



Fall AY2020 Workshops

Graduate Writing Center and Dudley Knox Library

Resident workshops are held in the Dudley Knox Library unless otherwise listed.



GRAD-SCHOOL SURVIVAL

Building Blocks of Academic Papers Abby McConnell

- Wednesday, October 9, 1000–1100 Room 151

Not sure how an analysis differs from an argument? How an introduction should be different from a conclusion? How a thesis statement differs from an abstract? Are you unclear about the role of alternative explanations, what goes in a bibliography, what to footnote other than sources, or the point and structure of a literature review? Come learn how the building blocks of academic papers fit together, making your papers more readable and complete.

How to Give a Classroom Presentation Zachary Shore

- Tuesday, October 8, 1400–1500 Room 151

Most graduate students will, at some point, have to deliver an oral report. Knowing what to say and how to say it is a challenge. Here, you'll learn to forge a powerful presentation, penetrate to the core of your subject, and pull it off in style. We will identify the elements of strong and weak presentations, suggesting ways you can improve your own oral communication.

Mastering Note-Taking and Time Management Cheryldee Huddleston

- Monday, October 7, 1300–1430 Room 151
- Tuesday, October 15, 1000–1130 Room 151

You take notes and learn the subject matter, so why is it so difficult to communicate your knowledge during tests? And where does all the time go? Knowing a few key strategies can make all the difference. This workshop will provide you with winning techniques for studying more effectively, taking useful notes, preparing for exams, and performing better during tests; you'll also receive practical, step-by-step methods for a "time investment" daily schedule.

Papers and Prompts George Lober

- Thursday, October 3, 1300–1400 Room 151

You've just received a prompt for a class paper. You read it once, then twice, and still can't figure out what you're being asked to do or what kind of paper you're supposed to write. Sound familiar? This workshop will identify types of papers you may be asked to write at NPS and offer strategies for decoding and understanding instructors' prompts.

Reading with Intent, Level I: Social Sciences and Business Zachary Shore, or Larry Shattuck

- Tuesday, October 1, 1700–1830 Ingersoll-122
- Friday, October 4, 1000–1130 Room 151
- Tuesday, October 8, 1530–1700 Room 151
- Friday, October 11, 1300–1430 Room 151
- Friday, October 18, 1000–1130 Room 151
- Tuesday, October 29, 1200–1330 Room 151

So much reading, so little time! Learn and practice Dr. Zach Shore's method of reading for argument at the graduate level in this workshop, tailored to social science and business fields. Dr. Shore's "search and destroy" technique allows you to comprehend and synthesize an author's arguments efficiently. Level I teaches the "search" half—how to quickly extract an author's thesis and structure from an academic article. Though this method may take time to perfect, once you do, the payoff is high in terms of comprehension, time saved, and enhanced critical thinking skills. *Also, be sure to check out Reading with Intent Level II, which offers techniques for analyzing sources' arguments.*

Reading with Intent, Level I: STEM Fields Kate Egerton

- Monday, October 7, 1000–1130 Room 151

So much reading, so little time! Adapted from Dr. Zach Shore’s method of reading for argument at the graduate level, this new workshop is tailored to science, technology, engineering, and mathematics fields. Learn and practice reading techniques that allow you to comprehend and synthesize an author’s arguments efficiently. This workshop teaches how to quickly extract an author’s thesis and structure from an academic article. Though this method may take time to perfect, once you do, the payoff is high in terms of comprehension, time saved, and enhanced critical thinking skills. *Also, be sure to check out Reading with Intent Level II, which offers techniques for analyzing sources’ arguments.*

Technical Writing Kate Egerton

- Wednesday, October 16, 1300–1430 Room 151

Are you more comfortable solving equations than drafting sentences? Come focus on the precise skills you need to write clear technical reports and theses. In this workshop, we will dissect a well-written report, decide what makes it effective, identify steps you can use to emulate its features, and review editing and proofreading strategies appropriate for technical writing.

RESEARCH AND CITATION

Citation Management with Zotero Kathy Norton or Glen Koué

- Friday, October 11, 1000–1150 Room 151
- Friday, October 25, 1000–1150 Room 151
- Friday, November 1, 1000–1150 Room 151

Learn how to use Zotero, a free tool that you can use to centrally collect, manage, and format your references in APA, Chicago, IEEE, and other citation styles. We will also show you how to use Zotero’s Word plug-in to cite while you write your papers or thesis. This workshop is “hands-on,” so bring your own laptop! Workshop size is limited, and **registration at least 24 hours in advance is required.** After registering, you will receive an email with installation and setup instructions, which you will need to complete prior to the class.

