



UPPER IOWA
UNIVERSITY

COURSE SYLLABUS

ENG 204: Writing for Social Sciences

Self-Paced Course - Web-Based Format Option

Session begins on the 1st day of enrollment month and ends on the last day of the 6th month

Instructor Information

Instructor Name: [Faculty member]

Contact Information: For questions, comments, or concerns please contact the Self-Paced Degree Program office:

Telephone: 563-425-5200 or 1-800-553-4150

E-mail: selfpaced@uiu.edu

Address: Upper Iowa University, PO Box 1857, Fayette, IA 52142

Course Description

Semester Credits: 3 semester credits

Catalog Course Description: Writing for the Social Sciences is a writing-intensive course designed to help students develop strong research and academic writing skills within the social sciences. In this course, students will learn to think and write like social scientists by asking focused research questions, examining scholarly sources, designing a basic research proposal, and producing a structured research paper using the IMRaD format (Introduction, Methods, Results, and Discussion).

Prerequisites: NA

Credit Hours: As a requirement of HLC Accreditation, all UIU courses, regardless of meeting schedule or instructional mode, follow the Federal Credit Hour Definition. As such, each credit hour earned at UIU is equivalent to a minimum of 45 hours of student engagement.

For more information on how specific instructional modes meet this requirement, please see *UIU's Policy Guidelines for Instructional Time Expectations*: [UIU Policies](#).

Course Materials

It is the student's responsibility to make sure she/he has access to all required course materials by the start of the session.

Required Textbooks: No Text Required for This Course

Recommended Resources

UIU Tutor Center

- Email: tutorcenter@uiu.edu
- Phone: (563) 425-5272

UIU Academic Success

- Email: academicsuccess@uiu.edu
- Phone: (563) 425-5264

Course Outcomes

Upon completion of this course, students will ...

1. Formulate clear, arguable thesis statements grounded in social science research questions and support them with evidence drawn from empirical studies, peer-reviewed journal articles, and discipline-specific data sources.
2. Compose a minimum of four formal writing assignments (e.g., annotated bibliography, literature review, research proposal, empirical research paper) that collectively demonstrate college-level writing proficiency in the social sciences.

3. Apply APA formatting and citation conventions (7th edition) accurately and consistently across all written assignments, including in-text citations, reference lists, headings, tables, and figures.
4. Evaluate and synthesize primary and secondary sources from social science disciplines (e.g., psychology, sociology, political science, criminal justice, education) to construct evidence-based arguments.
5. Organize written work using clear and logical structures appropriate to social science genres, including introduction-literature review-methods-results-discussion (IMRaD) format where applicable.
6. Demonstrate command of standard written English conventions, including grammar, mechanics, punctuation, and academic register appropriate to the social sciences.
7. Critically analyze the rhetorical strategies, methodological assumptions, and evidentiary standards used in published social science writing.
8. Engage in iterative writing processes including drafting, peer review, revision, and editing to improve clarity, coherence, and argument quality across multiple submissions.
9. Integrate quantitative data (e.g., statistics, charts, tables) into written arguments with appropriate interpretation and contextualization for a social science audience.
10. Demonstrate ethical use of sources, including proper paraphrasing, avoidance of plagiarism, and responsible representation of others' research findings.

Course Requirements and Grading Criteria

Task	Grading
Module 1: Analyze IMRaD essays	10 points / Within Grading Category: Brainstorming and Outline Construction 5% of total grade
Module 1: Brainstorm Topic - Part 1: Brainstorm Topic and Outline Question	10 points / Within Grading Category: Brainstorming and Outline Construction 5% of total grade
Module 2: Propose and Finalize Research Question - Part 2: Brainstorm Topic and Create Research Question	10 points / Within Grading Category: Brainstorming and Outline Construction 5% of total grade

Module 2: Annotated Bibliography	20 points / 10% of total grade
Module 3: Literature Review	30 points / 15% of total grade
Module 3: Introduction of IMRaD Outline	10 points / Within Grading Category: Brainstorming and Outline Construction 5% of total grade
Module 4: Research Proposal	30 points / 15% of total grade
Module 5: Finalized IMRaD Outline	50 points / 20% of total grade
Module 6: IMRaD Research Paper	100 points / 35% of total grade

Grading Scale

Letter Grade	Percentage
A	>92%
A- (minus)	90-91.9%
B+	88-89.9%
B	83-87.9%
B- (minus)	80-82.9%
C+	78-79.9%
C	73-77.9%
C- (minus)	70-72.9%
D+	68-69.9%
D	63-67.9%
D- (minus)	60-62.9%
F	<60%

Grades and Feedback

Turnitin

Turnitin is a tool for both teachers and students to ensure academic integrity by checking the originality of submitted papers to avoid issues of plagiarism and academic dishonesty. Students should be aware that Turnitin scans submitted work and compares it to ALL other sources on file.

Extension Policy

Students will be allowed to request an extension and receive an 'X' (extension grade) at the end of their original six-month enrollment period if:

- A minimum of one assignment has been received for grading per guidelines **AND**
- All course units and exams are not completed and submitted **OR**
- A course withdrawal has not been initiated.

Note: There is a one-time fee for a self-paced extension per course. Refer to the Prereqcourses.com website for current fees. The request for an extension must be submitted no earlier than one month before the end of the course and no later than a week before the end of the course.

