PSCI 299: POLITICAL SCIENCE BEYOND THE CLASSROOM
Fall 2018
HH334, Mondays and Wednesdays 4:00 to 5:30 pm

Instructor: Mariam Mufti
Email Address: mmufti@uwaterloo.ca
Office Location: Hagey Hall 306
Office Hours: Monday and Wednesday 11:00 am to 12:30 pm

Teaching Assistant: Ifra Zahid
Email Address: i2zahid@uwaterloo.ca

Course Description:
As a political science major you will purposefully engage in direct experience and focused reflections to learn knowledge and develop skills to achieve future goals. PSCI 299 is a core, full credit course that has been designed with two discrete modules that correspond with the main goals of this course. First, this course will help you align your values, interests, personality and skills to your future goals. It will show you how to leverage your degree to achieve your goals and ambitions beyond the classroom. The second module will make you more intentional about learning. You will be familiarized with how to achieve success as a student of political science specifically by honing your skills in reading, writing and presentation. PSCI 299 will also prepare you for the unique experiential learning pathways offered by the department.

Pre-Requisites: At least 2A

Course Objectives:
By the end of this course students should be able to:
1. Identify learning goals and skill gaps and create a plan to achieve them
2. Recognize, adopt and practice deep-learning strategies for political science
3. Demonstrate an understanding of the basic logic and tools used by political scientists to explain the political world.
4. Develop effective skills for reading, writing and presentation in political science
5. Draft a CV/resume following employer recommended best practices

Texts:
There is no course pack or texts that need to be purchased. All readings will be available in pdf or html format on the course website in LEARN.

Do note that course readings will only be released if you have uploaded your self-introduction and achieved a score of 100% on the syllabus quiz (don't worry, you are allowed multiple attempts).
Course Requirements, Expectations, and Standards:

Evaluation:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Weight</th>
<th>Due</th>
<th>Submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus quiz</td>
<td>---</td>
<td>Session 2, Sept 12</td>
<td>Quiz (LEARN)</td>
</tr>
<tr>
<td>Self-introduction</td>
<td>---</td>
<td>Session 2, Sept 12</td>
<td>Discussion Board</td>
</tr>
<tr>
<td>Quiz on Week 3</td>
<td>---</td>
<td>Session 6, Sept 26</td>
<td>Quiz (LEARN)</td>
</tr>
<tr>
<td>Assignment #1: PSCI event reflection</td>
<td>15%</td>
<td>Session 23, Nov 26</td>
<td>Dropbox</td>
</tr>
<tr>
<td>Assignment #2: Learning About Your Personality</td>
<td>15%</td>
<td>Session 8, Oct 3</td>
<td>Dropbox</td>
</tr>
<tr>
<td>Assignment #3: Ayiti: Cost of Life reflection</td>
<td>15%</td>
<td>Session 15, Oct 29</td>
<td>Dropbox</td>
</tr>
<tr>
<td>Assignment #4: Reading an 'Empirical' PSCI article</td>
<td>15%</td>
<td>Session 19, Nov 12</td>
<td>Dropbox</td>
</tr>
<tr>
<td>Assignment #5: Citation Quiz</td>
<td>10%</td>
<td>Session 20, Nov 14</td>
<td>Quiz (LEARN)</td>
</tr>
<tr>
<td>Assignment #6: Personal Branding Worksheet</td>
<td>---</td>
<td>Session 22, Nov 21</td>
<td>Dropbox</td>
</tr>
<tr>
<td>Attendance and class participation</td>
<td>15%</td>
<td>Session 5, Sept 24 to 24, Dec 3</td>
<td>Dropbox</td>
</tr>
</tbody>
</table>

Since this is a pass/fail course, here is how the percentages will be interpreted to ensure transparent assessment of your performance in the course:

65 to 100% Pass (with the caveat that all 6 graded assignments must be attempted)
Below 65% Fail

Attendance and Participation:
Attendance (worth 5%) will be graded in the first ten minutes by the TA. If you arrive late, it is your responsibility to ensure that you are marked present.

To be eligible for earning the 10% participation credit you must attempt all 5 assignments that are not graded. Ways to earn participation points include:

1) Asking questions in class or in the weekly discussion forum
2) Responding to questions in class or in the weekly discussion forum
3) Interacting with guest speakers
4) Participating actively in group-based activities
5) Providing feedback on your peers’ self-introductions

Participation will be marked on your overall performance in the course and will not be marked on a session-by-session basis.

