WRITING 123: RESEARCH WRITING SYLLABUS

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REQUIRED MATERIALS:
- The Bedford Researcher by Mike Palmquist
- Note cards 3x5 or larger
- Floppy disc or zip drive to save your work

COURSE CONTENT: Welcome to Research Writing. The goal of this class is for you to confidently approach future research experiences with skills in focusing and developing a topic, researching it in a variety of ways, organizing the material that you find, drafting and revising. Enhancing your research writing process is the purpose of this class. Thus you may gain these skills by writing on whatever topics interest you.

I. Understanding research
   A. Understanding primary and secondary research
   B. Improving research and reading skills

II. Completing various research projects
   A. Focusing a topic
   B. Gathering information
      1. inside yourself
      2. outside yourself
   C. Organizing the material
   D. Drafting
   E. Revising

III. Using the computer for writing
   A. Prewriting
      1. Invention
      2. Outlining
      3. Note taking
      4. Citing sources
   B. Drafting
   C. Revising

CLASS REQUIREMENTS

1. In-class exercises, journals and conferences 80
2. Reading quizzes - the last class of each week 70
   You may use a 3x5 card for notes
3. Primary Research Paper (3-5 pages)
<table>
<thead>
<tr>
<th>Steps in the process</th>
<th>60</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Draft</td>
<td>40</td>
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5. Long Research Paper (8-12 pages)

- Hypothesis             | 10  |
- Preliminary plan        | 15  |
- OSU tour                |     | 10 extra credit
- Source cards            | 15  |
- Note cards              | 20  |
- Formal outline (10 & 10) | 20  |
- Rough draft in time for revision | 30  |
- Final draft             | 100 |
- Informal sharing        | 25  | 235

**Estimated Total**       **485**

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**GRADING POLICY**

Your grade will be based on your percentage of the actual number of points possible. The list above is only a rough estimate.

- 90-100% = A
- 80- 90% = B
- 70- 80% = C
- 60- 70% = D

**Late policy** - All late work will receive a 10% deduction with the exception of rough drafts which will receive only 50% if not available in class for the peer editing.

**SPECIAL NEEDS:**
Students who have emergency medical information or who might need special arrangements in the event of evacuation, or students with documented disabilities who have special needs, should consult with the instructor no later than the first week of the term. If additional assistance is required, the student should contact LBCC’s Office of Disability Services at 917-4789.

**PLAGIARISM:**
Using someone else's work as your own or using information or ideas without proper citations can lead to your failing the assignment or class. Use in-text citations and a Works Cited list whenever you use outside sources.