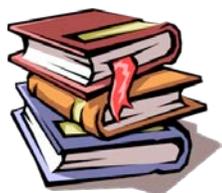


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-Malcolm X



**Psychology 100W.09
Department of Psychology
Spring Semester, 2010**

Instructor: Lucinda Cabral	Class Time: Tuesday and Thursday– 9:00-10:15 AM	Classroom: DMH 347
Phone: 415-370-2810	Email: Lucinda.cabral@sjsu.edu	Office Hours: Online and DMH- Room 230- Tuesdays and Thursdays from 7:00-7:30AM, and by appointment.

Course Description

In this class you will practice and improve writing skills appropriate to the broad field of psychology, including essays, reports and scholarly communication. The goals of 100W are that 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. This class reinforces and advances skills developed in Written Communication 1A and 1B, and then broaden and deepen these to include mastery of the discourse peculiar to the discipline in which the course is taught.

Note: Must be passed with C or better to satisfy the CSU Graduation Writing Assessment requirement.

Prerequisites:

- A3 or equivalent second semester composition course (with a grade of C- or better)
- Completion of core GE
- Upper division standing (60 units)
- Completion of Core GE
- PSYC 1
- STAT 95 or senior standing.
- Psychology Majors/Minors and Behavioral Science Majors only

SJSU Studies Area Z Goals

Advanced proficiency in college-level writing and appropriate contemporary research strategies and methodologies to communicate effectively to both specialized and general audiences. The 100W course reinforces and advances the abilities developed in English 1A and 1B, and broadens and deepens these skills to include mastery of the discourse peculiar to the discipline in which the course is taught.

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Required Texts:

- Kennedy, X.J., Kennedy, Dorothy M., Muth, F., Marcia. *The Bedford Guide for College Writers*, 11th ed. Boston: Bedford/St .Martin's, 2011. ISBN: 978-1-319-03959-2 – On the reserve shelf at the library - REQUIRED
- American Psychological Association. (2010) *Publication Manual of the American Psychological Association* (7th Ed.). Washington, DC: Author. ISBN 978-1433832161 – On the reserve shelf at the library - OPTIONAL
- Rosnow, R. L., Rosnow, M., & Kuther, T. L. (2012). *Writing Papers in Psychology* (11th Ed.). Mason, OH: Cengage. ISBN 9781133529771 – OPT – On the reserve shelf at the library - OPTIONAL
- Dictionary (optional)
- Ruler for APA measuring

Note: This is a specially ordered edition, which comes packaged with access to the accompanying website: bedfordstmartins.com/bedguide

The access is for free. You can access directly on the above link or inside Canvas under the title “Writer’s Help”

Useful websites:

As noted above, the companion website for the course has many useful resources. In addition, you may wish to refer to:

- *Guide to Grammar* at <http://grammar.ccc.commnet.edu/grammar/>
- *The Purdue Online Writing Lab (OWL)* at <http://owl.english.purdue.edu>.
- www.dictionary.com
- www.englishpage.com
- www.english-4u.de
- www.chompchomp.com

Student Learning Objectives (SLOs):

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

- SLO 1. Produce discipline-specific written work that demonstrates upper-division proficiency in:
 - a. language use
 - b. grammar
 - c. clarity of expression
- SLO 2. Explain, analyze, develop, and criticize ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse
- SLO 3. Organize and develop essays and documents for both professional and general audiences in APA style

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SLO 4. Organize and develop essays and documents according to appropriate editorial and citation standards

SLO 5. Locate, organize, and synthesize information effectively to accomplish a specific purpose, and to communicate that purpose in writing

Additional GE/SJSU Content Requirements

- **This course must be passed with a C or better as a CSU graduation requirement.**
- **Diversity.** Issues of diversity shall be incorporated in an appropriate manner.
- **Writing.** Written assignments should include both in-class and out-of-class writing, giving students practice and feedback throughout the semester.
 - A single final term paper would not satisfy the requirement.
 - Assignments will total a minimum of 8000 words assigned throughout the semester, providing frequent practice and feedback for improving application skills.
 - Course syllabi must reflect assignments that meet the 8000 word minimum.
- **Reading.** Readings used in the course should be models of excellence.
- **Discipline.** Written Communication II courses are discipline specific. All courses will use language and forms of writing appropriate to the discipline.

