

ENGCMP200 Research Writing and Information Literacy Course Syllabus

Course Information

Credit Hours: 3	Instructor: Yumei Li, PhD
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	Office Hours: Tu & W 12:00 PM- 5 PM & other times by appointment
Room: Mon: N213 (1:50 PM) Thur: N214 (1:50 PM) Fri: 4-201 (8:15 AM)	Prerequisites: ENGCMP 152

Required Text:

Hacker, D. & Sommers, N. (2017). *A writer's reference* (9th ed.). Boston, New York: Bedford/St. Martin's.

Course Description

This course builds on ENG152 by focusing on research writing and information literacy. In this course, students will gain exposure to academic writing, learn to synthesize research sources, employ proper conventions of citation, write using professional and academic genres, use digital tools for researching secondary sources, and deliver academic presentations. The course stresses active learning, collaborative projects, multi-modal communications, academic readings, and student-led research to answer questions and solve problems. The semester covers the basics of formulating research questions, creating a research plan, writing a proposal, synthesizing information, and writing a research paper.

Outcomes

By the end of the course, students will be able to perform the following:

1. use digital tools, like search engines and library databases to find print and electronic resources
2. evaluate research resources for quality, and properly cite these sources in students' own work in addition to synthesizing research materials through coherent reasoning
3. critically and creatively use writing to express concepts or ideas
4. create and annotate bibliographies
5. propose a research project according to professional genres
6. compose a research project following proper style-guides, demonstrating college-level writing in English
7. present research findings using multi-modal compositions and public speaking

Assignments and Evaluation

Below is a breakdown of the course's assignments and grading scale. There will be a detailed prompt for each essay and writing assignment with instructions about content, format, and submission procedures. Unless discussed with the instructor previously, late assignments will **not** be accepted, and the failure to complete your work will result in a failing grade.

Each **unexcused** absence will bear a penalty of half a letter grade (e.g., from a B to a B- or from a B- to a C+). For each part of a class period missed, a student will receive a deduction of half the point value of a full absence. More than three absences will result in a failing grade for the semester. If you are feeling unwell or need to miss a class, inform the instructor ahead of time by email.

The final grade will be greatly affected by students' attendance and participation. Participation will be assessed holistically throughout the semester. Late attendance, use of electronic devices without the instructor's permission, non-participation in the online/in-class activities will all be negatively reflected in your grades.

Assignment		Percentage of Final Grade
ASSIGNMENT 1 Research Proposal	Research proposal with a focused research question	10%
ASSIGNMENT 2 Formal Outline	A full-sentence outline, research question answered by findings from synthesized literature	20%
ASSIGNMENT 3 Research Paper	Research paper, APA style	40%
ASSIGNMENT 4 Poster Presentation	A poster presentation on students' research project	10%
ASSIGNMENT 5 Participation and Routine Writing	attendance, homework, and in-class activities	20%

Schedule (subject to change according to the instructor's discretion)

Week	Topic	Reading	Assignment Due
1 9/2	Introduction	Syllabus APA-5B Sample APA research paper; Student sample	
2 9/9	Exploring research topics; creating keyword searches	R1 Thinking like a researcher; gathering sources R3-a Evaluate the reliability and usefulness of a source	Forum 1
3 9/16	Taking notes Writing introduction and research question	R2 Managing information; taking notes responsibly	Forum 2
4 9/23	Writing annotation Quoting, paraphrasing, and summarizing Peer review	R3-e Constructing an annotated bibliography	Forum 3

Week	Topic	Reading	Assignment Due
5 9/30	National Day Holiday (No class)		
6 10/8	Writing workshop annotated bibliography	Peer review forms	ASSIGNMENT 1 DUE
7 10/14	Cataloging the literature Synthesis matrix Coherence, logic, and evidence	APA-3 a-c Integrating sources APA 3-d Synthesizing sources	Forum 4
8 10/21	Documenting sources in APA	APA-4 Documenting sources	Forum 5
9 10/28	Outlining the research paper Peer review	APA-1 Supporting a thesis	Forum 6
10 11/4	Writing the body of the paper	APA-5B Sample APA research paper	Forum 7
11 11/11	Discussing the literature	R3-c Reading with an open mind and a critical eye	ASSIGNMENT 2 DUE
12 11/18	Creating the poster	https://guides.nyu.edu/posters	Forum 8
13 11/25	Poster Presentations Teacher conference	A5: Speaking confidently	ASSIGNMENT 4 Poster DUE
14 12/2	Poster Presentations Teacher conference		
15 12/9	Writing workshop research paper Formatting research papers in APA	Peer review form APA-5A APA manuscript format	
16 12/16	Wrap up the course		ASSIGNMENTS 3 & 5 DUE

