

*NPS is the place to create a complete thought,
away from the tyranny of the urgent.*

—Colonel Todd Lyons, USMC, July 2019



Foundations of Academic Writing

14 July 2020, 1500–1700

Graduate Writing Center

<https://nps.edu/web/gwc>





GWC AND DKL ZOOM WORKSHOPS

JULY 14 – AUGUST 14



- *Refresh academic fundamentals*
- *Sharpen critical thinking skills*
- *Learn academic norms*
- *Strengthen writing mechanics*
- *“My Glory Never Dies”: Military in the Arts*

- *Library Quick Start*
- *Thesis Quick Start*
- *Citation Management with Zotero*



DUDLEY KNOX LIBRARY

SIGN UP: <https://nps.edu/web/gwc/resident-workshops>

GWC Coaching



Our Mission

To develop the writing and critical thinking skills of NPS students for success in graduate school and as military and civilian leaders.

Welcome to the Graduate Writing Center!

Being a good writer empowers you. In a world where careful analysis of security challenges is sincerely needed, writing well takes on increasing importance, not only as a means of communication but as a reflection of one's ability to think analytically and critically.

We become strong writers through practice, constructive feedback, and a solid understanding of writing techniques. Our coaches and instructors support you throughout this educational process, providing guidance as you develop course papers and thesis chapters. While our coaches do not edit your work, they help you develop your ideas, organization, logic, arguments, grammar, punctuation, and citation skills.

Click [here](#) to watch a brief (4:40) introduction to the GWC's mission and services. Click [here](#) to watch a brief (5:30) tutorial on signing up for writing coaching and workshops using WCOOnline. Eyes left to the big blue button that will take you to WCOOnline.

SIGN-UP: Coaching & Workshops

Feedback?

Please share your experiences.

Synchronous: coach and student meet at same time; intended for most students

Asynch: coach emails feedback

Online Drop-in Hours:

Mon-Fri 1200-1300



Introduction to Grad School Writing

Dr. Zachary Shore, Professor

How to Look and Be Smart

Dr. Sandra Leavitt Director, Graduate Writing Center



The Writing Process

Dr. Kate Egerton (contractor)
Writing Coach, Graduate Writing Center

Going Straight to the Source: Using Human Subjects Data in Your Thesis, Capstone Report or Dissertation

Dr. Larry Shattuck, Human Systems Integration



How to Look and Be Smart

Dr. Sandra Leavitt

Summer 2020

Director, Graduate Writing Center
and Thesis Processing Office



Graduate Writing Center
Naval Postgraduate School

AGENDA

- 1. Research: borrowed and original material**
- 2. Why sources are so important**
- 3. Academic norms and integrity**

