

TERM PAPER GUIDELINES

Summer Field Course

Students taking this class for regular credit (a numerical grade rather than P/F or audit) must prepare a written paper on the topic of your choice (biology students should pick a biology topic; geology students should select a geology topic. Students electing the P/F or audit grading option do **not** have to write the course paper.

Minimally include the following elements:

- A cover page with a title, your name, course number and date (no fancy binders, please – just staple everything together when you hand it in).
- Eight to ten (6 – 7) pages of text (12-point font, 1” margins all around, double-spaced) with frequent citations of your sources throughout (name, year) but no lengthy quotations.
- Two (2) figures, diagrams, charts and/or tables that are appropriately captioned (also indicate the source in the caption and include in your bibliography if taken from a published source). The figures/tables should be referred to in the body of the text to place them in context.
- A bibliography or references cited section (consisting of a minimum of three (3) solid references, that is, books and/or journals *other than your text or provided reading materials*). Note: Be aware that web sites, videos, news articles or magazine articles DO NOT COUNT but may be included.
- A clearly stated purpose/objective of your paper in a section labeled *Introduction*.
- A clear summary/conclusion of the key points in your paper.

PLAGIARISM WILL NOT BE TOLERATED AND WILL RESULT IN A GRADE OF 0.0 FOR THIS ASSIGNMENT AS WELL AS OTHER APPROPRIATE UNIVERSITY SANCTIONS. YOU SHOULD BE FAMILIAR WITH THE UNIVERSITY’S ACADEMIC INTEGRITY POLICY

DUE DATE

All remaining course materials – your notebooks with notes (road log) and daily summaries (journal), the post-trip questions, and your term paper – are due by **a set date** in the Geology Department office on campus. Material may be dropped off or mailed but must be received by the **due date**.

RETURN OF GRADED MATERIALS

Materials will be available for you to pick up in the Geology Department office about two weeks after the due date. **If you would like to have them mailed back to you, please include a SASE with adequate postage for the whole pile of stuff.** If you don’t pick them up, we’ll hold them until the start of the fall quarter/semester.