

California State University, Los Angeles
Natural and Social Sciences/Biological Sciences
Biol 3200 Professional Writing for the Life Sciences
Fall 2017

INSTRUCTOR INFORMATION

Instructor: Dr. Ali Jazirehi

Office Location: Bio 262

Email: jazirehi@gmail.com

Office Hours: M 8:50-9:50 am; T 8:20-9:20 am

Class Days/Time: M 10:00-10:50 am

Classroom: Lecture – **SHC358B**; Lab – BIOS 236

Prerequisites: BIOL 300, satisfactory completion of Graduation Writing Assessment Requirement (GWAR)

LAB SCHEDULE

Section	In-Person Lab	Online Lab	Instructor	Instructor's Email
02	Monday 11-1:30 pm	Wednesday	Dr. Ali Jazirehi	jazirehi@gmail.com
03	Wednesday 11-1:30 pm	Monday	Dr. Christine Scoffoni	cscoffo@calstatela.edu
04	Monday 2-4:30 pm	Wednesday	Dr. Maura Palacios Mejia	mauraeva@gmail.com

COURSE DESCRIPTION

Introduction to writing skills and techniques necessary for presentation of biological information; intensive practice in writing abstracts, reports, reviews, and other forms of scientific papers.

COURSE OUTCOMES

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

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

COURSE OUTLINE/SCHEDULE OF ASSIGNMENTS*SCHEDULE IS SUBJECT TO CHANGE*****

Week	Lecture Topic	In Person Lab	Online Assignment
Week 1 8/21-8/25	Importance of writing, Syllabus, Lab, & Moodle/online assignments	Introduction & Enrollment	Job search in field (5 pts)
Week 2 8/28-9/1	Resume Personal Statement	Scientific Writing Principles worksheet due at the end of lab (5 pts)	Personal statement and Resume review (5 pts)
Week 3 9/4-9/8	9/4 No Lecture (& Monday labs) Labor Day	Personal Statement due at the end of lab (15 pts) Cover letter & Resume due at the end of lab (10 pts)	Formulating a hypotheses and experimental design (5 pts)
Week 4 9/11-9/15	CSE format/Plagiarism	Personal Statement, cover letter and Resume due at the end of lab (15 pts) Monday labs ONLY	Formulating a hypotheses and experimental design (5 pts)
Week 5 9/18-9/22	Principles of Scientific Writing	Research Project worksheet and Lab Instructor approval (5 pts)	Elements of a Research Paper /Info. Search & Retrieval of a Primary source (5 pts)
Week 6 9/25-9/29	First Draft Final Draft	Outline and 5 references in CSE format due at the end of lab (10 pts)	Writing with Primary literature (5 pts)
Week 7 10/2-10/6	Elements of Research paper	Discussions of various elements of research paper	Materials & Methods section due (5 pts)
Week 8 10/9-10/13	Materials & Methods	Materials & Methods due at the end of lab (5 pts)	5 CSE references for Discussion (5 pts)
Week 9 10/16-20	Results	Results dues at the end of the lab (5 pts)	Title and Abstract due (5 pts)
Week 10 10/23-10/27	Discussion	Discussion due at the end of lab (5 points) Peer review (10 points)	8 CSE Primary references (5 pts)
Week 11 10/30-11/3	Title page/Introduction	Introduction/title due at the end of lab (5 pts) Review paper topics/form groups; Outline due at the end of lab (5 pts)	Upload final revised version of Research Paper (100 pts)
Week 12 11/6-11/10	Writing a review paper	Work on subtopic	Subtopic due (5 pts)
Week 13 11/13-11/17	Peer Review	Peer review of subtopic (10 pts) Section of review paper due (5 pts)	Work on review paper
Week 14 11/20-11/24	Grant proposal writing	Review paper peer review (10 pts)	Final review paper due (80 pts)
Week 15 11/27-12/1	Wrap-up (effective oral presentation)	Work on Mini-Grant proposal	Mini-Grant proposal due (30 pts)
Week 16 12/4-12/8	Final Exam		

REQUIRED COURSE MATERIALS

E-TEXTBOOK: FREE TEXTBOOK ACCESSIBLE THROUGH COURSE MOODLE SITE

Title: *Successful Scientific Writing: A Step-by-Step Guide for the Biological and Medical Sciences*

Author: Matthews & Matthews

Edition: 4th

ISBN: 978-1107587915

OTHER READINGS

Additional reading materials will be posted in the activities in Moodle.