Note on Restrictions on LEARN:
Restrictions have been put in place to structure your work schedule in the most optimal way throughout the semester. You should expect to put in at least 2-3 hours of work per week for this course. This includes completion of assignments and preparation for class.

1) 100% on the syllabus quiz (with unlimited attempts) and uploading your self-introduction on the discussion board which will release course content and the dropbox for Assignment #1.
2) Submitting Learning your personality will release the Dropbox for Assignment #2.
3) Submitting Assignment #2 will release the Dropbox for Assignment #3.
4) Submitting Assignment #3 will release the Dropbox for Assignment #4.
5) Submitting Assignment # 4 will provide access to the Citation Quiz (Assignment 5). You must score 90% and above (unlimited attempts) to release the dropbox for the Personal Branding Worksheet.

6) Submit the Personal Branding Worksheet to release the Dropbox for Assignment #6. Note that the submission, late and extension policies given below work in tandem without exception with the above restrictions.

**Note on Grading and Feedback:**
All assignments must be submitted on LEARN in the Dropbox unless stated otherwise in the assignment instructions. Your assignments will be graded using the GradeMark tool in Turnitin. When the assignments are graded you can go into the Dropbox folder and click on the assignment submission for which you want to see feedback. To view feedback, click on GradeMark. Remember you can also always check the originality score on your assignment before and after submission and using the same instructions.

**Course Policies:**

**Course Website:** The course outline, detailed assignments, class announcements, grades, etc. will be available on the course website on LEARN. If you have questions about when assignments are due, late policies, sickness accommodation, etc., your first source of information is the course outline. Users can login to LEARN via: [http://learn.uwaterloo.ca/](http://learn.uwaterloo.ca/). Use your WatIAM/Quest username and password.

Under the module titled Course Information, you will find the course outline. Each week’s readings, lecture slides, handouts, and assignments (with instructions, sample and rubric) will appear under individual modules titled Week 1, Week 2 and so on.

**Contact Policy:** Email is the best way to get in touch with the professor outside of scheduled office hours. A few things to remember when emailing:

- **Please use your official UW email account.**
- Please remember to sign your email with your first and last name.
- Please allow 24-48 hours for a response to your email. Please note that I generally do not answer emails after 4:00pm on weekdays or on weekends (4:00pm Friday to 9:00am Monday).
- **Email should be used for brief questions that can be answered quickly.** If you want to discuss course material, assignments, or another matter in greater detail, please see the professor office hours or make an appointment.

**Submission of Assignments:** The final submission date for assignments is three days (3 days) after their due date (with the imposition of late penalties). The instructor WILL NOT accept the assignment for grading after three days have passed without a documented extenuating circumstance. If an extenuating circumstance may prevent you from submitting an assignment by its submission date, please contact the professor before the due date and be prepared to provide official documentation concerning your situation.

Assignments have to be submitted on the due date by 6 pm in the Dropbox on LEARN unless otherwise stated in the assignment instructions. You are responsible for ensuring that uploaded files are uncorrupted.

**Late Penalties:** All late assignments will be penalized at 5% a day (including weekends). The instructor WILL NOT accept the assignment 3 days after the due date (please see submission policy above).
For example, if you submitted your assignment at 2 hours after the deadline it will count as a late submission. If you received 16/20, a 5% penalty would mean that you will get 15/20 instead.

A waiver of this penalty will be considered only in the event of an officially documented extenuating circumstance (this does NOT include a note from your mother). Also see “Extension Policy” below. Late assignments can be submitted in the Dropbox.

**Extension Policy:** All requests for assignment extensions must be directed to the professor. If a situation arises that may prevent you from completing an assignment, contact the professor before the assignment is due. You will be granted an extension only if it is an officially-documented extenuating circumstance (that is, serious personal illness, critical personal or family crisis, etc.) by the AccessAbility or Counselling Services, or with the Verification of Illness Form. Please note that in the case of illness, I will only accept the UW Verification of Illness Form. This can be found at: [www.healthservices.uwaterloo.ca/Health_Services/verification.html](http://www.healthservices.uwaterloo.ca/Health_Services/verification.html).

Other extensions and accommodations are granted rarely and are at the discretion of the instructor. Extensions will NOT be granted for computer-related issues. Please also note that if you have not been granted an extension, the late policy WILL apply without exception.

**Use of Electronic Devices:** Using your laptop for social media, web surfing or email is unacceptable and will be penalised without exception. The penalty is a 10% grade reduction.

**University Regulations:**

**Cross-listed course:**
Please note that a cross-listed course will count in all respective averages no matter under which rubric it has been taken. For example, a PHIL/PSCI cross-list will count in a Philosophy major average, even if the course was taken under the Political Science rubric.

