



Summer AY2020 Workshops

Graduate Writing Center and Dudley Knox Library

All workshops will be held via Zoom during summer quarter.

Zoom log-in information (different for each workshop) is listed at

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



GRAD-SCHOOL SURVIVAL

Building Blocks of Academic Papers

Betsy Wallace

• Thursday, July 30, 1000–1100

Zoom

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

Michael Thomas

• Monday, August 10, 1000–1130

Zoom

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

• Wednesday, July 22, 1500–1630

Zoom

• Tuesday, July 28, 1300–1430

Zoom

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.

Understanding Paper Types and Prompts

Chloe Woida

• Saturday, July 18, 1000–1130

Zoom

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

Kate Egerton

• Tuesday, July 21, 1300–1430

Zoom

• Saturday, July 25, 1000–1130

Zoom

• Friday, July 31, 1000–1130

Zoom

• Friday, August 14, 1000–1130

Zoom

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, August 3, 1000–1130 Zoom

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, August 12, 1000–1130 Zoom

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, July 17, 1000–1150 Zoom
- Friday, July 24, 1000–1150 Zoom

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

- Monday, July 27, 1000–1130 Zoom
- Thursday, August 6, 1300–1430 Zoom

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.

Library Quick Start Kathy Norton

- Tuesday, July 14, 1200–1250 Zoom
- Wednesday, July 22, 1200–1250 Zoom

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

CRITICAL THINKING

Debating with Your Sources: They Say/I Say Cheryldee Huddleston

- Monday, August 3, 1300–1430 Zoom

Do your academic readings make you feel like an outsider? Don’t remain an unheard voice in the wilderness: learn how to construct your paper as a “conversation with others.” In this workshop, inspired by the popular writing book, *They Say/I Say*, you will learn through hands-on activities the methods that scholars use to engage in larger debates. Your readers will understand you better, and you will stand on equal footing with the writers in your field.

Reading with Intent, Level II Betsy Wallace

- Monday, July 27, 1300–1430 Zoom
- Tuesday, August 4, 1500–1630 Zoom

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.

NEW! Crafting Convincing Arguments: Attack and Defense Daniel Lehnherr

- Saturday, August 1, 1000–1130 Zoom
- Wednesday, August 5, 1000–1130 Zoom

You employ persuasion every day, but are you comfortable crafting formal academic arguments? This workshop covers the strategies and conventions of written argumentation that are essential to your NPS studies and career. Hands-on exercises help you organize your lines of attack, remedy any gaps in your defense, anticipate your adversary's counterargument, and deliver the decisive blow through a convincing refutation.

NEW! Critical Thinking in Review Alison Scharmota

- Friday, August 7, 1000–1130 Zoom

Imagine a conversation among all the scholars who have contributed to your research topic. Assessing the strengths, weaknesses, agreements, and disagreements of their combined wisdom is the essence of a literature review. Using the Just War Theory, this workshop presents two examples of capturing the "conversation" and helps you identify the differences between review and critical analysis. Through guided discussion, you will be better equipped to understand and write literature reviews.

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

- Friday, July 17, 1300-1500 Zoom

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.

- Friday, July 24, 1300-1500 Zoom

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.

- Friday, July 31, 1300-1500 Zoom

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.

- Friday, August 7, 1300-1500 Zoom

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.

- Friday, August 14, 1300-1500 Zoom

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

- Thursday, July 23, 1000–1130 Zoom

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 Academic Writing* John Locke

- Wednesday, July 29, 1300–1400 Zoom
- Tuesday, August 4, 1000–1100 Zoom

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.

MECHANICS, GRAMMAR, AND STYLE

Building Better Sentences, Level I Colette O’Connor

- Thursday, July 30, 1300–1430 Zoom
- Tuesday, August 11, 1300–1430 Zoom

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!

Mastery Series: Grammar Jasmine Mally

- Saturday, August 8, 1000–1130 Zoom

Review examples of common grammar errors students make in their writing. The common errors covered include subject-verb agreement, use of relative clauses, connecting and punctuation of clauses, pronoun-antecedent agreement, and spotting and changing passive voice to active. You’ll first learn the rule to avoid or fix these errors, then practice it in a hands-on activity.

Mastery Series: Punctuation Michael Thomas

- Thursday, August 13, 1300–1430 Zoom

Small symbols with great power, punctuation marks can do it all—connect ideas, convey tone, clarify meaning. Used incorrectly, however, they can undermine your writing, distract and confuse readers, and diminish confidence in your academic work. In this workshop, we cover the most common punctuation marks in graduate writing. Examples, quizzes, and detailed explanations ensure that you leave with a solid grasp of everything from em dashes to Oxford commas—including that most mysterious mark of all, the semicolon.

Mastery Series: Clarity and Concision Colette O’Connor

- Thursday, August 6, 1000–1130 Zoom

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

- Wednesday, August 5, 1300–1430 Zoom

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

- Thursday, July 16, 1000–1130 Zoom

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

- Monday, July 20, 1000–1130 Zoom

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 Quick Start Glen Koué

- Wednesday, July 15, 1200–1250 Zoom
- Tuesday, July 21, 1200–1250 Zoom

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.

Professional Executive Summaries Abby McConnell

- Thursday, July 23, 1300–1400 Zoom
- Wednesday, July 29, 1000–1100 Zoom

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.