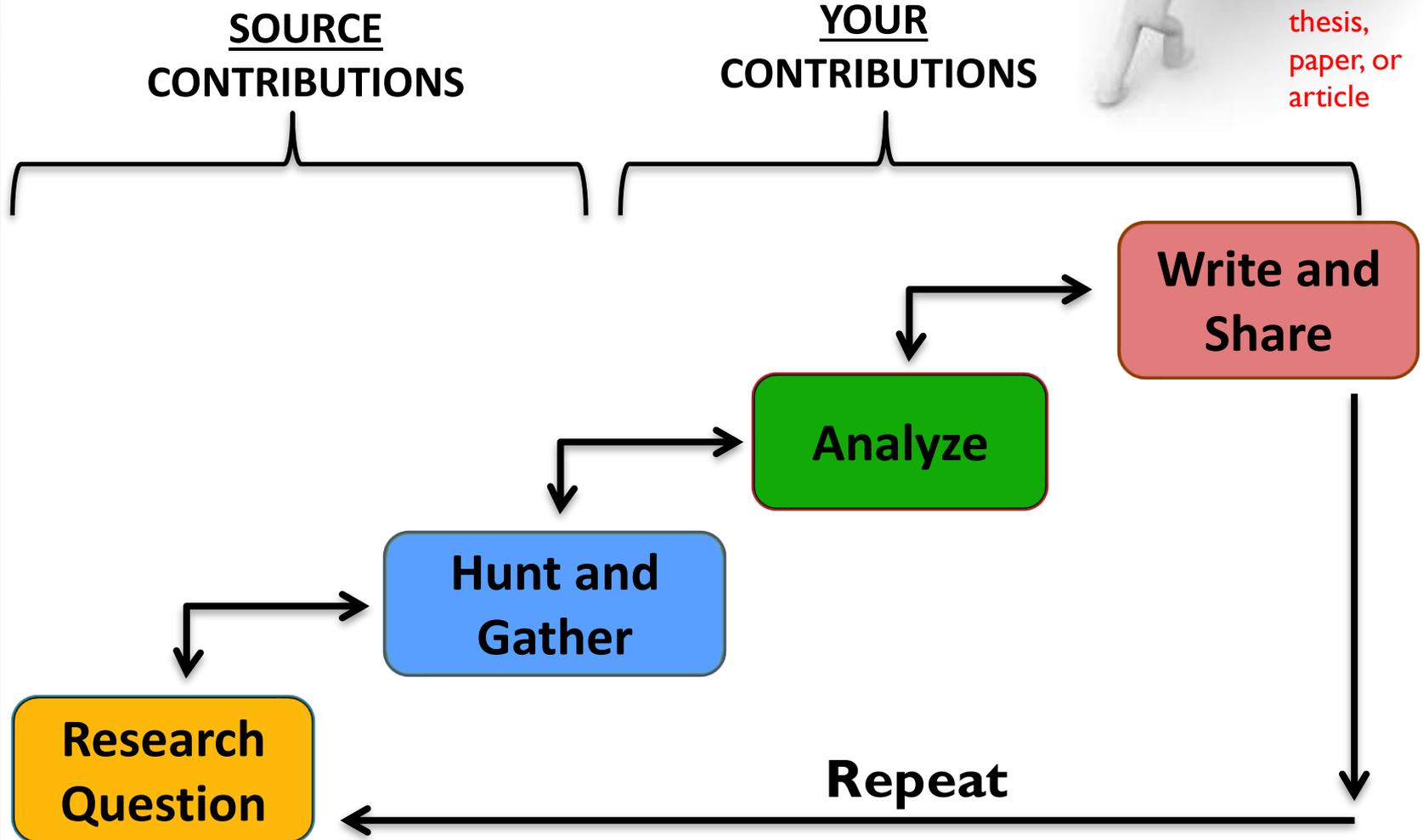


Research: Explore, Share, Repeat...



Scholars share,
because they trust
they will get credit

Simplified Research Process



Why are sources so important?

- 1. Provide existing knowledge and data**
- 2. Increase the quality, rigor, and integrity of your work**
- 3. Allow you to model academic norms, rules, and integrity**



I. Sources provide existing knowledge and data

- Save you **time**
- Improve your **accuracy**
- Demonstrate **your understanding** of a topic and what we know thus far

Research
Question



Hunt and
Gather

What types of information do you need?

1. **Descriptions:** Who, what, when, where
What happened, when? By and to whom?
What background and context do we need?

What have others studied? How have others studied the problem?

2. **Explanations:** Why and how
Why did an outcome happen? How have others answered my question? Do their explanations make sense?

3. **Opportunities:** What's debated? What's missing?

Save time • Improve accuracy • Demonstrate understanding

Research
Question

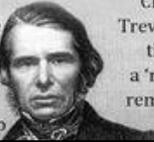


Hunt and
Gather

Famine and Conflict: What do we know?

Why Ireland exported food as thousands starved

Trevelyan believed the Irish were lazy and didn't deserve help



Charles Edward Trevelyan thought the famine was a 'mechanism for removing surplus population'

Ireland, 1845–49

- 20–25 percent died



India under British rule, 1876–78

- 5.5 million people died



China, Great Leap Forward, 1958–62

- 20–40 million died

Nigerian Civil War,

1967–69, military blockage

- 100,000 died from combat
- 1.5 million died from starvation



S. Sudan, Somalia, Nigeria, Yemen, 2017–18

- 20 million at risk
- 2017: 50,000 Yemenis died from blockade

Research Question



Hunt and Gather

Why do famines happen?

1. Descriptive Data

- Definitions
- Locations, dates, deaths
- Refugees and IDPs
- Impacts
- Conflicts
- Natural disasters
- Economic conditions
- Regime types

2. History of Explanations:

“Famines are caused by **acts of God**”

“Famines are caused by **poverty**”

 “Famines are caused by **policy decisions**”

3. Opportunities: What hasn't been well described or explained?

Why do governments implement policies that cause famine?

Research
Question



Hunt and
Gather

Why do governments implement policies that cause famine?



Psychopathic,
revolutionary leaders?

State control of citizens?

International leverage?



Weak states?

Acts of war?

Neglect or
unintended consequences
of war?

Research
Question



Hunt and
Gather

2. Sources can increase the quality, rigor, and integrity of your work

- Build analysis on a **reliable foundation**
- Raise your **confidence** as you work
- Transfer **source's reputation** to yourself

Hunt and Gather



Analyze

What are “high quality” sources?

1. **Contain trusted and transparent methods**
2. **Build on established theories and frameworks**
3. **Come from reputable organizations, publishers, and researchers**



Seek peer-reviewed, academic presses, and other trusted institutions (.edu, .gov, .org)



Be alert to bias!



