

San José State University  
Department of Justice Studies  
JS100W-01, Writing Workshop Fall 2019

Course and Contact Information

Instructor: Susie M. Rivera J.D., M.S., CPCC

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Office Hours: Mondays and Wednesdays 7:15-8:15pm and by appointment

Class Days/Time: Monday and Wednesday 8:00-7:15PM

Classroom: MQH520

Prerequisites: Grade of "C" or better in English 1B or equivalent; upper division standing; passage of Writing Skills Test; and completion of core GE requirements

GE/SJSU Studies Category: This course satisfies Area Z, Written Communication II, a University Studies requirement. Students should note that courses to meet Areas R, S, and V of SJSU Studies must be taken from three different departments.

Faculty Web Page and MYSJSU Messaging

Course materials such as syllabus, handouts,



## Other learning objectives

LO1 Students shall be able to refine the competencies established in Written Communication 1A and 1B as summarized below. Satisfaction of this objective will be measured through the evaluation of outlining exercises, a research paper draft, and a research paper draft.

### 1A Student learning:

1. Students should be able to effectively perform the essential steps in the writing process (pre-writing, organizing, composing, revising, and editing).
2. Students should be able to express (explain, analyze, develop, and criticize) ideas effectively.
3. Students should be able to use correct grammar (syntax, mechanics, and citation of sources) at a college level of sophistication.
4. Students should be able to write for different audiences (both specialized and general).

### 1B Student learning:

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

LO2 Students shall be able to express (explain, analyze, develop, and criticize) ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse. Satisfaction of this objective will be measured through the evaluation of article critiques of scholarly research, a critique of student work, and an oral debate.

LO3 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. Satisfaction of this objective will be measured through the evaluation periodic diagnostic examinations and various organizational exercises, both in and outside of class.

LO4 Express issues related to diversity (equity/social justice) in written and/or oral form(s).

## Required Texts/Readings

Textbook (Available at Spartan Bookstore; ISBN: 978-1-338-0561-5)

APA Manual (6<sup>th</sup> edition)

## Recommended Texts/Not Required

Textbook (ISBN: 9781433805578)

American Psychological Association. (2009). *Mastering APA Style Student Workbook and Training*. Washington, DC: American Psychological Association.

Textbook (Available on [www.Amazon.com](http://www.Amazon.com), [www.bn.com](http://www.bn.com), and likely many other book retailers; ISBN: 978-80508831-1)

Fogarty, M. (2008). *Grammar girl's quick and dirty tips for better writing*.

## Additional Readings

Additional readings will include scholarly journal articles for Article Critique assignments, and the Research Paper which will require online literature searches. Additional readings will be assigned throughout the semester and will be posted on canvas; emailed, or students will locate materials per instructor's instructions.

## Other Materials

Students will need to purchase (3) blue books for Diagnostic class (in-written examinations), which are available at the Spartan Bookstore.

## Recommended Materials

1. Merriam-Webster's collegiate dictionary
2. A binder to keep all 100W work and handouts together (everything should be brought to class each day)

Other technology requirements /equipment / material

Access to internet and computer is required for this course

## Library Liaison

Silke Higgins, [silke.higgins@sjsu.edu](mailto:silke.higgins@sjsu.edu) (408) 8082118  
<http://libguides.sjsu.edu/justicestudies>

## Course Requirements and Assignments

SJSU classes are designed such that in order to be successful, it is expected that students will spend a minimum of forty-

## Assignments and Grading Policy

Summary of Assignments

Assignment

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DIAGNOSTICS and FINAL EXAM	POSSIBLE	%
Diagnostic I	5	2.5%

All handouts and assignments (except for the diagnostics and Final Exam) are or will be available on Canvas. It is the student's responsibility to have the appropriate handout for each class period. Being well prepared for class includes checking the schedule well before each class and bringing the appropriate assignment or handout to class. In some cases, a scoring guide is attached to the assignment. Download and read the scoring guide before doing the assignment, and attach a copy of the scoring guide to each assignment you submit if required (you will be advised).

