

ENG 103 – The Research Paper

Fall I 2022 – AN ONLINE  
ASYNCHRONOUS COURSE

Our Course Is Online at:

[eng103.lagcconline.com](http://eng103.lagcconline.com)

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[submit103.lagcconline.com](http://submit103.lagcconline.com)

## Syllabus for ENG 103 – The Research Paper

### Course Description (from the Course Catalog)

Students write coherent essays in varied academic formats, by using appropriate library research and writing a staged, formal essay. Students learn how to choose an appropriate academic research topic, pose research questions, outline, organize and integrate source material into essays without plagiarizing. Students find and evaluate both print and on-line sources and practice note-taking, summarizing, paraphrasing, and quoting using in text citations and learn to create a Works Cited page.

### Course Description (for our course)

Since 2020, this course has been redesigned from a hybrid course – which was taught successfully by your instructor for over 8 years -- for an all-online, asynchronous format. You will receive ‘multimodal’ instruction based on your instructor’s experience with online education (starting in the 2000s at Columbia University) and work with CUNY’s School of Professional Studies.

Each week, we’ll give you a variety of online content and activities to help you build a research paper topic, learn how to do research, and improve your writing skills by creating a short research paper using MLA citations.

Here are some resources to help you:

\*\*\*EVERYTHING IN THE COURSE IS POSTED on [eng103.lagcconline](http://eng103.lagcconline.com) (not Blackboard).

This course is powered by a custom learning management system (LMS) called Simple Courseware, which has been designed and built by your instructor (who is also an experienced ‘full-stack web developer’ and digital humanities scholar – you can Google ‘digital humanities’ to learn what that is.) It is designed to be easier to use – and faster – than Blackboard. In end-of-semester surveys, most students appreciate this ‘value add’ for this course. I think you will too.

### Online Course Resources

\***Video Screencast Lectures** (hosted on YouTube) – Please view the video lecture (screencast) early in the week

so you know what's going on. These Video Lectures are an essential part of the course, with guidance on readings, online activities and the research milestones.

**\*Course E-mails** – For an asynchronous course like this one, it's very important to check your e-mail frequently. You'll get important course reminders every few days with links, advice and updates about work for the course.

**\*Task Lists** – Every week there is a Task List posted under **This Week's Work** on [eng103.lagcconline.com](http://eng103.lagcconline.com) with To Dos with links for all work for the class. (Direct link: [tasks103.lagcconline.com](http://tasks103.lagcconline.com)). You can follow this list and work through it (with live status tracking) to know what to do each week. Of course, each Task List is covered in the week's Video Lecture.

**\*Course Readings and Handouts** (posted as PDF files) to [eng103.lagcconline.com](http://eng103.lagcconline.com) .

**\*Major Online Activities** – Every week there is a 'major' online activity which takes about an hour to complete. These activities are designed to help you understand 'responsible' Library database research and the 'rules' of writing and citing in research papers. The first Major Online Activities have you browse our available topics for research papers. (There are over 60 organized into 6 general areas at: <https://bit.ly/3A0kjpi>). Several of these activities will have you update your Personal Research Page (a page for you to document your research at [eng103lagcc.pbworks.com](http://eng103lagcc.pbworks.com)) or your Blog Post page (also hosted on the wiki). Most students will be writing a movie, which has been a traditional focus of this course (instead of reading a book), but if you are a reader, you can choose from many topics that will have you choose a book as your main focus.

**\*Online Reading Questions** – For most weeks, we have a short reading with online reading questions. Usually, these are chapters from a guide to writing research papers.

**\*Discussion Board Posts** – Every week there will be a required Discussion Board post designed to help you think about and plan your work for your research paper, as well as getting to you think about Internet research and the planning and research for your paper.

**\*4 Research Paper Milestones** – The most important work for the course are the 4 milestones or steps for your Research Paper. We build the paper in 4 steps throughout the course with plenty of feedback to help you create the 'finished' final product, the Final Draft. *But you must do most of the earlier milestones to get a good grade for the course!*

THE WORK OF THIS CLASS IS NOT ONLY WRITING A RESEARCH PAPER. You will do a lot of 'low-stakes' online writing to help you plan and write the Research Paper milestones. In fact, the ENG 103 course description requires that you write 4,000 words combined in all the activities for the class, including the research paper. That's about 16 pages of writing! You'll meet that requirement by doing the online work for the class almost without thinking about the word count requirement. Our 'low-stakes' online writing helps you research, plan, write and review the complete formal Research Paper.

