

Cleveland State University
Spring Semester, 2008
Maxine Goodman Levin College of Urban Affairs
Department of Urban Studies

Course Syllabus
UST 102 Professional Writing

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Course Description: UST 102 continues to cultivate and hone the skills acquired in ENG 102, but also incorporates research and information literacy skills.

Course Goal: Students will demonstrate their ability to write expository and argumentative prose *resulting from research*.

Student Learning Outcomes: In addition to the competencies required in ENG 101, students in UST 102 will develop:

- the ability to develop a research question;
- the ability to identify relevant resources;
- the ability to evaluate these resources critically and utilize them successfully;
- an understanding of what constitutes plagiarism and does not represent work attributable to others as his/her own;
- the ability to communicate effectively the results of this research in written form consistent with the practices and skills of college-level English.

Course Delivery: We will use Blackboard to submit papers and communicate.

Student Projects: All of your writing in this course will be based on the research you complete for each assignment. The College of Urban Affairs uses the APA (American Psychological Association) documentation style for quotations, in text source citations, and bibliography development. Because students never quite seem to use all aspects of this documentation style, **your first assignment is a 5-page paper on the APA documentation style.** How do you document a direct quotation? How do you support a thesis? How do you cite sources and avoid plagiarism? How do you integrate sources? How do you use quotation marks? What is the APA manuscript format? Give examples.

Your second assignment concerns the ongoing discussion about locating a medical mart in Cleveland. What is a medical mart and what does it do? How would such a mart help Cleveland? Where would it be located? Do other cities have medical marts and what have been their benefits? Would there be a down side to having a medical mart in Cleveland? This should be at least a 10-page fully researched paper with at least 5 research sources. You need in text source citations and a bibliography.

Your third assignment concerns the ongoing discussion about moving the location of Cleveland's port. Where is the port now located and where would it move? Why would it move? What are the pros and cons of such a move? What is a port authority? Are there other cities with port authorities? What do these port authorities do? Again, this should be at least a 10-page fully researched paper with at least 5 research sources. You need in-text source citations and a bibliography.

Your fourth assignment concerns the ongoing discussion about the fate of Myers University. Once called Dyke College and dating back to the mid-1840s, Myers University has recently been in the news. Why? What are the circumstances leading to a number of stories about Myers, its students, and faculty? Incidentally, where did the name Myers come from, and who is now in control of the university? This should be at least a 10-page fully researched paper with at least 5 research sources. You need in-text source citations and a bibliography.

Paper Evaluation: When reading your papers, I will be thinking of higher order and lower order concerns.

Higher Order Concerns

Focus

A focus is the thesis or main point of your writing. Is it clear? Is the whole paper concerned with the focus? Write your focus before you start the paper.

Development

Development refers to the amount of support you give to your focus. Are there enough quotes, paraphrases, examples, inferences, reasoning, opinions, and forecasts? Have you done enough research?

Organization

Has the writer organized or structured the paper in a way that the discipline suggests (APA style). Is the paper organized so that the paragraphs proceed from one to another in a logical style using transitions? Is the paper well organized?

Lower Order Concerns

Style

Style can be considered in terms of sentence patterns and diction. Are the sentence patterns varied (preferred) or all the same? Variety produces more interesting reading. Is the diction appropriate (wording, choice of words) for a college level assignment? Is the diction appropriate for the discipline?

Mechanics

Mechanics refer to punctuation, spelling, and grammar. Could the writer benefit from a brush up on some grammatical points? Could the writer use new punctuation strategies?
DID THE WRITER PROOFREAD?

Grades: Each paper will be worth 25% of the final grade.

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Due Dates:

APA paper January 26

Medical Mart paper February 16

Port Authority paper March 15

Myers University paper April 26

A Word of Warning

A class taught this way means you need to put together a schedule and stick to it. Stay on task. Papers are expected on time; tardy papers will be penalized. Use the time available to do research and writing. If there is a situation, talk to me.

Special Needs:

Anyone anticipating needing special accommodations to take exams or complete assignments must identify themselves to the instructor by the end of the second week of classes. These include accommodation for physical handicaps, learning disabilities, and English a second language.