### Out of Class Assignments

Out of class assignments will include an online search for scholarly sources/preparation of an APA reference list, preparation for oral presentations, development of a research paper and rough draft, the composition of article critiques, critiques of fellow student work, and the final draft of a research paper.

General formatting requirements for out of class, written assignments include a cover page, page numbering, 1" margins, double spacing, and Times New Roman font. All assignments must be written in formal English, with college level writing mechanics and APA style formatting, inclusive of text citations and references. Several written assignments must be submitted directly on canvas which also is linked to turnitin.com. There may be written assignments that will be submitted in hard copy format to the instructor at the start of class on the due date. Instructions will be given for each assignment.

### In Class Assignments

Always be prepared to write in class! In class assignments (individually or in groups) will include expository responses to the critical analysis of scholarly research (Diagnostics), various APA exercises, group outlining exercises, general writing exercises as needed, critical analysis, and the final examination. Please note, Diagnostics I-III and the final exam will require the use of a blue book

### Article Critiques I & II

The process of writing an article critique is designed to improve and test your ability to critically analyze an empirical research study. Clearly, the better written an article is, the more likely it is to be accepted by the intended audience; however, research has varying degrees of quality. This assignment will enhance your

should use for your research paper. At least half of the journal articles listed need to be empirical/quantitative research studies. [LO1]

### Research Paper Outline

This assignment will enhance your overall outlining skills; help you to realize the utility of this skill in relation to the comprehension of complex material, and to test your ability to work in a collaborative manner. [LO2]

### Research Paper Outline Critique

This assignment will require you to critique a fellow student's research paper outline as a preparation exercise for completion of a research paper draft. Students will exchange research paper outlines, and via the use of a critique form, will provide constructive feedback for a fellow student in the preparation of a cohesive research paper rough draft. [LO2]

### Research Paper Rough Draft

This assignment is designed to provide you with the opportunity to develop a well thought out and written rough draft of the research paper required for this course. Utilization of the previously completed research paper outline and critique will provide you with a solid foundation for the development of a quality paper. [LO1]

### Peer Review Assignment

This assignment is designed to help students develop the ability to critically analyze the written work of others (i.e., fellow students), which in turn will assist each student in learning to recognize area of improvement in their own writing. [LO2]

### Research Paper Final Draft

The purpose of the writing workshop is to teach you, the student, how to read and think critically, and to communicate clearly and concisely in a professional style. This assignment is designed to provide a medium through which you can improve your research and writing skills while increasing your knowledge about the criminal justice system.

Students will be required to write an 18 page analytical research paper. A separate handout detailing the specific requirements of this assignment is available on the instructor's web site. [LO1]

### In-Class Debate

The purpose of this assignment is to teach students to critically analyze both sides of a health related topic in form of a class discussion/debate. Students will be asked to develop logical and supported arguments for both sides of a specific health related issue. The second element of this assignment will allow students to work in small groups to defend their arguments in a class debate. [LO2 and LO4]

### Grading Policy and Late Submissions

Written assignments will primarily be graded on content; however, poor writing mechanics and APA formatting



Completion of all assignments is required to successfully pass this course, regardless of whether the assignment is for credit (i.e., points), or as a result of a late submission, the assignment is ineligible to receive points. While some assignments may not be worth credit (i.e., points), they are nonetheless still required. Your grade will be based on the points accrued throughout the semester. Grades will be determined based upon adherence to the specific criteria for each assignment. All assignments completed outside of class must follow the previously specified general formatting requirements stated under "Out of Class Assignments".

