



# COURSE OUTLINE

## CMM135

Prepared: Rhett Andrew    Approved: Martha Irwin, Chair, Community Services & Interdisciplinary Studies

<b>Course Code: Title</b>	CMM135: RESEARCH WRITING
<b>Program Number: Name</b>	:
<b>Department:</b>	COMMUNICATIONS
<b>Semester/Term:</b>	17F
<b>Course Description:</b>	This course prepares students for the complex demands of academic research in their program area. Students will be prepared to critically observe personal and public knowledge, ask questions of reading and research, formulate hypotheses, conduct research both in the library and in the field, and identify further avenues of inquiry if necessary. To help students develop these skills, the course also teaches students the basic skills of analysis, interpretation, critical thinking and documentation. Required course work will include the completion of research documents.
<b>Total Credits:</b>	3
<b>Hours/Week:</b>	3
<b>Total Hours:</b>	45
<b>Essential Employability Skills (EES):</b>	<p>#1. Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.</p> <p>#2. Respond to written, spoken, or visual messages in a manner that ensures effective communication.</p> <p>#3. Execute mathematical operations accurately.</p> <p>#4. Apply a systematic approach to solve problems.</p> <p>#5. Use a variety of thinking skills to anticipate and solve problems.</p> <p>#6. Locate, select, organize, and document information using appropriate technology and information systems.</p> <p>#7. Analyze, evaluate, and apply relevant information from a variety of sources.</p> <p>#8. Show respect for the diverse opinions, values, belief systems, and contributions of others.</p> <p>#10. Manage the use of time and other resources to complete projects.</p> <p>#11. Take responsibility for ones own actions, decisions, and consequences.</p>
<b>General Education Themes:</b>	<p>Civic Life</p> <p>Social and Cultural Understanding</p> <p>Science and Technology</p>



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### Course Evaluation:

Passing Grade: 50%, D

### Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
APA Publication Manual Test	20%
In-Class Assignments	30%
Journal Review or Annotated Bibliography	20%
Short Research Paper	30%

### Books and Required Resources:

Publication Manual of the American Psychological Association by American Psychological Association

Publisher: American Psychological Association Edition: 6th  
ISBN: 978-1-4338-0561-5  
Washington, DC

Mastering APA Style: Student’s Workbook and Training Guide by Gelfand, H., Walker, C. J., & American Psychological Association

Publisher: American Psychological Association Edition: 6th  
ISBN: 978-1-4338-0557-8  
Washington, DC

### Course Outcomes and Learning Objectives:

#### Course Outcome 1.

Produce research documents in a variety of formats (annotated bibliography, journal review, research essay or research report)

#### Learning Objectives 1.

- Identify the audience and purpose for the document
- Identify the uses and types of research documents
- Create accurate and specific research documents using various formats

#### Course Outcome 2.

Critically read and analyze texts



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### **Learning Objectives 2.**

- Identify the nature of the information to be researched
- Examine, evaluate, select, and summarize information that is relevant, important, and useful for inclusion
- Draw conclusions about how the information can be used
- Check for accuracy and credibility of sources
- Evaluate for bias

### **Course Outcome 3.**

Engage in primary and secondary research

### **Learning Objectives 3.**

- Locate information in the library effectively
- Use the databases effectively
- Distinguish primary and secondary sources
- Use primary and secondary sources correctly
- Use appropriate sources to support the document's purpose

### **Course Outcome 4.**

Cite sources accurately and correctly using APA format

### **Learning Objectives 4.**

- Cite internal sources correctly using APA documentation
- Create a reference page correctly using APA documentation
- Format the research document correctly using APA documentation
- Use the APA documentation manual accurately
- Employ consistent APA format to documents

### **Course Outcome 5.**



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Employ computers accurately and efficiently to produce research documents

### **Learning Objectives 5.**

- Adjust and proofread for content
- Incorporate appropriate graphics
- Design clear, easily-read documents for specific audiences and purposes
- Proofread and edit work for correctness using spell-check, thesaurus, grammar check, and peer editing

**Date:**

Wednesday, August 30, 2017

Please refer to the course outline addendum on the Learning Management System for further information.