



UNIVERSITY OF  
CALGARY

FACULTY OF ARTS  
DEPARTMENT OF PHILOSOPHY

PHIL 603 Lec 01  
"Graduate Proseminar"  
Fall Term 2017

Course Outline

Lectures: Wednesday 17:30-20:15 in SS 1253

**Instructor:** Richard Zach  
**Office:** SS 1248A  
**Office Phone:** (403) 220-3170  
**Email:** [rzach@ucalgary.ca](mailto:rzach@ucalgary.ca)  
**Office Hours:** by appointment

**Course Description**

The aim of this seminar is to sharpen your research, writing, and professional skills.

**Prerequisites:** N/A

**Course Learning Outcomes**

- Ability to identify and develop a research project
- Ability to conduct literature survey on a philosophical topic
- Ability to present a research plan and research results in various formats and for various audiences, both orally and in writing
- Ability to provide constructive, respectful feedback on academic work

**Required/Recommended Texts (including electronic resources):**

Readings will be made available electronically and selected according to student interest.

**Required Course Work**

*Two Short Writing Assignments.* You will have to complete two short writing assignments of up to 250 words each. These will be on one of the assigned readings. (5% each)

*Topic Identification.* You will write a description of 300-500 words of the topic you plan to research and write a paper on in this seminar. You will describe the topic and also explain why you think it would be a promising topic to work on. On a separate page, provide a bibliography of at least three sources. For each source, add a sentence or two saying why it is a good source for the topic. (5%)

*Scholarship Proposal.* You will write a scholarship proposal on a broader topic, which may but need not be related to your paper project. (5% for a draft, 5% for the final version)

*Paper Proposal.* You will write a research proposal of up to 1,250 words (approx. 5 pages) plus a bibliography. The proposal consists of two parts. The first part explains and motivates the focus of your research by answering these questions: (i) What is the general topic area? (ii) What are the main views on the topic? (iii) What will be your focus in that area? The second part of the proposal contains a section-by-section outline of how you plan to construct your research paper. Dedicate a paragraph describing each section of the proposed paper. This outline will serve as your research plan. Devote at least 750 words (approx. 3 pages) to the first part of the proposal. Also attach a bibliography. (10%)

*Research Paper.* Your final assignment will be a research paper of up to 6,000 words (including footnotes, excluding the bibliography). Your paper must be written especially for the Proseminar and may not be used to satisfy a requirement for another class. (10% for a draft, 25% for the final paper)

*Research Presentation.* You will present your research paper to the class in the form of a conference presentation of approximately 30 minutes. (10%)

*Referee Report and Commentary.* You will write a referee report of about 500 words on a paper draft and present your comments orally. (10%)

*Presentation Reports.* You will write reports on four research presentations of at least 100 words each, listing what you think are the strengths and weaknesses of each presentation. (5%)

*Curriculum Vitae & Online Presence.* You will construct an academic CV and an online profile. (5%)

## **Course Assessment**

No late assignments will be accepted without an appropriate excuse. There will be no exams.

Assignments will be due, and contribute to the final grade, as follows:

Short Writing Assignment 1	Sept 27	5%
Short Writing Assignment 2	Oct 4	5%
Topic Identification	Oct 16	5%
Scholarship Proposal Draft	Oct 22	5%
Research Paper Proposal	Oct 30	10%
Scholarship Proposal	Nov 8	5%
Research Paper Draft	Nov 22	10%
Referee Report	Nov 29	10%
Research Presentation	Nov 29, Dec 6	10%
CV & Online Profile	Dec 6	5%
Research Paper	Dec 11	25%
Presentation Report	Dec 11	5%

Assignments will be graded using letter grades and converted to GPA values.

