



# Spring AY2024 Workshops

Graduate Writing Center and Dudley Knox Library



Registration is required for each session via [WOnline](#)

All times shown are Pacific

**LOCATIONS:** Find building and room numbers for on-campus sessions below

**ZOOM LOGINS:** Logins and passwords for Zoom sessions are available [online](#)

## April / May 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 <b>18:00</b> LaTeX, <i>Zoom</i>	2	3 <b>15:00</b> Note-Taking and Time Management, <i>DKL 151</i>	4	5 <b>12:00</b> What (Nearly) Every Paper Needs, <i>DKL 151</i>	6
8	9 <b>12:00</b> Thesis Quick Start, <i>Zoom</i> <b>15:00</b> <b>NEW!</b> Thesis Prep Series, <i>Zoom</i>	10 <b>12:00</b> Library Quick Start, <i>Zoom</i>	11 <b>12:00</b> Organization, <i>DKL 151</i>	12 <b>10:00</b> Citations with Zotero, <i>Zoom</i> <b>14:00</b> Strategic Reading I, <i>GL 109</i>	13
15 <b>10:00</b> Writing Essentials: Punctuation, <i>Zoom</i>	16 <b>12:00</b> Library Quick Start, <i>Zoom</i> <b>15:00</b> Strategic Reading I, <i>DKL 151</i> Thesis Prep Series, <i>Zoom</i>	17 <b>10:00</b> What (Nearly) Every Paper Needs, <i>Zoom</i> <b>12:00</b> Thesis Quick Start, <i>Zoom</i>	18	19 <b>10:00</b> Citations with Zotero, <i>Zoom</i> <b>12:00</b> Generative AI, <i>DKL</i> <i>151</i> <b>14:00</b> Clarity and Concision, <i>Zoom</i>	20 <b>12:00</b> Paraphrasing and Quoting, <i>Zoom</i>
22 <b>12:00</b> Writing Essentials: Strong Sentences, <i>DKL 151</i>	23 <b>15:00</b> Strategic Reading for STEM, <i>DKL 151</i> Thesis Prep Series, <i>Zoom</i>	24 <b>12:00</b> Paraphrasing and Quoting, <i>DKL 151</i>	25	26 <b>10:00 &amp; 12:00</b> Zotero for Chicago & Advanced Level, <i>DKL 151</i> <b>14:00</b> Figures and Tables, <i>Zoom</i> Research Questions, <i>Zoom</i>	27 <b>10:00</b> Generative AI, <i>Zoom</i>
29	30 <b>11:00</b> Literature Review, <i>DKL 151</i> <b>15:00</b> <b>NEW!</b> Leading thru Storytelling, <i>DKL 151</i> Thesis Prep Series, <i>Zoom</i>	1 <b>15:00</b> Strategic Reading I, <i>Zoom</i>	2 <b>12:00</b> Strategic Reading II, <i>DKL 151</i>	3 <b>14:00</b> Writing Persuasively, <i>Zoom</i>	<div style="border: 1px solid gray; padding: 5px;">           Friday, 17 May  <b>12:00</b>            Revision Tips, <i>Zoom</i> </div> <div style="border: 1px solid gray; padding: 5px; margin-top: 5px;">           Thursday, 23 May  <b>15:00</b>            Revision Tips, <i>Zoom</i> </div>

Registration is required for each session via [WOnline](#)

Find Zoom logins on the [GWC website](#)

Want more info? <https://nps.edu/gwc>

Questions? [writingcenter@nps.edu](mailto:writingcenter@nps.edu)

# Workshop Descriptions and Details

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All times shown are Pacific

## GRAD SCHOOL SURVIVAL

### ***What (Nearly) Every Academic Paper Needs*** Lauren Callihan<sup>^</sup>

- Friday, April 5, 1200–1300..... DKL 151
- Wednesday, April 17, 1000–1100..... Zoom

What are the common elements of academic papers at NPS? What do professors *expect*? Learn how the building blocks of academic papers fit together, making your papers more readable, complete, and academic. In this overview, you'll learn about intros, conclusions, thesis statements, roadmaps, research questions, hypotheses, abstracts, citation styles, NPS resources, and more!