Think critically, search deeply

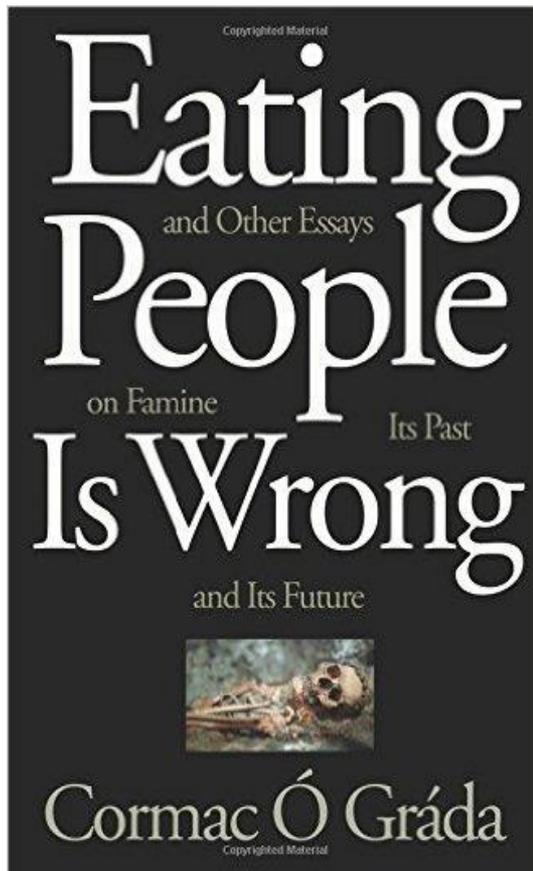
Hunt
and
Gather



Analyze

Which is the “better” book?

Princeton University
Press, 2015



World's leading
authority on
famine

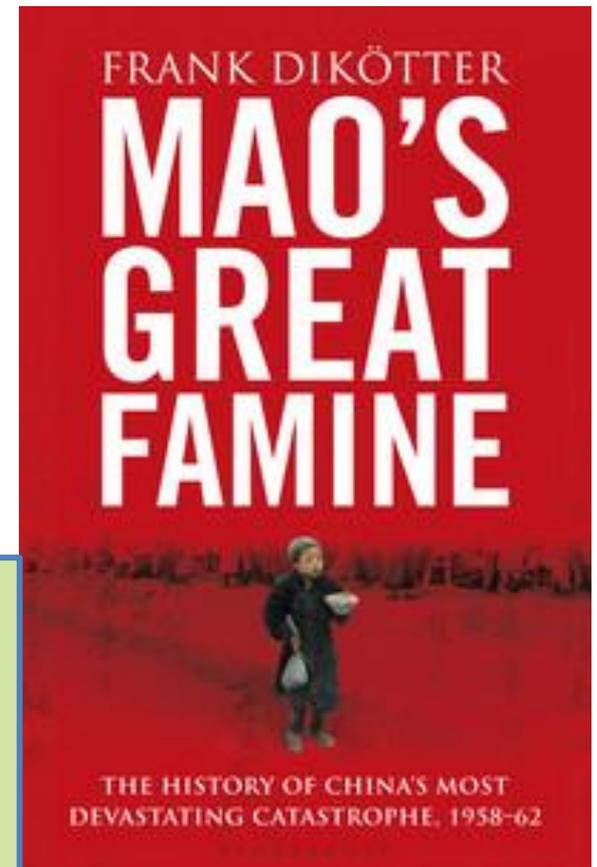
Other key
scholars

Scholar

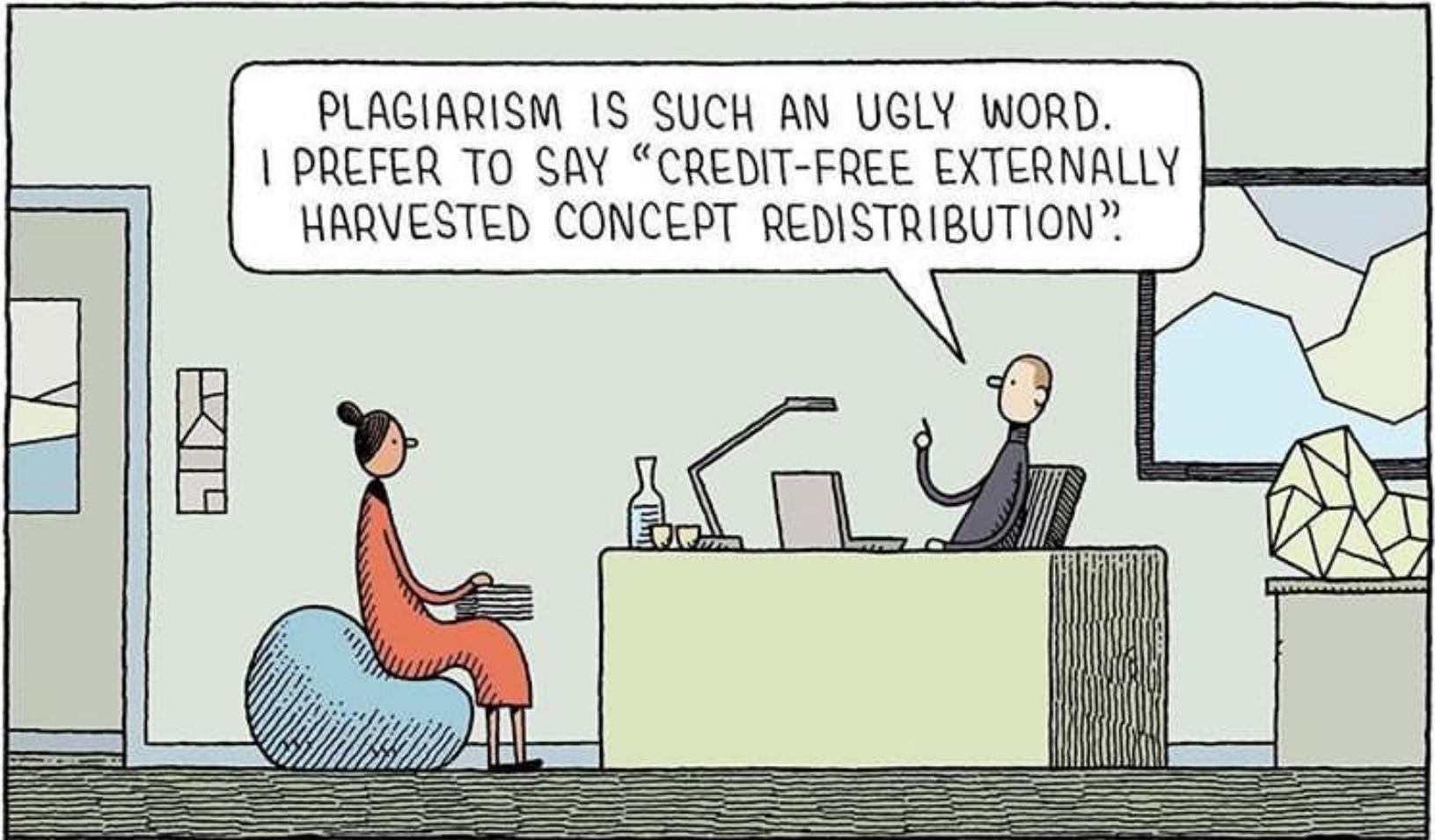
Univ. London;
Hong Kong Univ.

