



**Research Writing Methods School of
Languages and Literature
Wayland Baptist University
SYLLABUS – Spring 2019
Feb. 25 – May 18, 2018**

Wayland Baptist University exists to educate students in an academically challenging, learning- focused, and distinctively Christian environment for professional success and service to God and humankind.

RESEARCH WRITING METHODS

Course No: RSWR3345VC03

Time: Various days and times

Place: Online

Term: Spring 2019

Instructor: Professor Debi Hall

Office Email: debra.hall@wayland.wbu.edu

Office Phone: 855 500 9911 (leave message and I will return the call as soon as possible)

Office Hours, Building, and Location: Online or Conference Line or Telephone.

Catalog Description: Instruction in formulating research topics, conducting research, and writing papers that marshal support from secondary sources. Students read, analyze, and interpret research sources, developing in-depth, research-based papers on topics in their academic disciplines.

Prerequisite: ENGL 1301 – Composition and Rhetoric – **These are the skills students are required to have mastered before taking this course:**

1. Apply standard rules and conventions of the English language to written expressions.
2. Summarize the steps and components of the writing process.
3. Compose academic, nonfiction essays or responses in at least four different rhetorical modes or styles.
4. Demonstrate proficiency in writing skills based on the criteria of standard essay structure and English usage.
5. Compose a clear, coherent, unified essay, organized around a single central idea and use a variety of techniques to support your writing.
6. Compose effective thesis statements.
7. Apply basic rhetorical modes: description, comparison, narration, and illustration.
8. Employ the various stages of the writing process, including: brainstorming, outlining, drafting, revising, and editing.
9. Demonstrate understanding of and effective use of paragraph structure, including topic sentences, supporting examples, and transition sentences.
10. Demonstrate effective use of introductions and conclusions.
11. Employ various forms of support for claims; include concrete, significant and specific examples, illustrations, anecdotes, facts and reasons.
12. Read, analyze, and discuss readings with an understanding of structure and mechanics.

13. Identify effective writing techniques in your own essays and in peer writing.
14. Organize and develop essays, demonstrating the ability to write for an academic audience.
15. avoid plagiarism
16. Point of view is clearly understood and demonstrated in formal discourse. Students use third person objective or first person point of view. At no time, do students use the words we, you, we all, you all, us, our, your – in any context at any time in a formal essay.

Required Textbook and Resources: *Writing from Sources*, 9th edition, by Brenda Spatt

Optional Materials: For examples of content, visit <http://www.thehollywoodquarterly.com>. This ejournal features published student writers. Exploring some of those essays can help you understand assignments.

Course Outcome Competencies: Upon the conclusion of this course, students actively engaged in learning will be able to:

1. **Utilize** printed library reference materials, proprietary databases, and Internet resources to locate source material;
2. **Use** borrowed information in a manner that complies with standard academic conventions pertaining to quotation, paraphrase, and summary;
3. **Analyze**, evaluate, organize, and manage the assertions of more than one source or author in order to support your own main point;
4. **Develop** and focus a research topic; and
5. **Write** a research question/proposal, a review of the literature, an abstract, an outline, a summary, a synthesis, and a unified, coherent, complete research paper in proper writing style such as APA, MLA, or Turabian.

The more the student puts into the course, the higher his or her outcome competencies will be.

Course Specifics: The Scavenger Hunt noted at the beginning of the course is considered the exam for this course. **Students must successfully complete the Scavenger Hunt before moving forward through the course.** You will be responsible for several writing assignments, and participation in Discussion Boards, Conferences, and viewing Video Tutorials. Credit is also given to students for submitting all assignments in the course, whether discussion boards, registering attendance, or written assignments. In the past, a few students failed to turn in a few assignments because they were of lower percentage weight value in the course. In those cases, points are deducted for failure to complete all work. See Grading for 15% Participation grades shown below.