### ***Generative AI For Research and Writing*** Chloe Woida<sup>^</sup>

- Friday, April 19, 1200–1330..... DKL 151
- Saturday, April 27, 1000–1130..... Zoom

Curious about how—or whether—to use generative AI tools like ChatGPT and Bing to support your research and writing? Do you have the AI literacy skills to navigate disruptive technologies? This workshop will help you explore generative AI confidently and ethically. Through use cases and discussion, we'll identify when to avoid generative AI tools, when to exercise caution, and when to use them freely to support your work.

### ***Strategic Reading, Level I*** Michelle Morneau<sup>^</sup> or Kate Egerton<sup>^</sup>

- Friday, April 12, 1400–1530..... Glasgow 109
- Tuesday, April 16, 1500–1630..... DKL 151
- Wednesday, May 1, 1500–1630..... Zoom

So much reading, so little time! Learn Dr. Zach Shore's method of reading for argument at the graduate level, tailored to social science and business fields. Dr. Shore's "search and destroy" technique allows you to 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. This method takes time to perfect, but the payoff is high in terms of better comprehension and time saved. *For the "destroy" half, see Strategic Reading, Level II: Critiquing a Text.*

### ***Strategic Reading for STEM*** Kate Egerton<sup>^</sup>

- Tuesday, April 23, 1500–1630..... DKL 151

Learn Dr. Zach Shore's method of reading for argument at the graduate level, tailored to STEM fields. Dr. Shore's "search and destroy" technique allows you to synthesize an author's arguments efficiently. This workshop teaches the "search" half—how to quickly extract an author's thesis and structure from an academic article.

### ***Mastering Note-Taking and Time Management*** Cheryldee Huddleston<sup>^</sup>

- Wednesday, April 3, 1500–1630..... DKL 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? A few key strategies can make all the difference. This workshop will provide you with techniques and step-by-step methods for studying effectively, taking useful notes, preparing for exams, and performing better during tests.

## CRITICAL THINKING

### ***NEW! Leading through Storytelling*** Ann Rondeau

- Tuesday, April 30, 1500–1700..... DKL 151

A well-told story can bring a team together and create the conditions for success. Join in conversation with NPS President Ann Rondeau about the stories that propel us forward, and learn how leaders' stories begin, develop, and inspire.

### ***Strategic Reading, Level II: Critiquing a Text*** Betsy Wallace<sup>^</sup>

- Thursday, May 2, 1200–1330..... DKL 151

Level II teaches the "destroy" half of Dr. Zach Shore's "search and destroy" technique. This workshop prepares you for class discussions, argument papers, thesis writing, and more. Learn how to examine a text for its strengths and weaknesses, how authors build their arguments, and how to evaluate empirical and logical evidence. *Strategic Reading, Level I, recommended but not required.*

<sup>^</sup>contractor

Register at <https://nps.edu/web/gwc/wonline-redirect>

Questions? [writingcenter@nps.edu](mailto:writingcenter@nps.edu)

**Writing Persuasively: Logic, Evidence, and Style** Daniel Lehnherr<sup>^</sup>  
• Friday, May 3, 1400–1530..... Zoom

Arguments are central to writing at the grad school level, and this workshop exposes the expert moves behind stealthy persuasion. You will learn how to logically organize a strong central argument, incorporate evidence, anticipate counterarguments, remedy any gaps in your defense, and ultimately convince your readers to trust your conclusions.

## PLANNING AND ORGANIZATION

**Organization: The Secret to Academic Writing** Matt Norton<sup>^</sup>  
• Thursday, April 11, 1200–1330.....DKL 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.

## THESIS WRITING

**NEW! Thesis Prep Weekly Workshop Series** Colette O’Connor<sup>^</sup> and Michelle Morneau<sup>^</sup>  
• Tuesdays, 1500–1600..... Zoom

Get from proposal to final draft! This once-a-week workshop series offers lessons and exercises on thesis-writing essentials, with a new topic each week. Sign up for one or all; check WOnline for weekly topics beginning April 9.

**Thesis Quick Start** Glen Koué  
• Tuesday, April 9, 1200–1250..... Zoom  
• Wednesday, April 17, 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.

**Constructing Research Questions** Sandra Leavitt  
• Friday, April 26, 1400–1530..... Zoom

Constructing a clear, workable research question is the most important task for any paper. An overly broad question becomes mission impossible, while an excessively narrow question won’t fill the pages. Learn strategies for crafting answerable, interesting questions to keep you motivated and your reader engaged. You will be better prepared to analyze assignments and write questions to get what you need from subordinates.