Chinese archives

Walker Books,
2011



3. Sources help you apply academic norms and integrity



TOM GAULD for NEW SCIENTIST

Analyze



Write and Share

Look Smart

Accurate citations tell your readers:

- You are a **professional**
- You **respect** their intelligence and time
- Your work can be **trusted**
- Others can **confidently continue** where you left off



Be Smart

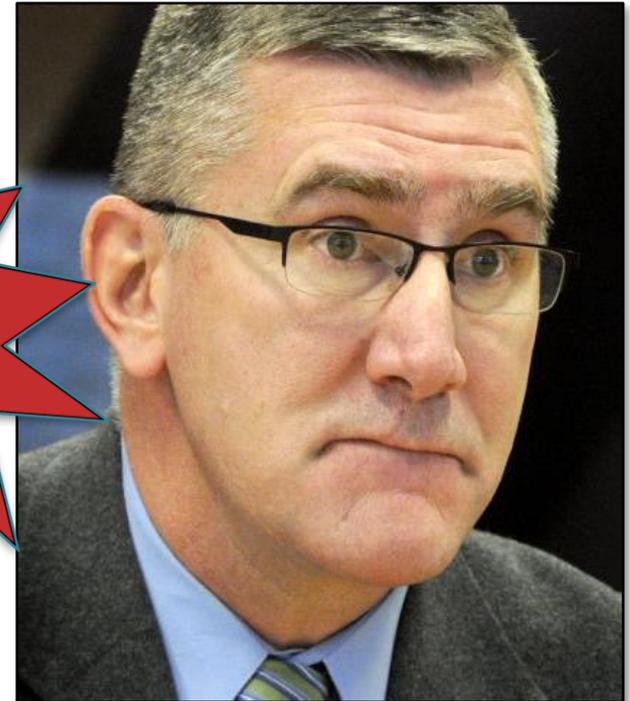
Don't plagiarize....

Write and
Share



U.S. Army War College
master's degree 2007
Col. U.S. Army (ret.)
U.S. Senator John Walsh

*No statute
of
limitations*



Plagiarized master's final paper
Former U.S. Senator John Walsh
Former National Guard leader
Former master's degree 2014

Be Smart

Practice core principles →

Everything—words, ideas, data, definitions, theories, and images—in your academic papers is assumed to be yours, UNLESS it's common knowledge written in your own words, OR you tell your reader otherwise.

Write and Share

Fear can be a very powerful emotion that paralyzes some people and causes dangerous overreactions in others.



Be Smart

Practice core principles



Everything—words, ideas, data, definitions, theories, and images—in your academic papers is assumed to be yours, UNLESS it's common knowledge written in your own words, OR you tell your reader otherwise.

Write and Share

SIGNAL that which belongs to someone else:

“The only thing we have to fear is fear itself.”⁶⁵

Franklin D. Roosevelt



In your paper



As President Franklin D. Roosevelt revealed to a nation on edge in his 1933 inaugural address, “the only thing we have to fear is fear itself.”⁶⁵

Be Smart

Practice core principles



Everything...in your academic papers is assumed to be yours, UNLESS it's common knowledge written in your own words, OR you tell your reader otherwise.

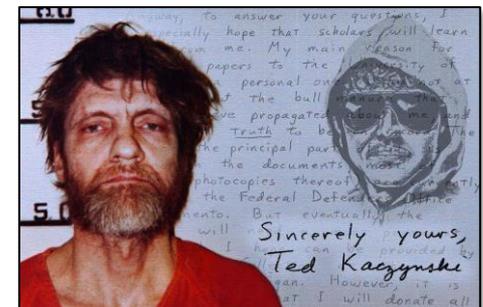
1. Quote and cite if you borrow *more than 5 words* in a unique sequence



As one unarmed protestor in Hong Kong explained, “after they tear-gassed us, we were no longer afraid” (NY Times, 2019).

