

**San José State University**  
**Department of Political Science**  
**POLS 100W: Writing Workshop, Fall 2018**

<b>Instructor:</b>	Sara M. Benson
<b>Office Location:</b>	Clark Hall 406G
<b>Email:</b>	sara.benson@sjsu.edu
<b>Office Hours:</b>	Monday/Wednesday 10:15-11:45
<b>Class Days/Time:</b>	Monday/Wednesday 12:00 – 1:15
<b>Classroom:</b>	DMH 149A

**Course Description** This workshop is designed for political science majors. It guides students in developing a writing practice focused on organization, analysis, sentence fluency, voice, and word choice. Course assignments allow students to craft useable pieces of writing, including a scholarship application and a short research report. This work will prepare students for professional writing in political science-related careers and require that students become familiar with the basic aspects of academic research and writing. Each assignment will be resubmitted after deep revision. Course readings will introduce students to the stages of revision and to various theories of composition. As background materials to guide the writing process, the readings can help jumpstart writing sessions and guide students through moments of potential frustration. With weekly writing tasks recorded in a journal, student success in this course will be based on consistency and improvement in composition over the course of the term.

**Course Goals and Learning Outcomes**

*This course fulfills the Written Communication II (Z) General Education requirement. Student success in this course is dependent on an active engagement with the research and writing process. The primary goal of the course is for students to develop their own critical writing process. By the end of the course, students will be able to craft a scholarship application and a short research report, to revise their own work and deepen the presentation of their ideas, and to properly cite primary and secondary materials.*

General Education Learning Outcomes:

GELO1: Students shall be able to refine the competencies established in Written Communication 1A and 1B.

GELO2: Students shall be able to express ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse.

GELO3: Students shall 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.

Student Learning Outcomes:

SLO1: produce discipline-specific written work that demonstrates upper-division proficiency in language use, grammar, clarity of expression

SLO2: explain, analyze, develop, and criticize ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse

SLO3: organize and develop essays and documents for both professional and general audiences

SLO4: organize and develop essays and documents according to appropriate editorial and citation standards

SLO5: locate, organize, and synthesize information effectively to accomplish a specific purpose, and to communicate that purpose in writing.

Department/Program Learning Outcomes:

The Department of Political Science has the following goals in mind for this course:

**Breadth** Students should possess a broad knowledge of the theory and methods of the various branches of the discipline.

**Application** Students should be able to apply a variety of techniques to identify, understand, and analyze domestic and international political issues and organizations.

**Disciplinary methods** Student should be able to formulate research questions, engage in systematic literature searches using primary and secondary sources, have competence in systematic data gathering using library sources, government documents, and data available through electronic sources, should be able to evaluate research studies, and should be able to critically analyze and interpret influential political texts.

**Communication Skills** Students should master basic competencies in oral and written communication skills and be able to apply these skills in the context of political science. This means communicating effectively about politics and/or public administration, public policy, and law.

**Citizenship** Students should acquire an understanding of the role of the citizen in local, state, national, and global contexts and appreciate the importance of lifelong participation in political processes.

**Required Texts/Readings**

William Zinsser, *On Writing Well (30<sup>th</sup> Anniversary Edition)* ISBN 0060891548

**Other Required Materials**

A journal or notebook of your choice (available at discount stores for \$1)

**Course Requirements, Assignments, Grading Policy**

This course requires that students write a minimum of 8,000 words per semester.

Assignment One: Scholarship Application/Personal Statement 25% of course grade

Assignment Two: Research Proposal 25% of course grade

Assignment Three: Research Paper 25% of course grade

Assignment Four: Class & Journal Exercises, Feedback Session, Quizzes 25% of course grade

Assignment One: Scholarship Application/Personal Statement (GELO 3 and SLO 3)

This project begins with the “what is political science” essay and resume workshop, but will also require students to research scholarships and grants for which they may be eligible, and to craft an application using a personal statement. Most of these applications will require that the student outline their relationship to the field. The length of the assignment will vary because of the requirements of various applications. Students should use this assignment to draft a useable piece

of writing with which they might secure scholarships and grants. Potentially helpful websites include:

<http://www.sjsu.edu/polisci/scholarships/> and <http://www.sjsu.edu/faso/Scholarships/>

#### Assignment Two: Research Proposal (GELO 2 and GELO 3 and SLO 5)

This assignment is comprised of three parts: a research proposal, a literature review, and a bibliography. Each aspect of the assignment will build on the previously submitted assignments and should reflect deep revision. The research proposal should outline the student's interest in the subject, its significance for the study of politics, and situate the work in relation to relevant scholarly literature. The research reflection is to be completed after an initial search (in the form of a library shelf walk, an online database search, or an archival visit) and should be three double-spaced pages in length (including the bibliography). This assignment will eventually be incorporated into the introduction of the research paper.

#### Assignment Three: Research Paper (GELO 1 and SLO 4)

This assignment should be approximately 20 pages and take the form of a traditional research paper. Students will submit multiple drafts for feedback over the course of the semester. The final assignment will be graded on an adherence to the conventions of writing, the strength of the analytical voice, and the fluency of sentences and transitions. Be sure to revise, proofread, and copyedit.

#### Assignment Four: Writing Practice Journal/Class Exercises/Feedback Sessions (SLOs 1 and 2)

This assignment asks students to follow John Steinbeck's practice in *Journal of a Novel*, which chronicled his writing of *East of Eden* by dividing a journal into the text of his novel and the recording of his reflections, frustrations, and questions from the writing experience. Students should keep a research and writing reflection journal that traces their experience with the research, writing, and revision process. Each of the ten entries should be one page in length and preferably hand-written. The first of the ten entries will focus on the "What is Political Science?" assignment.

