

RULES FOR WRITING THE **MIDTERM PAPER**

This is a three-page paper and should not exceed three pages.

(The cover page does not count as a page, but you do need a separate page that is your cover)

All papers must be:

**Typewritten,
Times New Roman,
Font Size 12,
Double Spaced.**

Papers must NOT be printed double sided
**(PAPERS SHOULD BE PRINTED ON ONE SIDE OF A
PIECE OF PAPER ONLY)**

1 inch Margins

**Pages must be stapled together and numbered DO NOT
NUMBER THE COVER PAGE.**

Conventionally we start this paper from left to right. In other words, we choose our general and specific topics first and then proceed to research them in our first page, of course with proper references to our text, class notes, or if need be, an additional source and finally we'll end up with our reflection and conclusion pages. However, in this paper we begin from right to left, namely, first we look at our own life problems, and then move on to pick our topic which we feel will best fit our stories if not hundred percent.

Your topic for your paper depends on the course you're taking.

In **PHILOSOPHY**, for instance, you choose a philosopher for your general topic like 'Immanuel Kant' and as your specific one you pick one aspects of his thoughts such as 'lying'. (**Pick ONE philosopher for your general topic**)

In **RELIGIONS**, you choose one like 'Christianity' as your general topic, then pick 'Resurrection' for your specific topic. In History you choose one of the chapters as your general topic and then concentrate on the issue which fits your story best. (**Pick ONE religion for your general topic**)

You need to have the following:

A Cover Page

This page will consist of a general topic (upper middle) and a specific topic (under the general topic) as well as students' identity, school, the course, class time, the professor's full name (bottom right corner). *Cover page does not get numbered, but the other pages do.*

<p style="text-align: center;">General Topic <i>“Specific Topic”</i></p> <p style="text-align: right;">STUDENT'S NAME SCHOOL NAME COURSE NAME CLASS TIME PROFESSOR'S NAME</p>
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AFTER THE COVER PAGE THE FOLLOWING PAGES THAT ARE ABOUT YOUR TOPIC WILL FOLLOW AS (You will number these pages "Page 1 of 2" and "Page 2 of 2"):

After the COVER PAGE you will have 3 MAIN PAGES.

Please identify on each page what each page is:

1st PAGE: RESEARCH

2nd PAGE: PERSONAL LIFE EVENT

3rd PAGE: CONCLUSION

EACH PAGE should be a FULL PAGE

The First Page is the "Research":



1. In this page, students are required to write their research on a specific topic. This is primarily based on their class text, class notes and if need be, an additional source (for additional sources students are required to provide their teacher with adequate information regarding the name of the author, the title of the book, the publisher and the year the book was published. This must appear on a fourth page called 'Bibliography'. Students by no means are obliged to have a third source unless they want to. You should use the MLA guideline on how to reference and cite works in a bibliography.)
2. Students are welcome to read about their topics on the Internet. However, they are not allowed to give any reference to it in their paper. **Remember NO INTERNET REFERENCES will be accepted.**
3. There is no reason why this page should look any different from other pages in this paper. Thus, avoid passage by passage research with gaps throughout.
4. All the material used in the text must be paraphrased, namely, both grammar and the vocabulary should be changed and referenced with page numbers. At the end

of every paragraph there should be a 'side note' like: (Text, P. 134) if only one text has been used. If more than two texts are used, then the names of the authors ought to be mentioned instead of 'Text'. Students are strongly urged to avoid quotations in this paper in general and in this section in particular.