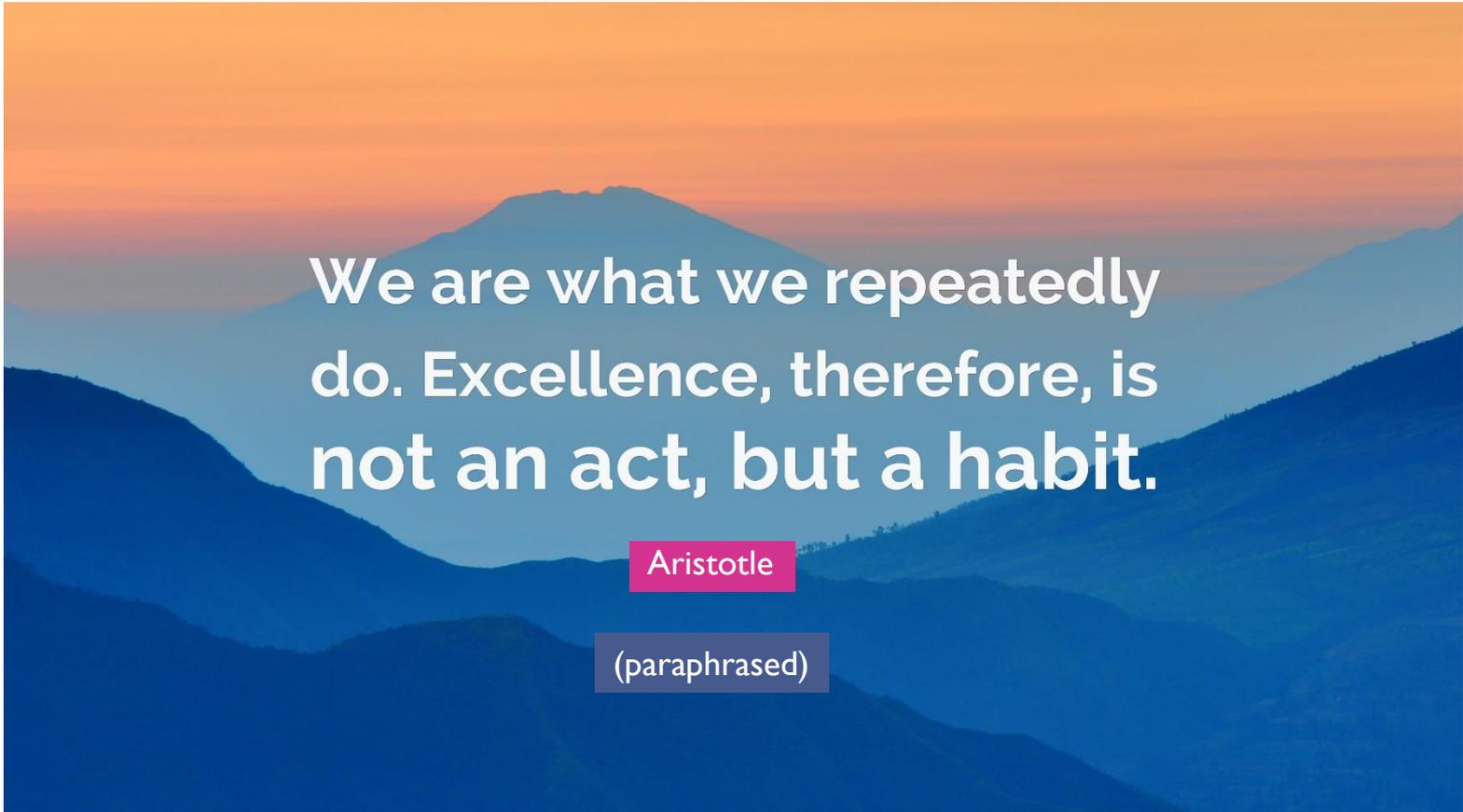
2. Paraphrase or summarize, and cite, rewriting the original in your own words and writing style

aka “The Uni-bomber”



Final Tips

- **Pay attention** to sources and norms your readings
- **Bookmark:** libguide/nps.edu/citation
my.nps.edu/web/gwc
- **Study:**
 - Signal phrases, paraphrasing, quoting, and summarizing
 - Debating your sources
 - Note-taking
 - Citation management software, i.e., Zotero
- **Ask** for guidance—writing coaches, librarians, faculty
- **Practice!**



**We are what we repeatedly
do. Excellence, therefore, is
not an act, but a habit.**

Aristotle

(paraphrased)

The Writing Process

Kate Egerton, PhD

July 14, 2020



Graduate Writing Center
Naval Postgraduate School

Learning Tools



Learning Tools

[Lifestyle Factors](#)

[Back to School](#)

[Research Refresher](#)

[Learning Styles](#)

[Multiple Language Learners](#)

[Special Needs & Reasonable Accommodation](#)