Program Learning Outcomes (PLOs)

Upon successful completion of the psychology major requirements:

PLO1 – Knowledge Base of Psychology – Students will be able to identify, describe, and communicate the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology.

PLO2 – Research Methods in Psychology – Students will be able to design, implement, and communicate basic research methods in psychology, including research design, data analysis, and interpretations.

PLO3 – Critical Thinking Skills in Psychology – Students will be able to use critical and creative thinking, skeptical inquiry, and a scientific approach to address issues related to behavior and mental processes.

PLO4 – Application of Psychology – Students will be able to apply psychological principles to individual, interpersonal, group, and societal issues.

PLO5 – Values in Psychology – Students will value empirical evidence, tolerate ambiguity, act ethically, and recognize their role and responsibility as a member of society.

Assignments and Activities:

Lectures, small and large group discussions, homework and exams will help students develop their research, reflection and synthesis skills in the following areas:

1. Hone writing skills for communicating (from casual to formal) in one's profession (SLOs 1-4).

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2. Formulate written critical analyses of published articles (SLOs 2 and 3).
3. Research and compose a scholarly paper using APA format (SLOs 1-4).
4. Prepare and deliver an oral presentation related to writing or research (SLO 4).
5. Competency Assessment (in-class writing, quizzes, testing and/ or exams).

Course Requirements/ Major assignments:

Literature Review

The major paper you will be writing for this course is an **APA style literature review** (minimum 2000 words including **10 different** sources or more scholarly references). The goal of a literature review is to answer a research question by describing and synthesizing relevant theory. This assignment is letter graded.

In order to do this project successfully, this major project is divided into smaller assignments:

- **Topic Proposal (Research Question) Assignment** - The first step of your literature review is to pick a topic related to Psychology. In order to start preparing you will need to do a topic proposal. This way, we can review it and approve it. During this step, you will develop, with help from the instructor, a research question appropriate to the discipline of psychology and to the requirements of the course. See sample on Canvas. This assignment is worth 10 points.
- **Annotated References Assignment** - The second step in writing your literature review is collecting sources relevant to your topic using databases and other resources appropriate to psychological research. In this project you are to collect a minimum of 10 sources. The 10 secondary sources are in **APA style**. You will need to fill out an annotated references sheet. More instructions will follow. This assignment is worth 50 points.
- **Outline Assignment** in which you organize the main points of your literature review and your findings. This assignment is worth 10 points.
- **Literature Review Conferences** and **Peer Reviewed Drafts** in which you receive feedback from a variety of sources and revise your paper as needed. For each step of the major outcomes I will hold mini conferences. Please see calendar for due dates. Each mini conference is worth 10 points.
- **The final draft of your literature review**. This assignment is letter graded. Please see rubric on Canvas.

Because our entire semester revolves around this project, it needs to meet the following minimum criteria for acceptance:

- 1- A minimum of 2000 words. Anything below 2000 words will result in grade penalties.
- 2- **10 different sources** that need to be an **exact match** both in the body and in the reference page. While you can cite one author multiple times, that still counts as 1 source. **If your citations in the body do not match the reference page, that is an automatic grade penalty**. No errors will be allowed or claims of ignorance or forgetfulness.
- 3- Submitted on Turnitin on the due date/ deadline. You will be given a 48-hour period to submit your literature review on Turnitin. If you fail the online submission deadline, you will not be allowed to submit it later and it's also an ***immediate disqualification***.
- 4- Submit a hard copy of the essay on the same due date as Turnitin. **Your essay must be both submitted on Turnitin and in person**. The hard copy will be the graded one. (See handout called "Submitting your lit review on Turnitin" available on Canvas)

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If you miss any of the above, you will not get credit for the project. I expect you to take full responsibility and accept the consequences **without haggling or negotiation.**

Comprehension and analysis of assigned reading selections

On selected dates you will have reading assignments from your book. You are expected to have read them and answer the questions before class. When I assign you in groups, you should be completely prepared.

