

**San José State University**  
**Chemistry Department**  
**Chem 100W, Writing Workshop, Section 80, Spring 2023**

**Course and Contact Information**

Instructor(s): Gianmarc Grazioli, Ph.D. (he/him)

Preferred names: Dr. Grazioli or Dr. G

Email: [gianmarc.grazioli@sjsu.edu](mailto:gianmarc.grazioli@sjsu.edu)

Office Hours  
(aka Student Hours): Tuesdays 11:00am – 12:00pm  
Thursdays 11:00am – 12:00pm  
Fridays 3:45pm – 4:05pm, or by appointment  
All via Zoom: <https://sjsu.zoom.us/j/99103232268>

Class Days/Time: Fri. 1:00pm – 3:45pm

Classroom: Online – Canvas: <https://sjsu.instructure.com/courses/1558584>

Prerequisites: GE Area: Z Prerequisite: A3 or equivalent second semester composition course (with a grade of C- or better); Completion of core GE, satisfaction of Writing Skills Test and upper division standing. CHEM 055 or CHEM 112A (with grades of "C" or better; "C-" not accepted). Allowed Declared Majors: Chemistry, Biochemistry. Note: This course must be passed with "C or better" to satisfy the CSU Graduation Writing Assessment requirement (GWAR).

Students must **provide proof** of having passed the Writing Skills Test (WST). Chem 100W is **not** an English class, but rather is a chemistry class in technical communication. Students are expected to have a proficient knowledge of English before entering Chem 100W. Students requiring remedial work in English will not be considered to be sufficiently prepared to satisfy the requirements in Chem 100W. This is **not** an English class, but rather is a chemistry class in technical communication.

**Faculty Web Page and MYSJSU Messaging**

Course materials such as syllabus, handouts, notes, assignment instructions, etc. may be found by logging on to Canvas You are responsible for regularly checking with the messaging system through MySJSU/canvas to learn any updates. **Please check your canvas periodically as handouts/online quizzes will be uploaded or emailed via Canvas.**

## Course Description

This course is a **workshop** and **not** a **lecture** designed to improve skills in scientific writing, speaking and data presentation. The emphasis will be to further develop technical writing and oral presentation skills within a chemistry context. Students will develop and improve these skills by writing a substantial review article on a scientific topic. In addition, an oral presentation and a poster presentation of the review topic will also be prepared. Since Chem 100W is not designed as a lecture class, these skills are to be developed by a series of writing and presentation assignments involving individual interaction such as editorial feedback and peer reviews.

Because this class is a project-driven workshop, your performance on your presentations and writing determine the majority of your grade. Much like learning a musical instrument, improving your skills as a writer and presenter is best done through iterations of practicing, performing, and receiving feedback (and repeat). With this in mind, I will create opportunities for you to share early iterations of your projects with me, and also with your classmates. These preliminary drafts of your work will be graded, as will the quality of the feedback you provide to your classmates. This is actually to your benefit, however, because you will gain valuable insights into how to improve your final versions, which are worth substantially more points! So steady progress on your projects is the name of the game, **do not wait until the last minute to complete your projects.**

Note the following key learning benchmarks:

1. Incorporate information and communicate effectively, via **reading/writing** and **orally**.
2. Cite and reference the relevant literature in the field.
3. Think critically and analyze complex and abstract ideas.

## Course Learning Outcomes (CLO)

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

- 1) Effectively present a scientific paper in a poster session, as per at an American Chemical Society symposium.
- 2) Effectively present a scientific paper orally, as per at an American Chemical Society symposium.
- 3) Write a formal scientific laboratory report, using the format and style of an article in a peer-reviewed American Chemical Society journal.

## Student Learning Outcomes (SLO) for Chem 100W

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

- SLO 1:** Students shall be able to produce discipline-specific written work that demonstrates upper-division proficiency in: language use, grammar and clarity of expression
- SLO 2:** Students shall be able to explain, analyze, develop, and criticize ideas effectively, including ideas encountered in multiple readings and expressed in different forms of discourse
- SLO 3:** Students shall be able to organize and develop essays and documents for both professional and general audiences
- SLO 4:** Students shall be able to organize and develop essays and documents according to appropriate editorial and citation standards

**SLO 5:** Students shall be able to locate, organize, and synthesize information effectively to accomplish a specific purpose, and to communicate that purpose in writing

## Required Texts/Readings

This course does not have a required textbook.

## Supplementary Text(s)

- *The ACS Style Guide: Effective Communication of Scientific Information*, Coghill, A. M. & Garson, L. R. Ed.; American Chemical Society: Washington, DC, 2006. ISBN: **9780841239999**
- *The ACS Style Guide. A Manual for Authors and Editors*; Dodd, J. S., Ed.; American Chemical Society: Washington, DC, 1997 (or 1986). ISBN: **0841209170**

## Other Materials

- Class Notes: Handouts provided by Dr. G, including detailed assignment sheets.

