

Details and requirements (please read carefully):

- Essays must be between 800 – 1000 words total, and be double-spaced. You must include a word count on the front of your paper (in MS Word, the word count function is found under “Tools”). Beyond this, you may use any reasonable font, font size and margins.
- Essays should address the specific “section question” listed for each week’s theme. These questions ask you to take a position on a theoretical debate, on a contemporary policy issue, or both. This is a short paper, and you should focus directly on the question; essays that are very general and vague, that spend significant time summarizing material from lectures or readings, or that address different topics, will be penalized severely.
- Your papers should engage the relevant course readings, and cite them as necessary.
- Your papers SHOULD NOT summarize the readings or their arguments. Reflective essays are about YOUR argument and analysis.
- There is a zero-tolerance plagiarism policy in effect. Borrowing someone’s ideas or arguments without attribution is – just like borrowing text passages directly without attribution – plagiarism. If you quote directly from a specific source, please provide a citation with a page number (e.g. Sagan 2004, p. 3). If you use an idea advanced by a particular author, provide a reference in text (e.g. Keohane 2005). On-line sources also should be cited, providing the title, the URL, and the date accessed. If you are uncertain whether you should cite something, err on the side of caution and provide a citation. There is no need to include a bibliography if you’re citing or quoting something assigned for class (in such cases, just give the author’s name and, where relevant, the page number). If you do use non-class materials, please provide a parenthetical citation in the text, and include the bibliographic information at the end of your paper.
- Please be sure to spellcheck and proofread your essay; automated spell and grammar check are a start, but they don’t pick up all errors. Avoid using long quotations from readings or other sources; it generally is far better to put ideas and concepts into your own words. Please do **not** restate the question at the beginning of your paper; simply include the week number at the top of your essay. *A penalty will be applied to essays that do not fall within the word count range, that do not report a word count, or that do not follow the other guidelines presented here.*
- Late position papers will not be accepted.