Summary-Response Journals

These typed journals are based on class readings in the field of Psychology. These journals will help you practice paragraph structure, summarizing and development fundamental for your literature review. Each journal is worth 10 points. More instructions will follow.

Reading Circle:

In this activity students will have an opportunity to be teachers and lead the discussion on a topic related to psychology. This will also be an opportunity to practice for your final oral exam. More instructions will follow. This activity is worth 50 points.

Final Exam

The final exam will be a brief presentation of your research to class. This presentation will be based on your own research paper. More instructions will follow. The oral exam will be worth 28 points.

Attendance during the final exam days:

There are four days dedicated to present your final exam. You **MUST** be present every day. If you are going to be absent on any of the days, you need a medical (or legal) excuse and warn me in advance. All absences must be approved before the final.

If you miss any of these days, you will not receive credit for your final exam. Consider these days one large date for your final exam, where your presence is required. It is also considerate to your classmates. Leaving earlier is also not allowed.

Turnitin.com (Literature Review)

Students must submit a hard copy of the literature review on the due date. Also, the papers must be submitted electronically via www.turnitin.com, which gives students the opportunity to see the level of originality in their ideas and writing. To submit papers, go to the website and create a new account. This is a mandatory step for grading. The class number is **23627701**. The password is **PSYC100W (CAPS)**.

INSTRUCTIONS TO REGISTER WITH TURN-IT-IN.COM

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1. Go to <http://www.turnitin.com>
2. In the upper right corner, click on "New Users."
3. Click on the drop-down menu and select "student."
4. Enter the Turnitin class ID: **23627701**
5. Enter the Turnitin class password: **PSYC100W** (make sure you DO use caps)
6. Enter your email address. This is your username.
7. Enter your own personal password that you want to use. Type it again to confirm it.
8. Select a secret question (in case you forget your password). Type in the answer to the question.
9. Enter your first and your last name.
10. Click on the "I agree" link.
11. Click on "end wizard and log in" at the bottom center of the screen.

Important reminders:

1. The most important date in this class is the due date of the final draft of your literature review **(5/7/20)**. Not only is it listed on the calendar, I will be sending emails and reminding you of this date in class. By the time this is due, you have been reminded repeatedly and in a variety of ways. Also, in the previous class I will give you a set of printed instructions to remind you again to submit your essay. Therefore, claiming ignorance on the importance of this assignment and its due date will not be tolerated **under any circumstance.**
2. You will be asked to sign an affidavit of responsibility to acknowledge your responsibilities regarding this project.
3. The FINAL DRAFT must be submitted into Turnitin.com by the beginning of class time on the due date. No late copies will be accepted.
4. The instructor will not read the hard copy if an electronic copy is not received on the Turnitin.com website by the appropriate time.
5. If you fail to submit your draft on Turnitin.com FOR WHATEVER REASON, your essay will not be eligible for grading. Please do not hand me a copy in class if you failed to submit it on Turnitin.com.
6. Make sure the draft you submit is complete and it matches the one you turn in. No discrepancies will be allowed. If you submit a different essay than the you give in class, you will receive zero credit.
7. It is your responsibility to submit the essay on the due date and check your emails to confirm the receipt of submission.
8. You have 48 hours to submit the final draft, therefore, if something goes wrong (Your internet could be down at home, for example), you still have plenty of time to upload your file at school, a lab, Kinko's, work, your phone, a friend's house, etc.

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9. If you fail to submit your essay, do not approach me to allow you to submit our paper after the due date. I will not engage in any negotiation or haggling with you, so please DO NOT ASK!! I expect you to take full responsibility for not submitting your assignment.
10. Failure to create an account in advance and submitting your essay on the due date will NOT be accepted as an excuse. Please plan ahead. You can create your account today!

FAQ's:

How do I submit a paper?

In order to submit a paper to Turnitin, please do the following:

1. Log in to your account and click on the appropriate class.
2. Click on the "submit" icon to the right of your assignment title.
3. Use the pull-down menu labeled "submit a paper by" to choose your submission method. Complete the form and click "submit" to finish.

How do I know I was successful at submitting my essay? How do I get the digital receipt for my paper?