Learning Tools

On this site you'll find information to optimize your learning environment, develop strategies for graduate-level success, and manage personal challenges that affect learning and mission completion. Many resources are self-help while others are made available through NPS program officers, faculty members, Office of the Dean of Students, GWC, and Dudley Knox Library. *Faculty and staff are committed to protecting your privacy.*

[NPS Contacts](#)



[Key Self-Help Resources](#)



- ✓ Each learner is **different**
- ✓ You are probably not the **same student** you were before

Expert writers:

- ✓ Embrace the **writing process**
- ✓ **Practice** writing early and often
- ✓ Write to **learn** before writing to **explain**



**NAVAL
POSTGRADUATE
SCHOOL**

MONTEREY, CALIFORNIA

THESIS

1. Invent

2. Draft

3. Revise

4. Edit

5. Finalize

Writing to **learn**

Writing to **explain**

Ready to **deliver**

- ✓ **Start** before you are really ready
- ✓ **Stop** before you are really done
- ✓ **Repeat**

—Robert Boice

Invent

Draft

Revise

Edit

Finalize

Writing to **learn**

Writing to **explain**

Ready to **deliver**

Invent
Draft

Writing to **learn**

Revise

Writing to **explain**

Edit

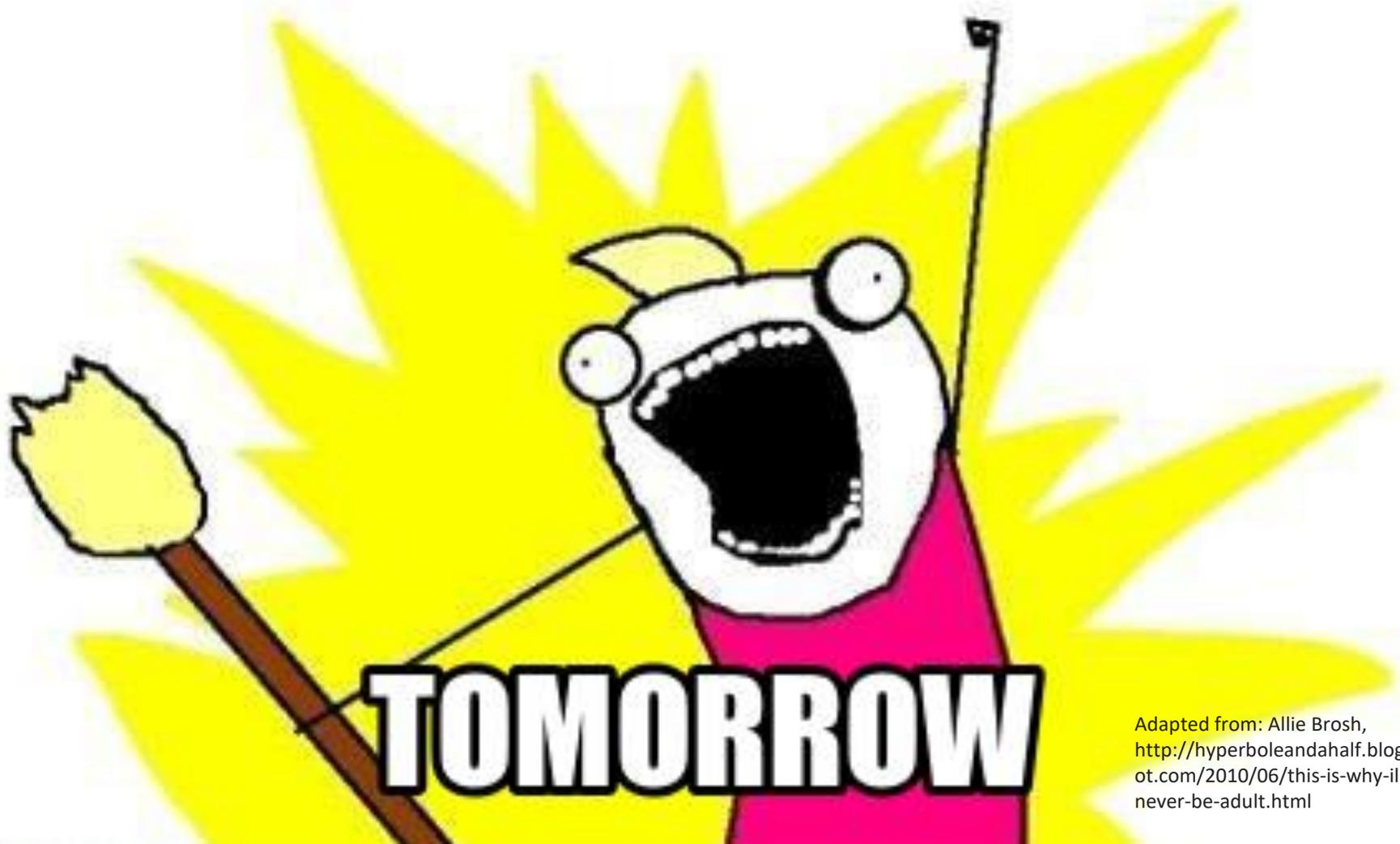
Finalize

Ready to **deliver**

Perfectionism is the voice of the oppressor, the enemy of the people. It will keep you cramped and insane your whole life, and it is the **main obstacle between you and a shitty first draft.**

