Credit Hours: 3

Contact Hours: This is a 3-credit course, offered in accelerated format. This means that 16 weeks of material is covered in 8 weeks. The exact number of hours per week that you can expect to spend on each course will vary based upon the weekly coursework, as well as your study style and preferences. You should plan to spend 14-20 hours per week in each course reading material, interacting on the discussion boards, writing papers, completing projects, and doing research.

COURSE DESCRIPTION AND OUTCOMES

COURSE DESCRIPTION:
This course emphasizes critical and logical thinking, problem definition, research strategies, and writing argumentative papers that incorporate research. Students develop the skills necessary for planning and writing research-based essays and projects for other courses as well as learn to gather and prepare information for professional reports. The APA writing style and format as taught at CSU-Global is applied throughout all written assignments as students are encouraged to become responsible members of the CSU-Global research community. This course fulfills a general education Communication requirement. This is an approved Colorado gtPathways course.

COURSE OVERVIEW:
The purpose of this course is to provide you with a variety of skills and strategies used by college writers to produce convincing argument papers based on reading and research. The course places heavy emphasis on the planning, writing, and revising of your essays and research as well as the development of critical reading skills.

Pay close attention to the weekly Opening and Mastery Exercises. Completing the Opening Exercise early in the week can help you preview the module’s lessons, see what knowledge you already possess, and anticipate new concepts that will help you successfully complete upcoming tasks and assignments. The Mastery Exercises will correspond to the module chapter readings. While the Opening Exercise scores are not recorded, the Mastery Exercise scores are graded and will be recorded automatically in the Grade Center.

COURSE LEARNING OUTCOMES:

1. Develop a focused, significant, and manageable argument.
2. Defend a position in writing.
3. Search scholarly, reliable sources (both hardcopy and electronically) to gain multiple perspectives on an issue.
4. Evaluate information for reliability and authority.
5. Evaluate critical perspectives.
6. Record information accurately by note taking, summarizing, paraphrasing, quoting, and integrating and documenting sources.
7. Organize information into a logically valid, meaningful, and thoughtful argument with an emphasis on importance of issue.
8. Present a real-life, real-time application of the research.
9. Apply the writing process to writing situations beyond the composition classroom.

**PARTICIPATION & ATTENDANCE**

Prompt and consistent attendance in your online courses is essential for your success at CSU-Global Campus. Failure to verify your attendance within the first 7 days of this course may result in your withdrawal. If for some reason you would like to drop a course, please contact your advisor.

Online classes have deadlines, assignments, and participation requirements just like on-campus classes. Budget your time carefully and keep an open line of communication with your instructor. If you are having technical problems, problems with your assignments, or other problems that are impeding your progress, let your instructor know as soon as possible.

You may want to consider using the Assignment Calculator to budget your time. You will find this in the required reading for Module 1.

**COURSE MATERIALS**

Textbook Information is located in the CSU-Global Booklist on the Student Portal.

**COURSE SCHEDULE**

**Due Dates**

The Academic Week at CSU-Global begins on Monday and ends the following Sunday.

- **Discussion Boards:** The original post must be completed by Thursday at 11:59 p.m. MT and Peer Responses posted by Sunday 11:59 p.m. MT. Late posts may not be awarded points.
- **Opening Exercises:** Take the opening exercise before reading each week’s content to see which areas you will need to focus on. You may take these exercises as many times as you need. The opening exercises will not affect your final grade.
- **Mastery Exercises:** Students may access and retake mastery exercises through the last day of class until they achieve the scores they desire.
- **Critical Thinking:** Assignments are due Sunday at 11:59 p.m. MT.