1. Upon submission you will receive a confirmation screen. If your paper has been submitted properly, you will be taken to a screen with your digital receipt, which will also be emailed to you. The date of the submission will be shown under the "submitted" column in your portfolio.
2. When you successfully submit a paper, your confirmation screen contains your digital receipt. The digital receipt is also automatically emailed to you at this time. As this automated email is sometimes filtered as spam, please check your spam/bulk mail folder if you cannot find it in your inbox.

Evaluation:

50%	Literature Review
10%	Annotated References
10%	Final Exam
30%	Homework and Participation (including the journals, reading circle, peer reviews, mini-conferences, and other homework.)

Your final grade will be determined as follows:

93-100%= A	90-93%= A-	83- 89% = B	80-83%= B-
73- 79%= C	Below 73%= NC		

FINAL EXAM: Tuesday, May 19

7:15-9:30 AM

Grade Notes

- In order to pass this course you need to achieve a grade of C or higher.
- There will be no grade inflation, so please do not ask. If you do not want to be caught in a situation where you are 1% away from a higher grade, please take advantage of the many resources available at SJSU, including meeting during office hours throughout the semester.

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- Your grade is in your absolute control. All rubrics are available on Canvas and discussed in advance in class. I tell you exactly what is expected and I do not do any surprise assignments/ quizzes. If you have any questions, please feel free to ask. If you get a result you do not understand, ask right away so you can improve future assignments and avoid making the same errors.
- Check your grade often on Canvas.
- I grade on work *actually* done. Do not ask me to give you points on something you *intended* to do but did not do.

Grade questions

- I do not return the literature review as I collected it on the last day of class (and you have your own copy).
- The grade for the literature review and final grade will be available on Saturday, May 23rd on canvas and my portal.
- I do not hold office hours after the final.
- If you would like to see your paper and why you received your grade, I will hold one day of office hours ONLY for you to see your paper. **The day designed for this class will be Thursday, SEPTEMBER 6th, from 12 to 1.** Do NOT come randomly to my office as the fall office hours will be for my fall students (and I do not carry your papers with me). Also, confirm your appointment.
- I will not answer grade questions from the end of the semester until the above date. This includes emails, calls, etc. I will not be available until the start of the fall semester as I do not work in the summer.
- If you failed, use this opportunity to revise your paper. This is the revision that should have happened during the semester and peer reviews.
- **Grades are final, nonnegotiable, and unchangeable.**
- Finally, remember that good grades don't just happen. Attention to detail, thoroughness, and application are essential factors to pass this class. APA never fixes itself.

Deadlines

Assignments turned in after the due date (and time) will not be considered. **This policy is set up so that no one falls behind, especially the literature review.** To enforce this rule fairly, there can be no exceptions. I clearly note due dates on Canvas, syllabus, class calendar, and I will make in- class announcements well in advance. Take note of these dates and plan accordingly.

Make-up Exams

No extensions or make-up exams will be given except in cases of reasonable and documented academic reasons, emergencies, serious illness, or similar seriously disruptive events in the event that assignment can

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be rescheduled. ***If such a circumstance should arise, please contact me as early as possible and be ready to provide documentation.***

Late Assignments

Assignments are due at the start of class (turned in during class) on the day indicated on the course schedule. If due dates are changed, the new due date will be announced in lecture in a timely fashion. While you can submit an assignment earlier (previous class for example) I will not accept late assignments. ***No extensions will be given except in cases of reasonable and documented academic reasons, emergencies, serious illness, or similar seriously disruptive events. Also, assignments that require your presence and oral participation will not be able to be made up, even with a doctor's note. Examples are peer reviews, activities such as the Reading Circle, Final Exam, etc.***

NOTES:

- There will be no make-up exams or extra credit. Regular class work is the “extra credit.” There will be ample opportunity for each major assignment to be revised multiple times before being graded, so take advantage of the many opportunities given in class and at SJSU.
- Essays **must** be submitted in correct APA format with sources documented in correct APA format. Students **must** have substantive drafts ready for peer response on the indicated days.
- All assignments must be typed (unless indicated otherwise) and submitted in class. Do not submit work via email or dropped in my office. Please do NOT ask me to print your homework.
- My box is located inside the Psychology office, room 157, 1st floor of DMH building. NEVER drop an assignment under the door of my office. I share the office with many people and your work could get easily lost.
- This is a writing course that is participation heavy. While earning points is very easy, it is also very easy to lose them, so please plan ahead.
- There are no participation points for office hour meetings.

