

**Note:**

**Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.**

## ***COURSE SYLLABUS***

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### **GOVT 230**

#### **PUBLIC POLICY RESEARCH AND WRITING**

#### **COURSE DESCRIPTION**

This course will introduce students to the strategies, methods and practices of research and writing relevant to public policy analysis, formulation and decision making.

#### **RATIONALE**

An integral part of the public policy process, documentation includes articulation of a perceived policy problem, identification of the strengths and weaknesses of prospective solutions, explanation and defense of a chosen solution, and dissemination of information to the public in a dynamic policy-making environment. The focus of the course will be on the most common written work within the discipline, the policy brief, and associated research.

#### **I. PREREQUISITE**

For information regarding prerequisites for this course, please refer to the [Academic Course Catalog](#).

#### **II. REQUIRED RESOURCE PURCHASE**

Click on the following link to view the required resource(s) for the term in which you are registered: <http://bookstore.mbsdirect.net/liberty.htm>

#### **III. ADDITIONAL MATERIALS FOR LEARNING**

- A. Computer with basic audio/video output equipment
- B. Internet access (broadband recommended)
- C. Microsoft Office

#### **IV. MEASURABLE LEARNING OUTCOMES**

Upon successful completion of this course, the student will be able to:

- A. Conduct public policy research using the university resources and electronic databases.
- B. Engage in informed reading, research, analysis, and discussion of public policy topics.
- C. Identify the elements of effective public policy writing.
- D. Demonstrate proficiency at writing a persuasive public policy paper.

## V. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings and lecture presentations/notes

B. Course Requirements Checklist

After reading the Course Syllabus and [Student Expectations](#), the student will complete the related checklist found in Module/Week 1.

C. Discussion Board Forums (2)

Discussion boards are collaborative learning experiences. Therefore, the student is required to provide a thread in response to the provided prompt for each forum. Each thread must be at least 300 words and demonstrate course-related knowledge. In addition to the thread, the student is required to reply to 2 other classmates' threads. Each reply must be at least 100 words.

D. LearnSmart Exercises (6)

The student will complete exercises through the Connect Composition Essentials Access Code. Exercises will provide the student with an opportunity to practice skills in grammar, punctuation, mechanics, writing, research, reasoning, argument, style, and word choice.

E. Policy Brief

The student will write a 12–15-page research-based public policy brief in current Turabian format that focuses on a chosen current public policy problem. The paper must include at least 10 references in addition to the Bible. The student will write segments of the brief throughout the course.

1. Policy Brief: Segment 1
2. Policy Brief: Segment 2
3. Policy Brief: Segment 3
4. Policy Brief: Segment 4
5. Policy Brief: Segment 5
6. Policy Brief: Final Draft

F. Annotated Bibliography

The student will prepare an Annotated Bibliography in current Turabian format that focuses on his/her chosen public policy problem for the policy brief. The annotated bibliography must include a minimum of 4 sources. The student will write 1-paragraph annotations for each source.

G. Peer Review Group Forum

The instructor will assign the student to a group forum at the beginning of the course. The student will post a rough draft of his/her policy brief to the group forum. The student must read at least 2 classmates' policy briefs and provide a peer-review for each using the peer-review assessment form provided in Blackboard.

**VI. COURSE GRADING AND POLICIES****A. Points**

Course Requirements Checklist	10
Discussion Board Forums (2 at 50 pts ea)	100
LearnSmart Exercises (4 at 20 pts ea, 2 at 25 pts ea)	130
Policy Brief	
Policy Brief: Segment 1	100
Policy Brief: Segment 2	120
Policy Brief: Segment 3	120
Policy Brief: Segment 4	120
Policy Brief: Segment 5	60
Policy Brief: Final Draft	150
Annotated Bibliography	50
Peer Review Group Forum	50
<b>Total</b>	<b>1010</b>

**B. Scale**

A = 900–1010   B = 800–899   C = 700–799   D = 600–699   F = 0–599

**C. Disability Assistance**

Students with a documented disability may contact Liberty University Online's Office of Disability Academic Support (ODAS) at [LUOODAS@liberty.edu](mailto:LUOODAS@liberty.edu) to make arrangements for academic accommodations. Further information can be found at [www.liberty.edu/disabilitysupport](http://www.liberty.edu/disabilitysupport).

## ***COURSE SCHEDULE***

### **GOVT 230**

Textbooks: Smith, *Writing Public Policy* (2016).

Turabian, *A Manual for Writers of Research Papers, Theses, and Dissertations*.

<b>MODULE/ WEEK</b>	<b>READING &amp; STUDY</b>	<b>ASSIGNMENTS</b>	<b>POINTS</b>
<b>1</b>	Turabian: ch. 1 Smith: chs. 1–2 Policy Research Handout 1 presentation	Course Requirements Checklist Class Introductions DB Forum 1 LearnSmart Exercise 1	10 0 50 25
<b>2</b>	Turabian: ch. 2 Smith: ch. 3 Policy Brief Handout 1 presentation	LearnSmart Exercise 2 Policy Brief: Segment 1	20 100
<b>3</b>	Turabian: chs. 6–7 Smith: ch. 5 1 presentation	LearnSmart Exercise 3 Policy Brief: Segment 2 Annotated Bibliography	20 120 50
<b>4</b>	Turabian: chs. 3–4; Part II Smith: ch. 4 1 presentation	LearnSmart Exercise 4 Policy Brief: Segment 3	20 120
<b>5</b>	Turabian: chs. 5, 8 Smith: ch. 6 1 presentation	LearnSmart Exercise 5 Policy Brief: Segment 4	25 120
<b>6</b>	Turabian: chs. 9–10; Part II 1 presentation	LearnSmart Exercise 6 Policy Brief: Segment 5	20 60
<b>7</b>	Turabian: chs. 11–12 1 presentation	Peer Review Group Forum	50
<b>8</b>	Turabian: ch. 14 Smith: Conclusion 1 presentation	DB Forum 2 Policy Brief: Final Draft	50 150
<b>TOTAL</b>			<b>1010</b>

DB = Discussion Board

**NOTE:** Each course module/week (except Module/Week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final module/week ends at 11:59 p.m. (ET) on **Friday**.