Extension grade details

- When the extension is granted and an "X" grade is issued, the student will receive a four-month enrollment period to complete the course.
- Students do not have the option to withdraw from a course after the initial six-month enrollment period.
- An 'X' grade posted to the student's official record will be replaced with a final letter grade; however, the extension will remain on the official transcript as a notation.
- If the course is not completed by the end of the extension period, the instructor will assign a final grade (A-F) based on work completed in relation to the total course requirements.
- If credit is not earned by the end of the extension period, students can re-enroll and repeat the entire course for credit.

Note: Students are not reported as enrolled during the extension period and are not eligible for student loan deferment. No more than one extension will be granted.

Course Schedule

It is expected that all participants complete the learning opportunities within the six-month time frame.

Course Policies

Each assignment needs to be completed in a timely manner; each assignment must be completed prior to moving on to the next. This is a self-paced course and needs to be completed within a 6-month time period. Be sure to pace yourself and allow plenty of time for Modules 4-6.

Module 1: Introduction

LO #5 (IMRaD preview), LO #8 (writing process)

- Analyze IMRaD essays
- Brainstorm Topic - Part 1: Brainstorm Topic and Create Research Question

Module 2: Foundation Building

LO #1 (research question), LO #2 (annotated bibliography), LO #3 (APA citations), LO #4 (primary/secondary sources), LO #8 (writing process), LO #10 (ethical use of sources)

- Propose and Finalize Research Question - Part 2: Brainstorm Topic and Create Research Question
- Annotated Bibliography

Module 3: Thesis Statement and Literature Review

LO #1 (thesis), LO #2 (literature review), LO #4 (primary/secondary sources), LO #7 (analyze social studies writings), LO #8 (writing process), LO #9 (quantitative data), LO #10 (ethical use of sources)

- Thesis Draft #1 - IMRaD Outline
- Literature Review

Module 4: Research Proposal

LO #2 (research proposal), LO #8 (writing process)

- Research Proposal

Module 5: Research

LO #1 (thesis), LO #7 (analyze social studies writings), LO #8 (writing process), LO #9 (quantitative data), LO #10 (ethical use of sources)

- Finalized IMRaD Outline

Module 6: Write Scholarly Paper

LO #1 (evidence from empirical studies), LO #2 (scholarly paper), LO #3 (APA citations), LO #8 (writing process), LO #9 (quantitative data)

- IMRaD Research paper

Course Expectations

Generative AI Use Policy

In this course, we will follow guidelines that fall under the category of Permissible Use with Attribution. AI tools may be used more broadly (e.g., research assistance, creative projects) with full attribution. Students must disclose contributions and cite tools used.

Late Work

Late work is not accepted without obtaining an official extension ('X' grade) from the University. See the syllabus policy on Extensions for details.

Professional Writing and Speaking Guidelines

Communications in class and online should follow the Student Conduct and Discipline, Respect for the University Environment, and Code of Student Responsibility in the [Student Handbook](#) (pg. 20 and 21). Respect the opinions of others using appropriate language and communications.

University Policies

Withdrawal (W)

Students who have registered for this course through our partnership prereqcourses.com are required to follow the withdrawal policy outlined on the

partnership website. Please refer to the partnership site for official withdrawal procedures, deadlines, and associated fees.

For students enrolled through the prereqcourses.com partnership, no refund is allowed after the first two weeks.

Students who withdraw from a course prior to submitting the first assignment, or who are administratively withdrawn for non-submission of assignments, will be charged an administrative fee.

Administrative Withdrawal (AW)

A grade of AW (administrative withdrawal) is recorded for any course from which a student is administratively withdrawn. **At least one complete assignment/unit must be received and verified by the instructor within the first 60 days of the enrollment period or the student will be administratively withdrawn from the course.** Students who are administratively withdrawn for non-submission of assignments, will be charged an administrative fee. See website for current fees for re-enrollment.

Academic Accommodations

It is the policy of Upper Iowa University to ensure equal access to educational and co-curricular activities to students with disabilities as mandated by the Americans with Disabilities Act Amendments Act (ADAAA) and Section 504 of the Rehabilitation Act of 1973. A student seeking accommodations should contact the Director of Student Accessibility Services as early in the session as possible. In order to receive accommodations, students are required to disclose their disability to the Director by completing an application for services that can be found on the Student Accessibility Webpage. In addition to the application packet, the student is required to submit supporting documentation. Submit these to the Student Accessibility Services Office either in person or by email/Fax. A brief interview, in-person, by phone or virtually, with the Director will confirm or deny the accommodations requested. The Student Accessibility Services Office will email accommodation letters to the appropriate professor, the student, and the student's

advisor. Additionally, students should work cooperatively with their instructors throughout the session to make sure that their accommodations are appropriate and effective.

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Contact the Director at (563) 425-5949, accessibility@uiu.edu or stop by the office on the 2nd floor of the Student Center, Office of Student Life, Room 229.

Emergency Directives: (Fire, Natural Disaster, Threat on campus, etc.)

In accordance with Upper Iowa University's emergency management plan, any student that requires assistance in the event of an emergency (Fire, natural disaster, threat on campus) is responsible for notifying their instructor of the need for assistance. (Evacuation, and/or indoor safety protocols) This information will be held confidential and only needed in the unlikely event that there is an emergency.

Copyright Statement

In recognition of the Copyright Law of the United States (Title 17, United States Code), Upper Iowa University reminds both faculty members and learners that a willful infringement of the law may result in disciplinary action. The University library has available materials discussing the "fair use" concept, along with criteria and guidelines for reproduction and use of copyrighted materials.

This syllabus is subject to change.

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