Peer Review Credit (10 points)

A peer review is exactly that, an activity where you work with a peer. Your peers evaluate your work, while you evaluate theirs by filling out a peer review sheet. To earn full credit for a peer review, you need the following:

- Be in class on time (NO EXCEPTIONS) and have a pair (do not miss the pairing). If you pair up late, you will not receive credit.
- Do a full peer review from start to end (if you are late, you will not receive credit for partial work as this will affect the quality of the feedback given.)
- Have a printed copy of your draft (computers/ tablets, pencil drafts, etc will not be acceptable. Do NOT ask your partner or myself to read a draft on a computer).
- Fill out a peer review sheet.
- There must be substantial improvements from draft to draft to receive the points.

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- I will read and mark each essay on the day peer reviews are due.

Warnings:

- There are no make up points for a missed peer review, even with a doctor's note.
- A peer review is an activity you do in class with your peers for the WHOLE duration of the peer review. Seeing me during office hours or talking to me in person while helpful is not a peer review nor makes it one, therefore, you will not get points for talking to meet me in person. This is not a substitute for a peer review.
- Please do not engage in point negotiation if you fail to meet any of the above requirements for full credit.

Note on Assignment Criteria, Revising, and Grammar

Specific guidelines, criteria, and samples will be provided for each assignment. All major assignments will undergo planning, draft-to-draft revising, proofreading, and editing before final submission. However, this process isn't solely independent. Throughout the course, you will participate in peer reviews and receive feedback to further refine your work. Students who struggle with writing should take advantage of the resources on campus – and early on. Organization and grammatical accuracy are important in formal writing. Grammatical errors are not only distracting to readers, but can disrupt the flow and delivery of ideas. With this stated, **grammar and mechanics can carry up to a 50% weight on all final drafts.**

Library Liaison Psychology

The SJSU library has a librarian who specializes in psychology (and other social sciences), and this librarian can serve as a very valuable resource for helping you to develop research ideas and locating appropriate research materials. The library also has an abundance of resources for doing psychology research:

Psychology Librarian:

Christa Bailey
Phone: 408-808-2422
Email: christa.bailey@sjsu.edu
<http://libguides.sjsu.edu/psychology>

ATHLETES

If you are an athlete I hold you to the same deadlines as everyone else. If you are missing class due to a game, you are more than welcome to give me the due assignments (a journal for example) before the due date by either bringing them to class beforehand or dropping them off at my box before the due date. I WILL NOT REMIND YOU nor will I keep track of your schedule. Your schedule is YOUR RESPONSIBILITY, so please plan in advance. Again, communication is key.

FERPA- For more details, please refer to the school site. However, some basics: If your coach/ counselor requires a meeting, here are some rules:

- I expect the questions that are grade related to come from you. After all, your grade is ultimately your responsibility.

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- I will NOT meet alone with your coach or counselor without you being present unless there are extenuating circumstances.
- I will NOT negotiate your grade with your counselor/coach or classroom practices.
- If you have any questions about the above, feel free to ask.

University Policies

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester's Catalog Policies section at <http://info.sjsu.edu/static/catalog/policies.html>. Add/drop deadlines can be found on the current academic year calendars document on the Academic Calendars webpage at http://www.sjsu.edu/provost/services/academic_calendars/. The Late Drop 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 at <http://www.sjsu.edu/advising/>.

If you decide to drop, please plan ahead. In order to drop, there are forms that need to be filled out and signatures that are collected. Allow yourselves enough time to fill out the paperwork. Admin and Records will not accept late applications.

Also, it is your responsibility to contact them for the status of your application.

Consent for Recording of Class and Public Sharing of Instructor Material

University Policy S12-7, <http://www.sjsu.edu/senate/docs/S12-7.pdf>, requires students to obtain instructor's permission to record the course.

“Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor's permission to make audio or video recordings in this class. Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.”

