

**San José State University**  
**Kinesiology**  
**Kin 100W, Writing Workshop, Section 4, Spring 2013**

<b>Instructor:</b>	Sandy Olliges
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<b>Office Hours:</b>	Mondays 12:45 – 1:15 p.m., Monday mornings by appointment
<b>Class Days/Time:</b>	M 1:30 – 4:15 pm
<b>Classroom:</b>	SPX 082
<b>Prerequisites:</b>	Completion of core general education requirements, satisfaction of Writing Skills Test, and Kin 70
<b>GE/SJSU Studies Category:</b>	Z

**Kinesiology Department Web Page**

Copies of the course materials such as the syllabus, major assignment handouts, etc. may be found on the Kinesiology Department web page at:

<http://www.sjsu.edu/kinesiology/GreenSheet/>

**Course Description**

This course focuses on development of advanced skills in writing; development of writing style and creation of organized, persuasive and analytical prose; and practice in both generalized and specialized forms of writing. This course focuses on the research and written communication skills necessary to be effective as a student and as a working professional. Whether one is writing a letter for a job change or researching answers in response to client inquiries one must be able to clearly articulate his or her ideas in order to be successful. In the course, the student will use current research methodologies and APA writing format.

**Course Goals and Student Learning Objectives**

Students will develop advanced proficiency in college-level writing and appropriate contemporary research strategies and methodologies to communicate effectively to both specialized and general audiences.

### **GE/SJSU Studies Learning Outcomes (LO), if applicable**

Upon successful completion of this course, students will be able to:

LO1 Perform effectively the essential steps in the writing process (prewriting, organizing, composing, revising, and editing).

LO2 Express (explain, analyze, develop, and criticize) ideas effectively.

LO3 Use correct grammar (syntax, mechanics, punctuation, spelling, and clarity) and APA style citations and references at a college level of sophistication.

LO4 Write for different audiences (both specialized and general).

LO5 Use (locate, analyze, and evaluate) supporting materials; conduct independent library research.

LO6 Synthesize ideas encountered in multiple readings.

LO7 Construct effective arguments.

LO8 Express (explain, analyze, develop, and criticize) ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse.

LO9 Organize and develop essays and documents for both professional and general audiences, including appropriate editorial standards for citing primary and secondary sources.

### **Course Content Learning Outcomes**

Upon successful completion of this course, students will be able to:

LO10 Write with brevity and precision of expression.

LO11 Recognize and produce different styles and levels of writing.

LO12 Write in business letter format.

LO13 Prepare a resume and cover letter.

LO14 Locate and effectively use appropriate resources, including primary sources.

LO15 Abstract a journal article.

LO16 Critique a journal article.

LO17 Write an article for professional publication using APA format.

LO18 Write a cohesive expository essay with correct grammar and punctuation.

### **Program Learning Outcomes (PLO)**

At the end of a Bachelor of Science degree program in the Department of Kinesiology students should be able:

PLO 1- to obtain a critical understanding and the ability to apply theoretical and scientific knowledge from the subdisciplines in kinesiology for personal fitness, healthy lifestyles, sport, and/or therapeutic rehabilitation.

PLO 2- to effectively communicate the essential theories, scientific applications, and ethical considerations related to kinesiology.

PLO 3- to apply scholarship and practice of different movement forms to enhance movement competence in kinesiology.

PLO 4- to recognize and apply sustainable approaches as they relate to kinesiology.

PLO 5- to identify social justice and equity issues related to kinesiology for various populations.

## Required Texts

### Required Textbooks – Bring to class

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6<sup>th</sup> ed.). Washington, DC: Author.

Hacker, D. (2012). *Rules for writers* (7<sup>th</sup> ed.). Boston: Bedford/St. Martin's.

## Recommended Textbook

Lester, J. D., & Lester, Jr., J. D. (2012). *Writing research papers: A complete guide* (14<sup>th</sup> ed.). New York: Longman.

## Library Liaison

Peggy Cabrera 808-2034

## Classroom Protocol

All written assignments are to be in APA format, using Times New Roman 12-point font. Most written assignments must also be submitted to Turnitin.com.

**Assignments will not be accepted late except in cases of documented emergencies.** Assignments must be turned in by the end of class, 4:15 p.m. on the due date, to be considered on time. Remember to also submit your assignments to Turnitin.com. Papers not submitted to Turnitin.com will receive **zero** credit. Assignments that are submitted in hard copy and to Turnitin.com by midnight of the day they are due will be accepted, but 10% will be deducted from the grade. Assignments turned in later than midnight of the due date will receive **zero** credit.

The course will be taught as a workshop; therefore class participation is critical as it will not be possible to make up in-class assignments.

## Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, and so forth. Refer to the current semester's [Catalog Policies](http://info.sjsu.edu/static/catalog/policies.html) section at <http://info.sjsu.edu/static/catalog/policies.html>. Add/drop deadlines can be found on the [current academic calendar](http://www.sjsu.edu/provost/Academic_Calendars/) web page at [http://www.sjsu.edu/provost/Academic\\_Calendars/](http://www.sjsu.edu/provost/Academic_Calendars/).

The [Late Drop Policy](http://www.sjsu.edu/aars/policies/latedrops/policy/) is available at <http://www.sjsu.edu/aars/policies/latedrops/policy/>. Students should be aware of the current deadlines and penalties for dropping classes.

Information about the latest changes and news is available at the [Advising Hub](http://www.sjsu.edu/advising/) at <http://www.sjsu.edu/advising/>.

## Assignments and Grading Policy

### Course Assignments

- Research and writing papers
- Paper One - focus on thesis development, outline techniques, with APA references; web research
- Paper Two - focus on research and style, with APA references; scholarly peer-reviewed documents; oral presentation
- Two problem statements
- Two abstracts
- Critique
- Resume, cover letter, thank you letter
- In class writing workshop
- Four multiple choice APA Style and four Writing Rules assessments (take-home assignments)
- Final expository essay
- Class participation

**Assignments will not be accepted late except in cases of documented emergencies.**

### Course Evaluation

Assignment	Number of Words	Points
Paper One - Web research		
• Thesis Statement		1
• Outline with 5 APA references	250	2
• 1st Draft	(1200)	2
• Final Paper with 5 APA references and format	1200	10
Paper Two - Literature research		
• Short summary of topic with 5 APA references and format	500	2
• 1st Draft	(1800)	2
• Final Paper with 5 APA references and format	1800	15
• Oral Presentation		5
Problem Statement One (Quantitative Research)	750	5
Problem Statement Two (Qualitative Research)	750	5
Abstract One – Empirical Study	150 - 250	5

Abstract Two - Qualitative Study	150 - 250	5
Critique	1200	5
Resume, Cover Letter, Thank You Letter	750	5
In Class Assignments	--	3
8 APA Style and Writing Rules Assessments (Take-home)	--	8
Final Expository Essay	750	20
<b>Totals</b>	<b>8250-8450</b>	<b>100</b>

Writing Workshop 100W Z must meet a minimum of 8000 written words.

<b>Grade Calculator</b>	
Grade Assigned	Points Earned
A+	97-100
A	92-96
A-	89-91
B+	87-88
B	82-86
B-	79-81
C+	77-78
<b>C (mimumum required to pass)</b>	<b>72-76</b>
C-	69-71
D+	67-68
D	62-67
D-	60-61
F	<60

### **Course Calendar**

May be modified as necessary with advance notice.

**Assignments will not be accepted late except in cases of documented emergencies.**

<b>Date</b>	<b>Topic</b>	<b>Requirements &amp; Due Dates</b>
Week 1: 1/28	Introduction. Thesis Statements. Title & Outline	Read: H Ch. 1 pp. 2-7, 13-22, 26-29. APA Ch. 1 pp. 9-11. Thesis Statement <b>(1/28)</b>
Week 2: 2/4	How to research your topic. In-text citations and reference list in APA Style. Rubric. Web Research.	Read: APA Ch. 6 & 7 all. H Ch. 64 all. Assessment One [APA] <b>(2/4)</b> . Title & Outline for Paper One

		(2/4)
Week 3: 2/11	Ethics & Plagiarism. Sentence structure, Paragraphs, Paper organization. Headings in APA Style. Revising Draft Paper.	Read: APA Ch. 1 pp. 11-20, 23, 27-28, 35-37. Ch. 3 pp. 61- 63. H Ch. 2 pp. 30-32, Ch.4 all. Ch. 19-27 all. Assessment Two [Hacker] (2/11) 1 <sup>st</sup> Draft of Paper One (2/11)
Week 4: 2/18	APA style and format. Writing Structure. Writing and Organizing technique. <b>Library visit, 1:30 – 3:00, Room 213.</b>	Read: APA Ch. 3 pp. 64-70. H Ch. 46-49 all.
Week 5: 2/25	Bias free communication; parallel construction, confused and abused words.  Literature Research Paper Summary.  Problem Statement 1 – Quantitative Research.	Read: APA Ch. 3, pp. 70-76, p. 84-86. Ch. 4 pp. 87-95. H Ch. 3 pp. 35-40. Ch. 8-18 all. Assessment Three [APA] (2/25) Final Paper One (2/25)
Week 6: 3/4	Parts of speech.  Problem Statement 1 in-class groups  Problem Statement 2 – Qualitative Research.	Read: APA Ch. 1 pp. 27-28. Ch. 3, pp. 77-84. H Ch. 60-64 all. Paper Two Summary (3/4)
Week 7: 3/11	Mechanics of Style, punctuation, spelling.  Problem Statement 2 in-class groups	Read: APA Ch. 4 pp. 96-114. H Ch. 32-39 all. Problem Statement One (3/11)
Week 8: 3/18	APA format for references and headings. Writing Abstracts.  <b>In Class Peer Review of Draft Paper Two</b>	Read: APA Ch. 3, p. 62. Review APA Ch. 6 & 7 all & H Ch. 64 all. Read: APA Ch. 2 pp. 25-27. Problem Statement Two and Assessment Four [Hacker] (3/18). 1 <sup>st</sup> Draft Paper Two – Peer Review in Class (3/18)
Week 9: 3/25	<b>Spring Break - No Classes</b>	

