

TEXAS STATE GOVERNMENT 2306
ATTACHMENT B
Course Paper Requirements

- Students must write a term paper of between 2,000 and 3,000 words (seven to 10 pages).
- The paper topic is a review of a policy issue related to state social services, public education or law enforcement.
- The paper must be double spaced, Times New Roman, and size 12 font.
- First sentence of paragraphs must be indented with no spacing between paragraphs.
- The paper should use third person narrative and employ active versus passive voice.
- All statements presented as fact must be supported by cited sources. Quotation marks must be used for all direct quotations. However direct quotations should be limited to no more than two in the paper.
- The paper must employ parenthetical citations with associated bibliography at the end of the paper. The paragraph cites the author's last name, publication year, and page number(s) for the source within the paper narrative. The matching bibliography contains all details of the publication. For example:
 - P: (Diamond 1997, 47-48).
 - B: Diamond, Jared. 1997. *Guns, germs, and Steel: The fates of human societies*. New York: W.W. Norton and Company.
- Papers must not be recycled from another class. All papers must be new and original writing. Plagiarized papers will receive a zero grade. Please refer to a description of unintentional plagiarism in the syllabus.
- Papers will be checked for plagiarism through the *Turnitin* program application.
- Paper must include a title page reflecting Course Number, Assignment (Term Paper), Title of the Paper, student's name, and date.
- The paper must be written, saved in a Microsoft Word document file and emailed to me by the time and date of the class when the paper is due.

Recommended Resource

Students are strongly encouraged to obtain *A Manual for Writers* by Kate L. Turabian, 7th edition. The 7th edition can be obtained for as little as \$4.00, including shipping. The text provides valuable information of how papers should be developed and written. Students should also take advantage of the *Conroe Write Place (CWP)* which assists students with writing assignments. The CWP is open Monday through Thursday from 10:00 a.m. to 3:00 p.m. and is located in room CC201. The CWP writing consultant is Suzanne Moore and can be contacted via email (Suzanne.C.Moore@lonestar.edu) or phone (936.521.4531).