Paraphrasing and Quoting Like a Pro Sandra Leavitt and Greta Marlatt

- Thursday, October 3, 1000–1130 Room 151
- Wednesday, October 9, 1300–1430 Room 151

You’ve all heard what you *shouldn’t* be doing: don’t violate the Honor Code, don’t plagiarize, don’t forget the rules of academic integrity. This workshop focuses on what *to do* to avoid these serious problems. We give you the skills to confidently incorporate others’ words, ideas, analyses, models, and images into your own writing. You will gain experience summarizing, paraphrasing, and incorporating quotations from source material.

Research Quickstart Glen Koué or Kathy Norton

- Tuesday, October 8, 1200–1250 Room 151
- Wednesday, October 16, 1200–1250 Room 151

Develop your research skills and learn how to use the library search, library databases, research guides, Google Scholar, and more!

CRITICAL THINKING

Reading with Intent, Level II Zachary Shore

- Tuesday, October 8, 1730–1830 Room 151
- Tuesday, October 29, 1330–1430 Room 151

Level II teaches the “destroy” half of Dr. Shore’s “search and destroy” technique. Learn how to critically examine a text for its strengths and weaknesses.

Writing Winning Arguments Alison Scharmota

- Friday, October 4, 1500–1630 Room 151

Academic writing is your entry into an ongoing conversation, respecting what has come before you while also observing weaknesses in previous arguments and adding and responding to those arguments. This workshop concentrates on how the form of papers—from introduction to conclusion—can aid the clarity of your ideas. Additionally, we review the logical nature of argument, including tips on identifying and avoiding common fallacies and also how counterarguments and rebuttals can strengthen your argument.

My Glory Never Dies: Cheryldee Huddleston
The Military in Literature, Film and Onstage

- Thursday, October 10, 1500-1700 Room 151
The Trojan War/Battle of Agincourt:

Through the arts and stories of the military, develop your critical thinking skills. In the Trojan War/Battle of Agincourt workshop, listen to selections from Homer's *The Iliad*, watch filmed scenes from Euripides's tragedy, *The Trojan Women*, and Shakespeare's famous "St. Crispin's Day Speech" in *Henry V* and *Renaissance Man*, as we explore the concepts of courage, honor, and glory that have defined the lives and careers of military officers throughout centuries.

- Tuesday, October 15, 1500-1700 Room 151
The U.S. Civil War

Through the arts and stories of the military, develop your critical thinking skills. In the U.S. Civil War workshop, watch selections from the film *Glory* and filmed scenes from the play, *The Andersonville Trial*, and read Walt Whitman's "Civil War poetry," as we explore the concepts of courage, honor, and glory that have defined the lives and careers of military officers throughout centuries.

- Thursday, October 24, 1500-1700 Room 151
World War II:

Through the arts and stories of the military, develop your critical thinking skills. In the World War II workshop, watch selections from the films *The Best Years of Our Lives*, *Catch-22*, *Saving Private Ryan*, and *Dunkirk*, as we explore the concepts of courage, honor, and glory that have defined the lives and careers of military officers throughout centuries.

- Tuesday, October 29, 1500-1700 Room 151
The Cold War and Vietnam:

Through the arts and stories of the military, develop your critical thinking skills. In the Cold War/Vietnam workshop, watch selections from the films *Dr. Strangelove: Or How I Learned to Stop Worrying and Love the Bomb*, *The Deer Hunter*, and *Apocalypse Now*, as we explore the concepts of courage, honor, and glory that have defined the lives and careers of military officers throughout centuries.

- Tuesday, November 5, 1500-1700 Room 151
Iraq and Afghanistan

Through the arts and stories of the military, develop your critical thinking skills. In the Iraq/Afghanistan workshop, watch selections from films, including *The Hurt Locker* and *Lone Survivor*, as we explore the concepts of courage, honor, and glory that have defined the lives and careers of military officers throughout centuries.

