

**San José State University
Department of Justice Studies
JS 100W, Writing Workshop, Fall 2010**

Instructor:	Dr. Adams
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Office Hours:	Tuesday 11:00 – 12:00 noon Tuesday 1:00 – 2:00pm or by appointment
Class Days/Time:	Tuesdays/ 5:30 – 8:15pm
Classroom:	SH 414
Prerequisites:	Completion of core GE, ENGL 1B (with a grade of C or better), satisfaction of Writing Skills Test and upper division standing.

*Correspondence: When sending emails, please include JS 100W in the subject line.
Thank you.

Course Description

This is an integrated writing and research course designed to develop advanced written communication skills. Effective written and oral communication skills are vital to success in any career, but are particularly important to the criminal justice profession. The best method for improving these skills is through extensive practice, critical feedback, revision, and examination of models of excellence in communication. Upon successful completion of this course, students will be skilled at communicating information to criminal justice professionals and to general audiences in a variety of formats.

Course Goals

1. Students should be able to effectively perform the essential steps of the writing process (prewriting, organizing, composing, revising, editing).
2. Students should be able to express (explain, analyze, develop, and critique) ideas effectively, including concepts encountered in the multiple readings and expressed in different forms of discourse.
3. Students should be able to use correct grammar (syntax, mechanics, and citation of sources) at a university level of sophistication.
4. Students should be able to organize and develop essays and documents for both professional and general audiences, including appropriate editorial standards for citing primary and secondary sources.

5. Students should be able to use (locate, analyze, and evaluate) supporting materials, including independent library research.
6. Students should be able to synthesize ideas encountered in the multiple readings.
7. Students should be able to construct effective arguments.

Course Add/Drop Statement:

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. 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/academic_programs/calendars/academic_calendar/) web page located at http://www.sjsu.edu/academic_programs/calendars/academic_calendar/. 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/>.

REQUIRED READING:

1. Johnson, W.A., Retting, R.P., Scott, G. & Garrison, S. (2008). *The criminal justice student writer’s manual* (5th ed.). Upper Saddle River: Prentice Hall.
2. Zinsser, W. (2001). *On writing well*. New York: Collins.

Assignments and Grading Policy:

My grading scale is:

100 – 90 A
 89 – 80 B
 79 – 70 C
 69 and Below N/C

Your grade is composed of:

Initial Diagnostic Essay	5 points
2 Exams	20 points
Film Review	5 points
Article Critique	5 points
Annotated Bibliography	10 points
Research Paper	45 points
Participation	10 points

Total:	100 points
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INITIAL DIAGNOSTIC ESSAY: Students will be required to write a short essay in class that will be used to assess their writing skills.

EXAMS: There will be two exams in this course based on the readings and class lectures. Each exam will be worth 10 points. Material covered during class lectures from assigned readings and other sources will be incorporated into the exams.

FILM REVIEW: Students will apply the skills learned during the course to review a film. Additional information will be provided in class.

ARTICLE CRITIQUE: Students will be required to complete a 2-page critique of an article. Additional information will be provided in class.

ANNOTATED BIBLIOGRAPHY: Students will be required to apply skills learned during the course to complete an annotated bibliography of five journal articles. Additional information will be provided in class.

RESEARCH PAPER: Each student will conduct a research project on a topic of interest, related to justice studies.

- Thesis Workshop: Students will orally present their thesis statements in class and offer feedback to classmates on their feedback (5 points).
- Outline: Students will submit an outline of their research paper (5 points).
- Rough Draft and Peer Review: Students will submit two copies of the rough draft of their research paper. Each student will then provide feedback on a classmate's rough draft (10 points).
- Final Research Paper: Students will submit a copy of their final paper, in class, on the assigned date. Papers should be 10 to 12 pages, double spaced, and written in APA format. Additional information will be provided in class.
- Final Presentation: Findings from this project will be presented to the class via a PowerPoint presentation.

CLASS PARTICIPATION: Class participation includes but is not limited to the following: (1) oral presentation of the material in the assigned readings, (2) responding to your peer's comments/arguments/positions, (3) participating in in-class activities, (4) and completing in-class assignments.