Course Requirements and Grading Criteria:

- a. Student participation through Discussion Boards, submitting Written Attendance and Submitting All Assignments in a timely manner
- b. Written Assignments:

Grading

Textbook Exercises, Basic Skills in Discussion Boards, Scavenger Hunt Quiz and Participation = 20%

IMPORTANT NOTE: The Participation Grade also reflects the effort to submit all assignments. If a Discussion Board or Assignment is not submitted, 5% will be deducted from the Total Participation Grade at the end of the semester. Thus, if your Participation Grade is 100%, but you failed to submit any board or assignment, that grade would drop to 95%. That deduction will be calculated into your final grade.

Basic Skills My Music = 5%

Single Source – Essay = 25% Research

Proposal = 10% Annotated Bibliography = 10%

Multiple-Source Research Paper = 30%

The grading scale of the university catalog is followed in this course:

A 90-100%

B 80-89%

C 70-79%

D 60-69%
F below 60%

- **All assignments will be due no later than 11:55 PM CT on the day listed for them to be submitted.**

A Note About Discussion Boards – Discussion Boards are open at the beginning of the semester. Students submit content on the week assigned. The boards close at midnight on the week due. All discussion board content is submitted in an orderly manner. Students may not jump ahead to a week in the future or attempt to add content to a week that has already passed. Please stay current with your posts. This part of your grade is critical. If you want to continue discussing your topic with a student after the board has closed, you can always set up a thread in the Water Cooler, which remains open all semester.

A Note About the Multiple Source Essay – A list is provided of approved topics. Students choose one of those broad topics, lock that topic in the Discussion Board and then narrow and focus the topic. Students may unlock a topic and choose another unclaimed topic prior to the date of the formal proposal. One formal proposal is graded per student. From the beginning of the semester until the due date for the proposal, I am open to phone conversations to discuss 1-3 particular focus questions for broad topics prior to the proposal. I will offer extensive feedback in the proposal grade. One proposal is accepted per student. Students have five weeks to contact me about proposals. Please note, as you consider topic ideas, that absolutely no topics that contain the word “should” will be accepted.

No social media topics of any kind will be accepted.

Only sophisticated, university level topic focus for which scientific evidence, statistics, research, facts and professional opinions are acceptable.

The only position paper/argument essay formats acceptable for this course are:

Problem/Solution,

Cause/Effect,

Exegetical essays persuade your reader to interpret a theory in a certain way and show your ability to understand and accurately explain difficult ideas, and

Discursive essays persuade the reader to see the different sides of a debate in a certain way and present your ability to compare different approaches to a topic.

Within the parameters of these position papers, under no circumstances will anything having to do with social media be approved.

Overdue Penalties

This is critically important. *Each student is allowed **one** excused late submission.* The late submission applies to the short narrative and short expository essays. All other essays are to be submitted on time. That one late submission allows the student 24 extra hours to complete and submit the work. Regardless of excuse, late assignments thereafter will be reduced by 10 percentage points for each class day the essay is late. After the third class day, the student will receive a “0” for the assignment. Choose wisely when your one excused late submission will be. Plan ahead for problems which might arise. ***Clear late assignment at least 12 hours before the due date.***

Academic Honesty: You are expected to submit original work in this class. This means the work you submit for this class cannot be from another course. Further, plagiarism in this course will not be tolerated. Plagiarism is constituted as stealing words or ideas from another source and passing them as your own. Since this class specifically focuses on research, you should be especially conscious of attributing your sources. Students who plagiarize or recycle work in this class will receive a zero for the assignment and will be subject to university policies regarding plagiarism.

Plagiarism Policy

Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations, or examination materials, forgery, or plagiarism (See WBU catalog). Cheating in this class at any time will result in an immediate grade of F for the class.

NOTE:

Please note that you are responsible for all of the information listed in this syllabus. Students will be held liable for failure to meet requirements stated within the syllabus. It is not the responsibility of the professor to remind the student of information contained in the syllabus.