**WEEKLY READING AND ASSIGNMENT DETAILS**

**Module 1**

**Readings**

- Section in *A Writer’s Reference*:
  - APA-2
- Sections in *Composition 2*:
  - Basic Questions for Rhetorical Analysis
  - Persuasion
  - What Is Research?
  - What is Research Writing?
  - Reading to Write Effectively
• How to Read Like a Writer
• The Qualities of a Good Research Question

- Sections in *The Process of Research Writing*:
  • Introduction: Why Write Research Papers
  • Chapter 1: Thinking Critically about Research
  • Chapter 3: Quoting, Paraphrasing, and Avoiding Plagiarism

- Sections in *Writing for Success*: Cause and Effect
  • Classification
  • Comparison and Contrast
  • Definition
  • Description
  • Illustration
  • Narration
  • Persuasion
  • Process Analysis


**Opening Exercise (0 points)**

**Discussion (25 points)**

**Mastery Exercise (10 points)**

**MODULE 2**

**Readings**

C1 in *A Writer’s Reference*:

- Sections in *Composition 2*:
  • What Is Research?
  • Research and Other Types of Source-Based Writing
  • What Is Research Writing?
  • Reading to Write Effectively
  • How to Read Like a Writer
  • The Qualities of a Good Research Questions
  • Choosing a Manageable Research Topic
  • Formulating a Thesis
  • 5 Ways of Looking at a Thesis
  • Process: Writing a Thesis
  • Classical Essay Structure

- Sections in *The Process of Research Writing*:
  • Chapter 2: Understanding Using the Library and the Internet for Research
  • Chapter 5: The Working Thesis Exercise

Opening Exercise (0 points)

Discussion (25 points)

Mastery Exercise (10 points)

Critical Thinking: (90 points)

Option 1: Exploring a Portfolio Topic; Developing a Working Thesis (Local/State)

In Module 1, you were asked to review the assignment instruction for the Module 8 Portfolio Project. The Portfolio assignment requires that you select a local or state social issue to explore causes and possible solutions. As an academic writer, it is vital you form a working thesis about your topic early, so that you can shape your research and form an inquiry plan about the research material that you will be using. You will also need to select and analyze key concepts of the topic early in the research process.

For this Critical Thinking Assignment, you are to compose a working thesis that takes a definite position on an arguable issue and maps a few of the main points you plan to explore. Specifically, your working thesis should state a problem, describe and evaluate at least one aspect of the cause, and offer one potential solution. Be sure to accurately decipher your assignment (see link in assignment). Your paper should accomplish the following:

- Identify the particular topic (see link in assignment) you have decided on.
- Develop a research question.
- Describe a specific controversy that exists within this topic. Identify the sides (and there may be more than just two sides). Explain why each side has the beliefs it does.
- Define which side you agree with and why.
- State the overall claim that you want your essay to prove beyond a shadow of a doubt. (This will be your working thesis, and it is apt to change as you progress in later weeks. It is fine to start simple, for now, and build in more complexity later. Be sure to review the thesis tools used in this module. Also consider the video in the assignment on writing a thesis: “Developing a Thesis Statement.”

For example, one could explore the recent boom in real estate values in a specific area of the nation or world. While such a situation could be positive, it’s also possible that any dramatic increase in the cost and availability of housing could cause problems for some people. Within this topic, key concepts need to be discovered such as: what are the effects of changes in home valuations or how does sudden population growth affect a city? You will need to state and clearly specify your approach and position on the topic and argue the validity of it. You will also need to understand any possible arguments against your position.

Before you make a final discussion, try brainstorming. Choose two or three potential topics and explore the key concepts involved to see if the topic holds your interest and is achievable.

Requirements:

- Use third person. (See link in the assignment to information on third person.)
- Assert your academic voice.
- Choose a topic related to a problem you would like to address and then ask a question about how to solve the problem. The question must start with the phrase, “What would it take to .. ?”
Answer the question with a thesis that names the problem, cause, and solution.