PLANNING AND ORGANIZATION

- Beyond Brainstorming: How to Kickstart Your Paper*** Chloe Woida

- Friday, October 4, 1300-1430 Room 151

Stumped when you face a blank page? Acquire tried-and-true techniques for starting a paper: brainstorming, clustering, concept mapping, pre-writing, and outlining. Master practical methods to clear the cobwebs and stare down that blank page. By trying out the various techniques during the workshop, you will discover which ones work best for you.

- Organization: The Secret to Clear Writing*** John Locke

- Wednesday, October 2, 1000-1100 Room 151
- Tuesday, October 8, 1000-1100 Room 151

Academic, or research-based writing is distinct from other forms of writing: our primary purpose is to describe knowledge, which, at the graduate level, is most likely to address the logical connections between ideas—a task that calls for *structured* writing. This workshop introduces basic techniques that produce readable papers—comprehensive introductions, topic sentences, and embedding structure in language—and effective tools for composition. You will learn a systematic process for learning and writing that will focus your effort where it counts the most.

- NEW! Writing for Online Outlets*** Kate Egerton
- Friday, October 11, 1500-1630 Room 151

Do you want to impact broader military and security discussions? Learn to pitch, scope, draft, and revise short pieces for online outlets such as *The Strategy Bridge* and *War on the Rocks*. In this workshop, we will review submission requirements, learn from published writing, and show how writing coaches can help you shape your pieces for these audiences and specs.

NEW! Writing for Academic Journals Kate Egerton

- Friday, October 18, 1300–1400 Room 151

Learn to target appropriate academic journals for your discipline, decode submission requirements, query editors, prepare manuscripts, and address wider audiences for your academic research. This workshop covers the basics of academic publication, common obstacles, and models for adapting your research for publication as a journal article.

MECHANICS, GRAMMAR, AND STYLE

Building Better Sentences, Level I Colette O'Connor

- Wednesday, October 16, 1000–1130 Room 151

If you daydreamed through the grammar lessons of your schooldays, take heart: through clear and simple explanations, we demystify terms and concepts that seasoned writers take for granted, focusing on enhancing sentence structure by defining sentence elements, patterns, and the active voice. Because Building Better Sentences focuses on making already correct sentences better, we recommend you take (or request materials for) the Mastery Series—Grammar, Punctuation, and Clarity and Concision—beforehand if you want a refresher on writing fundamentals. Then, after this workshop, in just 90 minutes, your ideas and sentences will shine that much more brightly!

Building Better Sentences, Level II Colette O'Connor

- Tuesday, October 22, 1000–1100 Room 151

Level II focuses on guided sentence-building practice, applying the toolkit acquired in Level I. Students who have taken Level I this term are automatically eligible. Students who have taken Building Better Sentences in the past or have yet to enroll should email the instructor for pre-class documents (see the WOnline calendar for instructor email address).

Mastery Series: Grammar Jasmine Mally

- Thursday, October 10, 1000–1130 Room 151
- Tuesday, October 22, 1300–1430 Room 151

Learn to master the core structure of language and, more importantly, how to put grammar to work for you! Topics include parts of speech, avoiding pronoun confusion, alternatives to “however” and “therefore,” and, crucially, how to avoid fake news at the sentence level with tips to eliminate passive voice.

Mastery Series: Punctuation Michael Thomas

- Monday, October 21, 1000–1100 Room 151
- Thursday, October 24, 1000–1100 Room 151

Learn to master commas and quotation marks and how to put semicolons to work for you! Many of us will admit that we got all the way to graduate school (in writing!) before we were advised that we could no longer sprinkle commas randomly like parmesan cheese whenever we wanted to pause; we now masterfully apply the ten comma rules, and so can you.

Mastery Series: Clarity and Concision Alison Scharmota

- Thursday, October 10, 1300–1430 Room 151
- Wednesday October 23, 1300–1430 Room 151

Learn which conventions are rules, NPS norms, and style tips, all of which will help you masterfully put your words to work for you! Excellent clarity and concision stands as the core goal at the graduate and professional level of writing, so we have put together some writing master tips to make your life easier and your writing sassier in just 90 minutes.

Strategies for Active-Voice Writing Matt Norton

- Thursday, October 17, 1000–1100 Room 151

Overusing passive voice is one of the most common stylistic blunders in academic writing; it can be hard to identify and tricky to fix. At the same time, passive voice does have its uses. This workshop will explain what passive voice looks like and why in most cases active constructions are a better choice. Lessons and activities will show you how to transform passive-voice sentences and also identify situations when you might want to use them. You will leave with strategies to select the best possible verbs, to craft more interesting prose, and to express your ideas more clearly.