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It is suggested that the syllabus include the instructor's process for granting permission, whether in writing or orally and whether for the whole semester or on a class by class basis.

In classes where active participation of students or guests may be on the recording, permission of those students or guests should be obtained as well.

"Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent."

Academic integrity - Plagiarism

Your commitment as a student to learning is evidenced by your enrollment at San Jose State University. The University Academic Integrity Policy S07-2 at <http://www.sjsu.edu/senate/docs/S07-2.pdf> 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 is available at <http://www.sjsu.edu/studentconduct/>.

Proper documentation is a key skill in this course. If you plagiarize any of the assignments, here are my procedures:

- 1- No credit for the assignment (zero score).*
- 2- A report with the Office of Student Conduct & Ethical Development will be filled out.*
- 3- Papers with plagiarism will not be rewritten for credit.*
- 4- Plagiarism will result in failure in the course and further serious consequences.*

What is plagiarism?

San José State University defines plagiarism as the act of representing the work of another as one's own without giving appropriate credit, regardless of how that work was obtained, and submitting it to fulfill academic requirements.

Plagiarism includes:

"1.2.1 Knowingly or unknowingly incorporating the ideas, words, sentences, paragraphs, or parts of, or the specific substance of another's work, without giving appropriate credit, and representing the product as one's own work;"

If you are still unsure of what plagiarism is, you have several options to gather information from:

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- *Contact me at the beginning of the course (before a major assignment is due) with questions.*
- *Do the plagiarism tutorial (HW due at the beginning of the course).*
- *Familiarize yourself with the above site from SJSU.*
- *Look at the index of our textbook under the word “plagiarism”. Several pages are listed with relevant information.*
- *Participate in the peer reviews. All 3rd drafts are collected. You can still correct any mistakes or plagiarism based on this feedback BEFORE you turn in your final paper by the deadline. Often, in the peer review process I detect plagiarized material.*

Please keep in mind that claiming ignorance will not be allowed as an excuse to copy someone else’s words/ work as your own without proper credit. Please do all of the above. It will help you avoid making costly mistakes.

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 at http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf requires that students with disabilities requesting accommodations must register with the Accessible Education Center (AEC) at <http://www.sjsu.edu/aec> to establish a record of their disability.

- AEC students are held to the same deadlines as every other student.
- If you are absent, there are activities that cannot be made up or replaced, even if you have a doctor’s note. Examples are: Peer reviews, reading circle, conferences, and the final exam.

Time commitment

SJSU classes are designed such that in order to be successful, it is expected that students will spend a minimum of forty-five hours for each unit of credit (normally three hours per unit per week), including preparing for class, participating in course activities, completing assignments, and so on. More details about student workload can be found in University Policy S12-3 at <http://www.sjsu.edu/senate/docs/S12-3.pdf>.

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Minors on campus

If you are a parent or a caregiver, minor children (under 18 years of age) are not allowed in the classroom. If a rare/ sporadic circumstance arises, you need written approval before bringing your child or a child to class. This approval needs to occur before the class/ due date.

For more information, feel free to consult Risk Management at SJSU.

Accommodation to Students' Religious Holidays

San José State University shall provide accommodation on any graded class work or activities for students wishing to observe religious holidays when such observances require students to be absent from class. It is the responsibility of the student to inform the instructor, in writing, about such holidays before the add deadline at the start of each semester. If such holidays occur before the add deadline, the student must notify the instructor, in writing, at least three days before the date that he/she will be absent. It is the responsibility of the instructor to make every reasonable effort to honor the student request without penalty, and of the student to make up the work missed. See University Policy S14-7 at <http://www.sjsu.edu/senate/docs/S14-7.pdf>.

Student Technology Resources

Computer labs for student use are available in the Academic Success Center at <http://www.sjsu.edu/at/asc/> located on 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 Writing Center

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. 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 or to refer to the numerous online resources offered through the Writing Center, visit the Writing Center website at

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<http://www.sjsu.edu/writingcenter>. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook.

SJSU Counseling Services

The SJSU Counseling Services is located on the corner of 7th Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit Counseling Services website at <http://www.sjsu.edu/counseling>.