Attendance Policy

This is a 3 semester hour University class and you are expected to attend class. Attendance is recorded by coming into the classroom, working with course materials, interacting with classmates in the discussion boards, checking in every Monday and turning in assignments. Each activity click is recorded in Blackboard.

Monday Attendance – Each Monday of the semester, by midnight, students check in the Discussion Board

attendance thread and register attendance and understanding of the week's assignments. For example, a student might write: This is Debi Hall and I know that the short expository essay is due this Sunday. The attendance board registers directly to the grade center, and student attendance is credited. If a student has a question, email the professor directly at debra.hall@wayland.wbu.edu

Non-Attendance Consequences:

Any student who does not participate in the weekly student discussions on the Discussion Boards, conference, or assignments will be considered absent for the week. Two absences may constitute a failing grade. Any student who does not participate for two weeks will receive a ROUP notification and may receive an "F" for the course.

Additionally, in this class, you are required to be self-motivated and active in completing all of the assignments by the assigned due date.

Disability Statement: "In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765. Documentation of a disability must accompany any request for accommodations."

Tutorial Videos A number of Kaltura tutorials that I have recorded are required. Students are required to watch all of the videos. Each week contains an overview tutorial. There are others for research etc. These videos help students navigate the course and assignments.

Expectations, Communication, & Other Information:

First and foremost – I want this course to be interesting and enjoyable for my students. You are encouraged to write essays on subjects that interest you. I encourage everything from relevant political topics to literary criticism to film study.

While the nature of an online course allows students to work at their own pace, you are expected to keep up with the course materials weekly. ***Please note, this is not a self-paced course.*** This means that you should keep up with the readings and discussions posted each week and are responsible for turning in any assignments by the posted due date. Students who get behind in the weekly requirements will likely not do well in the course. Remember, also, that your attendance for the course is measured by your participation in the weekly discussions and/or conferences. Announcements and important information will be posted on the Blackboard site. Be sure to check the site often. Additional information may be sent to your WBU emails, so make sure you've set up a WBU email and are checking it often.

Answers to questions about topics require a phone call or email at debra.hall@wayland.wbu.edu. I receive all email on my phone and can get an answer to you quickly

To accommodate the past requests and preferences of my students, assignments are generally due on Sunday (last day of each week of the term). Note: Frequently, delays arise for any number of reasons. **Always check the Announcement Board (a copy of which is sent to you) as well as your Blackboard calendar for up to date Due Dates.** However, although the homework assignments and major assignments are due on Sunday this does not mean you should wait until the end of the week to think about them, particularly if you need help from me. I also strongly recommend you use the Writing Center. There's a link available in our Bb course. Be aware, too, that using the Writing Center resources likewise requires that you plan ahead for your assignments and your assignment questions. A successful student likely does not wait until Sunday night to begin the week's work.

If ever you have a major life event that will affect your participation in the course, it's imperative that you communicate with me as soon as possible. I try to work with students as best I can, but I can be more flexible and gracious if you tell me in advance rather than after the fact. In an online course, communication is *key*. Try as we all do to make sure instructions are clearly written, I realize that students often need clarification. As I mention above, I cannot help you if I do not know you're struggling.

That said, like most of my students, I realize you probably work full time, have a family, and juggle other courses

and commitments. However, this is a 3000-level course, which means it ought to challenge you more than your previous courses. RSWR is also a writing-intensive course, so be prepared to write weekly. If life's current restraints mean you cannot fully concentrate on the course's requirements, then you might consider taking RSWR at another point in your studies.