**Academic Integrity:**

**Academic Integrity:** In order to maintain a culture of academic integrity, members of the University of Waterloo are expected to promote honesty, trust, fairness, respect and responsibility.

**Discipline:** A student is expected to know what constitutes academic integrity, to avoid committing academic offences, and to take responsibility for his/her actions. A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about “rules” for group work/collaboration should seek guidance from the course professor, academic advisor, or the Undergraduate Associate Dean. When misconduct has been found to have occurred, disciplinary penalties will be imposed under Policy 71 – Student Discipline. For information on categories of offenses and types of penalties, students should refer to Policy 71 - Student Discipline, [http://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71](http://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71).

**Grievance:** A student who believes that a decision affecting some aspect of his/her university life has been unfair or unreasonable may have grounds for initiating a grievance. Read Policy 70 - Student Petitions and Grievances, Section 4, [http://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70](http://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70). In addition, consult [http://arts.uwaterloo.ca/student-grievances-faculty-arts-processes](http://arts.uwaterloo.ca/student-grievances-faculty-arts-processes) for the Faculty of Arts’ grievance processes.

**Appeals:** A student may appeal the finding and/or penalty in a decision made under Policy 70 - Student Petitions and Grievances (other than regarding a petition) or Policy 71 - Student Discipline
if a ground for an appeal can be established. Read Policy 72 - Student Appeals, http://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-72.

Academic Integrity website (Arts):
http://arts.uwaterloo.ca/arts/ugrad/academic_responsibility.html

Academic Integrity Office (uWaterloo): http://uwaterloo.ca/academic-integrity/

Accommodation for Students with Disabilities:
Note for students with disabilities: The AccessAbility Services (AS) Office, located in Needles Hall, Room 1132, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with the AS Office at the beginning of each academic term.

Turnitin.com:
Text matching software (Turnitin®) will be used to screen assignments in this course. This is being done to verify that use of all material and sources in assignments is documented. Students will be given an option if they do not want to have their assignment screened by Turnitin®. If you chose not to have your assignment screened, the instructor will administer a 15-minute oral examination based on your paper. The oral exam must be scheduled 1 week before the due date of the assignment, but will be held at the instructor’s convenience. If you choose not to use Turnitin, your assignment must be submitted to Dr. Mufti’s Dropbox by 6 pm on the due date. See http://uwaterloo.ca/academic-integrity/integrity-waterloo-faculty/turnitin-waterloo for more information.
## Schedule

**Module 1: Why Study Political Science?**

<table>
<thead>
<tr>
<th>Session No.</th>
<th>Readings and Prep-work</th>
<th>In-Class Activities</th>
<th>Homework</th>
<th>What’s Due?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1, Session 1, Sept 10</td>
<td>- Heywood 2013, 2-12 - Tremblay et al. 2004:3-7</td>
<td>- Introduction to the course - Review course policies and expectations - Explore the course website on Learn</td>
<td>- Self-introduction, due session 2 - Syllabus Quiz, due session 2</td>
<td></td>
</tr>
<tr>
<td>Week 1, Session 2, Sept 12</td>
<td>- Hart Research Associates 2013</td>
<td>- What is politics? - Introduction to political science as a tradition and discipline - How does politics affect our everyday lives?</td>
<td></td>
<td>Self-introduction Syllabus Quiz Due at 6 pm</td>
</tr>
<tr>
<td>Week 2, Session 3, Sept 17</td>
<td>- Explore UW PSCi website</td>
<td>- Why study political science? - What skills does one learn as a PSCI major? - How do these skills translate into future goals?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Week 2 Session 4 Sept 19</td>
<td>- Explore UW PSCi experiential learning website</td>
<td>- What opportunities does the PSCI major at UW offer? - Introduction to the PSCI major by Dr. Jasmine Habib and Undergraduate Academic Advisor Julia Jones.</td>
<td>- Assignment #2: PSCI Event Reflection, due session 23</td>
<td></td>
</tr>
<tr>
<td>Week 3, Session 5 Sept 24</td>
<td>- UWaterloo International; Student Success Office and EDGE websites</td>
<td>- Introduction to experiential learning in Political science by Dr. Mufti - Introduction to Co-op in PSCI</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Week 3 Session 6 Sept 26</td>
<td>- Cavoulacos and Minshew 2017, 15-26</td>
<td>- Learning About Yourself Part 1: ● Interests- 'Strong Interest Inventory' ● Values- ‘Mystery Job’ Activity and Cards Sort</td>
<td>- Attempt Quiz on Week 3 to test your knowledge Quiz on Week 3 due at 6 pm</td>
<td></td>
</tr>
<tr>
<td>Week 4, Session 8 Oct 3</td>
<td>- Learning About Yourself Part 2: ● Personality- TypeFocus</td>
<td></td>
<td>Attempt TypeFocus and submit Learning about Yourself.</td>
<td></td>
</tr>
</tbody>
</table>
### Module II Achieving Success as a Political Science Major