Classroom Protocol and Policies

1. Regular attendance is necessary to do well in the course and I expect you to understand that.
2. Late arrivals are disruptive. If you are going to be late, please enter the class as quietly as possible. On the days students are presenting, please wait until a student finishes and then enter the room. If you are late for a peer review, you will not receive credit.
3. If you are late, you will miss important class announcements. It's your responsibility to ask a classmate what you missed. I expect you to take responsibility for missed announcements.
4. I will answer emails M - F, 9:00 - 5:00. If you email me at night or on the weekends, do not expect a response until the next weekday, at the earliest. It your responsibility to approach me and communicate with me if you need to discuss something important. **If you feel I ignored an email from you, please approach me in class.** I am the easiest person to find!
5. Check your email regularly. All class cancellations are done via email. Also, important docs are emailed to you and uploaded on Canvas.
6. Laptops - In-class laptop use should be restricted to course-related activities (e.g., taking notes). Other activities (e.g., web surfing) distract both the instructor and students and will not be tolerated. You will be asked to turn off your laptop is you are engaged in non-class activities. You will be asked to refrain from laptop use for the duration of the course if this behavior continues.
7. Cell phones and other electronic devices - Please be certain to turn off or put in silent mode all cell phones, pagers, and any other devices that produce distraction prior to entering the classroom.
8. If you are using technology on the day of your final (PowerPoint for example), it is your responsibility to make sure your device works in the classroom. Make sure you have the right attachments. For example, SJSU is not Apple friendly, so you need the right adapter. This verification needs to happen before the final.
9. Be respectful of others - Respect differing points of view offered by students. Independent discussions should not be happening when someone is addressing the class.

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-Malcolm X

10. I expect you to come to class prepared - "Prepared" means you have completed the readings and any assignment before class starts, and written down any questions you had from the assignment. You should be as prepared as you expect your professor to be.
11. Check the course Canvas site regularly- All your grades are kept on Canvas and updated weekly. If I input something wrong, please tell me right away. Grade corrections need to be done right away and with evidence that I made a mistake.
12. AEC students- AEC students are required to do their assignments on the same day as the rest of the class and in the same format. The only exception is if AEC is flooded with appointments and cannot accommodate our schedule. If this happens, have your AEC counselor email me and request a formal change of date.
13. Recording of Class Lectures & Sharing/Distribution of Course Content - Common courtesy and professional behavior dictates that you notify someone when you are recording him/her. You must obtain the instructor's permission to make audio or video recordings in this class. This permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.
14. During office hour meetings I expect you to be prepared with questions.
15. I expect you to be in charge of your work and assignments.
16. The days I cancel class, office hours for those days are also canceled.
17. Communication is key. If you feel you are falling behind, let's talk. I'm here to help you.

Tentative Weekly schedule

(I hold the right to make appropriate changes. If so, I will inform you in advance.)

Week 1	Tuesday 1/21	Thursday 1/23 <ul style="list-style-type: none"> • General Course Introduction
Week 2	Tuesday 1/28 <ul style="list-style-type: none"> • Literature Review Instructions • Topic proposal instructions • Ch. 32- Finding Sources in the Library • Ch. 33- Evaluating Sources/ C.R.A.P. Test • Choosing your topic 	Thursday 1/30 <ul style="list-style-type: none"> • Library Orientation- MLK Library, Room 219, 9:00 AM
Week 3	Tuesday 2/4 <ul style="list-style-type: none"> • http://library.sjsu.edu/tutorials/online-tutorials - Plagiarism tutorial due. Bring printed results. (Red box) • Sign up for mini conference • Reading Circle instructions and sign up 	Thursday 2/6 <ul style="list-style-type: none"> • Mini conferences to discuss topic proposal - (Make sure you bring your typed topic proposal)

