LAWA Graduate Seminar, Fall 2016
Tuesdays 11:10 a.m.-1:10 p.m., Hotung 6005
Professor Jill C. Morrison

LAWA GRADUATE SEMINAR SYLLABUS

1. **Course Requirements:** Your grade in this course will be based on (1) on-time class attendance and participation; (2) timeliness, effort and quality of assigned research and writing exercises; and (3) overall progress on your graduate paper project, with a focus on your final detailed outline, including correct formatting and organization of your outline.

   The goal of the course is to take you to the point where you are ready to write a first draft of your paper between the Fall and Spring Semesters. This means that you must complete your basic research, and do enough analysis to compose a detailed outline. There will be no final examination in this class.

2. Tardiness and unexcused absences from class, as well as submitting late assignments and not following the instructions will have a negative effect on grades. It is strongly advised that you not miss a class if at all possible. If you must miss a class, you are responsible for finding out from your colleagues what was discussed in class, and any updates or other announcements. Please note that no recording of classes is permitted.

3. **All written work** for this class should be completed on a computer, unless you are specifically instructed otherwise, and you should bring your computers to every class. Please create files for each of your classes, with subfolders for handouts, your assignments, research, etc.

4. Every document should be labeled on the top of the first page with your name, the title of the project, the name of the course, and the date. In addition, when you save your document on your computer, assign a document name to it that contains your last name and the assignment (like this, for example WoldeselassieThesisStatement). Update each version with a number or the revision date so you can keep track of your versions (TibenkanaTopicStatement2 or TibenkanaTopicStatement9.7). I cannot emphasize enough how important this is.

5. Please refer to the Document Checklist for details on how to format your assignments. **Your failure to properly format your assignments will have a negative impact on your grade.** An assignment that is not formatted properly is incomplete. You must email your assignment to me as a Word attachment at [jillmorrison@caltech.edu](mailto:jillmorrison@caltech.edu) no later than noon on the Monday before class. All assignments are due at NOON unless you are otherwise notified.

6. Please note that this syllabus may be subject to change and additional computer training components may be added throughout the course of the semester. All changes will be announced in class or emailed to you.


8. **If you have a question or comment about anything on the syllabus, please let me know.** The class is small enough that we can be flexible to better meet everyone’s needs.
I. **Tuesday, Aug. 30 – Class 1: INTRODUCTION TO THE COURSE, TOPIC SENTENCES, TOPIC STATEMENTS AND SOURCES**

A. **ASSIGNMENTS:**
   1. DUE MONDAY, AUG. 29, a brief description (one or two sentences) of one to three topics that you may want to write about. **This should be formatted properly using the guidance in the Document Form Checklist, and should be saved according to the instructions under 4. of the first page of this syllabus.**


B. Review of the Syllabus format
C. Review of the Document Form Checklist
D. Discussion of possible Topics
E. Writing a one page or less topic statement
   1. Samples of topic statements
   2. What you would say when a friend asks what you are writing about?
   3. Takes a little background knowledge/research
   4. But you haven’t done enough research to form a point of view (that is your thesis)
F. Primary and Secondary Sources exercise

You will not have class on Tuesday, September 6th. Instead you will join the US fellows for lunch at noon, and we will have class on September 7th.

II. **Wednesday, Sept. 7 – Class 2, 3:30PM-5:30PM: BEGINNING YOUR RESEARCH**

[Meet in the ICLC, Hotung Room 4006; enter through library on 3rd Floor]

A. DUE TUESDAY, SEPT. 6 by NOON: Topic Statements
   [I will provide written feedback on your topic statements by September 9. You should incorporate that feedback into your next draft, due September 12.]
B. ASSIGNMENT: Read F&F, Pages 52-61 and 104-124
C. Research, note-taking, bibliographies, plagiarism and thinking ahead to footnotes
D. Avoiding research rabbit-holes
E. In class Research Exercise Part One
F. Handout Research Exercise Part Two

III. **Tuesday, Sept. 13 – Class 3: REFINING YOUR TOPIC STATEMENTS**

A. DUE MONDAY, SEPT. 12: Revised Topic Statements
B. In class peer review of Topic Statements

IV. **Tuesday, Sept. 20 – Class 4: THESIS SENTENCE**

A. DUE MONDAY, SEPT. 19: Revised Topic Statements and Research Exercise Part 2
B. ASSIGNMENT: Read F&F, Pages 22-51, Bring VAW
C. Questions on Research Exercise Part Two
D. Thesis Sentence
   1. Distinguish from Topic Sentence and Thesis Sentence
   2. Purpose of the Thesis Sentence
   3. Exercises: Pick out the best Thesis Sentence
   4. Identify thesis sentence in three VAW articles.
E. Research
   1. This should be a very, very heavy research week for you.
   2. You must watch this before you try to develop your thesis sentence:
http://www.law.georgetown.edu/library/research/tutorials/scholarresearch/preemption.cfm

V. Tuesday, Sept. 27 – Class 5: SKELETAL OUTLINES and THESIS STATEMENTS
   A. DUE Monday Sept. 26: First Drafts of your Thesis Sentence
      (ONE SENTENCE, but you may try out several different versions, like last week’s exercise)
   B. Thesis statements; difference between this and your topic statement
   C. Skeletal outlines
   D. Outline exercise
   E. In class peer review of thesis sentence

VI. Tuesday, Oct. 4 – Class 6: THESIS SENTENCES CONTINUED, RESEARCH PLANS, ANNOTATED BIBLIOGRAPHIES
   B. ASSIGNMENT: Read F&F, Pages 62-79.
   C. Peer assessment of Thesis Sentence
   D. Doing research plans and annotated bibliographies
   E. Set up individual meetings for Thursday and Friday to continue working on thesis sentences.