- Describe why you made your final selection, and discuss in some detail the key concepts you think are important to that topic.
- Cite at least two sources for this assignment. You will have to cite several credible sources in your final Portfolio Project, so start exploring credible sources now. In academic writing, it is always best practice to cite credible sources such as a scholarly journal article. The CSU-Global Library is an excellent place to search for credible, scholarly sources. The following resource, linked in the assignment, at the CSU-Global Writing Center should help you assess a source as credible: Types of Sources.
- Your written paper should be 2-3 pages in length not counting the required title and reference pages.
- Your paper must be formatted according to CSU-Global Guide to Writing & APA.
- You may use the template paper linked in the assignment for this course.

Refer to the Critical Thinking Assignment Rubric in the Module 2 Folder for more information on assignment expectations and grading.

Option 2: Exploring a Portfolio Topic; Developing a Working Thesis (National/Global)

In Module 1, you were asked to review the assignment instruction for the Module 8 Portfolio Project. The Portfolio assignment requires that you select a national or global social issue to explore causes and possible solutions. As an academic writer, it is vital that you form a working thesis about your topic early so that you can shape your research and form an inquiry plan about the research material that you will be using. You will also need to select and analyze key concepts of the topic early in the research process.

For this Critical Thinking Assignment, you are to compose a working thesis that takes a definite position on an arguable issue and that maps a few of the main points you plan to explore. Specifically, your working thesis should state a problem, describe, and evaluate at least one aspect of the cause, and it should offer one potential solution. Be sure to accurately decipher your assignment (see the link in the assignment to more information on this). Your paper should accomplish the following:

- Identify the particular topic (see the link in the assignment for more information on topics) you have decided on.
- Develop a research question.
- Describe a specific controversy that exists within this topic. Identify the sides (and there may be more than just two sides), and explain why each believes what it does.
- Define which side you agree with and why.
- State the overall claim that you want your essay to prove beyond a shadow of a doubt. (This will be your working thesis, and it is apt to change as you progress in later weeks. It is fine to start simple, for now, and build in more complexity later. Be sure to review the thesis tools used in this module. Also consider the video linked in the assignment on writing a thesis: “Developing a Thesis Statement.”

For example, one could explore the recent boom in real estate values in a specific area of the nation or world. While this could be a positive situation, any dramatic increase in the cost and availability of housing can become problematic for some people. Within this topic, key concepts need to be discovered such as what are the effects of changes in home valuations or how does sudden population growth affect a city? You will need clearly specify your approach and position on the topic and argue the validity of it. You will also need to understand any possible arguments against your position.
Before you make a final discussion, try brainstorming. Choose two or three potential topics and explore the key concepts involved to see if the topic holds your interest and is achievable.

Requirements:
- Use third person. (See link in the assignment to information on third person.)
- Assert your academic voice.
- Choose a topic related to a problem you would like to address and then ask a question about how to solve the problem. The question must start with the phrase, “What would it take to ...?” Answer the question with a thesis that names the problem, cause, and solution.
- Describe why you made your final selection, and discuss in some detail the key concepts you think are important to that topic.
- Cite at least two sources for this assignment. You will have to cite several credible sources in your final Portfolio Project, so start exploring credible sources now. In academic writing, it is always best practice to cite credible sources such as a scholarly journal article. The CSU-Global Library is an excellent place to search for credible, scholarly sources. The following resource, linked in the assignment, at the CSU-Global Writing Center should help you assess a source as credible: Types of Sources.
- Your written paper should be 2-3 pages in length not counting the required title and reference pages.
- Your paper must be formatted according to CSU-Global Guide to Writing & APA.
- You may use the template paper linked in the assignment for this course.

Refer to the Critical Thinking Assignment Rubric available in the Module 2 Folder for more information on assignment expectations and grading.

