2.3	79-77%		<b>F</b>	0.0	59% or less	Failing

## PARTICIPATION

Students are expected to actively participate in all class activities. To actively participate in class, you should:

- Listen carefully to your classmates and the instructor during synchronous class times
- Answer questions in class or online posed by the instructor or by other students
- Contribute to class discussions by making comments and asking questions
- Complete all class assignments in person or online
- Show that you are doing the homework by asking or answering questions or making comments

## ASSIGNMENTS:

Please submit your assignments on Canvas unless otherwise directed by the instructor. All assignments must be word processed, left-aligned, double-spaced, 11 or 12-point, in a font such as Arial, Calibri, or similar. At the top right of the page, please include your name, class, and date.

**No late assignments will be accepted.**

## Class Expectations

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My goal is to create a learning environment in which you can be successful. I will work hard to improve the class throughout the quarter based on my own observations and your feedback. For example, I may decide that we need to spend more time on a certain topic and less on another. My hope is that you will take an active role in the class in order to make the most of this learning opportunity. You are responsible for:

- Being prepared for class: do the assigned readings, complete HW assignments, etc.
- Being present and participate actively when the class meets (in person or online)
- Completing assignments that are scheduled asynchronously
- Following the class rules
- Seeking support when needed (please see information about support services such as ELLC tutoring center, library, etc. on the next page)

If you have any questions or need additional support, you are always welcome to contact me.

## Class Rules

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### ATTENDANCE

I will take attendance every day the class meets. It will be difficult to pass the course and/or receive a high grade without regular attendance since the participation part of your grade will be negatively affected if you miss classes: ***You cannot participate when you're not in class.***

If for any reason you do miss a class, be sure to get notes from one of classmates. If you have questions you are always welcome to contact me.

### CELL PHONES, ELECTRONIC AND RECORDING DEVICES

When the class is in person, the use of electronic devices such as phones and laptops in class is allowed for academic purposes only (i.e. dictionaries or research). During online portion of the class you are expected to pay full attention to class and not be engaging in non-class activities such as social media, online shopping, or email. The use of recording devices is allowed only with the permission of the instructor and all class participants. All mobile devices must be **TURNED OFF** and **PUT AWAY** during exams. If you do not do this, you may receive a grade of "0" on the test and fail the course.

### ACADEMIC HONESTY AND INTEGRITY

Academic honesty and integrity are important values in the educational process at Seattle University. Examples of academic dishonesty include but are not limited to:

- Plagiarism
- Cheating on exams and other assignments
- Academic fraud such as submitting work for multiple purposes or submitting false data

Academic dishonesty in any form is a serious offense against the academic community. Acts of academic dishonesty or fraud will be addressed according to the Academic Integrity Policy. For more information please see Academic Integrity Policy (link on the next page) and **Academic Integrity**

**Tutorial:** <https://www.seattleu.edu/academic-integrity/resources-for-students/>

## General Course and University Policies

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### SUPPORT FOR STUDENTS WITH DISABILITIES

If you have, or think you may have, a disability (including an “invisible disability” such as a learning disability, a chronic health problem, or a mental health condition) that interferes with your performance as a student in this class, you are encouraged to arrange support services and/or accommodations through Disability Services staff located in Loyola 100, (206) 296-5740. Disability-based adjustments to course expectations can be arranged only through this process.

### NOTICE ON RELIGIOUS ACCOMMODATIONS

It is the policy of Seattle University to reasonably accommodate students who, due to the observance of religious holidays, expect to be absent or endure a significant hardship during certain days of their academic course or program. Please see, Policy on Religious Accommodations for Students (<https://www.seattleu.edu/media/policies/Policy-on-Religious-Accommodations-for-Students---FINAL.PDF>)

### ACADEMIC POLICIES ON THE REGISTRAR WEBSITE

<https://www.seattleu.edu/redhawk-axis/academic-policies/>

Be sure that you understand the following university academic policies, posted on the Registrar’s website:

- **ACADEMIC INTEGRITY POLICY**  
<https://www.seattleu.edu/media/redhawk-service-center/registrar/registrar-policies/Academic-Integrity-2011-3.pdf>
- **ACADEMIC GRADING GRIEVANCE POLICY**  
<https://www.seattleu.edu/media/redhawk-service-center/registrar/registrar-policies/Academic-Grading-Grievance-2004-07.pdf>

## Academic Resources

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Please take advantage of the academic support services available to you at the university. These services can help you excel in your studies.

### ENGLISH LANGUAGE LEARNING CENTER TUTORING

Get help with your assignments with tutors specializing in working with non-native speakers of English.

<https://www.seattleu.edu/ellc/ellc-tutoring/>

### LIBRARY AND LEARNING COMMONS

<http://www.seattleu.edu/learningcommons/>

- research services
- learning assistance
- writing center
- math lab
- media production center