## Course Readings:

**\*\*SELECTED DIGITAL READINGS WILL BE POSTED ON [eng103.lagcconline.com](http://eng103.lagcconline.com) EACH WEEK.**

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## Course Requirements

### • Attendance and Class Rules

Since we are an online asynchronous class, you are expected to participate online every week. THERE ARE NO REQUIRED VIRTUAL MEETINGS ON ZOOM OR GOOGLE MEET, etc. Technically, according to the LaGuardia College Catalog, missing more than 3 weeks of online work (the equivalent of 9 hours of missed classes for a F2F class) is sufficient to reduce your grade.

*The responsibility as an online learner is on you to make time to dig into each week's materials and activities.* We are offering virtual office hours (date and time TBA) so you can get help and ask questions about anything about the course. Everything else about our class is *asynchronous*. This means you can do the work for the class at any time during the week. You'll receive e-mail reminders and announcements on what's due, but it's up to you to make time and make progress as an online learner. You can do this. By 2022, millions of students around the world at all levels of education have had excellent experiences with online learning. We're using some "best practices" – ideas that have worked before -- from the CUNY School of Professional Studies – a well-rated online college program, where your instructor has been affiliated over the years. I have been involved in online education for over two decades – not 2 years – like many other instructors. As your instructor, I am offering tools, techniques and materials that have worked in successful online college education at other colleges, including CUNY SPS and Columbia. I hope that you enjoy our online course, which is a product of over a decade of ongoing improvements.

### •Written Work

Every student will write a research paper of about 6 pages or 1,500 words by building it in steps or 'milestones.' **These preliminary milestones are worth 25% of your grade and cannot be skipped.** The final research paper should be written in a 'formal' voice using citations from a variety of sources using the MLA style. We will cover the rules or conventions of MLA research papers and how to find 'responsible' sources from online databases through the LaGuardia Library.

### •Blogs and Online Writing

Every student has a section on a wiki for their Personal Research Page and Blog Posts. We will be using blogs to: 1) respond to the readings from class, and 2) develop ideas for your own research paper, 3) share sources with the class, and 4) to reflect on your research and writing process.

### •Plagiarism

Plagiarism is the theft or unattributed submission of another writer's work, including work written by or with the help of someone else (including online sources). **It is also the inadvertent use of another author's words or ideas without quotes or attribution.** This kind of Internet plagiarism happens when you copy material from Wikipedia or another online source and forget to quote or cite it correctly.

Since the main goal of this course is the creation of a short research paper, we will go over the correct way to cite the work of others. Of course, in no way are you to borrow the work of others for the research paper and pass them off as your own. Plagiarism is an offense that can severely impact your academic and professional life. I WILL REPORT EVERY INSTANCE OF WILLFUL PLAGIARISM THAT I FIND. Committing plagiarism is a quick way to fail this course, so please avoid it.

## • Deadlines

**IMPORTANT! YOU CANNOT PASS THE COURSE WITHOUT TURNING IN THE PRELIMINARY 'MILESTONES' FOR THE FINISHED RESEARCH PAPER.** Because each milestone contains the previous one, as we are building this paper in pieces -- called 'scaffolding,' you cannot get credit for old milestones. You should still submit any 'late' milestones up to the deadline for the next milestone. Deadlines are spaced several weeks apart so there is still room to submit late work.

Online exercises or activities should be completed in the week they are assigned up to two weeks after the deadline. *You cannot 'make up' all the online work at the end of the course!*

## • Final Grade

Your grade for the course will be calculated according to the following percentages:


Online Work and Participation <i>(Includes online attendance, the major online activities, online reading questions and Discussion Board posts)</i>	30%
Blog and Wiki Assignments ('Low-Stakes' Online Writing)	20%
Preliminary Milestones and Drafts	25%
Research Paper Final Draft	25%
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	100 %



