



Syllabus (2021-Fall)

Course Title	Research Writing: An Introduction to Writing University Papers	Course No.	10811- 01
Department/ Major	HOKMA College	Credit	3
Class Time/ Classroom	Mon/Thu 12:30-2:00, 2:00-3:15 ECCB 128 Welcome to class! Due to the rising cases of COVID, we will meet online during the first week. We will, however, choose the best method of study for the rest of the semester through a survey. If online instruction is chosen, it will be given through recorded videos, live Zoom lectures, and Cybercampus discussion, so don't worry.		
Professor	Name: Caroline Kim	Department: GLEO	
	E-mail: ckimewha@gmail.com	Telephone: ex. 2168	
Office Hours/ Office Location	To be announced in class ECC B120		

I. Course Overview

1. Course Description

Need help with your writing? Why do college students write so many papers?

Different ideas are explained in different ways, which is why we will learn about various types of university writing. Throughout the semester, we will practice how to gather and develop ideas, find evidence to support arguments, and analyze information. In addition, you will learn how to avoid plagiarism, and polish your writing to make it more professional. This course is open to all students. It is especially useful for those who want to write better papers for their major courses, participate in exchange programs abroad, prepare for graduate school, plan a graduation thesis, or apply for positions in international companies. The goal of the class is to learn and improve, so your writing level *does not* have to be advanced.

2. Prerequisites

College English is recommended but not required.

3. Course Format

Lecture	Discussion	Writing	Research/Reading
30%	20%	30%	20%



4. Course Objectives

After completing the course, students will gain more confidence about their writing. They will understand how to organize their ideas clearly, find credible information, and avoid plagiarism.

5. Evaluation System

Essay 1 (350-500 words)	Academic Outline & AB (300-400 words)	Quiz	Essay 2 & AB (350-500 words)	Short paper & AB (750-1000 words)	Participation	Attendance
10%	15%	10%	20%	25%	10%	10%

Evaluation system: Absolute grading

Attendance: More than 9 classes absent = failure, late 3 times = 1 absence

Participation:

- Speak English in class to the best of your ability.
- Share your ideas in class and during group discussions.
- Have a positive attitude, and respect the instructor and other students.
- Stay on-task and keep webcam turned on in class.
- Follow professor's instructions.
- Respect privacy rights: DO NOT record class lectures.
- Academic integrity is expected: Submit assignments on time and do not plagiarize. Plagiarized/late papers will result in deduction of points/failure.

II. Course Materials and Additional Readings

1. Recommended Textbook

Not required

Supplementary Materials

Will be uploaded by the instructor

III. Course Policies

a) Be there. You will lose one point per absence. If you miss more than nine classes, you automatically fail the course. Being late to class three times equals one absence, and being more than 30 minutes late is considered an absence. GLEO has very strict guidelines about missing class—excuses such as doctor's appointments and seminars attended will **not** be accepted. An absence will only be excused if it involves an overnight hospital stay, an official university activity, or the death of an immediate family member. Documentation is required in all such cases. *See university guidelines for more details.

b) Participate. *See explanation under "Evaluations".



IV. Course Schedule

* The content of this syllabus may be updated at the instructor's discretion.

Week	Date	Course Content
Week 1	Sept. 2	First Week of Class on Zoom Introductions and Orientation What is university writing?
Week 2	Sept. 6/9	What is an essay and why do we write them? Essay writing review Essay 1
Week 3	Sept. 13/16	Avoiding plagiarism Writing conventions
Week 4	Sept. 20/23	Chuseok Holiday (09/20 - 09/22) *Make up class will be uploaded Academic outlines Finding credible sources
Week 5	Sept. 27/30	Annotated bibliography Finding credible sources (Article)
Week 6	Oct. 4/7	National Liberation Day (10/04) (substitute holiday) *Make up class will be uploaded
Week 7	Oct. 11/14	Hangeul Proclamation Day (10/11) (substitute holiday) *Make up class will be uploaded Essay 2 Essay organization Conducting analysis
Week 8	Oct. 18/21	Quiz (10/18) Midterm Exam Period (10/20-10/22: No Class on Thursday)
Week 9	Oct. 25/28	What is a research paper? Conducting analysis
Week 10	Nov. 4/7	Conference



Week 11	Nov. 8/11	Short paper APA & MLA Style
Week 12	Nov. 15/18	Quiz (11/15) Finding credible sources
Week 13	Nov. 22/25	Short Paper & AB: Draft Due
Week 14	Nov. 29/ Dec. 2	Conference
Week 15	Dec. 6/9	Writing conventions
Week 16	Dec. 13/16	Short Paper 2 & AB: Final Draft Due Presentations (6/16)
Make-up		Not Required

V. Special Accommodations

* According to the University regulation section #57, students with disabilities can request for special accommodations related to attendance, lectures, assignments, or tests by contacting the course professor **at the beginning of semester**. Based on the nature of the students' request, students can receive support for such accommodations from the course professor or from the Support Center for Students with Disabilities (SCSD). Types of support available for lectures, assignments, and evaluations may vary.