A+ =	4.3	B =	3.0	C- =	1.7
A =	4.0	B- =	2.7	D+ =	1.3
A- =	3.7	C+ =	2.3	D =	1.0
B+ =	3.3	C =	2.0	F =	0.0

Final grades will be determined by averaging the GPA values and assigning a letter grade as follows:

> 4.2 =	A+	> 2.9 =	B	> 1.6 =	C-
> 3.9 =	A	> 2.6 =	B-	> 1.2 =	D+
> 3.6 =	A-	> 2.2 =	C+	> 0.9 =	D
> 3.2 =	B+	> 1.9 =	C	≤ 0.9 =	F

### Class Schedule and Due Dates

Week/Date	Class Topics/Activities	Assignments due
Week 1 (Sept 13)	- Introduction - How to pick a research topic - Scholarship Proposal Workshop Part 1	
Week 2 (Sept 20)	- Discuss first reading	
Week 3 (Sept 27)	- Discuss second reading	Short writing assignment #1
Week 4 (Oct 4)	- Discuss third reading	Short writing assignment #2
Week 5 (Oct 11)	- Discuss research topics individually	
Week 6 (Oct 18)	- How to write a research paper proposal	Topic Identification due Oct 16 (Mon)
Week 7 (Oct 25)	- Scholarship Proposal Workshop Part 2	Scholarship draft due Oct 22 (Mon)
Week 8 (Nov 1)	- Discuss paper proposals individually	Paper Proposal due Oct 30 (Monday)
Week 9 (Nov 8)	- How to write CVs - How to write referee reports - Online profiles	Scholarship proposal
Week 10 (Nov 15)	- Working on research paper	
Week 11 (Nov 22)	- How to give presentations	Paper draft
Week 12 (Nov 29)	- Research Presentations	Referee report
Week 13 (Dec 6)	- Research Presentations	CV & online profile
Dec 12 (Monday)		Research Paper Presentation Report

## **IMPORTANT DEPARTMENTAL, FACULTY AND UNIVERSITY INFORMATION**

### **Academic Honesty**

Cheating or plagiarism on any assignment or examination is regarded as an extremely serious academic offence, the penalty for which may be an F on the assignment, an F in the course, academic probation, or requirement to withdraw from the University. See the relevant sections on 'Academic Misconduct' in the current University Calendar. Intellectual honesty requires that your work include adequate referencing to sources. Plagiarism occurs when you do not acknowledge or correctly reference your sources. If you have questions about correct referencing, consult your instructor.

### **Academic Accommodation**

The student accommodation policy can be found at: [ucalgary.ca/access/accommodations/policy](https://ucalgary.ca/access/accommodations/policy).

Students needing an Accommodation because of a disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities [ucalgary.ca/policies/files/policies/student-accommodation-policy](https://ucalgary.ca/policies/files/policies/student-accommodation-policy).

Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to their instructor.

### **D2L Help**

Desire2Learn is UCalgary's online learning management system. Important information and communications about this course may be posted on D2L. Go to <https://ucalgary.service-now.com/it> for help.

### **Protection of Privacy**

The University of Calgary is under the jurisdiction of the provincial Freedom of Information and Protection of Privacy (FOIP) Act. The Department of Philosophy ensures the student's right to privacy by requiring all graded assignments be returned to the student directly from the instructor or teaching assistant.

### **Internet and Electronic Communication Devices**

The instructor reserves the right to establish course policies regarding the use of devices such as laptops, tablets, and smartbooks. If allowed, these devices must be used exclusively for instructional purposes and must not cause disruption to the instructor or to fellow students. Cell phones and paging devices should be set to silent mode during lectures. Audio or video recording of lectures is not permitted without the written permission of the instructor. Students violating this policy are subject to discipline under the University of Calgary's Non-Academic Misconduct policy

### **Emergency Evacuation:**

In case of an emergency evacuation during class, students must gather at the designated assembly point nearest to the classroom. The list of assembly points is found at <http://www.ucalgary.ca/emergencyplan/assemblypoints> . Please check this website and note the nearest assembly point for this course.

### **Other Helpful Contacts**

Safewalk and Campus Security: 403-220-5333.