

Follow this advice and the models for Individual Essay #2

1. **Do NOT** include titles like Mr. Ms. Or Mrs. in your essay at all. Instead, introduce your interview sources with their professional title. **DO:** After you use the source's first name once, use the source's last name only in subsequent references.

CORRECT SAMPLE: Kent State University professor of Sociology, Kristen Marcussen, said students taking online classes should expect to know how to take an online class. "It's not my job to teach students how to take an online course. They should already know." Also, Marcussen indicated students must know how to work independently without intensive instructor interventions. "When students do not post to discussion boards by deadline even though they have clear instructions accessible online in the course's assignments page and they email me to ask what to do, I am likely going to be annoyed and may not be inclined to help them. Students need to use all their resources before emailing an instructor with simplistic questions," Marcussen asserted.

Even if your source does not have a formal title use a descriptor like full-time student, airline pilot, guitar player, band member, lead singer, long-time seamstress, ... etc.

2. **Do NOT** include phrases like these: I asked professor Marcussen if she liked teaching online. **OR** I interviewed professor Erickson to ask if she liked teaching her intro to sociology course. Using phrases like these will lead to a poor score on the paper. Treat your interview sources as if they are print sources. It's obvious you interviewed them or asked them questions. You **do NOT** need to write that you did.

CORRECT SAMPLE: Instead, write - Marcussen said she enjoys teaching online classes. "I like the flexibility I get in my schedule when I teach online, but I do miss seeing the students face to face."

3. **Do NOT** use first person except for in the introduction. The "I" should fall away after the introduction. Instead, use third person ... he said, she asserted, they agreed, etc.
CORRECT SAMPLE INTRODUCTION: Instructing college students in online classes could be a challenge for both the student and the instructor. Students may not be familiar with the online course design, or they may not know where to find information for the class when they are unfamiliar. As a college freshman myself, I am considering taking at least one online class, and I am curious if college professors like teaching students online. I'm also curious if the online class is harder or more intensive.

4. **DO include a THESIS:** I recommend placing your thesis **in the end** of your paper. You should have a finding to your original question.

CORRECT SAMPLE CONCLUSION with THESIS: Taking a class online seems to be for students who are able to follow instructions and work independently. Students who can not navigate a website well or who can not meet deadlines may not be successful, so those types of students should consider if an online class is really for them or not. Also, students should not count on constant professor availability even though professors do want to help their students. Professors seem to like teaching online courses, but they expect the students to do their parts and follow all class guidelines while working independently in a rigorous class.

5. **DO Use effective TRANSITIONS!** Use the pink transitions handout from first semester.