**Biol-3200 Writing for Biologists-*Lecture* Fall 2019**

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**Instructor**: Prof. Lawrence Fritz

**Office Location**: LaKretz 213

**Email**: LFritz@calstatela.edu

**Office Hour**: M,W 2-3pm

**Class Days/Time**: Thurs 10-­‐11am

**Classroom**: Rosser Hall 131

**COURSE DESCRIPTION**

An Introduction to writing skills and techniques necessary for writing and presenting in the biological sciences. Students will learn to write clear and coherently in order to express themselves in the sciences.

**COURSE OUTCOMES**

Upon successful completion of this course, students will be able to:

* Relate the process of science to writing in the sciences
* Edit and revise writing to improve structure and clarity
* Argue compellingly using evidence in both formal and informal writing
* Differentiate between various forms of formal and informal science writing
* Identify the format and function of the elements of a primary research article
* Efficiently retrieve appropriate information from scientific literature & correctly cite sources
* Evaluate the credibility of information sources
* Identify and avoid plagiarism
* Provide constructive feedback on the writing of peers
* Work collaboratively on writing projects

**Course Materials**

All course material, readings and assignments are located at the Course “Canvas” LMS site <https://calstatela.instructure.com>. Both Lecture (3200, sec 7) and Writing Lab (3200, sec.8) are found there.

**GRADING CRITERIA**

Written Personal Statement- 25%

Revised Personal Statement- 25%

Research Oral Presentation- 30%

Attendance/Participation- 20%

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100%

**GRADING SCALE**

A=90% or above, B+ = 85-­‐89%, B=80-­‐84%, C+ 75-­‐79=%, C=70-­‐ 74%, D =60--­‐69%, F= below 60%

**COURSE *TENTATIVE* OUTLINE (Lectures and Writing Lab topics and timings subject to change)**

***Week* Lecture (3200-07) Writing Lab (3200-08)**

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| ***Week 1***  *22 Aug* | *Introduction to Scientific Communication*  *Starting to Write* | *On Writing Well* |
| ***Week 2***  *29 Aug* | *Writing Paragraphs*  *Be Concise*  *Sentence Varieties* | *Good Vs. Bad Writing* |
| ***Week 3***  *5 Nov* | *Active-Passive Voice*  *Appropriate Language*  *E-mail Etiquette* | *Active-Passive Voice*  *Appropriate Language*  *E-mail Etiquette* |
| ***Week 4***  *12 Nov* | *Writing Mechanics:*  *Clarity*  *Fragments* | *Sentence Structure* |
| ***Week 5***  *19 Nov* | *Writing Mechanics:*  *Dangling Sentences*  *Parallel Structure* | *Sentence Clarity* |
| ***Week 6***  *26 Nov* | Grammar:  *Spelling*  *Numbers* | *Affect vs. Effect*  *Writing Numbers* |
| ***Week 7*** | Grammar: | Adjectives/ Adverbs |
| *3 Oct* | *Adjectives/Adverbs* |  |
| ***Week 8***  *10 Oct* | *Written Personal Statement*  *Grammar: Articles Prepositions*  *Pronouns* | *Written Personal Statement*  Articles |
| ***Week 9***  *17 Oct* | Professional/Technical Writing  Cover Letters | Cover Letters |
| ***Week 10***  *24 Oct* | Professional/Technical Writing  Resume’s | The Resume’ |
| ***Week 11***  31 Oct | Professional/Technical Writing  Research Reports | Research Topic  *(Circadian Rhythms*) |
| ***Week 12***  7 Nov | Writing Science Reports | Research Abstract |
| ***Week 13***  14 Nov | *Revised Personal Statement* | *Revised Personal Statement* |
| ***Week 14***  21 Nov | *Student Presentations* | *Student Presentations* |
| ***Week 15***  25-30 Nov | ***Thanksgiving Holiday*** | ***Thanksgiving Holiday*** |
| ***Week 16***  5 Dec | *Oral Research Presentations* | *Oral Research Presentations* |

**COURSE & UNIVERSITY POLICIES:**

**STUDENT HANDBOOK:** Information on student rights and responsibilities, academic honesty, standards of conduct, etc., can be found in Schedule of Classes for the current quarter (<http://www.calstatela.edu/classschedule/)>under Policies and Procedures.

**DROPPING AND ADDING:** Students are responsible for understanding the policies and procedures about add/drops, academic renewal, etc. Students should be aware of the current deadlines and penalties for adding and dropping classes: https://get.calstatela.edu/Registrar.htm.

**INCOMPLETE GRADE POLICY:** Incomplete grades can only be assigned when the majority of the coursework has been completed (essentially all work except the final exam), and the student is passing the course. The submission of an Incomplete Grade Form is required.

**AMERICANS WITH DISABILITIES ACT (ADA):** Reasonable accommodation will be provided to any student who is registered with the Office of Students with Disabilities and requests needed accommodation. For more information visit the website at [http://web.calstatela.edu/univ/osd/atlc.php.](http://web.calstatela.edu/univ/osd/atlc.php)

**ACADEMIC HONESTY/STUDENT CONDUCT**

**Academic Honesty**: Many incidents of plagiarism result from students’ lack of understanding about what constitutes plagiarism. However, you are expected to familiarize yourself with Cal State L.A.’s policy on plagiarism. All work you submit must be your own scholarly and creative efforts. Cal State L.A. plagiarism as follows: “*At Cal State L. A., plagiarism is defined as the act of using ideas, words, or work of another person or persons as if they were one’s own, without giving proper credit to the original sources.”*

**Student Conduct**: [http://ecatalog.calstatela.edu/content.php?catoid=19&navoid=1793#stud\_cond](http://ecatalog.calstatela.edu/content.php?catoid=19&amp;navoid=1793&amp;stud_cond)