

San José State University

Justice Studies
JS 100W-81 (44649)

Writing Workshop Fall 2021

Course and Contact Information

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| Instructor: | Gil Zamora |
| Office Location: | Online (Asynchronous) |
| Google Chat: | Online |
| Email: | gil.zamora@sjsu.edu |
| Office Hours: | Mondays (0900 – 1030), by appointment – email or chat to schedule appointment |
| Class Days/Time: | No specific days (unless announced in advance) |
| Classroom: | Online |
| Prerequisites: | Grade C or better in English 1B or equivalent, passing score on the WST completion of core GE requirements, upper division standing (60 units completed). Area E: Analytical Research and Writing |

Course Description

Development of advanced communication skills, both written and oral. Emphasis on writing formats used by criminal justice professionals. A scholarly paper, written in APA format and informed by research, will be required.

Course Learning Outcomes (CLO)

CLO1 - Students will demonstrate the essential steps in the writing process (pre-writing, organizing, composing, revising, and editing). They will demonstrate their ability to (explain, analyze, develop, and criticize) ideas effectively by offering peer reviews.

CLO2 - Students will write papers that use correct grammar (syntax, mechanics, and citation of sources) at a college level of sophistication. They will write papers that demonstrate their proficiency in writing for different audiences (both specialized and general).

CLO3 – Students will express (explain, analyze, develop, and criticize) their ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse.

CLO4 - Students will organize and develop essays and documents for both professional and general audiences, including appropriate editorial standards for citing primary and secondary sources.

Required Texts/Readings

- Strunk, W. I. (1999). **The Elements of Style** (4th ed.). Pearson.
- Biggs, M. (2016). **Just the Facts: Investigative Report Writing** (5th edition). Pearson.

Other Readings

- APA Tutorial: <http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx>
- Owl at Purdue: <http://owl.english.purdue.edu/owl/resource/560/01/>
- APA Manual, 6th edition

Library Liaison

Nyle Monday (Nyle.Monday@sjsu.edu)
<http://libguides.sjsu.edu/justicestudies>

Course Requirements and Assignments

Participation

Discussions and web activities (20%): Participation in asynchronous class discussion requires being present and prepared to critically discuss the implications of key issues of the topic. This requires completing the weekly readings and other assignments prior to participating in online discussions. Web activities, like *Mentimeter*, will be announced in advance and will require your participation. Your grade will reflect the importance of being active in this course, which relies in great part on referring to the Announcements page, discussions, and web activities in class. Participation is encouraged in order to receive maximum points. All discussions and participation in limited *Mentimeter* activities will be monitored by the professor.

Exams

Midterm and Final Examination (40%): You will be administered a midterm and final examination, each worth 20% of your final grade. Each exam will cover material from lectures (including all media presented) and assigned readings. The midterm will be held between the seventh and eighth week, while the final will be held the final week of class. Each exam will be non-cumulative and comprised of multiple choice and short answer questions.

Paper

Challenging the Institution of Law Enforcement (20%): Students must write a term paper (APA/EOS) on the challenges the institution law enforcement faces because of the recent accounts of police misconduct. Detailed assignment guidelines will be provided via Canvas.

Special Projects

Challenging the Institution of Law Enforcement (20%): Students will leverage web-based technologies or multi-media platforms to create their own special project. These projects can include a website, short video, slideshow presentation, creative poster, or something you believe deserves consideration. Special Projects must be approved by the instructor, before starting, in order to receive full credit. Students will be provided a rubric for the special project.

Grading Information

A plus = 98.0 to 100.0

B plus = 85.0 to less than 88.0

C plus = 70.0 to less than 73.0

F = less than 58.0

A = 94.0 to less than 97.0

B = 80.0 to less than 84.0

C = 65.0 to less than 69.0

A minus = 89.0 to less than 93.0

B minus = 74.0 to less than 79.0

C minus = 59.0 to less than 64.0

- To receive a grade for this course, all course requirements must be met, and every assignment must be completed. Failure to complete any one assignment may result in a failing grade for this course.
- Late assignments or papers will not be accepted unless specifically announced at the time of the assignment. You may lose a minimum of 10% for late assignments/papers.
- Extra credit opportunities will be assigned after the midterm. Extra credit points will be added to your final grade (after your final examination).

Success in this course is based on the expectation that students will spend a minimum of 65 hours over the length of the course for instruction, preparation/studying, or course related activities. Other course structures will have equivalent workload expectations as described in the syllabus.

ACCESS Success Center

The Academic Counseling Center for Excellence in the Social Sciences (ACCESS) provides General Education advising for undergraduate students majoring or intending to major in any of the departments in the College of Social Sciences (CoSS). ACCESS Academic Advisors are committed to helping you develop a clear path to graduation and supporting your academic success. Office Hours: Monday-Thursday 8:00 AM - 5:00 PM and Friday 9:00 AM-4:00 PM. You can schedule an appointment and find more information at sjsu.edu/access.

University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>"

JS 100W: Writing Workshop Fall 2021 Course Schedule

This course schedule is subject to change with fair notice, at the instructor's discretion. Changes will be communicated via Canvas. Each module must be completed before being granted access to the next module. Since this class is online, all assignments and discussions are offered asynchronously. Your instructor will communicate with you via Announcements, grading comments, emails, and special announcements for upcoming assignments. If you have a question about an assignment you can email the instructor (through Canvas only) or leave a comment in the HELP section; if you do not receive a reply within 24 hours you should send an email via SJSU email address.

| Week/Lesson/Module | Topics, Readings, Assignments |
|--------------------|--|
| 1 | Introduction to JS100W; expectations for the class |
| 1 | What are you reading, APA, EOS overview |
| 2 | APA overview |
| 2 | EOS overview |
| 3 | Deconstructing the crime report |
| 3 | Sample Crime Reports |
| 4 | Deconstructing the crime report |
| 4 | Sample Crime Reports |
| 5 | Just the Facts, Crime Reports |
| 5 | Crime Reports |
| 6 | Just the Facts, Crime Reports |
| 6 | Crime Reports |
| 7 | APA format and Report Writing Review |
| 7 | MIDTERM |
| 8 | Introduction to slideshow presentations |

| Week/Lesson/Module | Topics, Readings, Assignments |
|---------------------------|---|
| 8 | Slideshow activities |
| 9 | Introduction to slideshow presentations |
| 9 | Slideshow activities |
| 10 | FINAL PAPER draft submissions – peer reviews |
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| 11 | Slideshow presentations – Challenging the Institution of Criminal Justice |
| 11 | Slideshow presentations – Challenging the Institution of Criminal Justice |
| 12 | Slideshow presentations – Challenging the Institution of Criminal Justice |
| 12 | Slideshow presentations – Challenging the Institution of Criminal Justice |
| 13 | Slideshow presentations – Challenging the Institution of Criminal Justice |
| 13 | Slideshow presentations – Challenging the Institution of Criminal Justice |
| 14 | FINAL PAPER – source review – peer reviews |
| 14 | FINAL PAPER – source review – peer reviews |
| 15 | FINAL PAPER – final draft – peer reviews |
| 15 | FINAL PAPER – final draft – peer reviews |
| 16 | Final review |
| 17 | Time TBA |