MODULE 3
Readings
C1 in A Writer’s Reference:
- Sections in Composition 2:
  - Citing and Referencing Techniques
  - Read: Acknowledging Sources and Avoiding Plagiarism
  - Video: Annotated Bibliographies an Illustrated Guide
- Sections in Exploring Perspectives: A Concise Guide to Analysis:
  - Chapter 3: Developing Assertions from a Close Reading
  - Chapter 4: Explanations and Significance Developing your Analysis
- Section in The Process of Research Writing:
  - Chapter 6: The Annotated Bibliography Exercise

Opening Exercise (0 points)
Discussion (25 points)
Mastery Exercise (10 points)
Critical Thinking: (115 points)

Option 1: Critical Thinking Assignment: Annotated Bibliography (Local/State)
In Module 2, you began conducting research for your final paper examining a local/state social issue. By now, you already have a developed research topic and a working thesis statement, along with a small bibliography of resources for support.

For this Critical Thinking Assignment, you are to add three credible sources to your original Annotated Bibliography, for a total of at least five credible sources.

Annotate all sources, using college-level writing skills and proper APA style for quoting, summarizing, and paraphrasing sources. Begin your annotated bibliography by describing your research plan at the top of the page.

Requirements:

To fulfill the research component of this assignment, you must do the following:

- Conduct several searches using any of the databases in the Library.
- Select scholarly peer-reviewed sources from your library search that support the topics and arguments you plan to present in your Portfolio paper.
- Select scholarly three to five peer-reviewed sources from your library search that support the topics and arguments you plan to present in your Portfolio paper.

To fulfill the written component of this assignment, you must do the following:

- Include a title page that is formatted in proper APA style. List APA-style references in alphabetical order along with your unique paragraph summaries.
- Annotated paragraphs must be original and should not be copied from abstracts or other summaries. Format your assignment according to APA style as outlined in CSU-Global Guide to Writing & APA.
- Your annotated bibliography should be double-spaced with one-inch margins and use a 12-point Times New Roman font.

Your annotations (see the link in the assignment for more information) should contain the following elements:

- A summary (see the link in the assignment for more information), in your own words, of the information presented in the article.
- Your analysis of the best use of this information for your final paper, written in your own words.
- Identification of a possible topic sentence and/or claim the information will support.

Refer to the Critical Thinking Assignment Rubric available in the Module 3 Folder for more information on assignment expectations and grading.

Option 2: Critical Thinking Assignment: Annotated Bibliography (National/Global)

In Module 2, you began conducting research for your final paper examining a national/global social issue. By now, you already have a developed research topic and a working thesis statement, along with a small bibliography of resources for support.

For this Critical Thinking Assignment, you are to add three credible sources to your original Annotated Bibliography, for a total of at least five credible sources.
Annotate all sources, using college-level writing skills and proper APA style for quoting, summarizing, and paraphrasing sources. Begin your annotated bibliography by describing your research plan at the top of the page.

Requirements:

To fulfill the research component of this assignment, you must do the following:
- Conduct several searches using any of the databases in the Library.
- Select scholarly peer-reviewed sources from your library search that support the topics and arguments you plan to present in your Portfolio Paper.
- Select scholarly three to five peer-reviewed sources from your library search that support the topics and arguments you plan to present in your Portfolio Paper.

To fulfill the written component of this assignment, you must do the following:
- Include a title page that is formatted in proper APA style. List APA-style references in alphabetical order along with your unique paragraph summaries.
- Annotated paragraphs must be original and should not be copied from abstracts or other summaries. Format your assignment according to APA style as outlined in CSU-Global Guide to Writing & APA.
- Your annotated bibliography should be double-spaced with one-inch margins and use a 12-point Times New Roman font.

Your annotations should contain the following elements:
- A summary (see link in assignment), in your own words, of the information presented in the article.
- Your analysis of the best use of this information for your final paper, written in your own words.
- Identification of a possible topic sentence and/or claim the information will support.

Refer to the Critical Thinking Assignment Rubric available in the Module 3 Folder for more information on assignment expectations and grading.