THESIS WRITING

Constructing Research Questions Sandra Leavitt

- Monday, October 7, 1530–1700 Room 151

Constructing a research question is probably the most important task for any paper you write. An overly broad question becomes mission impossible, while an excessively narrow question won't help fill the pages. Learn strategies for identifying answerable, interesting questions. A compelling research question will keep you motivated and your reader engaged.

Mastering the Literature Review John Locke

- Wednesday, October 23, 1000–1130 Room 151

A master's degree requires mastering a field, and that mastery is demonstrated in a literature review, a required component of most theses and many papers. It is not, as is often believed, a multi-title book review. It is, rather, a comprehensive evaluation of the literature relevant to your research question. More than a summary, it identifies strengths and inadequacies in the existing literature, which dovetails with your goal of adding new knowledge to your field. In this workshop, you will learn how literature reviews are constructed and how to make yours justify your research.

Thesis Quickstart Glen Koué

- Wednesday, October 9, 1200–1250 Room 151
- Tuesday, October 15, 1200–1250 Room 151

Is it time to begin your thesis? Not sure how to start? This workshop will cover academic research and writing in general, as well as the specifics of the NPS thesis process. Learn how to navigate the process and launch your thesis with confidence.

NEW! Executive Summaries Kate Egerton

- Wednesday, October 2, 1200–1250 Room 151 (all)
- Thursday, October 10, 1200–1250
- Thursday, October 17, 1200–1250

The quality of your executive summaries influences how others perceive you and your research. Executive summaries publicize your work, provide busy decision makers with actionable information, and generate readers for your research. Learn how to prioritize and organize essential information, avoid jargon, write more powerfully and persuasively, and navigate this specific form's rules. By examining excerpts, we will identify best practices and apply those lessons to summarizing research in different fields.

Writing about Tables and Figures Sandra Leavitt

- Monday, October 21, 1300–1430 Room 151

Will your thesis have four or 84 figures? Images in academic writing need to be skillfully discussed in both the body of your paper and in captions. We will practice writing about flow charts, graphs, set-off quotes, and tables. The techniques also apply to equations and computer code. A simple formula will help you consistently and professionally describe figures and their sources, and explain to your readers how each image supports your argument.

SPECIAL CRITICAL THINKING WORKSHOPS:

*“My Glory Never Dies”:
The Military in Literature, Film, and Onstage*
Cheryldee Huddleston

All classes will be held in Dudley Knox Library Room 151, from 1500 – 1700.

- Thursday, October 10 Part I: The Trojan War/Battle of Agincourt
- Tuesday, October 15 Part II: The U.S. Civil War
- Thursday, October 24 Part III: World War II
- Tuesday, October 29 Part IV: The Cold War/Vietnam
- Tuesday, November 5 Part V: Iraq/Afghanistan

Students can enroll in single sessions or in all.

Join lively discussions that strengthen your analytical skills and stem from your own responses and questions. Through the arts, develop your critical thinking as you explore the ancient concepts of courage, honor, and military glory, which have defined the lives and careers of military officers for centuries. Experience a compelling sampler of literature and performances—live, filmed, and audio—that have influenced Western culture and even military policy.

The workshop will be guided by Dr. Cheryldee Huddleston—GWC writing coach, playwright, and arts facilitator.