Illustrating Your Thesis with Figures and Tables Matt Norton

- Thursday, July 16, 1500–1630 Zoom

Master the art of knowing when and how various kinds of graphics – diagrams, graphs, photographs, tables – can clarify a process for the reader or illustrate an argument. Learn guidelines for making effective visuals, explaining them in your text, and placing them in the thesis template. By examining some student figures, you'll see how design and annotations help the reader appreciate a figure's meaning.

Take a break, exercise your imagination, and build community!

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

All classes will be held via Zoom from 1300 – 1500.

- Friday, July 17 Part I: The Trojan War/Battle of Agincourt
- Friday, July 24 Part II: The U.S. Civil War
- Friday, July 31 Part III: World War II
- Friday, August 7 Part IV: The Cold War/Vietnam
- Friday, August 14 Part V: Iraq/Afghanistan

Students can enroll in single sessions or in all.
Faculty and staff welcome.

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.

Summer AY2020 Workshop Schedule by Date

Day	Date	Workshop	Time	Instructor	Room
Tuesday	7/14	Library Quick Start	1200–1250	Norton, K.	Zoom
Wednesday	7/15	Thesis Quick Start	1200–1250	Koue	Zoom
Thursday	7/16	Constructing Research Questions	1000–1130	Leavitt	Zoom
Thursday	7/16	Illustrating Your Thesis with Figures and Tables	1500–1630	Norton, M.	Zoom
Friday	7/17	Citation Management with Zotero	1000–1150	Norton, K.	Zoom
Friday	7/17	My Glory Never Dies: The Trojan War	1300–1500	Huddleston	Zoom
Saturday	7/18	Understanding Paper Types and Prompts	1000–1130	Woida	Zoom
Monday	7/20	Mastering the Literature Review	1000–1130	Locke	Zoom
Tuesday	7/21	Thesis Quick Start	1200–1250	Koue	Zoom
Tuesday	7/21	Reading with Intent I-Social Sciences and Business	1300–1430	Egerton	Zoom
Wednesday	7/22	Library Quick Start	1200–1250	Norton, K.	Zoom
Wednesday	7/22	Mastering Note-Taking and Time Management	1500–1630	Huddleston	Zoom
Thursday	7/23	Beyond Brainstorming: How to Kickstart Your Paper	1000–1130	Woida	Zoom
Thursday	7/23	Professional Executive Summaries	1300–1400	McConnell	Zoom
Friday	7/24	Citation Management with Zotero	1000–1150	Koue	Zoom
Friday	7/24	My Glory Never Dies: The U.S. Civil War	1300–1500	Huddleston	Zoom
Saturday	7/25	Reading with Intent I: Social Services and Business	1000–1130	Egerton	Zoom
Monday	7/27	Paraphrasing and Quoting Like a Pro	1000–1130	Leavitt/Marlatt	Zoom
Monday	7/27	Reading with Intent II	1300–1430	Wallace	Zoom
Tuesday	7/28	Mastering Note-Taking and Time Management	1300–1430	Huddleston	Zoom
Wednesday	7/29	Professional Executive Summaries	1000–1100	McConnell	Zoom
Wednesday	7/29	Organization: The Secret to Academic Writing	1300–1400	Locke	Zoom
Thursday	7/30	Building Blocks of Academic Papers	1000–1100	Wallace	Zoom
Thursday	7/30	Building Better Sentences I	1300–1430	O'Connor	Zoom
Friday	7/31	Reading with Intent I: Social Sciences and Business	1000–1130	Egerton	Zoom
Friday	7/31	My Glory Never Dies: World War II	1300–1500	Huddleston	Zoom
Saturday	8/1	Crafting Convincing Arguments: Attack/Defense	1000–1130	Lehnherr	Zoom
Monday	8/3	Reading with Intent: STEM	1000–1130	Egerton	Zoom
Monday	8/3	Debating with Your Sources: They Say/I Say	1300–1430	Huddleston	Zoom
Tuesday	8/4	Organization: The Secret to Academic Writing	1000–1100	Locke	Zoom
Tuesday	8/4	Reading with Intent II	1500–1630	Locke	Zoom
Wednesday	8/5	Crafting Convincing Arguments: Attack/Defense	1000–1130	Lehnherr	Zoom
Wednesday	8/5	Strategies of Active-Voice Writing	1300–1430	Norton, M.	Zoom
Thursday	8/6	Mastery Series: Clarity and Concision	1000–1130	O'Connor	Zoom
Thursday	8/6	Paraphrasing and Quoting Like a Pro	1300–1430	Leavitt/Marlatt	Zoom
Friday	8/7	Critical Thinking in Review	1000–1130	Scharmota	Zoom
Friday	8/7	My Glory Never Dies: The Cold War/Vietnam	1300–1500	Huddleston	Zoom
Saturday	8/8	Mastery Series: Grammar	1000–1130	Mally	Zoom
Monday	8/10	How to Give a Classroom Presentation	1000–1130	Thomas	Zoom
Tuesday	8/11	Building Better Sentences I	1300–1430	O'Connor	Zoom

Day	Date	Workshop	Time	Instructor	Room
Wednesday	8/12	Technical Writing	1000–1130	Egerton	Zoom
Thursday	8/13	Mastery Series: Punctuation	1300–1430	Thomas	Zoom
Friday	8/14	Reading with Intent I: Social Sciences and Business	1000–1130	Egerton	Zoom
Friday	8/14	My Glory Never Dies: Iraq and Afghanistan	1300–1500	Huddleston	Zoom