Module 4

Readings
- Sections in A Writer's Reference:
  - A4.E, A4.B
- Sections from Composition 2:
  - Classical Essay Structure
  - Writing for Success: Outlining
  - Introductions
  - Structuring and Outlining
- Sections of The Process of Research Writing:
  - Chapter 2: Understanding and Using the Library and the Internet for Research
  - Chapter 7: The Critique Exercise

Opening Exercise (0 points)

Discussion (25 points)

Mastery Exercise (10 points)
Critical Thinking: (115 points)

Options 1 & 2: Annotated Outline

Submit an annotated outline of the research project that will comprise your Portfolio Project. An annotated outline is one that provides in-text citations of sources for each of your main topics (main points were mapped out in the Module 2 Critical Thinking Assignment) and a complete Reference list at the end, all formatted in APA style.

Make sure your outline fully supports all requirements of the Portfolio Project assignment, which can be accessed in the Module 8 folder. Note that while this Critical Thinking assignment requires that you cite at least one source for each main topic and a minimum of eight sources total, you are not required this week to include all sources that will be provided with the final version of your Portfolio Project. In other words, you may add more sources to your work prior to the final delivery of the Portfolio Project due at the end of Week 8.

List your thesis statement, claims, and evidence in the following format:

- **Thesis statement:** Write your single-sentence thesis statement here.
- **Claim:** Write your first claim in a complete sentence here.
  - **Evidence:** Paraphrase or summarize your source and cite it here (Sample, 2016).
  - **Evidence:** Paraphrase or summarize additional sources that support this claim and cite them here as 2., 3., 4., and so on (Sample, 2016).
  - **Evidence:** If you feel the need to use a quote, “add it to the list with proper quotation marks and the appropriate in-text citation containing the page, section, or paragraph number in the original source” (Sample, 2016, p. 22).
- **Claim:** Write your second claim in a complete sentence here.
  - **Evidence:** Paraphrase or summarize your source here (Sample, 2015).
  - **Evidence:** Continue to paraphrase and summarize your sources for each claim (Sample, 2016).
- **Claim:** Continue to write your claims in complete sentences.
  - **Evidence**
  - **Evidence**

Requirements:

- Your annotated outline should include at least five credible sources. The CSU-Global Library is an excellent place to search for credible, scholarly sources.
- Provide a summary, a paraphrase, and a direct quotation for each of your sources. Please identify the summary, paraphrase, and direct quotation you would like evaluated by highlighting this section of your writing.
- Your Annotated Outline (see link in assignment to Annotated Outline Template) should be 2-3 pages in length not counting the title and reference pages, which you must include.
- The annotated outline and citation formatting should conform with CSU-Global Guide to Writing & APA.

Refer to the Critical Thinking Assignment Rubric available in the Module 4 Folder for more information on assignment expectations and grading.

Module 5

Readings
• Sections in *A Writer’s Reference*:
  C2, A1, A2, A4, A5, A6, APA3

• Sections in *Composition 2*:
  - Managing Your Research Project
  - Understanding Bias
  - Integrating Sources (Read all topics under this heading.)
  - Citing Sources (Read all topics under this heading.)

**Opening Exercise (0 points)**

**Discussion (25 points)**

**Mastery Exercise (10 points)**

**Module 6**

**Readings**

- Section from *Composition 2*: Discussion: Post-Draft Outline
- Sections from *A Writer’s Reference*: A3, A4, R1, R3

**Opening Exercise (0 points)**

**Discussion (25 points)**

**Mastery Exercise (10 points)**

**Critical Thinking: (50 points)**

**Options 1 & 2: Drafting Your Portfolio Project Paper**

Work through the appropriate writing process.

- As you compose the draft, follow the specifications in the Portfolio Project Assignment accessible from the Module 8 folder.
- Your working draft should be very close to the number of pages required for the Portfolio Project (6-8 pages), with the addition of a title page and reference page.
- Your draft should cite at least eight credible sources. The CSU-Global Library is an excellent place to search for credible, scholarly sources.
Your draft must be formatted according to CSU-Global Guide to Writing & APA.