**Mastering the Literature Review** Aileen Houston  
• Tuesday, April 30, 1100–1230..... DKL 151

A literature review is not, as is often believed, a multi-title book review. More than a summary, it identifies strengths and inadequacies in the literature, which dovetails with your goal of adding knowledge to your field. In this workshop, you will learn how literature reviews are constructed and how to make yours justify your research.

**LaTeX Crash Course** Douglas Van Bossuyt, Britta Hale & Dan Eisenberg  
• Monday, April 1, 1800–1900 ..... Zoom  
• Thursday, May 7, 1500–1600 ..... TBD

Does your professor want you to use LaTeX to write your thesis or dissertation? Are you passionate about beautifully formatted equations? Do you want to leave the formatting woes of Microsoft Word behind for a brighter tomorrow with LaTeX? If you answered yes to these questions or are just curious about LaTeX, please join us for a LaTeX crash course that will introduce you to using LaTeX to write your thesis or dissertation. In one hour we will introduce you to the fundamentals of LaTeX so that you are equipped with the skills needed to start using LaTeX immediately.

**Illustrating Your Thesis with Figures and Tables** Matt Norton<sup>^</sup>  
• Friday, April 26, 1400–1530..... Zoom

How can various graphics—diagrams, graphs, photographs, tables—clarify a process or illustrate an argument? Learn guidelines for making effective visuals, explaining them in your text, and placing them in the thesis template.

<sup>^</sup>contractor

## RESEARCH AND CITATION

### *Library Quick Start* Jenna Hillhouse

- Wednesday, April 10, 1200–1250..... Zoom
- Tuesday, April 16, 1200–1250..... Zoom

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

### *Paraphrasing and Quoting Like a Pro* Chloe Woida<sup>^</sup> or Colette O'Connor<sup>^</sup>

- Saturday, April 20, 1200–1330..... Zoom
- Wednesday, April 24, 1200–1330..... DKL 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 writing. You will gain experience summarizing, paraphrasing, and incorporating quotations from source material.

### *Citation Management with Zotero* Glen Koué

- Friday, April 12, 1000–1150..... Zoom
- Friday, April 19, 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 laptop! Workshop size is limited; **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.

### *Chicago Style Citation Management with Zotero* Greta Marlatt

- Friday, April 26, 1000–1150..... DKL 151

Learn how to use Zotero to format your references in Chicago Manual of Style. We will also show you how to use Zotero's Word plug-in to cite while you write. This workshop is hands-on, so bring your laptop! Workshop size is limited; **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.

### *Advanced Chicago Style Citation Management with Zotero* Greta Marlatt

- Friday, April 26, 1200–1250..... DKL 151

For those who are already using Zotero for Chicago style citations but have questions. We will go through some of the common issues and talk about how to use the Notes, Tags, and Related functions more effectively. This workshop is hands-on, so bring your laptop! Workshop size is limited; **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.

## MECHANICS, GRAMMAR, AND STYLE

### *Writing Essentials: Clarity and Concision* Alison Scharmota<sup>^</sup>

- Friday, April 19, 1400–1530.....Zoom

This workshop teaches you how to strip away the fluff and get to the BLUF! Clarity and concision techniques can transform an overly complicated draft into a cleanly written final version. Learn to pare down your writing to essential words and ideas—a core goal at the graduate and professional levels of writing.

### *Writing Essentials: Punctuation* Michael Thomas<sup>^</sup>

- Monday, April 15, 1000–1130.....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, confuse readers, and diminish confidence in your work. In this workshop, we cover the most common punctuation marks in graduate writing. Examples, quizzes, and 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.

### *Writing Essentials: Strong Sentences* Colette O'Connor<sup>^</sup>

- Monday, April 22, 1200–1330..... DKL 151

To master sentences that are strong means to write with clarity, vigor, and grace. In this workshop, inspired by Strunk and White's *The Elements of Style*, a classic grammar how-to, you will be introduced to concepts that seasoned writers take for granted: thesis statements, topic sentences, paragraph structure, active voice, punctuation, and other elements essential to academic papers that are clear, to the point, and bold.