## Email Communication:

In addition to the Canvas interface, it is your responsibility to keep up with class announcements sent via your SJSU email address. I will also work to keep up with emails I receive from you, and I aim to respond to your emails within 24 hours or less during the week, or by the following Monday for emails received during the weekend. Professors get a ton of email, so if I send you a very short response, it is only because I wanted to respond in a timely manner and did not have time to write something more formal. For questions about this course, please use Canvas messaging, as it is much easier for me to miss an email than a Canvas message.

## Final Examination or Evaluation

As noted in syllabus, the submission and screening of the Review Paper electronic version is considered the Final Exam. The Review Paper should be written consistent with the ACS Guidelines and must be a minimum length equivalent to 20 full, double-spaced pages. The review paper will be 150 points, 30 % of total course grade.

## Grading Policy

*Although additional low stakes assignments will be added as needed (i.e. small assignments worth about 10 points or so), the bulk of your course grade will be determined roughly as follows:*

Short Oral Presentation	75 points (15% of total course grade)
Poster Presentation	75 points (15% of total course grade)
Review Paper (Final)	150 points (30% of total course grade)
Preliminary Drafts and Peer Reviews	150 points (30% of total course grade)
Mini Assignments	50 points (10% of total course grade)

Plagiarism and any other cheating will not be tolerated, leading to a minimum penalty of an F for the particular assignment and, given the proper circumstances, an F or equivalent for the entire course. See SJSU plagiarism policy, interactive tutorial and the relevant quiz (<http://tutorials.sjlibrary.org/tutorial/plagiarism/>).

*A letter grade will be assigned according to the following percentage scale:*

above 97.0 %	A+	79.9 - 77.0 %	B-	56.9 - 54.0 %	D
96.9 - 92.0 %	A	76.9 - 72.0 %	C+	52.9 - 50.0 %	D-
91.9 - 89.0 %	A-	71.9 - 65.0 %	C	Below 50.0%	F
88.9 - 85.0 %	B+	64.9 - 61.0 %	C-		
84.9 - 80.0 %	B	60.9 - 57.0 %	D+		

## **Classroom Protocol**

These are unusual times, and we are all learning to adapt to the shifting landscape of adapting higher education to social distancing norms. I will do my best to adapt the course so that it is amenable to both students who prefer synchronous online learning and those who prefer asynchronous online learning. I am open to student feedback as we progress through the semester, but as of now, the plan is to post recordings of the synchronous Zoom class meetings in Canvas. Unexpected things happen (e.g. internet service goes down where you are working), so I want to make sure that everyone is able to go back and re-watch anything if they need to do so. As college students, you are adult learners, so it is your responsibility to make sure that you are contributing to your success and, when it comes to providing constructive feedback, the success of your classmates. Any assignment not completed or turned in will result in a zero grade. If the student misses a synchronous class it is their responsibility to obtain notes, handouts and other materials or communications provided in class (everything should be available on Canvas). All class participants are expected to interact in a professional manner in all matters pertaining to this course. Behavior that interferes with the normal academic function in a classroom or lab is unacceptable. Students exhibiting this behavior will be asked to leave the class. Examples of such behavior include:

- a) Persistent interruptions or using disrespectful adjectives in response to the comments of others.
- b) The use of obscene or profane language.
- c) Persistent and disruptive late arrival to or early departure from class without permission.
- d) Physical threats, harassing behavior, or personal insults (even when stated in a joking manner).
- e) *Other inappropriate behavior e.g. yelling directed at classmates and/or faculty.*
- f) Use of personal electronic devices such as pagers, cell phones, PDAs in class, unless it is part of the instructional activity.

*Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week) for instruction, preparation/studying, or course related activities, including but not limited to internships, labs, and clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.*

**Tentative** schedule of lecture and assignment due date\*

Week	Date	Class Schedule	Assignments (see Canvas for exact dates)
1	1/27/2023	<b>First day of class</b> -Introductions, Plagiarism Discussion and Online Tutorial, Review Paper Topic Brainstorm	
2	2/3/2023	<b>Library Day</b> Discussion of Research and Review Papers, and writing an abstract	Quiz on Library Day Presentation, Feedback on Abstract
3	2/10/2023	Career topic: Cover Letter Writing topic: References	Resume Research topic with 2 references
4	2/17/2023	Writing an abstract and molecular visualization with Pymol	Cover letter Outline of research topic 5 References
5	2/24/2023	Lecture: Oral Presentation/word doc Writing Workshop: Oral Presentation Abstract	Feedback on abstracts
6	3/3/2023	<b>Career Center Day</b> Writing Workshop: Resume	Oral presentation abstract
7	3/10/2023	Workshop: Organizing Oral Presentations	
8	3/17/2023	<b>Short Oral Presentations</b>	Oral presentation peer assessment-Day 1
9	3/24/2023	<b>Short Oral Presentation</b>	Oral presentation peer assessment-Day 2
10	3/31/2023	<b>Spring break</b>	
11	4/7/2023	<b>Consultation</b> , <i>Oral Presentation Feedback</i> Lecture: Poster Presentation	
12	4/14/2023	Workshop: Poster Presentation	Poster figure legends & table annotations
13	4/21/2023	Lecture: Tables and Figures Workshop: Poster Peer-Review	1 <sup>st</sup> Draft of Poster
14	4/28/2023	Workshop: Peer Reviewer Comments and Edits	1 <sup>st</sup> Draft of Review**
15	5/5/2023	<b>Virtual Poster Session</b>	
16	5/12/2023	<b>Last week of class</b> <b>Consultation</b> , <i>Poster Feedback</i> Semester Review	2 <sup>nd</sup> Draft of Review**
<b>FINAL</b>	5/19/2023 11:59 p.m.	Final exam, i.e. deadline to turn in final draft of Review Paper	Submit on Canvas by 11:59 p.m.