–Anne Lamott

DO ALL THE THINGS



TOMORROW

Adapted from: Allie Brosh,
<http://hyperboleandahalf.blogspot.com/2010/06/this-is-why-ill-never-be-adult.html>



100623-N-1688B-064 NORFOLK (June 23, 2010) Command Master Chief Keith Mahaffey, assigned to the guided-missile cruiser USS Monterey (CG 61), participates in the commissioning of the Navy Operational Fitness and Fueling System (NOFFS). NOFFS is the Navy's new physical fitness program that is designed to give an all around workout while reducing physical training injuries. (U.S. Navy photo by Mass Communication Specialist 2nd Class Matthew Bookwalter/Released)

Invent
Draft

Writing to **learn**

Revise

Writing to **explain**

Edit

Finalize

Ready to **deliver**

- ✓ When you **draft**, try starting somewhere in the **middle**
- ✓ Choose something you already understand that your reader **needs to know**
- ✓ **Cite** as you go, **keeping track** of which words, ideas, and data belong to whom
- ✓ If you get stuck, **skip** to another subtopic within your project and **start** another paragraph.



Invent

Draft

Revise

Edit

Finalize

Writing to **learn**

Writing to **explain**

Ready to **deliver**

- ✓ Highlight (or write, if it's missing) each paragraph's **topic sentence**
- ✓ Quickly outline your draft and **audition changes**
- ✓ Fill **gaps** and kill **repetition**
- ✓ **Revise your thesis** and place it front and center—what have you proven?
- ✓ Now write (or revise) the **introduction** that sets up that thesis *and* a “so what, here's why” **conclusion**

Invent

Draft

Revise

Edit

Finalize

Writing to **learn**

Writing to **explain**

Ready to **deliver**

- ✓ Take **time** away from your text
- ✓ Create **distance** between your text and your brain by reading sentences **out loud** and, perhaps, **out of order**
- ✓ Can you find the **subject** and **verb** of every sentence? And do they agree?
- ✓ Are you punctuating **consistently**?
- ✓ Did you spell everyone's **name** correctly each time?
- ✓ NOW use **spell & grammar** check

Invent

Draft

Revise

Edit

Finalize

Writing to **learn**

Writing to **explain**

Ready to **deliver**

- ✓ Find and follow your **format**
- ✓ Check **name spellings** ONE MORE TIME
- ✓ Perfect **citations and references** according to your chosen style (don't mix and match)
- ✓ Deliver through the **proper channels**
- ✓ Keep **archive copies** of all work

Need help with citation form? **Dudley Knox Library's Citation Guide** has you covered!

[NPS Dudley Knox Library](#) / [Research Guides](#) / [Citation Guide](#) / [Home](#)

Citation Guide

Learn how to cite articles, books, reports, theses, government documents, etc. using citation styles like APA, Chicago, IEEE, and more

- [Home](#)
- [APA](#)
- [Chicago Author-Date](#)
- [Chicago Notes & Bibliography / Turabian](#)
- [IEEE](#)
- [INFORMS](#)
- [Other Styles](#)
- [FAQ & Support](#)

Citation Styles by Department or Program

Each of the following departments has a required or preferred citation style for theses, dissertations, capstone project reports, and final project reports. If you do not see your department or program listed, check with your thesis advisor **before** the thesis proposal stage to determine the style best suited to your academic field.

Department or Program	Citation Style
Acquisition Research Program	APA
Center for Homeland Defense and Security (CHDS)	Turabian (Notes & Bibliography)
Cyber Systems and Operations (CSO/MACO)	IEEE preferred, but any recognized style will be accepted
Defense Analysis (DA)	Chicago (Notes & Bibliography) preferred, but any recognized style will be accepted
Electrical and Computer Engineering (ECE)	IEEE

Expert Personalized Advice



- Drop-in hours: Mon–Fri, 1000–1400
- [By appointment](#)



- Drop-in hours in the GWC: Mon & Thu, 1500–1600
- Processors are also available Mon–Fri, 1200 to 1500, Library Rm. 111

The **GWC** is here for you

Use our **workshops, coaching sessions, and online resources**

Build writing habits now that will support you through your **thesis** and beyond





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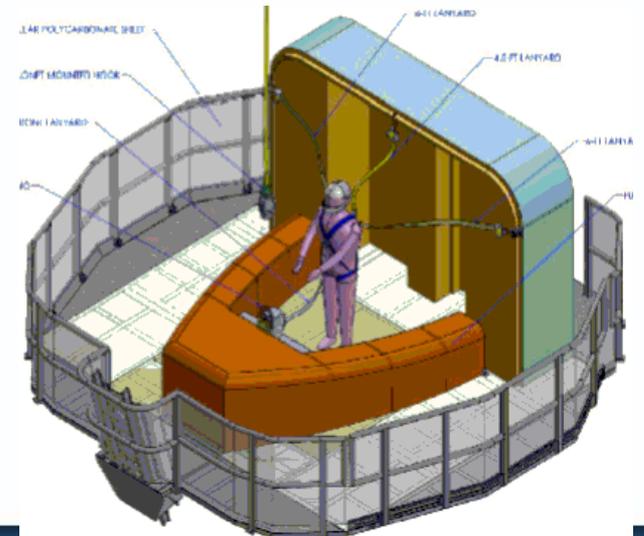
Going Straight to the Source:

Using Human Subject Data in Your Thesis, Capstone Report, or Dissertation

COL (ret) Lawrence G. Shattuck, PhD
Chair, Institutional Review Board
14 July 2020

What's the maximum sea state for small boat recovery?