<table>
<thead>
<tr>
<th>Date</th>
<th>Week</th>
<th>Activity</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 5, Session 9 Oct 8</td>
<td>ONLINE</td>
<td>• Discuss the limitations of self-assessment methods</td>
<td>Assignment #2: Major Plan, due session 11</td>
</tr>
<tr>
<td>Week 5, Session 10 Oct 12</td>
<td>IN CLASS</td>
<td>- THANKSGIVING HOLIDAY</td>
<td></td>
</tr>
<tr>
<td>Week 6, Session 11 Oct 15</td>
<td>IN CLASS</td>
<td>- Discuss sample job ads and graduate school applications</td>
<td>Assignment #2 due at 6 pm</td>
</tr>
<tr>
<td>Week 6, Session 12 Oct 17</td>
<td>ONLINE</td>
<td>- Wirth and Perkins 2008, 10-12</td>
<td>Assignment #3</td>
</tr>
<tr>
<td>Week 7, Session 13 Oct 22</td>
<td>IN CLASS</td>
<td>- Reflective Writing</td>
<td>Assignment #3</td>
</tr>
<tr>
<td>Week 7, Session 14 Oct 24</td>
<td>ONLINE</td>
<td>- Discussion of the Ayiti game</td>
<td>Assignment #3</td>
</tr>
<tr>
<td>Week 8, Session 15 Oct 29</td>
<td>IN CLASS</td>
<td>- Is political science a “science”?</td>
<td>Assignment #3 due at 6 pm</td>
</tr>
<tr>
<td>Week, Session 16</td>
<td>Reading</td>
<td>Assignment #4: Reading an “empirical” PSCI article, due session 19</td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------</td>
<td></td>
</tr>
</tbody>
</table>
| Oct 31 ONLINE    | Powner 2007 or Edwards (UMichigan) | - Reading in political science  
- Types of journal articles and how to read them  
- Introduction to Assignment #4 |
| Week 9, Session 17 | Review Dr. McFarlane's work  
Writing Assignments in Political Science | - Types of writing in political science that you will be expected to do as a PSCI major  
- Goals achieved by different writing outputs |
| Nov 5 IN CLASS   | The Thesis Statement  
Farrell 2010  
Powner 2007 (Hook, Line and Sinker) | - Read resources on good writing skills  
- Attempt all the assignments in the attached handout. |
| Week 9, Session 18 | Ostergard and Fisher 2017, 85-120 | - The importance of citation  
- Learning to cite correctly and consistently |
| Nov 7 ONLINE     | - Ostergard and Fisher 2017, 77-82 | - Asking a good research question  
- Finding the scholarly debate in response to your question  
- Watch the presentation by Jane Forgay, PSCI librarian |
| Week 10, Session 19 | - PWC n.d  
O'Reilly 2016 | - Organizing your presentation  
- Using presentation aids  
- Delivering an effective speech  
- Good presentation skills by Dr. David Welch |
<p>| Nov 12 IN CLASS  | Cavoulacos and Minshew 2017, 124-159 | - Building your personal brand |
| Week 22 ONLINE   | Personal Branding Worksheet | Personal Branding Worksheet due at 6 pm |
| Nov 21           | Assignment #6, due session 24 | Assignment #2 is due at 6pm |</p>
<table>
<thead>
<tr>
<th><strong>IN CLASS</strong></th>
<th><strong>ONLINE</strong></th>
<th><strong>UW Career Hub</strong></th>
<th><strong>- Access UW Career Hub and use the resources available to prepare your resume</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week 12, Session 24, Nov 28</strong></td>
<td><strong>IN CLASS</strong></td>
<td><strong>UW Career Hub</strong></td>
<td><strong>- Common mistakes to avoid in preparing your resume</strong></td>
</tr>
</tbody>
</table>
| **Week 13, Session 25, Dec 3** | **IN CLASS** | **UW Career Hub** | **- Discuss common difficulties in writing an effective resume**  
**- Course Evaluations and wrap-up** | **Assignment #6 due at 6 pm** |