## Schedule of Assignments and Online Activities

***\*\*New materials will normally be posted on Monday of each week (since our Hybrid class would have met on MON.) So our weekly schedule runs from the Mon. through the next Monday (by 11:59 pm) – with exceptions early in the semester because of the 3 sets of Fall holidays – please see below. You always have an 'extra' day for work each week with the overlap of the Mon. to Mon. schedule. But please don't wait until the last day to submit work because it can be confusing since a new set of activities is posted on Monday.***

***\*\*Because of several Monday holidays on the Academic Calendar – which runs for a total of 14 weeks and must include 12 weeks of class work, several of our 'learning modules' (with the work for the week) are a day or two longer. This means some extra time is available during those weeks. This semester, we'll have an extra Video Lecture for Week 13 instead of the normal 12-week format.***

***\*\*\*Rest assured that you are doing the same amount of work that nearly 500 students have completed for this class in a F2F, hybrid and online versions as it's been taught over the last 12 years!***

<p><b>WEEK 1</b></p> <p><b>Mon. 9/12 – Mon. 9/19</b></p>	<p><b>Course Introduction and Goals</b></p> <ul style="list-style-type: none"> <li>• Introduction to <a href="http://eng103.lagcconline.com">eng103.lagcconline.com</a> and online resources for this class</li> <li>• Course policies and requirements explained: our ‘digital workflow’ for researching and writing a research paper</li> </ul> <p><b>Academic Writing / Research Topic Brainstorming I</b></p> <ul style="list-style-type: none"> <li>• Introduction to our Course Wiki <a href="http://eng103lagcc.pbworks.com">eng103lagcc.pbworks.com</a></li> <li>• Logging in and creating / editing wiki content</li> <li>• Sample Research Paper topics</li> </ul> <p>Your <b>Personal Research Page</b> will contain different sections that describe your Research Paper as you build it during the semester. <i>You will edit and update this page over the course of the semester. <u>Making this post better and more complete is a part of the work for the class.</u> By the end of the semester, your <b>Personal Research Page</b> post will provide a good summary or description of your topic, argument and main sources used to create your research paper. A starter page with empty sections for you to start customizing has been posted for you this week.</i></p> <p><b>Exploring Topics for Research Papers</b></p> <p><b>*Major Online Activity:</b> Use the course wiki to explore possible topics that might interest you in six general areas provided by the instructor. Which topics look interesting? After exploring the wiki, complete the online form by 9/19 (11:59 pm).</p>
<p><b>WEEK 2</b></p> <p><b>Mon. 9/19 – *Thu. 9/28</b></p> <p><i>*Because of the 9/19 – 9/20 holiday (Rosh Hashanah) Week 2 work is due on Wed. 9/28</i></p>	<p><b>What’s So Different About Academic Writing? (“They Say”)</b></p> <p> Reading: <i>They Say / I Say</i>: Introduction &amp; Chapter 1, pp. 1 – 14, pp. 19 – 29.</p> <p>*Online Activity: Reading Questions on <i>They Say / I Say</i>, Ch. 1</p> <p>*Popular Research Paper Topics (from the last 10 years of this course!)</p> <ul style="list-style-type: none"> <li>• Sample Milestone 1</li> </ul> <p>*Online Activity: Analyzing a Sample Milestone 1</p> <p><b>Editing Your Personal Research Page on Our Course Wiki (<a href="http://eng101lagcc.pbworks.com">eng101lagcc.pbworks.com</a>)</b></p> <p><b>*Major Online Activity:</b> Edit your personal research page with some information about you and your research paper ideas. <i>Edit your personal research page on <a href="http://eng103lagcc.pbworks.com">eng103lagcc.pbworks.com</a> and complete an online quiz by 9/27 (11:59 pm).</i></p> <p><b>**RESEARCH PAPER MILESTONE #1 – TOPIC WRITE-UP AND 3 SOURCES -- given out and explained – DUE THU., 10/6.</b></p>