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Week 4	Tuesday 2/11 <ul style="list-style-type: none"> • Mini conferences to discuss topic proposal -(Make sure you bring your typed topic proposal) 	Thursday 2/13 <ul style="list-style-type: none"> • Mini conferences to discuss topic proposal - (Make sure you bring your typed topic proposal)
Week 5	Tuesday 2/18 <ul style="list-style-type: none"> • Mini conferences to discuss topic proposal -(Make sure you bring your typed topic proposal) 	Thursday 2/20 <ul style="list-style-type: none"> • Discussion of the readings: “Searching for Your Soul Mate”, pg. 494, “Black Men and Public Space”, pg. 502, “I Want a wife”, pg. 505, “Why We Crave Horror Movies”, pg. 534, “Is Facebook Making Us Sad?”, pg. 541 • Summary- Response Journal 1 due • Ch. 37- APA Style for Documenting • Reading Circle
Week 6	Tuesday 2/25 <ul style="list-style-type: none"> • Discussion of the readings “Can We Just, Like, Get Over the Way Women talk?”, pg. 549, “Trigger Happy”, pg. 553, “Public and Private Language”, pg. 558, “The Right to Fail”, pg. 571, , “What is College For?”, pg. 575 • Summary- Response Journal 2 due • Reading Circle 	Thursday 2/27 <ul style="list-style-type: none"> • Discussion of the readings: “Be Cool to the Pizza Dude”, pg. 580, “The Humility Code”, pg. 582, “In the Name of Love”, pg. 590, • Summary- Response Journal 3 due • Reading Circle • Sign up for annotated references mini conference
Week 7	Tuesday 3/3 <ul style="list-style-type: none"> • Annotated References Mini Conference (Make sure you bring the annotated form completely filled out/ TYPED- 10 sources) 	Thursday 3/5 <ul style="list-style-type: none"> • Annotated References Mini Conference (Make sure you bring the annotated form completely filled out/ TYPED- 10 sources)
Week 8	Tuesday 3/10 <ul style="list-style-type: none"> • Annotated References Mini Conference (Make sure you bring the annotated form completely filled out/ TYPED- 10 sources) 	Thursday 3/12 <ul style="list-style-type: none"> • Annotated References Mini Conference (Make sure you bring the annotated form completely filled out/ TYPED- 10 sources)
Week 9	Tuesday 3/17 <ul style="list-style-type: none"> • Outline Instructions • Sign up for an outline mini conference • Reading Circle 	Thursday 3/19 <ul style="list-style-type: none"> • Outline mini conferences (Make sure you bring an outline filled out)
Week 10	Tuesday 3/24 <ul style="list-style-type: none"> • Outline mini conferences (Make sure you bring an outline filled out) 	Thursday 3/26 <ul style="list-style-type: none"> • Outline mini conferences (Make sure you bring an outline filled out)

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Week 11	Tuesday 3/31 SPRING BREAK	Thursday 4/2 SPRING BREAK
Week 12	Tuesday 4/7 <ul style="list-style-type: none"> • Outline mini conferences (Make sure you bring an outline filled out) 	Thursday 4/9 Literature Review- Peer Review 1
Week 13	Tuesday 4/14 <ul style="list-style-type: none"> • Literature Review- Peer Review 2 	Thursday 4/16 <ul style="list-style-type: none"> • Literature Review- Peer Review 3
Week 14	Tuesday 4/21 <ul style="list-style-type: none"> ▪ Literature Review Mini Conferences (Make sure you bring the most updated draft, printed) 	Thursday 4/23 <ul style="list-style-type: none"> ▪ Literature Review Mini Conferences (Make sure you bring the most updated draft, printed)
Week 15	Tuesday 4/28 <ul style="list-style-type: none"> • Final exam instructions • Instructions to submit literature review • Sign affidavit of responsibility 	Thursday 4/30 <ul style="list-style-type: none"> • Oral Presentations (attendance mandatory)
Week 16	Tuesday 5/5 <ul style="list-style-type: none"> • Oral Presentations (attendance mandatory) 	Thursday 5/7 <ul style="list-style-type: none"> • Oral Presentations (attendance mandatory) • FINAL DRAFT LITERATURE REVIEW + Submit on TURNITIN (and bring a paper copy to class- the one actually graded)
Week 17	Tuesday 5/12 <ul style="list-style-type: none"> • No class (last day of instruction 5/11) 	Thursday 5/14 No class
Week 18	Tuesday 5/19 <ul style="list-style-type: none"> ▪ Final Exam (7:15-9:30 AM) 	