Note that while this Critical Thinking Assignment requires that you cite at least one source for each main topic and a minimum of eight sources total, you are not required to include all sources that will be cited in the final version of your Portfolio Project. In other words, you may add more sources to your work prior to the final delivery of the Portfolio Project at the end of Week 8.

Note as well that for this Critical Thinking Assignment, you will not be graded on the quality and depth of your knowledge and critical thinking as you will on the final draft of the Portfolio Project. Instead, you will be graded on proper completion of your draft per the specifications provided in this assignment description and the Module 6 Critical Thinking Rubric.

Refer to the Critical Thinking Assignment Rubric available in the Module 6 Folder for more information on assignment expectations and grading.

MODULE 7

Readings
- Section in A Writer’s Reference: APA-2
- Section from The Process of Research Writing: Chapter 9: The Categorization and Evaluation Exercise

Opening Exercise (0 points)
Discussion (25 points)
Mastery Exercise (10 points)

MODULE 8

Readings
- Section in A Writer’s Reference: C3
- Sections in Composition 2:
  - Revising and Editing
  - Final Drafts (Read all topics under this heading.)

Opening Exercise (0 points)
Discussion (25 points)
Mastery Exercise (10 points)
Portfolio Project (350 points)
You have a choice between two Portfolio Projects. Do not do both projects. Identify your Portfolio Project choice in the title of your document. Note: both options are scored according to one rubric. Review the Portfolio Grading Rubric for additional details.

**Option 1: Speculating about Causes and Proposing Solutions for a Local or State Issue**

Explore a local or state issue in your area, at least one of its causes, and a potential solution. The social issue you choose for your topic should be a problem that can be proven to exist and has potential to be solved.

Begin by stating a thesis that defines the problem, identifies and evaluates at least one aspect of the cause, and offers one potential solution. These three points—problem, cause, and solution—will be used as level I headings for the major parts of the body content.

**Requirements:**
- The paper should be 6-8 double-spaced pages in length (not counting the required reference and title pages) and should use a minimum of eight credible sources. The CSU-Global Library is an excellent place to search for credible, scholarly sources.
- Document and citation formatting should be in conformity with the CSU-Global Guide to Writing & APA. At the top of your outline, include an open-ended research question that defines the problem and asks how the problem can be solved.

**Example/research question:** What would it take to reduce obesity in the United States/Ohio?

The research question should be followed by a thesis, which answers the research question by stating a problem, cause, and solution. The thesis can be two sentences long if necessary.

**Example/thesis:** [Problem] Obesity across the United States is on the rise [Cause] partly due to the amount of trans fats contained in restaurant food. [Solution] One solution would be to regulate the amount of trans fats restaurants are permitted to include in the food they serve and to require restaurants to clearly indicate the level of trans fats contained within each menu item.

**NOTE:** The sample topic above cannot be used for your project. Topics that should be avoided are those currently being debated widely among media sources. Some topics to avoid include abortion, sex trafficking, gun control, and immigration.

Refer to the Portfolio Project Rubric available in the Module 8 Folder for more information on assignment expectations and grading.

**Option 2: Speculating about Causes and Proposing Solutions for a National or Global Social Issue**

Explore a national or global social issue in your area, at least one of its causes, and a potential solution. For your topic, the social issue should be a problem that can be proven to exist and has potential to be solved.

Begin by stating a thesis that defines the problem, identifies and evaluates at least one aspect of the cause, and offers one potential solution. These three points—problem, cause, and solution—will be used as level I headings for the major parts of the body content.
Requirements:
- The paper should be 6-8 pages in length (double-spaced), plus a reference page/title page, and should use a minimum of eight credible sources. The CSU-Global Library is an excellent place to search for credible, scholarly sources.
- Document and citation formatting should be in conformity with the CSU-Global Guide to Writing & APA. At the top of your outline, include an open-ended research question that defines the problem and asks how the problem can be solved.

