

WCFS ACADEMIC CLINICS:

Course Syllabus: Foundations in Research

Course Instructor: Gary L. Cox

Credit: 0.5 credit (Satisfies Research Paper requisite, English Grammar)

Prerequisite: None

Textbook: *Writing a Research Paper*, by Edward J. Shewan

Location: WCFS Campus During Workshops, or Online.

Course Description:

Foundations in Research is a course designed to guide the student through the process of writing a research paper to fulfill the WCFS graduation requirement.

Areas acceptable for research include: Bible, History, Literature, Science, or other approved areas of study.

The research topic must be approved. Once final papers are submitted, they become the property of WCFS, and the papers are kept on file at the main office.

Course Requirements:

The course is open to 11th & 12th grade high school students. (Others w/ permission!) ½ Credit will be granted to students who:

--Attend all classes (Make-up and Distance students will attend all classes via the WCFS Google Classroom portal. All homework shall be submitted through this portal.)

--Submit assignments when due and according to the standards set by the instructor;

--Complete a research paper that is 15 full pages in length (1" margins, Times or Times New Roman font, double spaced, in an approved topic area. A shorter paper will not meet the graduation requirement and will not receive credit.

The final paper must be displayed at the Family Heritage Expo™ in April.

Grade Determination:

Grades will be based upon the following criteria.

One-half (½) of the grade will come from attendance and participation in class and homework activities.

One-half (½) of the grade will come from the timeliness and quality of final research submittal.

Use of a QSU® Log is required for homework assignments, and must be presented weekly at class, signed by parents and student.

Ten Class Lecture & Activity Schedule of Completion:

Class 1: Wednesday, September 29, 2021, 10:30am (AT WCFS CAMPUS/ONLINE)

Introduction to Research; Selecting a Topic; Creating Thesis Outline; Bibliography Cards and Note Taking Methodology

Homework Due:

- 1) Complete course registration, purchase a QSU® log.
- 2) Buy text, Writing a Research Paper, by Edward J. Shewan.

Class 2: Wednesday, October 27, 2021, 10:30am (AT WCFS CAMPUS/ONLINE)

How to take notes on Notecards for usable research

Homework Due:

- 1) Complete lecture, record in QSU® log and write out notes from each lecture.
- 2) Read and log text, Writing a Research Paper, pages 1-34.
- 3) Complete two topic question brainstorm exercises on paper.
- 4) On 3x5 cards, set forth your 7-limiting questions, 7-bibliography cards and a 3-5 point thesis outline for each topic.
- 5) Create a portfolio notebook to contain your homework assignments, QSU® log and lecture notes.

Class 3: Wednesday, November 17, 2021, 10:30am (AT WCFS CAMPUS/ONLINE)

Balancing your paper; Creating your Thesis Statement

Homework Due:

- 1) Complete lecture, record in QSU® log and write out notes from each lecture.
- 2) Complete 75 - 3x5 research note cards.
- 3) Updated portfolio notebook with homework assignments, QSU® log and lecture notes.

Class 4: Wednesday, December 15, 2021, 10:30am (AT WCFS CAMPUS/ONLINE)

How to create a Detailed Outline

Homework Due:

- 1) Complete lecture, record in QSU® log and write out notes from each lecture.
- 2) Re-read and log text, Writing a Research Paper, pages 22-34.
- 3) Complete 75 3x5 research note cards (for a total of 150 minimum cards)
- 4) Complete your thesis statement and your working thesis outline on 3x5 cards.
- 5) Updated portfolio notebook with homework assignments, QSU® log and lecture notes.

Class 5: Wednesday, January 12, 2022, 10:30am (AT WCFS CAMPUS/ONLINE)

Writing from Detailed Outline; Arranging your paper

Homework Due:

- 1) Complete lecture, record in QSU® log and write out notes from each lecture.
- 2) Your complete single-spaced detailed outline is due.
- 3) Updated portfolio notebook with homework assignments, QSU® log and lecture notes.

Class 6: Wednesday, January 26, 2022, 10:30am (AT WCFS CAMPUS/ONLINE)

Introductions and Conclusions

Homework Due:

- 1) Complete lecture, record in QSU® log and write out notes from each lecture.
- 2) **Your 1st Draft is due**, complete with **Title page, Thesis Question and Thesis Outline as the table of contents, Thesis Statement and space for Introduction section, space for Conclusion section.**
- 3) Make sure you have good flow from each paragraph and section to the next.
- 4) Updated portfolio notebook with homework assignments, QSU® log and lecture notes.

Class 7: Wednesday, February 23, 2022, 10:30am (AT WCFS CAMPUS/ONLINE)

Grading Your Paper

Homework Due:

- 1) Complete lecture, record in QSU® log and write out notes from each lecture.
- 2) Your **FINAL Introduction, Conclusion, Thesis Question, Thesis Statement and Thesis Outline are due.**
- 3) Updated portfolio notebook with homework assignments, QSU® log and lecture notes.

SECOND DRAFT DEADLINE: Friday, March 11, 2022 (AT WCFS CAMPUS)

Hard copy of 2nd Draft in a proper report cover is **due at the WCFS Office by 4:00pm or postmarked by March 11, 2022.**

Class 8: Wednesday, March 23, 2022, 10:30am (AT WCFS CAMPUS/ONLINE)

Personal Interview for 2nd Draft. (*By Appointment Only*)

Homework Due:

- 1) Complete lecture, record in QSU® log and write out notes from each lecture.
- 2) Attend the workshop for a personal interview and review of your paper.
- 3) Updated portfolio notebook with homework assignments, QSU® log and lecture notes.

Class 9: Friday, April 22, 2022, 10:30am (AT WCFS CAMPUS)

Final Draft + Make-Up Homework Deadline

Homework Due:

- 1) Hard copy of Final Draft in a proper report cover, **due at the WCFS Office by 4:00pm or postmarked by April 22, 2022.**
- 2) Any other make-up homework.

EXPO EVENT: 11:00am, Saturday, May 7th, 2022 (AT WCFS CAMPUS)

Final Draft Display at the Family Heritage Expo

Class 10: Wednesday, May 11, 2022, 10:30am (AT WCFS CAMPUS/ONLINE)

Oral Presentations at WCFS Office

Homework Due:

- 1) You will give a 5-minute presentation of your paper to the class. Come dressed in business dress (coat, tie, skirt etc.).