NRSM200 Natural Resources Professional Writing Syllabus

Instructor Info

Course Title: NRSM200 Natural Resources Professional Writing

Semester Credits: 3

Professor: Ashley Preston

Office: CHCB463

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Office Hours: CHCB463: TuTh 9:30 – 10:30 a.m. or by appointment

HB02 (MC): MW 12:30 – 1:30 p.m. or by appointment

Course Description:

U 200 (NRSM 200) Natural Resources Professional Writing. 3 cr. Offered fall and spring to College of Forestry and Conservation majors. Prereq: WRIT 101 (ENEX 101): College Writing I. Students synthesize scientific literature and, using appropriate evidence and documentation style, write natural-resources-based documents appropriate for distribution to scientists, managers, and the public. Assignments include an annotated bibliography, a research/position paper, a briefing memo, and a news release

Learning Outcomes

- Use an appropriate tone
- Convey a message clearly, concisely, and simply
- Use good grammar, punctuation, capitalization and diction
- Use solid evidence and appropriate citation style
- Demonstrate critical thinking and sound logic
- Demonstrate information literacy; recognize what information is necessary; gather it efficiently; evaluate it for relevance, timeliness, and validity; use this information effectively for a specific purpose; understand the economic, legal, and social issues involved in using the information; and, use it legally and ethically
- Critically evaluate scientific literature and synthesize information to produce documents appropriate for distribution to scientists, managers, and the public

How course assignments facilitate development of specific skillsets:

- Identify and evaluate relevant, reliable scientific literature for a specific purpose (annotated bibliography).
- Synthesize information from scientific literature to formulate a position or understanding (research/position paper).
- Use the appropriate documentation styles (annotated bibliography, research/position paper).
- Write for different audiences, from scientists to the general public (briefing memo, news release, research paper).
- Use appropriate information from reliable sources and cite it correctly, ethically, and legally.
- Write concisely and correctly, applying appropriate conventions and using a professional tone for specific audiences.

Textbooks:

(required) *Writing Science in Plain English,* by Anne E. Green (ISBN: 9780226026374); The *Little, Brown Compact Handbook,* 8th ed.

Student Conduct Code:
 In an effort to ensure that students are informed about the consequences of academic misconduct, the Academic Officers of The University of Montana have determined that the following statement must be present on every course syllabus. You will be held to these standards in this course.

> All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code.

 Plagiarism/Code of Conduct:
 Your work must be your own. UM's Student Conduct Code forbids:
- "representing someone else's words, ideas, data, or materials as your own (plagiarism)";
- "copying from another student's paper or, without authorization, giving information to another student or collaborating with one or more students on assignments";
- "knowingly submitting false, altered, or invented information, data, quotations, citations, or documentation"; and,
- "knowingly helping or trying to help another student commit academic dishonesty."

You will receive a 0 on the first plagiarized (partial or full) assignment; a subsequent infraction will earn you an F in the course and I will send your name forward for formal disciplinary action from the university.

Course Accommodations Statement (DSS):
- Students with disabilities may request reasonable modifications by contacting me. The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). "Reasonable" means the University permits no fundamental alterations of academic standards or retroactive modifications.
- The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and Disability Services for Students (DSS). If you think you may have a disability adversely affecting your academic performance, and you have not already registered with DSS, please contact DSS in Lommason 154 or 406 243 2243. I will work with you and DSS to provide an appropriate accommodation.
Contact UM's Disability Services for Students Office or your DSS coordinator if you need assistance. Make an appointment or stop by during office hours to bring me your form and discuss accommodations.

Email Policy at UM:
According to the University email policy effective on 1 July 2007, an "employee must use *only* UM assigned student email accounts for all email exchanges with students, since such communication typically involves private student information." This means that you *must* send any correspondence through your official UM student email account. For more information on setting up and using your official UM email account contact tech support. I respond to emails within 24 hours, weekends and holidays excepted.

Attendance Policy:
Attendance is required and participation is highly recommended. **The fourth absence will result in a drop of one full letter grade for the course. The sixth absence will result in an F for the course**. For more information on university polices regarding absences, go to the UM Catalog**.**

Assessment Methods and Grading:
Formal assignments include a research/position paper, an annotated bibliography, a briefing memo, a news release, and various homework/in-class quizzes, writing, editing, and revision exercises. Your course grade will be based largely on the following tentative point distribution (subject to change at my discretion):

Research/Position Paper 225
Annotated bibliography 175
Briefing memo 150
News release 150
Homework/In-class work 200

Total (tentative) **900**

- **Late assignments are not accepted. You will receive a 0 for any work not turned in by the specified date and time (always at the start of class (10 minutes after or 40 minutes after the hour) unless otherwise specified). If you foresee a conflict, you must contact me in advance to make alternative arrangements. Work or quizzes done in class on days you miss cannot be made-up unless prior arrangements have been made.**

Grade Scale: +/- divisions based on the University's general education grading scale. In general:

94-100 A
93-90 A-
87-89 B+
86-83 B
82-80 B-
77-79 C+
76-73 C
72-70 C-
60-69 D- -D+
Below 60 F

Please note, this class is offered for traditional letter grade only; it is not offered under the credit/no credit option. I do not round up.

Drop/Add Policy:

Important Dates Restricting Opportunities to Drop a Course Spring 2016 (The dates are also posted on the: Spring 2016 Official Dates and Deadlines calendar

Important Dates Restricting Opportunities to Drop a Course Spring 2016:

Dates	Description	Date Range
To 15th instructional day	Students can drop classes on Cyberbear with refund	February 12 through last day
16th to 45th instructional day	Drop requires form with instructor and advisor signature, a $10 fee from registrar's office, student will receive a 'W' on transcript, no refund.	February 13 through March 28
Beginning 46th instructional day	Students are only allowed to drop a class under very limited and unusual circumstances. Not doing well in the class, deciding you are concerned about how the class grade might affect your GPA, deciding you did not want to take the class after all, and similar reasons are not among those limited and unusual circumstances. If you want to drop the class for these sorts of reasons, make sure you do so by the	March 29 through May 6

end of the 45th instructional day of the semester. Requests to drop must be signed by the instructor, advisor, and Associate Dean and a $10 fee applies.	

For tutoring:
Writing Center Web Page. Or, of course, you can always come see me!

From the UM Writing Committee:
This course requires an electronic submission (via Moodle) of an assignment stripped of your personal information to be used for educational research and assessment of the university's writing program. Your paper will be stored in a database. A random selection of papers will be assessed by a group of faculty and staff using a rubric developed from the following writing learning outcomes.

- Compose written documents that are appropriate for a given audience or purpose
- Formulate and express opinions and ideas in writing
- Use writing to learn and synthesize new concepts
- Revise written work based on constructive feedback
- Find, evaluate, and use information effectively
- Begin to use discipline-specific writing conventions (largely style conventions like APA or MLA)
- Demonstrate appropriate English language usage
  This assessment in no way affects either your course grade or your progression at the university. Here's the Assignment Rubric that will be used to assess your assignment.