Fall AY2020 Workshop Schedule by Date

Day	Date	Workshop	Time	Instructor	Room
Tuesday	10/1	Reading with Intent I: Social Sciences and Business	1700–1830	Shore	IN 122
Wednesday	10/2	Organization: The Secret to Clear Writing	1000–1100	Locke	DKL 151
Wednesday	10/2	Executive Summaries	1200–1250	Egerton	DKL 151
Thursday	10/3	Paraphrasing and Quoting Like a Pro	1000–1130	Leavitt/Marlatt	DKL 151
Thursday	10/3	Papers and Prompts	1300–1400	Lober	DKL 151
Friday	10/4	Reading with Intent I: Social Sciences and Business	1000–1130	Shattuck	DKL 151
Friday	10/4	Beyond Brainstorming	1300–1430	Woida	DKL 151
Friday	10/4	Writing Winning Arguments	1500–1630	Scharmota	DKL 151
Monday	10/7	Reading with Intent I: STEM	1000–1130	Egerton	DKL 151
Monday	10/7	Mastering Note-Taking and Time Management	1300–1430	Huddleston	DKL 151
Monday	10/7	Constructing Research Questions	1530–1700	Leavitt	DKL 151
Tuesday	10/8	Organization: The Secret to Clear Writing	1000–1100	Locke	DKL 151
Tuesday	10/8	Research Quickstart	1200–1250	Norton, K.	DKL 151
Tuesday	10/8	How to Give a Classroom Presentation	1400–1500	Shore	DKL 151
Tuesday	10/8	Reading with Intent I: Social Sciences and Business	1530–1700	Shore	DKL 151
Tuesday	10/8	Reading with Intent II	1730–1830	Shore	DKL 151
Wednesday	10/9	Building Blocks of Academic Writing	1000–1100	McConnell	DKL 151
Wednesday	10/9	Thesis Quickstart	1200–1250	Koue	DKL 151
Wednesday	10/9	Paraphrasing and Quoting Like a Pro	1300–1430	Leavitt/Marlatt	DKL 151
Thursday	10/10	Mastery Series: Grammar	1000–1130	Mally	DKL 151
Thursday	10/10	Mastery Series: Clarity and Concision	1300–1430	Scharmota	DKL 151
Thursday	10/10	My Glory Never Dies: The Trojan War	1500–1700	Huddleston	DKL 151
Friday	10/11	Citation Management with Zotero	1000–1150	Koue	DKL 151
Friday	10/11	Reading with Intent I: Social Sciences and Business	1300–1430	Shattuck	DKL 151
Friday	10/11	Writing for Online Outlets	1500–1630	Egerton	DKL 151
Tuesday	10/15	Mastering Note-Taking and Time Management	1000–1130	Huddleston	DKL 151
Tuesday	10/15	Thesis Quickstart	1200–1250	Koue	DKL 151
Tuesday	10/15	My Glory Never Dies: The Civil War	1500–1700	Huddleston	DKL 151
Tuesday	10/15	International Formatting	1730–1900	Hawthorne	DKL 151
Wednesday	10/16	Building Better Sentences I	1000–1130	O'Connor	DKL 151
Wednesday	10/16	Research Quickstart	1200–1250	Norton, K.	DKL 151
Wednesday	10/16	Technical Writing	1300–1430	Egerton	DKL 151
Wednesday	10/16	International Formatting	1800–1930	Hawthorne	DKL 151
Thursday	10/17	Strategies for Active-Voice Writing	1000–1130	Norton, M.	DKL 151
Thursday	10/17	Executive Summaries	1200–1250	Egerton	DKL 151
Friday	10/18	Reading with Intent I: Social Sciences and Business	1000–1130	Shattuck	DKL 151
Friday	10/18	Writing for Academic Journals	1300–1400	Egerton	DKL 151
Monday	10/21	Mastery Series: Punctuation	1000–1100	Thomas	DKL 151

Day	Date	Workshop	Time	Instructor	Room
Monday	10/21	Writing about Tables and Figures	1300–1430	Leavitt	DKL 151
Tuesday	10/22	Building Better Sentences II	1000–1100	O’Connor	DKL 151
Tuesday	10/22	Mastery Series: Grammar	1300–1430	Mally	DKL 151
Wednesday	10/23	Mastering the Literature Review	1000–1130	Locke	DKL 151
Wednesday	10/23	Mastery Series: Clarity and Concision	1300–1430	Scharmota	DKL 151
Thursday	10/24	Mastery Series: Punctuation	1000–1100	Thomas	DKL 151
Thursday	10/24	My Glory Never Dies: WWII	1500–1700	Huddleston	DKL 151
Friday	10/25	Citation Management with Zotero	1000–1150	Norton, K.	DKL 151
Tuesday	10/29	Reading with Intent I: Social Sciences and Business	1200–1330	Shore	DKL 151
Tuesday	10/29	Reading with Intent II	1330–1430	Shore	DKL 151
Tuesday	10/29	My Glory Never Dies: Vietnam	1500–1700	Huddleston	DKL 151
Friday	11/1	Citation Management with Zotero	1000–1150	Koue	DKL 151
Tuesday	11/5	My Glory Never Dies: Iraq and Afghanistan	1500–1700	Huddleston	DKL 151