University Policies

Academic Integrity

Students should know that the University's [Academic Integrity Policy is available at http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf](http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf). Your own commitment to learning, as evidenced by your enrollment at San Jose State University and the University's integrity policy, require 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 website for [Student Conduct and Ethical Development is available at http://www.sa.sjsu.edu/judicial_affairs/index.html](http://www.sa.sjsu.edu/judicial_affairs/index.html).

Instances of academic dishonesty will not be tolerated. 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 in your assignment any material you have submitted, or plan to

submit for another class, please note that SJSU's Academic Policy F06-1 requires approval of instructors.

Other Misconduct

You are also expected to respect the right of your fellow students to learn. You should make sure that cell phones, text devices, radios, games, and so forth are turned off prior to class. If you use a laptop computer in class, your computer use should not distract others. Broadcasting material not relevant to the course is inappropriate.

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. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the DRC (Disability Resource Center) to establish a record of their disability.

Student Technology Resources

Computer labs for student use are available in the Academic Success Center located on the 1st floor of Clark Hall and 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 digital and VHS camcorders, VHS and Beta video players, 16 mm, slide, overhead, DVD, CD, and audiotape players, sound systems, wireless microphones, projection screens and monitors.

Learning Assistance Resource Center

The Learning Assistance Resource Center (LARC) is located in Room 600 in the Student Services Center. It is designed to assist students in the development of their full academic potential and to inspire them to become independent learners. The Center's tutors are trained and nationally certified by the College Reading and Learning Association (CRLA). They provide content-based tutoring in many lower division courses (some upper division) as well as writing and study skills assistance. Small group, individual, and drop-in tutoring are available. Please visit [the LARC website](http://www.sjsu.edu/larc/) for more information at <http://www.sjsu.edu/larc/>.

SJSU Writing Center

The SJSU Writing Center is located in Room 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 website is located at http://www.sjsu.edu/writingcenter/about/staff/](http://www.sjsu.edu/writingcenter/about/staff/).

Peer Mentor Center

The Peer Mentor Center is located on the 1st floor of Clark Hall in the Academic Success Center. The Peer Mentor Center is staffed with Peer Mentors who excel in helping students manage university life, tackling problems that range from academic challenges to interpersonal struggles. On the road to graduation, Peer Mentors are navigators, offering “roadside assistance” to peers who feel a bit lost or simply need help mapping out the locations of campus resources. Peer Mentor services are free and available on a drop –in basis, no reservation required. The [Peer Mentor Center website](http://www.sjsu.edu/muse/peermentor/) is located at <http://www.sjsu.edu/muse/peermentor/>

Although I do not anticipate making major modifications to the course syllabus, I reserve the right to make changes to improve this class.

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Week	Date	Topics, Readings, Assignments, Deadlines
1	08/24	No Class
2	08/31	Introductions, Syllabus, Johnson et al. Chapter 1; Initial Diagnostic Essay
3	09/07	Johnson et al. Chapter 2
4	09/14	Johnson et al. Chapter 3
5	09/21	Zinsser Part I
6	09/28	Johnson et al. Chapters 4 and 5; Exam 1
7	10/05	Zinsser Part II
8	10/12	Johnson et al. Chapter 7 Workshop on Conducting Research Projects
9	10/19	Johnson et al. Chapter 6 Zinsser Part III Sections 11 and 12 Thesis Workshop
10	10/26	Johnson et al. Chapter 8 Film Review; Research Paper Outline Due
11	11/02	Johnson et al. Chapter 9; Exam 2
12	11/09	Johnson et al. Chapter 10; Article Critique Due
13	11/16	Johnson et al. Chapter 13; Rough Draft Due
14	11/23	Zinsser Part IV – Sections 20, 21, and 22; Annotated Bibliography Due
15	11/30	Zinsser Part IV – Sections 23 and 24
16	12/07	Final Project Presentations; Research Paper Due
Final Exam	To be announced	Final Project Presentations