

Instructions for submitting a W code for Research Independent Study

If you have not submitted documentation to the home department, please include a plan of work, including an estimated meeting schedule and proposal for the writing to be produced by the student. An example is provided below. **Note, items bolded are required** and the W code form MUST also be filled out (2nd attachment). A half-page write up must also accompany the project.

Plan of work: Over the course of the semester, I will produce a project proposal, literature review, and final paper according to department guidelines.

Faculty, please add a brief paragraph explaining how writing instruction will form a component of the R-IS. Effective writing is key for scientific communication. In addition to learning how to design, and execute experiments and analyze data in the lab, the student will submit writing describing her independent project. I will work collaboratively with the student to revise her drafts, with an emphasis on clarity and organization of ideas and proper description of experimental results. Informal grades on each draft will be used to measure student performance and progress, and official grade evaluation will be based on both development of writing skills and final report. The goal of this R-IS will be to produce a paper of professional scientific standard, understandable to a typical researcher with reasonable levels of scientific literacy.

	<u>Week Meetings with Research Supervisor</u>	<u>Writing due</u>
1	Discuss writing to be completed throughout semester	
3	Discuss draft of proposal Proposal	
4	Discuss proposal Revised proposal	
6	Discuss draft of literature review Literature Review	
7	Discuss literature review Revised Literature Review	
10	Discuss outline of report Outline of Report due	
12	Discuss 1st draft of Report 1st draft of Report due	
14	Discuss 2nd draft of Report 2nd draft of Report due	
15	Drop off final draft Final draft of Report	

REQUEST FOR WRITING CODE (W) FOR RESEARCH INDEPENDENT STUDY COURSE

To be submitted to TRINITY COLLEGE: courserequests@duke.edu or Faxed to 684-8494, 011 Allen Bldg

****Submission Deadline: End of the Drop/Add period in the semester of enrollment****

Subject:	Course Number:	Course section:	Semester/Year: Spring <input type="checkbox"/> Fall <input type="checkbox"/> 20____
Student name & Duke email address: <i>Print or type full name and <u>Duke</u> email address</i>			Duke Student ID number (not Unique ID#):
List of student's prior and in-progress W coded course(s): <i>(Student should consult DukeHub; students should only apply for RIS-W if they have not yet fulfilled their W requirements.)</i>	Instructor of Record:	Student's Major(s):	

The above-named faculty member and student request that a W (Writing in the Discipline) code be recorded for this Research Independent Study with the understanding that no other independent study has been so coded and that this Research Independent Study is designed to follow the guidelines for W-designated courses:

- The student should write frequently throughout the term – periodically submitting either several discrete writing projects or drafts or sections of a longer project;
- The faculty member should comment on these writings with advice toward revision;
- The student and faculty member should meet regularly to discuss the student's writings;
- The uses of writing in the discipline should be one of the focuses of the Research Independent Study; and
- A significant percentage of the grade awarded for a W-designated Research Independent Study should reflect the growth and quality of the student's work as a writer.

Please visit <https://twp.duke.edu/faculty/wid/applying-for-w-code-guide> for a full description of these guidelines.

If you have already submitted documents (work plan, final project proposal, etc.) pertaining to this independent study to the home department of the supervising faculty member, please attach those documents with this form.

If you have not submitted documentation to the home department, please include a plan of work, including an estimated meeting schedule and proposal for the writing to be produced by the student. Faculty, please add a brief paragraph explaining how writing instruction will form a component of the R-IS.

REQUIRED SIGNATURES:

INSTRUCTOR of RECORD: _____ DATE: _____

RESEARCH ADVISOR (if different from Instructor) _____

STUDENT _____ DATE _____

DIRECTOR OF UNDERGRADUATE STUDIES _____ DATE: _____

COURSES COMMITTEE: Approved: _____ Not Approved: _____

CHAIR, COURSES COMMITTEE _____ DATE _____