<b>Week 10: 4/1</b>	<b>Cesar Chavez Day – No Classes</b>	
Week 11: 4/8	Integrating corrections to drafts. Abstract Two in-class groups. How to critique a journal article.	Abstract One and Assessment Five [APA] (4/8)
Week 12: 4/15	Critique in-class groups.	Read: H Sec. 40-45 all. Abstract Two (4/15)
Week 13: 4/22	Revising, editing and proofreading. Professional presentations.	Critique and Assessment Six [Hacker] (4/22)
Week 14: 4/29	Oral Presentations of final paper.	Assessment Seven [APA] (4/29) Final Paper Two (4/29)
Week 15: 5/6	Oral Presentations of final paper. How to write a resume, cover letter, and follow up letter. Business communications.	Assessment Eight [Hacker] (5/6)
Week 16: 5/13	Oral Presentations of final paper.	Resume, Cover Letter, Thank You Letter (5/13)
<b>Tuesday, May 21</b>	<b>Final Exam</b>	<b>May 21, 12:15 – 2:30 pm</b>

## Helpful Websites

<http://owl.english.purdue.edu/owl/>

<http://apastyle.apa.org/>

## University Policies

### Academic integrity

Your commitment as a student to learning is evidenced by your enrollment at San Jose State University. The [University's Academic Integrity policy](http://www.sjsu.edu/senate/S07-2.htm), located at <http://www.sjsu.edu/senate/S07-2.htm>, requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The [Student Conduct and Ethical Development website](http://www.sjsu.edu/studentconduct/) is available at <http://www.sjsu.edu/studentconduct/>.

Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person's ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include your assignment or any material you have submitted, or plan to submit for another class, please note that SJSU's Academic Integrity Policy S07-2 requires approval of instructors.

### Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an

appointment with me as soon as possible, or see me during office hours. Students with disabilities requesting accommodations must register with the [Disability Resource Center \(DRC\)](http://www.drc.sjsu.edu/) at <http://www.drc.sjsu.edu/> to establish a record of their disability.

## **Student Technology Resources**

Computer labs for student use are available on the the 1st floor of Clark Hall and in the Associated Students Lab on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library. A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

## **SJSU Peer Connections**

The Learning Assistance Resource Center (LARC) and the Peer Mentor Program have merged to become Peer Connections. Peer Connections is the new campus-wide resource for mentoring and tutoring. Our staff is here to inspire students to develop their potential as independent learners while they learn to successfully navigate through their university experience. Students are encouraged to take advantage of our services which include course-content based tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to offering small group, individual, and drop-in tutoring for a number of undergraduate courses, consultation with mentors is available on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other related topics. A computer lab and study space are also available for student use in Room 600 of Student Services Center (SSC).

Peer Connections is located in three locations: SSC, Room 600 (10th Street Garage on the corner of 10<sup>th</sup> and San Fernando Street), at the 1st floor entrance of Clark Hall, and in the Living Learning Center (LLC) in Campus Village Housing Building B. Visit [Peer Connections website](http://peerconnections.sjsu.edu) at <http://peerconnections.sjsu.edu> for more information.

## **SJSU Writing Center**

The SJSU Writing Center is located in Suite 126 in Clark Hall. It is staffed by professional instructors and upper-division or graduate-level writing specialists from each of the seven SJSU colleges. Our writing specialists have met a rigorous GPA requirement, and they are well trained to assist all students at all levels within all disciplines to become better writers. The [Writing Center staff](http://www.sjsu.edu/writingcenter/about/staff/) can be found at <http://www.sjsu.edu/writingcenter/about/staff/>.