Tuesday, Oct. 11 – MONDAY CLASSES MEET ON TUESDAY, SO THERE IS NO CLASS THIS WEEK

DUE on Thursday, October 13: your handwritten skeletal outline. Do not do this on your laptop. We will meet in groups of three on Friday October 14th for a workshop on using the outline feature in Word, and turning your Topic Statement into a THESIS statement. We will also have lunch on together on Friday, October 14. Please meet in the Hotung 2nd Floor lobby at 11:45am.

VII. Tuesday, Oct. 18 – Class 7: SKELETAL OUTLINES CONTINUED, AND WRITING INTRODUCTIONS (AND CONCLUSIONS)
   A. DUE MONDAY, OCT. 17: Thesis Statement, Research Plan and Preliminary Annotated Bibliography; this should include 10-20 of your major sources for your paper.
   B. Assignment: Read F&F, Pages 144-163, Bring VAW
   C. Group review of skeletal outlines and thesis statements
   D. Writing the Introduction
      1. Starting point is your Thesis Statement, but you must revise.
      2. What is a “Roadmap”? Review of VAW
      3. What is a “Gotcha” and how do you come up with one

VIII. Tuesday, Oct. 25 – Class 8: REVIEWING THE INTRODUCTIONS AND BUILDING THE DETAILED OUTLINE
   A. DUE MONDAY, OCTOBER 24: Introductions
   B. Peer review of Introductions
   C. Purpose of detailed outline
      1. Finding the gaps in your research
      2. Exposing the logic of your paper
      3. Communicating structure to your professors for feedback
      4. Creating a foundation from which writing the first draft is (SERIOUSLY) easy.
   D. Discussion of speakers for next semester

IX. Tuesday, Nov. 1 – Class 9: REVIEWING THE DETAILED OUTLINES AND PREPARING FOR EXAMS
A. DUE MONDAY, OCTOBER 31:
   1. A more detailed draft of your Outline, formatted properly and incorporating your classmates’ feedback
   2. Revised Introduction
   3. Three possible experts on your paper topic you would be interested in inviting to class at the beginning of next semester. You will have at least one conversation with your expert to provide some background on where you are going with your paper. They will review your outline and draft, and provide their advice on the direction of your thesis. These individuals will be guest lecturers at the beginning of the Spring Semester.

B. ASSIGNMENT: Begin Reading F&F, Pages 125-43, and finish by November 10

C. Peer review of Detailed Outlines

D. Preparing for Exams
   1. Writing or typing
   2. Timing and approach
   3. IRAC
   4. Outlines

X. Tuesday, Nov. 8 – Class 10: IN CLASS EXAM ON INTERNATIONAL AND COMPARATIVE WOMEN’S RIGHTS
   A. The goal is to help you prepare for your exams and understand the process
   B. Come prepared with the exam template downloaded on your computer, if you plan to use your computer

XI. Tuesday, Nov. 15 – Class 11: REVIEWING THE EXAM AND SOME WRITING TIPS
   A. DUE MONDAY, NOV. 14: Detailed Annotated Bibliography (30+ sources)
      Review F&F, Pages 125-143
   B. Review of the exam
   C. Writing your first draft
      1. The technical aspects: adding to your detailed outline
      2. What is good writing? Remember tips from writing your topic statement.
      3. Writer’s block
      4. Creeping beyond your outline
      5. Repetitiveness

   [LUNCH AFTER CLASS: KEEPING EXAMS IN PERSPECTIVE]
Your final Outlines, Detailed Annotated Bibliographies and Introductions are due on December 2\textsuperscript{nd} at 5pm.

We will not have class on November 22\textsuperscript{nd} or 29\textsuperscript{th}. This will give you additional time to study for your finals, and consult with experts on your paper. You should also use this time to schedule a meeting with me regarding any concerns you may have about the paper, including research, formatting, etc.

**FIRST DRAFTS**

Your first draft is due on Monday, January 9\textsuperscript{th}.

Please take this draft seriously. It will count towards next semester’s grade. This draft is intended to make sure you understand what is required of legal writing and analysis. A poor effort at YOUR first draft will mean we cannot evaluate where you need additional help in your writing and analysis. It will also mean that you have a lot of catching up to do at the beginning of next semester. If you are not making sufficient progress, you will not be permitted to attend the CSW meeting in New York.

As we reviewed in class, please start with your final outline, and fill in whatever subsections you would like. You should identify the subsections where your analysis is developed, and write within those subsections.

You should attempt to fill in at least a few subsections within each major (Roman Numeral) heading. This first draft should be no more than 15-20 pages, not including the number of pages you already have in your outline and introduction. So if your outline and introduction total 10 pages, you should submit a minimum of 25 pages and a maximum of 30 pages.