Use of Machine Translation and Other Online Tools

While students are encouraged to use dictionaries and other language resources, they should not rely on machine translators or other AI tools to generate large sections of text. Papers must be written in English. Any paper that is written in Chinese and then processed through an online translator will be considered unacceptable.

A Note Concerning Plagiarism: The class adopts a zero-tolerance policy towards plagiarism. You should never copy the words of another and present those words as your own work. All sources cited must be acknowledged. You must not get help from any outside sources to do your work without the teacher's permission. The penalty for plagiarism is failing the class.

If an instructor believes that a paper was written using machine translation or other AI tools, the instructor reserves the right to ask the student to re-write (potentially with a different topic) or give an alternative assignment, which may include a timed-writing essay assignment. Until the re-write is submitted the student will have an F for the assignment.

Student Use of Electronic Technology Policy:

Students must use electronic technology (including cell phones, laptops, tablets, and iPads) in appropriate ways during classes. Out of respect, cell phones should generally be turned off or on silent and stored out of sight. They should not be used during classroom activities unless the instructor has given permission. Electronic devices are forbidden during quizzes, tests or other in-class graded assignments, unless the instructor has given permission.

Technology use in this class is meant to improve the learning environment for all students. Please be respectful of your instructor and classmates and use the technology appropriately. If you have questions about what this means, please talk to your individual instructor.

Recording:

To ensure the free and open discussion of ideas, students may NOT record classroom lectures, discussions, and/or activities without the advance permission of the instructor, and any such recording properly recorded in advance can be used solely for the student's own private study.

Make-up Policy for Missed Assignments and Tests:

Students are responsible for the assignments in their classes. Assignments include in-class activities, quizzes, tests, homework, and any other work related to classes.

- If you are absent from class, you should try to contact one of the students in your class to find out what work was missed.
- If you cannot find out from another student about what work you have missed, when you return to class you must talk to your instructors about the missed work and if/when you can make up the work. You are responsible for talking to your teacher; your teacher is not responsible for reminding you about missed work.
- If you are absent from class on the due date of an assignment, you must hand in the assignment and be prepared to make up tests the day that you return to class or on a date decided with your teacher.
- If you know you will be absent, talk to your teacher before you leave or email your teacher to find out about the work that you will miss while you are away.
- If you have not been absent from class and you want to hand in an assignment late, you must first discuss the reason with your teacher before or on the due date. Do not assume that your teacher will accept late assignments. Also, you may lose points for late work based on teacher discretion.
- If you and your teacher arrange to meet so that you can make up an assignment and you miss that meeting, you may receive a "0" for that assignment.

SCUPI Honor Code:

Students in this course must follow the SCUPI Honor Code. This includes:

- must not get help from anyone to do his/her work without the teacher's permission.
- must not get help from any outside sources to do his/her work without the teacher's permission.
- must not copy the words of another and present those words as his/her own work.

Note: **Using AI tools to generate an essay or large sections of text will result in an F.**

Participating in these activities can result in an F and referral to university officials for academic integrity violations.

Participation:

Active participation is crucial for language learning. Participating in class makes you an engaged learner of English. In this class, participation means:

- arriving to class on time
- staying on task (including appropriate use of technology)
- actively listening to your classmates and teacher when they speak in class
- asking questions
- bringing all class materials
- attending class regularly
- completing all homework on time
- actively and constructively participating in class activities
- being prepared to answer questions
- using only English in class

Student Responsibility

For students, it is your responsibility to keep track of your assignments, the due dates as well as additional information announced by the instructor. It is also your responsibility to ask the instructor if you need clarification.

This syllabus is a contract between you and the instructor. It is the first place you should look for answers to your questions about course requirements, expectations, and policies. By enrolling in this course, you are agreeing to adhere to the requirements, expectations and policies outlined in this syllabus, including sections on the SCUPI Honor Code. Students who fail to submit their work on time or miss more than 3 classes could receive a failing grade and may not graduate.