### Sociology Writing Tips

<table>
<thead>
<tr>
<th><strong>AUDIENCE</strong></th>
<th>● Professors, peers, researchers</th>
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| **PURPOSE**  | ● Summarize, analyze, and evaluate a reading  
                ● Synthesize several sources to answer a thesis question  
                ● Contribute one’s own research to the body of previous research  
                ● Share one’s own sociological field observations  
                ● Arguments must be proved logically rather than based on “common knowledge” |
| **TONE/VOICE** | ● Clear, informed, and scholarly  
                  ● Active rather than passive voice  
                  ● Analytical  
                  ● Aware of source biases and accounts for these biases in the analysis |
| **STRUCTURE** | ● Depends on professor & assignment:  
                           ○ Proposal before essay is written  
                           ○ Title page  
                           ○ Abstract  
                           ○ Body, including review of previous literature/theories, explanation of methods, charts, and/or a discussion of results  
                           ○ Reference List  
                           ○ Appendix |
| **RESEARCH/SOURCES** | ● Open-world sources: research materials gathered by the student  
                             ○ Legitimate publications (LA Times, NY Times, etc.) and peer-reviewed journals  
                             ● Closed-world sources: selected by the professor as a means of restricting where students can get information  
                             ● Synthesis of information/theories from in-class texts  
                             ● For persuasive papers, emphasis is less on statistics/factual evidence, more on using facts as tools for arguing positions  
                             ● For objective papers, focus on the facts |
| **SOURCE INTEGRATION** | ● Introduce and analyze source material, taking source bias into account  
                             ● Quoting is not preferred to paraphrasing |
| **CITATION/STYLE** | ● American Sociological Association (ASA) format  
                              ○ use APA if a rule is not listed in ASA  
                              ● In-text citations: footnotes and endnotes; use superscripts, not parentheses  
                              ○ Footnotes at the bottom of the page that references the source  
                              ○ Endnotes on the last page (this does not replace the bibliography)  
                              ● A list of sources consulted will be called a “Bibliography” if it includes all texts consulted or “References” if it only includes sources directly quoted in the paper  
                              ○ Bibliography or References comes last, as a separate page |
                                 ● “Writing the Sociology Paper,” Dartmouth Writing Program, Gosik.  