Essay Format

Format for all essays – Your information on the upper left

Your Name

Course Information

Date

Word Count (Essay only, not Works Cited there is a deduction of 10 points if Word Count is not included for every assignment)

Title



Essay begins here as assigned. For expository project, an Abstract will go here. For other assignments, essay begins here. 2.0 space, 12 font, 1" margins

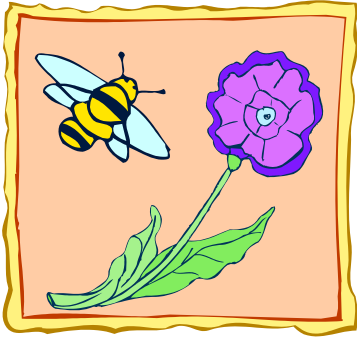
Works Cited



In MLA8 Format

Tentative Schedule:

Please note that these due dates are subject to change

Scroll Down for Calendar

Week	Topic	Textbook/Online Reading	Assignment	Due Dates
Week 1 Feb. 25 – March 3	Scavenger Hunt Quiz	Begin studying Chapters 1-5	Scavenger Hunt Quiz Water Cooler	Scavenger Hunt Quiz Due by Friday, March 1 Noon Water Cooler Disc Board Due Sunday
Week 2 March 4-10	Basic Skills Review	Chapters 1-5	Basic Skills My Music	Basic Skills My Music Due Sunday March 10 11:55pm Week 2 Discussion Board My Music
Campus Closure March 11 - 17		VC Closed	VC Closed	VC Closed
Week 3 March 18- 24	Textbook Chapter Work	Chapter Exercises Analyzing and Author's Logic Integrating Academic Sources Study Chapters 1 – 5	Chapters 1 – 5 Exercise 4 p. 43.44 Exercise 6 p. 60 And Exercise 14 on p.148-49	Chapters 1 – 5 Exercise 4 p. 43.44 Exercise 6 p. 60 And Exercise 14 on p.148-49 Due March 24 11:59 pm

<p>Week 4</p> <p>March 25- March 31</p>	<p>Single Source Essay</p>	<p>Chapter 5p. 189</p>	<p>Single-Sourced Essay p. 189</p>	<p>---</p> <p>Single- Source Essay</p> <p>Due March 31 midnight</p>
<p>Week 5 April 1 - 7</p>	<p>Outlining the Expository Research Essay (Project 1)</p>	<p>Part IV Chapter 7 - 8</p>	<p>Research Proposal</p>	<p>Research Proposal</p> <p>Due April 7 Discussion Board Topics All Due April 7– NOTE: First posts were required on March 18</p>
<p>Week 6</p> <p>April 8 - 14</p>	<p>Annotated Bibliography</p>	<p>Chapter 9 p. 341-396</p>	<p>Abstract and Bibliography</p>	 <p>Work on Bibliography and Create a working Abstract for the research paper Disc Board Week 6 Abstracts begins and is graded end of Week 7</p>
<p>Week 7</p> <p>April 15- 21</p>	 <p>Annotated Bibliography</p>	<p>Chapter 10</p>	<p>Complete an Annotated Bibliography</p>	<p>Annotated Bibliography Due April 21</p>
<p>Week 8</p> <p>April 22- 28</p>	<p>Essay Outline</p>	<p>Continue working on Research Essay Chapter 11</p>	<p>Create outline</p>	<p>Due in Discussion Board Only</p> <p>Work on Abstract and Outline</p>
<p>Week 9</p> <p>April 28 – May 5</p>	<p>Complete Abstract Discussion Board Posts and Feedback in Discussion Boards for Week 6-9</p>	<p>Complete draft of Abstract and submit to Discussion Board for Week 6-9 Give feedback to two other students. Consider feedback given to you. Graded in Week 9</p>	<p>Draft of Abstract In Discussion Board Only</p>	<p>Discussion Board submission and feedback</p> <p>Abstracts submitted only in Discussion Board area</p> <p>Due by May 5 Disc Board From Week 6-9 Abstracts Responses due May 5</p>

Week 10 May 6-12	Complete Research Argument Essay	Review and edit Research paper	Complete Research Paper	Revise and polish Research Paper Discussion Board Week 8- 10 Abstracts and Outlines Due May 12
Week 11 May 13- 19	Multiple Source Essay Due		Check all content and submit Outline Abstract Essay Works Cited in one Word Document	Final Research Paper Due May 18 by Midnight

End Document