<p><b>WEEK 3</b></p> <p><b>Wed. 9/28 – Thu. 10/6</b></p> <p><i>*This week's work is time shifted -- Week 3 work is due on Thu. 10/6</i></p> <p><i>(Yom Kippur is 10/4 – 10/5)</i></p>	<p><b>Research Topic Brainstorming and Research</b></p> <p>*Discussion Board Post: What topics (and movies) are you thinking of for your research paper?</p> <p><b>Beyond Google and Wikipedia, Part 1</b></p> <ul style="list-style-type: none"> <li>• Searching with responsible sources –<i>The Gale Virtual Reference Library</i> (for encyclopedia articles) and <i>Nexis Uni</i> (for journalistic articles)</li> </ul> <p><b>Summarizing: Presenting the Words of Others Responsibly</b></p> <p> Reading: <i>They Say / I Say</i>: Chapter 2, pp. 30 – 41.</p> <p>*Online Activity: Reading Questions on <i>They Say / I Say</i>, Ch. 1</p> <ul style="list-style-type: none"> <li>• Another Sample Milestone 1</li> </ul> <p>*Online Activity: Analyzing a 2nd Sample Milestone 1</p> <p><b>Practice with Internet Research (Gale Virtual Reference Collection and Nexis Uni)</b></p> <p><b>**Major Online Activity:</b> Practice with Internet Research for Finding Encyclopedia Articles (Gale Virtual Reference Collection) and Journalistic Articles (Nexis Uni) due by Thu. 10/6 (11:59 pm).</p>
<p><b>WEEK 4</b></p> <p><b>Thu. 10/6 – Thu. 10/13*</b></p> <p><i>*This week's work is again shifted -- Week 4 work is due on Tue. 10/11 (Mon. 10/10 is a holiday)</i></p>	<p><b>Beyond Google and Wikipedia, Part 2</b></p> <p>*Discussion Board Post: Your past experiences doing online research</p> <ul style="list-style-type: none"> <li>• More on using responsible sources – <i>JSTOR</i> and <i>Academic Search Complete</i> – for Scholarly Article</li> </ul> <p><b>Quoting Basics</b></p> <p> Reading: <i>They Say / I Say</i>: Chapter 3, pp. 43 – 52.</p> <p>*Online Activity: Reading Questions on <i>They Say / I Say</i>, Ch. 3</p> <p><b>**RESEARCH PAPER MILESTONE #1 TOPIC WRITE-UP DUE THU. 10/6 (11:59 pm) -- Topic Write-Up and 3 Sources</b></p> <p>PLEASE SUBMIT YOUR MILESTONE #1 TO OUR SUBMIT PAGE AT:</p> <p><a href="http://submit103.lagcconline.com">submit103.lagcconline.com</a></p>

by THU. 10/6 (11:59 pm).

**More Practice with Internet Research (EBSCOhost Academic Search Complete and JSTOR)**

**\*\*Major Online Activity:** Practice with Internet Research for Finding Scholarly Articles using Library database due by 10/12 (11:59 pm).

**\*\*RESEARCH PAPER MILESTONE #2 – Page One with Thesis and 5 Sources with Annotations**  
-- given out and explained – DUE Mon., 10/2.

**WEEK 5**


**Thu. 10/13 –  
Tue. 10/20**

**(A shorter  
week –  
almost back  
to normal  
after the Fall  
holidays)**

**Creating an Effective Thesis Statement**

- Sample thesis statements and in-class editing for your thesis / argument

**Responding to Sources**

 Reading: *They Say / I Say*: Chapter 4, pp. 53 – 66.

\*Online Activity: Reading Questions on *They Say / I Say*, Ch. 4

**How to Cite**


\*5 Rules for Citing Sources



- Sample Milestone #2


\*Online Activity: Analyzing a Sample Milestone #2

**Share Your Research Topic and 2 Research Sources on Your Blog**

**\*Major Online Activity:** Complete a blog post on your research paper topic. Also complete the online quiz / questionnaire for full credit due Tue. 10/20 (11:59 pm).

