



## ENGCOMP200 Research Writing and Information Literacy Course Syllabus

### Course & Instructor Information

Instructor	Li Yumei, Ph.D.	Credit Hours	3
Email	yumei.li@scupi.cn	Classroom	N213, SCUPI Building
Office Hours	Tu 12:00 PM- 5PM W 8:30 AM-1:30 PM (And other times by appointment)	Prerequisites	ENGCOMP 152
Office	N424		

### Required Text:

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

### Communication With Yumei

Welcome to explore the world of research writing with me this semester!

Open communication is key to your success, so I encourage you to connect with me both in and out of class. If you have questions or wish to schedule an appointment, email me at [yumei.li@scupi.cn](mailto:yumei.li@scupi.cn). Be sure to **include your purpose in the subject line** (e.g., "Appointment Request") and always **provide your name** in the email. Knowing who you are makes all the difference!

I typically respond within one business day, but feel free to stop by my office (**N424**) to talk in person.

### 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.**

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 Poster Presentation	A poster presentation of students' research projects	10%
ASSIGNMENT 4 Research Paper	Research paper, APA style	40%
ASSIGNMENT 5 Participation and Routine Writing	Attendance, homework, in-class activities, and any other assignments both inside and outside of class	20%
Total		100%

**Schedule** (subject to change based on the needs of the class according to the instructor's discretion)

Week	Topic	Reading	Assignment Due
<b>1</b> <b>9/8</b>	Introduction	Syllabus APA-5B Sample APA research paper; Student sample	
<b>2</b> <b>9/15</b>	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



Week	Topic	Reading	Assignment Due
<b>3</b> <b>9/22</b>	Taking notes Writing introduction and research question	R2 Managing information; taking notes responsibly	Forum 2
<b>4</b> <b>9/29</b>	Writing annotation Quoting, paraphrasing, and summarizing Peer review	R3-e Constructing an annotated bibliography	Forum 3
<b>5</b> <b>10/6</b>	National Day Holiday (No class)		
<b>6</b> <b>10/13</b>	Writing workshop annotated bibliography	Peer review forms	<b>ASSIGNMENT 1 DUE</b>
<b>7</b> <b>10/20</b>	Cataloging the literature Synthesis matrix Coherence, logic, and evidence	APA-3 a-c Integrating sources APA 3-d Synthesizing sources	Forum 4
<b>8</b> <b>10/27</b>	Documenting sources in APA	APA-4 Documenting sources	Forum 5
<b>9</b> <b>11/3</b>	Outlining the research paper Writing the body of the paper	APA-1 Supporting a thesis	Forum 6
<b>10</b> <b>11/10</b>	Peer review	APA-5B Sample APA research paper	Forum 7
<b>11</b> <b>11/17</b>	Discussing the literature	R3-c Reading with an open mind and a critical eye	<b>ASSIGNMENT 2 DUE</b>
<b>12</b> <b>11/24</b>	Creating the poster workshop Teacher conference	<a href="https://guides.nyu.edu/posters">https://guides.nyu.edu/posters</a>	
<b>13</b> <b>12/1</b>	Poster Presentations	A5: Speaking confidently	<b>ASSIGNMENT 3 Poster DUE</b>
<b>14</b> <b>12/8</b>	Writing workshop research paper Formatting research papers in APA	Peer review form APA-5A APA manuscript format	
<b>15</b> <b>12/15</b>	Teacher conference		
<b>16</b> <b>12/29</b>	Wrap up the course		<b>ASSIGNMENTS 4 &amp; 5 DUE</b>



### **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

**Note:** Attendance is a necessary but not sufficient condition for participation.

You have to come to class to participate, but just being there is far from enough.

### **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.

**A Note Concerning Plagiarism** The class adopts a zero-tolerance policy on plagiarism. You must never copy another person's words or ideas and present them as your own. All sources must be properly cited and accurately represented; you may not distort a source's original meaning to fit your claims. Assistance from outside sources is not permitted without the instructor's prior approval. Any plagiarism will result in failing the course. **Using AI tools to generate an essay or large sections of text will result in an F.**

### **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.

### **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, 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 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.
- 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.

**Note:** If your final grade is below 60, you will need to retake the course when it is offered again. No make-up exams or assignments of any kind will be available at the start of the following semester.

### **Student Responsibility**

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.