### **Grading Information and Policies**

*This course must be passed with a C or better as a CSU graduation requirement.*

No late papers will be accepted.

No extra credit is available.

97-100	A+	93-96	A	90-92	A-
87-89	B+	83-86	B	80-82	B-
77-79	C+	73-76	C	70-72	C-
63-69	D	60-62	D-	<60	F

### **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/>.

*Please review the information about university policies on plagiarism contained above, which may result in a failing grade. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development.*

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally 3 hours per unit per week with 1 of the hours used for lecture) for instruction or preparation/studying or course related activities including but not limited to internships, labs, clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.

### **Classroom Protocol**

*Students should attend all class meetings and participate in class exercises, assignments and discussions. Your cell phone is not needed for this writing class. Please come to class with your course materials, your journal or notebook, and a pen or pencil. Students should not be late. If you absolutely must enter late, be prepared to enter quietly and without disruption. Please be respectful of your colleagues in class discussions and during peer review exercises.*

### **Political Science Departmental Writing Policy and SJSU Writing Center**

Students of political science should develop the ability to write in clear, grammatical English. Spelling and grammar count. Students must take care that appropriate citations are used. Direct quotations must be so indicated with quotation marks and a specific reference to the page in the source from which it was taken. Failure to cite your sources constitutes academic misconduct which carries with it serious sanctions. A tutorial on citations is available at the library website at [http://www.sjlibrary.org/services/literacy/info\\_comp/citing.htm](http://www.sjlibrary.org/services/literacy/info_comp/citing.htm).

For assistance with writing, please see me or visit the SJSU Writing Center located in Clark Hall, Suite 126. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment, visit the Writing Center website at <http://www.sjsu.edu/writingcenter>.

# Political Science 100W: Writing Workshop

S. Benson, Fall 2018

*The schedule is subject to change with fair notice.*

Date	Topics, Readings, Assignments, Deadlines
Wednesday, August 22	<u>Course Introductions</u>
Monday, August 27	<u>Good Writing:</u> Film Screening: <i>Bad Writing</i>
Wednesday, August 29	Film Discussion
Monday, September 3	<b>Campus Holiday.</b> Happy Labor Day.
Wednesday, September 5	<u>On Writing and Inspiration:</u> John Steinbeck, selections from <i>Journal of a Novel</i> Audre Lorde, "The Transformation of Silence..." (readings distributed in class)
Monday, September 10	<u>Resume and Personal Statement Workshop</u> (please bring a copy of your current resume and a computer)
Wednesday, September 12	<u>Personal Statement Timed Writing</u> Timed Writing on Political Science
Monday, September 17	<u>Research Workshop: Two Methods and Proposal Assignment</u> <b>draft of personal statement due (no late papers accepted)</b>
Wednesday, September 19	Library shelf walk
Monday, September 24	Library shelf walk
Wednesday, September 26	<u>Roadmap Sentences, Literature Reviews &amp; Citational Practices</u> <b>draft of research proposal due (no late papers accepted)</b> (sign up for feedback sessions)
Monday, October 1	<u>Clutter &amp; Clarity: The Craft of Writing</u> William Zinsser, <i>On Writing Well</i> (please read pages 1-91 before class)

<b>Date</b>	<b>Topics, Readings, Assignments, Deadlines</b>
Wednesday, October 3	<u>Grammar and Composition</u>
Monday, October 8	<u>Feedback Session 1</u> (grammar and punctuation quiz)
Wednesday, October 10	<u>Feedback Session 2</u> (grammar and punctuation quiz)
Monday, October 15	<u>Feedback Session 3</u> (grammar and punctuation quiz)
Wednesday, October 17	<u>Feedback Session 4</u> (grammar and punctuation quiz)
Monday, October 22	<u>Title Workshop</u> <b>final draft of research proposal due (no late papers)</b>
Wednesday, October 24	<u>Shaping the Personal Statement</u> (please bring your revised draft to class)
Monday, October 29	No Class. Instructor at Conference.
Wednesday, October 31	<u>Workshop: Removing Clutter/Rebuilding Writing</u> <b>final draft of personal statement due</b>
Monday, November 5	<u>Thesis Statement/Roadmap Sentence Workshop</u>
Wednesday, November 7	<u>Drafting Workshop: Organization &amp; Paragraph Structure</u> <b>Five-page draft of research paper due in class for feedback</b>
Monday, November 12	No Class. Campus Holiday. Veteran's Day.
Wednesday, November 14	<u>Reverse Outlining</u>
Monday, November 19	<u>Peer Editing Workshop I: Reading Aloud</u> <b>bring clean seven-page draft of research paper to class</b>
Wednesday, November 21	<u>Peer Editing Workshop II: Reverse Outlining</u> <b>bring clean seven-page draft of research paper to class for feedback</b>
Monday, November 26	<u>Topic Sentence Workshop</u>

Date	Topics, Readings, Assignments, Deadlines
Wednesday, November 28	<u>PIE Paragraph Structures</u>
Monday, December 3	<u>Transition Workshop</u>
Wednesday, December 5	<u>Reverse Outlining (again!)</u>
Monday, December 10	<u>Course Closing</u>

**\*Final papers due Thursday, December 13th no later than noon**