<p style="text-align: center;"><b>WEEK 6</b></p> <p><b>Tue. 10/20 – Mon. 10/24</b></p>	<p><b>Thesis Statements and ‘Academic’ Argument</b></p> <p>*Discussion Board Post: Building arguments in school and professional settings (vs. real life)</p> <p><b>Creating an Effective Thesis Statements</b></p> <ul style="list-style-type: none"> <li>• Sample thesis statements and in-class editing for your thesis / argument</li> </ul> <p>*Online Activity: Good vs. bad thesis statements practice</p> <ul style="list-style-type: none"> <li>• Another Sample Milestone 2</li> </ul> <p>*Online Activity: Analyzing Another Sample Milestone 2</p> <p><b>Evaluating Sources – Part 1</b></p> <ul style="list-style-type: none"> <li>• More about online research for your paper – including finding a ‘responsible’ YouTube video</li> </ul> <p>*<b>Major Online Activity:</b> Update your <b>Personal Research Page</b> on our wiki with your research topic and 2 research sources – due Mon., 10/24 (11:59 pm). <i>You will receive instructor feedback in the comments section of your page for your thesis statement in time for Milestone #2.</i></p>
<p style="text-align: center;"><b>WEEK 7</b></p> <p><b>Mon. 10/24 – Mon. 10/31</b></p>	<p><b>Introducing Mind Maps for Organizing Ideas and Sources Essay Maps for Research Papers (including samples)</b></p> <p>*Discussion Board Post: Are you a ‘planner’ or an ‘improvisor’ when you write?</p> <p><b>More on Responding to Sources</b></p> <p> Reading: <i>They Say / I Say</i>: Chapter 5, pp. 67 – 76.</p> <p>*Online Activity: Reading Questions on <i>They Say / I Say</i>, Ch. 5</p>
	<p>*<b>Major Online Activity:</b> Read and Comment on <u>3 Personal Research Pages</u> on our course wiki.</p> <p><i>Read and comment on 3 My Personal Research Page posts on our course wiki for your <u>team</u>. Then complete the online quiz / questionnaire for full credit due 11/1).</i></p>
<p style="text-align: center;"><b>WEEK 8</b></p> <p><b>Mon. 10/31 – Mon. 11/7</b></p>	<p><b>Using Film as Evidence</b></p> <ul style="list-style-type: none"> <li>• Reading film stills for evidence from sample films – ‘close reading’ and citations</li> </ul> <p>*Discussion Board Post: Hollywood films and realism</p> <p>*Online Activity: Practice with Film Stills</p> <ul style="list-style-type: none"> <li>• Sample Research Paper #1</li> </ul>

	<p>*Online Activity: Analyzing a Sample Research Paper</p> <p>*Introducing Our Research Paper Rubric <i>This rubric shows what we will be looking for in the finished Research Paper. It can help you plan your research and writing, including what kinds of sources to find, essay length and other requirements.</i></p> <p>*<b>Major Online Activity:</b> Blog Post with Close Reading of Film Stills -- Practice reading two film stills in a blog post (using either samples from class or from your movie) – due 11/8 (11:59 pm).</p> <p><b>**RESEARCH PAPER MILESTONE #2 DUE 10/31 (11:59 pm) Page One with Thesis and 5 Sources with Annotations</b></p> <p>** PLEASE SUBMIT YOUR MILESTONE #2 PAGE ONE TO OUR SUBMIT PAGE AT:  <a href="http://submit103.lagcconline.com">submit103.lagcconline.com</a>  by MON. 10/24 (11:59 pm).</p> <p>**RESEARCH PAPER MILESTONE #3 – PRELIMINARY DRAFT WITH 7+ SOURCES AND ANNOTATIONS -- GIVEN OUT AND EXPLAINED – DUE 11/23 (11:59 pm).</p>
<p><b>WEEK 9</b></p> <p><b>Mon. 11/7 – Mon. 11/14</b></p>	<p><b>Developing an Argument</b></p> <ul style="list-style-type: none"> <li>Working with quote sandwiches and developing opposing points of view with sources</li> </ul> <p>*Online Activity: Practice making 2 complete quote sandwiches and 2 paraphrases</p> <ul style="list-style-type: none"> <li>Sample Research Paper #2</li> </ul> <p>*Online Activity: Analyzing a 2nd Sample Research Paper</p> <p><b>Anticipating the Opposing Argument / Counterarguments</b></p> <p> Reading: <i>They Say / I Say</i>: Chapter 6, pp. 77 – 89.</p> <p>*Online Activity: Reading Questions on <i>They Say / I Say</i>, Ch. 6</p> <p>*<b>Major Online Activity:</b> Practice with Quote Sandwiches / Handling Evidence -- Practice using paraphrases, cites and quote sandwiches working through the material on the online quiz/questionnaire. This activity will also help prevent ‘accidental plagiarism’ in your research paper. Due 11/14 (11:59 pm)</p>
<p><b>WEEK 10</b></p> <p><b>Mon. 11/14 – Mon. 11/21</b></p>	<p><b>Connecting the Parts of Your Essay</b></p> <p> Reading: <i>They Say / I Say</i>: Chapter 8, pp. 101 – 114.</p> <p>*Online Activity: Reading Questions on <i>They Say / I Say</i>, Ch. 8</p> <p>*Transitions and Topic Sentences</p>

