

**RICHARD STOCKTON COLLEGE
PROGRAM IN ECONOMICS**

Political Economy (ECON 3636)

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Short Essay Guidelines

Your essay should have a thesis. To support your thesis, you need to incorporate **evidence** from the assigned readings. More details from more than one chapter or article will lead to a higher grade. You should have an **introductory paragraph** and a **concluding paragraph**. Do not end the paper abruptly.

Papers should be 3 pages, single-spaced. Please list the References on the last page to save paper. (They can spill over to another page.) Use the APA Style for the Reference list. APA style is summarized on the Library web site; look under "Reference Shelf" for the link to "Style Manuals." **Note that the references at the end of your paper should be listed alphabetically by last name of the author of the book, article, or chapter; they do NOT need to be on a separate page in order to save paper when I print them.**

The papers will be graded using a rubric to be provided on Blackboard one week before each paper is due.

Papers should include **parenthetical citations** to the readings that match the way the source is listed in the References. You should provide citations for any ideas or information that are not originally yours, specific facts and economic data, as well as for direct quotations. **If you do not provide adequate in-text citations, you will have one opportunity to rewrite one paper, but you will lose 5 points on your ultimate grade.** Examples of parenthetical references:

- The personal savings rate of Americans declined from 13.6 percent of disposable income in the 1940s to 0.5 percent in 1998 (Manning, 2000, p, 31). [FACT]
- John Kenneth Galbraith (1998, p. 2) argues that economic theories that were developed in a world of poverty and scarcity are not appropriate for understanding the contemporary United States. [IDEA]
- According to Juliet Schor, "Somebody needs to be for quality of life, not just quantity of stuff" (2000, p. 7). [QUOTE]

Use direct quotations frugally -- only when you want to capture or explain the author's use of language to illustrate a point. If you are not using a direct quote, be sure to explain the author's ideas in your own language. Be wary of plagiarism. I recommend that you follow the guidelines on "Academic Honesty" developed by the Stockton Writing Center to avoid any problems.

A common error is “**dropped quotes.**” Dropped quotes are direct quotes that sit alone as sentences in-between your own sentences. Journalists use them a lot, but they are not appropriate for scholarly writing. A direct quotation should be introduced with “signal phrases.” An example of using a signal phrase is in the Juliet Schor example above. Here is another example:

- Sharon Zukin (2004, p. 7) notes that “Shopping is consuming our lives – but bringing us less satisfaction.”

I highly recommend that you work with a Writing Tutor if you are not used to writing papers or if you have gotten feedback from professors that indicates room for improvement. Go to the Writing Center in J-wing early in the process, bringing the assignment (on your syllabus), the readings, and these instructions. Be prepared to work with the Tutor in stages. They can help you refine your thesis and structure your argument, as well as providing help with grammar, punctuation, and citations. They will not do the work for you though; it is a learning process for you.

Please ask me if you have any questions.