5. **One full page limit is the law here.** Because this is not about how much you write but how much you read and what you write. Ideally one should read more and write less. However, if you happened to go over a bit (just a few sentences), it is fine as long as it will not turn into another page. This does not mean you do not put the new sentences on a separate page it does mean you will not use this an excuse to write two pages for your one page requirement. **If you go over by a few sentences print them on a new page and label it accordingly (i.e. Research Page 2 of 2).**
6. Students are to make the best use of space in this page by not repeating what is already mentioned on the cover page and also by leaving a narrow margin yet enough for comments by their professor.
7. Students must be specific when it comes to page numbers in their references like (Text, p. 72) and avoid side notes such as (Text, 123- 127).
8. When it comes to Class notes as one of your sources, you should make sure your information is accurate and directly from the class (class notes, Nov. 12, 2007). If you do not have class notes related to your topic due to your absences, you should obtain copies of the notes, from the days you missed, from classmates. Good class notes show that you have been attending your class regularly or in case you have not been, you made an effort to use your class mates' notes instead.
9. Students should not come up with their own rules and regulations. For instance, they must not call this page 'Reference' or the 'Bibliography' page (forth) 'Citations', etc.
10. And finally you must never write your research page based solely on a new source while by passing references to your text or texts and even class notes. Priority always goes to the latter (Texts and class notes) even if there might not be enough material on the topic you have chosen to write this section.

The Second Page is a “PERSONAL LIFE EVENT” (An Event in Your Personal Life)

An event that happened to you personally or a friend of yours or a relative of yours. This can be a past, present or current event.

First & Last Name	PG.2 (PERSONAL LIFE EVENT)
<i>PERSONAL LIFE EVENT</i>	
<i>This page is solely about a personal event that happened in your life in which you write your reflection on that moment with regards to the topic you chose for your paper.</i>	

This page is very different from the first one in that it is either about a specific event that happened in your own life or in an event that happened in one of your relative's or friend's lives. This event must relate to your paper's topic. (For example: a near death experience, a spiritual awakening, an event in your life in which it relates to the topic on hand. Not generic as in "I went to church with my parents" more along the lines of "As a Christian abortion is against my religion, but this idea was challenged when my best friend found out she was pregnant and wanted my support in her choice for abortion.") This is supposed to be an event not a routine that you went through growing up (ie. Going to church). A personal life event is specified as an incident you experienced that made you question your life, the meaning of life, or even how it may have made you question your own religion. This page should be personal, not a generalized commentary or political view on the topic at hand. You should not bypass "PERSONAL LIFE EVENT" by preaching and sermonizing.

Remember that your life stories should reflect your topic or else there will be a discontinuity between the topic ("research" page) and second page ("PERSONAL LIFE EVENT" page). The rule of thumb here is to write your book first and then come up with a title for it. Therefore, first look into your own life events, problems, difficulties, tragedies, death of your loved ones or happy moments, birth, moments of joy, euphoria of success, etc. and then chose the topic you would like to write about.

The Third Page is the "Conclusion":

First & Last Name	PG.3 (CONCLUSION)
<h1>CONCLUSION</h1> <p><i>This page should not be a continuation of your self-reflection. However, you should show how your self-reflection relates to your paper topic.</i></p>	

IN YOUR CONCLUSION YOU WANT TO MAKE SURE YOU SHOW HOW YOUR PERSONAL STORY IS RELATED TO YOUR TOPIC.

When it comes the conclusion you ought to learn how to think for yourselves by detaching yourself from any authority including your own Religious, Political, Historical, Genealogical, and Ethnic background in order to be as unbiased and as objective as you can be.

Here you need to drop your inhibitions in order to see your stories, eye to eye and face to face without having them filtered through the given facts of your life. This may be a bit difficult at times to do. However, students here learn how to be absolutely honest with themselves by confiding in their teacher in terms of their life stories. They will get to know how relevant the topics we cover are to their everyday life experiences.

There should be no references whatsoever for the second and third pages because you are to be your own historian/philosopher and think for yourselves rather than letting someone else do the thinking for you. In these two pages you learn to be truly free from being influenced by others because you have your own mind and you know how to control it as an intelligent person.