COURSE POLICIES

All assignments should be typed and **double-spaced unless instructed to single-space**. Drafts of assignments must be handed in by the deadline. Do not wait until the last minute to upload your drafts or assignments as that leaves you no time to deal with technical issues. **No late assignments will be accepted.** When assignments are due at the beginning of class, they should be uploaded (or printed) before class and not during class time. Assignments must be turned in online (or personally hand-delivered in the case of hard copies) and cannot be left in the department office. Makeup exams or assignments will not be administered unless there is a medical excuse from a physician. Students should bring a flash drive or use dropbox or email for saving work. Students are required to have a CSULA AD account for accessing library and network services, and for use of the course management system (Moodle) for the course. The entry page for moodle can be found when you log into myCSULA. Attendance of the Laboratory (activity) sessions is mandatory (5 points will be deducted for missing each session and 2 points will be deducted for being late)

COURSE STRUCTURE

This course is conducted with two in person lectures per week and a hybrid laboratory. Students will complete online activities and assignments and will meet in person for one laboratory session per week. Students are expected to be present in lab on Wednesday or Thursday depending on when your lab session is scheduled. You will participate in the online activities in the course using CSULA learning management system called **MOODLE** (<https://moodle.calstatela.edu>)

ASSIGNMENTS AND GRADING POLICY

Students will conduct research and write an original research paper. Students design research projects, develop testable hypotheses, record, and analyze data. A four-page scientific research paper, excluding citations of peer reviewed research articles, is a major project in the course. The other major project is a group review paper. (four to six pages excluding the references). Students will gain experience in other forms of scientific writing and in peer review. The third major project is to write a mini-grant proposal (four to six pages excluding the references). Due dates, instructions, assignment submissions and peer review activities will be posted in the course Moodle site. **NO LATE ASSIGNMENTS WILL BE ACCEPTED.**

GRADING CRITERIA

POINTS POSSIBLE

There is the possibility to gain up to 30 points by participating in class/lab discussions.

Assignment

Online activities [55 points]

Lab activities [80 points]

Cover letter & resume [10 pts]

Personal statement [15 pts]

Research paper [100 pts]

Peer review of research paper [10 pts]

Review Paper [80 pts]

Peer review of research paper [20 pts]

Grant proposal [30 pts]

Participation [50 pts]

Total: 450 pts

GRADING SCALE

A=94% or above, A- =90-93.9%, B+ = 86-89.9%, B=83-85.9%, B- =80-82.9%, C+ 76-79.9%, C=70-75.9%, C- =67-69.9%, D+ =64-66.9%, D=60-63.9%, D- =55-59.9%, and F= below 55%.

HELPFUL STUDENT RESOURCES

TECHNICAL RESOURCES: <http://www.calstatela.edu/cetl/technical-support-resources>

STUDENT SUPPORT SERVICES: <http://www.calstatela.edu/cetl/student-support-resources>

ACADEMIC SUPPORT SERVICES: <http://www.calstatela.edu/cetl/academic-support-resources>

MOODLE MENTOR SITE: Information for students on how to be a successful online student and how to use Moodle <http://www.calstatela.edu/moodlementor>

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 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>.

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 LA, 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

Turnitin Statement: In this course, we will utilize turnitin.com, an automated system which allows the instructors to quickly and easily compare each student's assignment with billions of web sites, as well as an enormous database of student papers that grows with each submission. Accordingly, you will be expected to submit assignments in an electronic format unless stated otherwise. After the assignment is processed, as instructors we receive a report from turnitin.com that states if and how another author's work was used in the assignment. For a more detailed look at this process, visit Turnitin <http://www.calstatela.edu/cetl/edtech/student-faq>]