	<p>*More on Our Research Paper Rubric</p> <p> Reading: Nicholas Carr's "Is Google Making Us Stupid"</p> <p>*(Optional / Extra Credit) Major Online Activity: Reading Questions on Nicholas Carr's "Is Google Making Us Stupid?" Due 11/28 (11:59 pm).</p> <p>*Discussion Board Post: How Did You Revise and Improve Your Research Paper Draft?</p>
<p><b>WEEK 11</b></p> <p><i>Mon. 11/21 – Thu. 11/31**</i></p> <p><i>**Because of the T-day Holidays (Thu. 11/24-Sun. 11/27), this week's work is extended 3 days until Thu. 11/31</i></p>	<p><b>Revising and Improving Your Draft</b></p> <p><b>**RESEARCH PAPER MILESTONE #3 PRELIMINARY DRAFT DUE WED. 11/23 (11:59 pm) -- Preliminary Draft with 7+ Sources with Annotations</b></p> <p><b>** PLEASE SUBMIT YOUR PRELIMINARY DRAFT TO OUR SUBMIT PAGE AT:</b></p> <p><a href="http://submit103.lagcconline.com">submit103.lagcconline.com</a></p> <p><b>by WED. 11/23 (11:59 pm).</b></p> <p>*Major Online Activity: Virtual Peer Editing Exercise – You will peer edit a classmate's paper draft providing comments and feedback through an online questionnaire. Papers will be posted on our course wiki by Fri. 11/29 (6 pm). This activity is due on Thu. 11/31 (11:59 pm) because of the Thanksgiving Day holiday (extension).</p> <p>*Discussion Board Post: Making 'Game Plan' for Improving Your Research Paper for the Final Draft</p>
<p><b>WEEK 12</b></p> <p><i>Wed. 11/31 – Mon. 12/12</i></p>	<p><b>Final Reflection on Research Papers / Course Wrap Up</b></p> <p><b>**RESEARCH PAPER MILESTONE #4 FINAL DRAFT DUE MON. 12/12 (11:59 pm) – Final Draft</b></p> <p><b>** PLEASE SUBMIT YOUR REVISED PAPER TO OUR SUBMISSION PAGE AT:</b></p> <p><a href="http://submit103.lagcconline.com">submit103.lagcconline.com</a></p> <p><b>by MON. 12/12 (11:59 pm).</b></p> <p>Discussion Board Post: Final Course Reflection / Sharing Your Research Paper (300 words) -- DUE on TUE. 12/13, one day after the Final Draft is DUE.</p>

**\*\*\*LATE RESEARCH PAPERS ARE DUE BY WED., 12/14 (NOON).**

**No work can be accepted after this deadline. LATE PAPERS TURNED IN AFTER MON. 12/12 (11:59 pm) BUT BEFORE THE FINAL DEADLINE of WED. 12/14 (NOON) -- WILL BE DOCKED -5%: A becomes A-, B becomes B-, etc., so please plan accordingly.**

**At the end of this course, you will be able to...**

1. Identify a text's audience, voice, context and purpose and apply these concepts to developing and organizing their own writing.
2. Identify an appropriate academic research topic and formulate research questions.
3. Identify, locate and interpret print and online sources in order to use library and archival resources successfully.
4. Gather, evaluate, and synthesize primary and secondary sources in support of a well-reasoned argument.
5. Draft, write, revise and integrate multiple sources in written assignments amounting to a minimum of 4,000 words, including at least one research paper of a minimum of 1,300 words.
6. Demonstrate research as a staged process.
7. Implement ethical citation and follow MLA/APA documentation guidelines.
8. Annotate and interpret sources, using summation, paraphrase, quotation and analysis, as well as parenthetical citation.