The FOURTH PAGE "Bibliography":

First & Last Name	PG.4 (BIBLIOGRAPHY)
<h1><i>BIBLIOGRAPHY</i></h1> <p><i>This page is for citing all sources you used for your paper including your text. There is no need to cite class notes on this page.</i></p>	

This page is for citing all sources you use for your paper including your text. There is no need to cite class notes on this page.

You should follow MLA guidelines as long as they do not interfere with the guidelines I have given (Such as a Cover page, etc.). Use MLA for citing sources and for the bibliography page.

Should there be any question regarding this paper, please either speak to your teacher in the class or contact him by the phone: 732-906-8377.

E-mailed papers will not be accepted.

Late papers will lose 2pts each day.

Students must bring the papers to the class and hand them in according to the due date.

Also, failure to abide by the rules, will result in a lower grade.

So please read through these instructions thoroughly.

Just to reiterate papers should be:

**Typewritten,
Times New Roman,
Font Size 12,
Double Spaced.**

**Papers must NOT be printed double sided
(PAPERS SHOULD BE PRINTED ON ONE SIDE OF A
PIECE OF PAPER ONLY)**

**Pages must be stapled together and numbered DO NOT
NUMBER THE COVER PAGE.**

YOUR PAPER MUST CONSIST OF THESE 5 PAGES:

AN EXAMPLE PAGE:

[http://parvizdehghani.com/colleges/Rules_for_Midterm_Paper\(example\).pdf](http://parvizdehghani.com/colleges/Rules_for_Midterm_Paper(example).pdf)

General Topic

“Specific Topic”

STUDENT'S NAME
SCHOOL NAME
COURSE NAME
CLASS TIME
PROFESSOR'S NAME

First & Last Name {{HEADER}}	PG.1(Research)	First & Last Name	PG.2 (PERSONAL LIFE EVENT)	First & Last Name	PG.3 (CONCLUSION)
	<h2>RESEARCH</h2> <p><i>This page should only be research pertaining to your topic.</i></p>		<h2>PERSONAL LIFE EVENT</h2> <p><i>This page is solely about a personal event that happened in your life in which you write your reflection on that moment with regards to the topic you chose for your paper.</i></p>		<h2>CONCLUSION</h2> <p><i>This page should not be a continuation of your self-reflection. However, you should show how your self-reflection relates to your paper topic.</i></p>
					<h2>BIBLIOGRAPHY</h2> <p><i>This page is for citing all sources you used for your paper including your text. There is no need to cite class notes on this page.</i></p>

Each one of your pages should look like this except for the cover page and the bibliography. It is very simple if you follow the instructions. You should remember that your main pages, should have 1 inch Margins (As this page does), your font should be exactly like this “Times New Roman” and size 12. You should double space your paper. In order not to lose room, for your paper paragraphing is not necessary. You do not indent your first line. Your duty is to maximize the space allotted to you. If you need to make sure your paper is as I should be, print this page out and compare it. Your first page should be strictly research, try not to bombard the paper with fillers such as quotations. The first page is strictly meant to be research on the topic. Your first page should be a specific topic based within a general topic of your course. For example if you are taking a course on religion you could for your cover page state “Buddhism” as your general topic and your specific topic could be “Suffering”. In a course on philosophy your general topic could be “Immanuel Kant” and your specific topic could be “Categorical Imperative: Lying”. Your research page would then be background (RESEARCH) fact based on your specific topic. In my example for a class in religion, this would mean your first page would about how suffering is explained in Buddhism. Your next page, should be a “An Event in Your Personal Life" and how it relates to your specific topic. Using the example for the specific topic on “suffering”, you could explain perhaps how you saw your dog got hit by a car, and how that event impacted you because on the one hand you were suffering, and choosing to euthanize your dog made you weigh suffering in two ways. You debated your own suffering (the idea of losing your dog) and the idea that the dog would spend the rest of his life suffering (if the dog would be in pain for example, not a broken leg that heals). Now that you explained the idea of suffering, you would reflect how that situation in Buddhism would have been either different or explained how you made your decision in that situation. Remember relate your event to your specific topic.