Experimentation and/or simulation





Why are Navy pilots suffering physiological episodes?



Surveys
Questionnaires
Focus Groups
Interviews





How do service member deployments affect their children's performance in school?



Use secondary information to compare performance of school children whose military parents **are** deployed to those children whose parents **are not** deployed.

- School grades
- Special classes (advanced or challenged)
- Disciplinary issues
- Number of deployments
- Length of deployments
- Age of children





What is Human Subjects Research (HSR)?

Research

“A **systematic** investigation designed to develop or contribute to **generalizable** knowledge”

Human Subject

“A living individual *about whom* an investigator... conducting research obtains (1) data through intervention or interaction with the individual, *or* (2) identifiable private information” about an individual.”

Common Types of HSR

- Surveys, questionnaires
- Interviews
- Equipment testing on people
- Audio/video recording
- Archived data mining
- Task/work analysis

Yours might be HSR!



All academic institutions conducting research involving humans have an IRB.

- Research is governed by HHS, DOD, and DON policies
- Online CITI training is required
- Approval can take up to three weeks

Plan ahead!





What You Need to Know

What can do without IRB approval?

- Discuss possible research topics with SMEs
- Work with others on the design of your research
- Talk with people to collect facts

What first requires IRB approval?

- Recruit people to participate as subjects
- Collect data from people, about themselves. “What do you think about....?” “Why do you think that happened?”
- Access data that is private and identifiable

If in doubt, ask IRB@nps.edu!



What happens when HSR is conducted without IRB approval?

- Non-compliance is investigated and reported to the NPS President, DoN, and DoD.
- You may lose all data collected and be unable to complete your coursework or thesis.
- You may not graduate on time.

If in doubt, ask IRB@nps.edu!



Specify Methods at Thesis Proposal Stage

On your Python Thesis Dashboard

Compliance Approval Tasks

To plan ahead and consolidate task records, this section provides lists of possible items that need additional approvals.

- Track approval requested and received dates.
- If item(s) are not completed before routing, advisor checks "HOLD" on Thesis Release and Approval Form (TRAF). Updates are allowed after student departs.

Compliance Tasks (by Student) [\(edit\)](#)

Contains items that primarily are the student's responsibility. Click [\(edit\)](#) to update.

Required at
Proposal



Specify Methods at Thesis Proposal Stage

Edit Compliance Items by Student



Compliance Items To Be Completed By Student

Date input format: mm/dd/yyyy

Select all items which apply to your Applied Cyber Operations Capstone Report

Request Submitted

Approval Received / Completed

None of the items in this section apply

Human Subjects protocol review by IRB



Travel approval (if fieldwork)



SERE training (if fieldwork abroad)



Country clearance (if fieldwork abroad)



Review by student's sponsor



Patent filed (if separate from advisor)



Copyright permission(s)



Other, student's responsibility

Human Research Protection Program (HRPP)

Do you plan to engage in any of the following activities in support of your research activities?

Scroll down to reveal method types





Specify HSR (or Not) at Thesis Proposal Stage

Edit Compliance Items by Student

Human Research Protection Program (HRPP)

Do you plan to engage in any of the following activities in support of your research activities?

- Yes No Administer a questionnaire or survey.
- Yes No Conduct focus groups or interviews.
- Yes No Observe human performance directly or indirectly (e.g., online, through analysis of information systems, crowd sourcing, etc.) with or without individuals' knowledge.
- Yes No Audio or video record the activities of humans.
- Yes No Use pre-collected data that contains any information about humans.
- Yes No Test any equipment in which humans will serve as users.

Human Subject Determination Info

When answering YES to any of the above and before they begin their research, students must fill out a Human Subject Determination Request Form (available at <http://my.nps.edu/web/research/irb-home>), have it signed by the advisor, send it to the HRPP Specialist at irb@nps.edu, and receive back an IRB determination. In the event the research evolves to include any of the above activities, the student must request a new IRB determination.

▶ If "YES," contact [IRB@nps.edu](mailto:irb@nps.edu)!

Save Compliance Items

Close Window



HRPP and IRB Contact Information

NPS IRB website and email:

<https://my.nps.edu/web/research/irb>

IRB@nps.edu

IRB Contact Information:

IRB Chair: Dr. Larry Shattuck
Ext: 2473
lgshattu@nps.edu



HRPP Support: Ms. Celine Lai
Ext: 2043
clai@nps.edu

Ms. Xio Carrion
Ext: 1037
Xiomara.carrion@nps.edu



Cooperate and Graduate!!



THE END

Now, go forth and do great things!