<sup>^</sup>contractor

Register at <https://nps.edu/web/gwc/wconline-redirect>

Questions? [writingcenter@nps.edu](mailto:writingcenter@nps.edu)

**Revision Tips, Tricks, and Techniques**

Michael Thomas<sup>^</sup>

- Friday, May 17, 1200–1330..... Zoom
- Thursday, May 23, 1500–630..... Zoom

Revising your work can be ~~hard damn hard confusing~~ frustrating challenging, but it can also be rewarding (even enjoyable!) as a process of reflection and discovery that enables your strongest, most effective writing to emerge. Come learn techniques to help you assess your draft’s strengths and weaknesses, devise a strategy based on content needs and timeline, and ensure that your finished work meets expectations. You’ll also get tips on reorganizing, identifying gaps, improving readability, and incorporating advisor feedback. Finally, you’ll learn a few tricks for ensuring consistency and hitting word- and page-count limits by the deadline.

<sup>^</sup>contractor



## Workshops by Date



Day	Date	Workshop	Time	Instructor	Room
Monday	4/1	LaTeX Crash Course	1800–1900	Van Bossuyt et al.	Zoom
Wednesday	4/3	Mastering Note-Taking and Time Management	1500–1630	Huddleston ^	DKL 151
Friday	4/5	What (Nearly) Every Academic Paper Needs	1200–1300	Callihan ^	DKL 151
Tuesday	4/9	Thesis Quick Start	1200–1250	Koué	Zoom
Wednesday	4/10	Library Quick Start	1200–1250	Hillhouse	Zoom
Thursday	4/11	Organization: The Secret to Academic Writing	1200–1330	Norton ^	DKL 151
Friday	4/12	Citation Management with Zotero	1000–1150	Koué	Zoom
Friday	4/12	Strategic Reading-I: Social Science and Business	1400–1530	Egerton ^	GL 109
Monday	4/15	Writing Essentials: Punctuation	1000–1130	Thomas ^	Zoom
Tuesday	4/16	Library Quick Start	1200–1250	Hillhouse	Zoom
Tuesday	4/16	Strategic Reading-I: Social Science and Business	1500–1630	Morneau ^	DKL 151
Wednesday	4/17	What Nearly Every Academic Paper Needs	1000–1100	Callihan ^	Zoom
Wednesday	4/17	Thesis Quick Start	1200–1250	Koué	Zoom
Friday	4/19	Citation Management with Zotero	1000–1150	Koué	Zoom
Friday	4/19	Generative AI for Research and Writing	1200–1330	Woida ^	DKL 151
Friday	4/19	Writing Essentials: Clarity and Concision	1400–1530	Scharmota ^	Zoom
Saturday	4/20	Paraphrasing and Quoting Like a Pro	1200–1330	Woida ^	Zoom
Monday	4/22	Writing Essentials: Strong Sentences	1200–1330	O'Connor ^	DKL 151
Tuesday	4/23	Strategic Reading for STEM	1500–1630	Egerton ^	DKL 151
Wednesday	4/24	Paraphrasing and Quoting Like a Pro	1200–1330	O'Connor ^	DKL 151
Friday	4/26	Chicago Citation Management with Zotero	1000–1150	Marlatt	DKL 151
Friday	4/26	Advanced Chicago Citations with Zotero	1200–1250	Marlatt	DKL 151
Friday	4/26	Illustrating Your Thesis with Figures and Tables	1400–1530	Norton ^	Zoom
Friday	4/26	Constructing Research Questions	1400–1530	Leavitt	Zoom
Saturday	4/27	Generative AI for Research and Writing	1000–1130	Woida ^	Zoom
Tuesday	4/30	Mastering the Literature Review	1100–1230	Houston	DKL 151
Tuesday	4/30	Leading through Storytelling	1500–1700	Rondeau	DKL 151
Wednesday	5/1	Strategic Reading-I: Social Science and Business	1500–1630	Morneau ^	Zoom
Thursday	5/2	Strategic Reading-II: Critiquing and Text	1200–1330	Wallace ^	DKL 151
Friday	5/3	Writing Persuasively: Logic, Evidence, and Style	1400–1530	Lehnerr ^	Zoom
Tuesday	5/7	LaTeX Crash Course	1500–1600	Van Bossuyt et al.	TBD
Friday	5/17	Revision Tips, Tricks, and Techniques	1200–1330	Thomas ^	Zoom
Thursday	5/23	Revision Tips, Tricks, and Techniques	1500–1630	Thomas ^	Zoom

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