Written assignments will primarily be graded on content; however, assignments with poor writing mechanics and APA formatting will not be accepted, or will result in point deductions. Student should reference their own copy of APA Manual and may seek additional assistance with APA at:

<http://owl.english.purdue.edu/owl/resource/560/01/>

### Course Grade Determination

Percentage	Grade
98.0 to 100	A plus
93.0 to 97.99	A
90.0 to 92.99	





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

#### Consent for Recording of Class and Public Sharing of Instructor Material

[University Policy S127](http://www.sjsu.edu/senate/docs/S127.pdf), <http://www.sjsu.edu/senate/docs/S127.pdf>, requires students to obtain instructor's permission to record the course and the following items to be included in the syllabus:

- “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 22 ( i)-2 r)-7 (e)4

Martin Luther King Library. A wide variety of audiovisual equipment is available for student checkout from Media Services located in I

undergraduate students majoring or wanting to major in programs offered in CASA Departments and Schools

All CASA students and students who would like to be in CASA are invited to stop by the Center for general education advising, help with changing majors, academic policy related questions, meeting with peer advisors and/or attending various regularly scheduled presentations and workshops. Looking for academic advice or maybe just some tips about how to navigate your way around SJSU? Check out the CASA Student Success Center! It's also a great place to study, and you can check out laptops.

Location: MacQuarie Hall (MH) 533 -top floor of MacQuarrie Hall. Contact information: [408.924.2910](tel:408.924.2910)  
Website: <http://www.sjsu.edu/casa/ssc/>



Week	Date	Topics, Readings, Assignments, Deadlines
5	9/16 & 9/18	Agenda/Topics Return and discuss APA reference lists; collect Topic and Thesis Write-ups 9/16; Topic and Thesis Presentation begin 9/16 and will finish 9/18;



Week	Date	Topics, Readings, Assignments, Deadlines
		Homework/Assignments Work on RPRD and bring copy to class on 10/29
10	10/21 & 10/23	<p>Agenda/Topics Return and discuss RPO; review and open discussion about RPRDs; discussion of in-class debate (written portion of debate due in class on 11/6)</p> <p>Homework/Assignments Download Peer Review Assignment handout; complete RPRD and bring a copy to class on 11/4; work on written portion of in-class debate</p>
11	10/28 & 10/30	<p>Agenda/Topics Collect a copy of RPRDs in class— also turn in on canvas 10/29; proofreading activity; exchange a printed copy of your RPRD with a fellow student; begin working on the Peer Review Assignment in class</p> <p>Handouts: Peer Review Worksheet</p> <p>Homework/Assignments Work on Peer Review Assignment and bring completed copy to class on 11/4; complete written portion of in-class debate due on 11/6.</p> <p>Homework/Assignments Work on final draft of RPA Complete RPF for Wednesday 11/14; prepare for in-class debate on 11/4 (prep) and 11/6 (debate)</p>
12	11/4 & 11/6	<p>Agenda/Topics Collect one copy of Peer Review Assignment; return one copy of Peer Review Assignment to fellow students; collect written portion of in-class debate; feedback on RPRD; final check on RPA inclusive of organization, what makes a great paper, and proofreading; In class debate done in class 11/6!</p> <p>Handouts: Bring your written portion of debate and instructions for class 11/4 and 11/6—we will start group prep time on 11/4.</p> <p>Homework/Assignments: Finish Final Draft and Prepare for Paper Presentations Paper Presentations begin 11/13. RPF Due next week!</p>
13	11/11 & 11/13	<p>Agenda/Topics Submit Research Paper Final Draft on canvas 11/13; return graded Peer Reviews; No class on 11/11—Veterans Day; Final Paper Presentations; SOTES</p> <p>Homework: Final Paper Presentation on 11/13</p>
14	11/18 & 11/20	Agenda/Topics Paper Presentations 11/18

Week	Date	Topics, Readings, Assignments, Deadlines
15	11/25 & 11/27	Agenda/Topic: Paper Presentations 11/25 Thanksgiving Break 11/27-11/29—NO CLASS 11/27!
16	12/2 & 12/4	Agenda/Topic: Discuss Final Exam; assignment of article for the final exam Paper Presentations ALL week
Last Class	12/9	Agenda/Topic: Paper Presentations
Final Exam	12/11	Final exam is schedule in our classroom Wednesday, Dec 11th