\* The schedule is subject to change with fair notice announced during the lecture, on Canvas website, or via email. **Stay up-to-date on our Canvas page for all deadlines!**

## SJSU Student Resources:

### **Student Technology Resources**

Computer labs for student use are available in the Academic Success Center at <http://www.sjsu.edu/at/asc/> located on the 1<sup>st</sup> floor of Clark Hall and in the Associated Students Lab on the 2<sup>nd</sup> floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library. A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

### **SJSU Peer Connections**

Peer Connections, a campus-wide resource for mentoring and tutoring, strives to inspire students to develop their potential as independent learners while they learn to successfully navigate through their university experience. You are encouraged to take advantage of their services, which include course-content based tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to offering small group, individual, and drop-in tutoring for a number of undergraduate courses, consultation with mentors is available on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including preparing for the Writing Skills Test (WST), improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other related topics. A computer lab and study space are also available for student use in Room 600 of Student Services Center (SSC).

Peer Connections is located in three locations: SSC, Room 600 (10th Street Garage on the corner of 10<sup>th</sup> and San Fernando Street), at the 1st floor entrance of Clark Hall, and in the Living Learning Center (LLC) in Campus Village Housing Building B. Visit Peer Connections website at <http://peerconnections.sjsu.edu> for more information.

### **SJSU Writing Center**

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the Writing Center website at <http://www.sjsu.edu/writingcenter>. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook. (Note: You



need to have a QR Reader to scan this code.)

## **CAPS**

It is estimated that 1 in 4 people will have a mental health struggle in their life. There are campus resources available for free to help:

<https://www.sjsu.edu/counseling/>

## **Academic Advising**

<https://www.sjsu.edu/aars/index.html>

## **Canvas Student Support**

<https://www.sjsu.edu/ecampus/teaching-tools/canvas/index.html>

## **UndocuSpartan Student Resource Center**

The UndocuSpartan Student Resource Center (USRC) is invested in creating educational opportunities that will further the success of UndocuSpartans at SJSU. The center works alongside undocumented/AB 540 students and allies to create a campus community that is welcoming and inclusive of all students regardless of their immigration status.

<https://www.sjsu.edu/undocuspartan/>

## **Spartan Food Pantry**

The Spartan Food Pantry is a walk-in, full-service, staffed, food assistance program offering non-perishable goods, fresh produce, and refrigerated items to eligible students.

<https://www.sjsu.edu/sjsucares/get-assistance/spartan-food-pantry.php>

## **SJSU Cares Housing Insecurity Assistance Request Form**

[https://cm.maxient.com/reportingform.php?SanJoseStateUniv&layout\\_id=12](https://cm.maxient.com/reportingform.php?SanJoseStateUniv&layout_id=12)

## **ADDENDUM TO ALL CHEMISTRY DEPARTMENT GREENSHEETS**

*(Except Chem 291 Sections)*

**Revised August 2018**

### University Policy

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on the Office of Graduate and Undergraduate Programs' Syllabus Information Web Page at <http://www.sjsu.edu/gup/syllabusinfo/>

### **CHEMICAL SAFETY – all courses**

Chem 120S is a required course for all chemistry majors and minors and a prerequisite for all Chem 180/298 research.

### **EMERGENCIES AND EVACUATIONS – all courses**

If you hear a continuously sounding alarm, or are told to evacuate by Emergency Coordinators (colored badge identification), walk quickly to the nearest stairway (end of each hall). Take your personal belongings, as you may not be allowed to immediately return. Follow instructions of Emergency Coordinators. Be quiet so you can hear. Once outside, move away from the building. Do not return to the building unless the Police or Emergency Coordinators announce that you may.

### **STUDENTS REGISTERED WITH THE ACCESSIBLE EDUCATION CENTER – all courses**

Campus policy in compliance with the Americans with Disabilities Act: "If you need course adaptations or accommodations because of a disability, or if you need special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with DRC to establish a record of their disability."

**ACADEMIC INTEGRITY STATEMENT – all courses** (from the Office of Student Conduct and Ethical Development):

"Your own commitment to learning, as evidenced by your enrollment at San José State University, and the University's Academic Integrity Policy requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the Office of Student Conduct and Ethical Development. The policy on academic integrity can be found at [http://sa.sjsu.edu/student\\_conduct](http://sa.sjsu.edu/student_conduct).

## **University Policies**

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>

## **SJSU Counseling Services**

The SJSU Counseling Services is located on the corner of 7<sup>th</sup> Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit [Counseling Services website](http://www.sjsu.edu/counseling) at <http://www.sjsu.edu/counseling>.