

## Biology 320 - Writing for Biologists –Spring 2012

Call # 13695- 01 Lecture TR 11:40–12:30, BIOS 244 (Dr. Veno)  
13696-02 Lab TR 9:00-11:30, BIOS 241 (Dr. Russo-Neustadt)  
13697-03 Lab TR 12:40-3:10, BIOS 241 (Dr. Veno)

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**Text:** McMillan, VE. 2012. 5th ed. Writing Papers in the Biological Sciences. New York: Bedford /St. Martin's

**Biology 320 is a course for Biology Majors** that is intended to instruct students in the format and content of papers that they will be required to write as professional biologists. Students will learn to use online databases to conduct literature searches, and will become proficient in the use of CSE format for citing literature sources.

**Prerequisites:** Completion Biology 100C with a grade of C or better, and completion of the Writing Proficiency Exam (WPE).

<u>DATE</u>	<u>LECTURE TOPIC</u>	<u>REFERENCE CHAPTERS</u>	<u>LAB ASSIGNMENT</u>
4/03	<b>Introduction to the course; review of writing principles</b>	Ch. 7	Enrollment check; registration for WebCT.
4/05	<b>Elements of a research paper; Introduction; plagiarism &amp; paraphrasing</b>	Ch. 1, 4	<b>Writing exercise</b>
4/10	<b>Elements of a research paper- Materials &amp; Methods</b>	Ch. 4	Data collection
4/12	<b>Elements of a research paper- Results (figures &amp; tables)</b>	Ch. 3, 4	Data analysis & writing the research paper
4/17	<b>Elements of a research paper- Discussion; Literature Cited</b>	Ch. 1, 4, 6	<b>Literature sources (Librarian presentation) Library worksheet</b>  <b>Materials and Methods draft due</b>
4/19	<b>Elements of a research paper- Literature Cited; Preparation of Final Draft</b>	Ch. 4, 6, 8	Writing the research paper <b>Library worksheet due</b>
4/24	<b>Writing the research paper</b>	Ch.1, 3, 4, 6, 8	Writing the research paper <b>Results &amp; Discussion draft due</b>
4/26	<b>Peer Review</b>	Ch. 7	Writing the research paper <b>Introduction draft due</b>

5/01	<b>Writing the Research Paper</b>	Ch. 1,3, 4, 6, 8	Writing the research paper
5/03	<b>Writing the Research Paper</b>	Ch. 1,3, 4, 6, 8	<b>Peer review exercise (completed in lab)</b>  <b>*Final draft of RESEARCH PAPER DUE (two copies)</b>
5/08	<b>Review Paper</b>	Ch. 5, 6, 8	Form groups; Construct outline of review paper content
5/10	<b>Review Paper</b>	Ch. 5, 6, 8	Writing the review paper <b>Review paper outline due</b>
5/15	Writing the review paper		Writing the review paper
5/17	<b>Writing the review paper</b>	Ch. 5, 6, 8	Writing the review paper
5/22	<b>Resume &amp; Curriculum Vitae</b>	Ch. 10	Writing the review paper <b>Draft of body of review paper due</b>
5/24	<b>Cover letter</b>	Ch. 10	Writing the review paper
5/29	Writing the resume & cover letter	Ch. 10	Writing the resume & cover letter
5/31	<b>Personal Statement</b>		<b>*Final draft of REVIEW PAPER DUE</b>
6/05	Writing the personal statement		Writing the personal statement <b>*RESUME &amp; COVER LETTER DUE</b>
6/07	<b>Final Exam Review</b>		<b>*PERSONAL STATEMENT DUE</b>
6/12	<b>Final Exam, Tuesday, 10:45 a.m.-1:20 p.m.</b>		

**All assignments must be typed written, and handed in directly to the instructor. ALL ASSIGNMENTS ARE DUE WITHIN ONE HOUR OF THE BEGINNING OF THE LAB PERIOD. Assignments will not be accepted by email. Assignments will not be accepted by the Biology Department personnel. The grade will be reduced by 10% for each day an assignment is late. Assignments will not be accepted more than one week after the due date.**

**Blackboard (WebCT)**—All students must register for Biology 320 on Blackboard to have access to lecture and lab materials, and to post papers to Turnitin.com. A university account is required

**Turnitin.com**—Required papers submitted for grading in this course will also be submitted to Turnitin.com solely for detection of plagiarism. Student papers may be submitted in a way that no identifying information about the student is included.

**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 (grade of C or better). The submission of an Incomplete Grade Form is required.

**Drop Policy**— This course strictly follows the class drop policy established by the university. After the no record drop deadline, students may drop a course only for “serious and compelling reasons”. Failing a course is not an acceptable reason for withdrawal. Acceptable documentation is required verifying the reason for the withdrawal. See the Schedule of Classes for information.

**GRADING SCALE:** A=92%(365-336), A- =90%(335-329), B+ =88%(328-321), B=82%(320-299), B- =80%(298-292), C+ =78%(291-285), C=72%(284-263), C- =70%(262-256), D+ =68%(255-248), D =62%(247-226), D- =60%(225-219), F = below 60% (218-0)

### Assignments

Writing exercise	20	Resume	25
Library worksheet	20	Cover letter	15
		Personal statement	25
Research paper (total 100 as follows):			
Final draft	80	Final Exam	<u>50</u>
draft of introduction	5	<b>Total points</b>	<b>365</b>
draft of materials and methods	5		
draft of results	5		
draft of discussion	5		
Peer review	10		
Review paper (total 100 as follows):			
Final draft	80		
outline of paper contents	5		
draft of body	15		

**“ACADEMIC HONESTY:** Students are expected to read and abide by the University’s Academic Honesty Policy, which can be found at <http://www.calstatela.edu/academic/senate/handbook/ch5a.htm>. and in the schedule of classes. Students who violate this policy will be subject to disciplinary action, and may receive a failing grade in the course for a single violation.”

**“REASONABLE ACCOMMODATION”** will be provided to any student who is registered with the Office of Students with Disabilities, and requests needed accommodation.”