Example/research question: What would it take to reduce obesity in the United States/Ohio?

The research question should be followed by a thesis, which answers the research question by stating a problem, cause, and solution. The thesis can be two sentences long if necessary.

Example/thesis: [Problem] Obesity across the United States is on the rise [Cause] partly due to the amount of trans fats contained in restaurant food. [Solution] One solution would be to regulate the amount of trans fats restaurants are permitted to include in the food they serve and to require restaurants to clearly indicate the level of trans fats contained within each menu item.

NOTE: The sample topic above cannot be used for your project. Topics that should be avoided are those currently being debated widely among media sources. Some topics to avoid include abortion, sex trafficking, gun control, and immigration.

Refer to the Portfolio Project Rubric available in the Module 8 Folder for more information on assignment expectations and grading.
Course Policies

Course Grading
20% Discussion Participation
0% Opening Exercises
8% Mastery Exercises
37% Critical Thinking Assignments
35% Final Portfolio Project

<table>
<thead>
<tr>
<th>Grading Scale</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>95.0 – 100</td>
</tr>
<tr>
<td>A-</td>
<td>90.0 – 94.9</td>
</tr>
<tr>
<td>B+</td>
<td>86.7 – 89.9</td>
</tr>
<tr>
<td>B</td>
<td>83.3 – 86.6</td>
</tr>
<tr>
<td>B-</td>
<td>80.0 – 83.2</td>
</tr>
<tr>
<td>C+</td>
<td>75.0 – 79.9</td>
</tr>
<tr>
<td>C</td>
<td>70.0 – 74.9</td>
</tr>
<tr>
<td>D</td>
<td>60.0 – 69.9</td>
</tr>
<tr>
<td>F</td>
<td>59.9 or below</td>
</tr>
</tbody>
</table>
IN-CLASSROOM POLICIES

For information on late work and incomplete grade policies, please refer to our In-Classroom Student Policies and Guidelines or the Academic Catalog for comprehensive documentation of CSU-Global institutional policies.

Academic Integrity
Students must assume responsibility for maintaining honesty in all work submitted for credit and in any other work designated by the instructor of the course. Academic dishonesty includes cheating, fabrication, facilitating academic dishonesty, plagiarism, reusing /re-purposing your own work (see CSU-Global Guide to Writing and APA Requirements for percentage of repurposed work that can be used in an assignment), unauthorized possession of academic materials, and unauthorized collaboration. The CSU-Global Library provides information on how students can avoid plagiarism by understanding what it is and how to use the Library and Internet resources.

Citing Sources with APA Style
All students are expected to follow the CSU-Global Guide to Writing and APA Requirements when citing in APA (based on the APA Style Manual, 6th edition) for all assignments. For details on CSU-Global APA style, please review the APA resources within the CSU-Global Library under the “APA Guide & Resources” link. A link to this document should also be provided within most assignment descriptions in your course.

Disability Services Statement
CSU–Global is committed to providing reasonable accommodations for all persons with disabilities. Any student with a documented disability requesting academic accommodations should contact the Disability Resource Coordinator at 720-279-0650 and/or email ada@CSUGlobal.edu for additional information to coordinate reasonable accommodations for students with documented disabilities.

Netiquette
Respect the diversity of opinions among the instructor and classmates and engage with them in a courteous, respectful, and professional manner. All posts and classroom communication must be conducted in accordance with the student code of conduct. Think before you push the Send button. Did you say just what you meant? How will the person on the other end read the words?

Maintain an environment free of harassment, stalking, threats, abuse, insults or humiliation toward the instructor and classmates. This includes, but is not limited to, demeaning written or oral comments of an ethnic, religious, age, disability, sexist (or sexual orientation), or racist nature; and the unwanted sexual advances or intimidations by email, or on discussion boards and other postings within or connected to the online classroom. If you have concerns about something that has been said, please let your instructor know.