Midterm Paper Instructions

1. Identify an organization of which you consider yourself a member. This can be any organization including but not limited to your place of employment, a community organization, a religious organization or your school.
2. Explore the disputing systems of your organization. How do people in your organization address disputes? What formal processes exist for conflict, if any?
3. Explore how organizations similar to yours are addressing conflicts. How do leaders in the field of your organization address disputes? Are formal processes common? Which formal processes are utilized?
4. Explore how your organization could learn from other organizations. What changes might you suggest for your organization based on your research? Why?
5. Based on your analysis, write a paper that analyzes your organization's conflict resolution processes. Explain what your organization does well and why you believe it is the correct approach as well as what your organization could improve and why.

**Instructor Notes: Midterm Paper**

DEADLINES:

* Outline (Suggested Deadline): **October 5**
* Rough Draft (Suggested Deadline):**October 15**

Rough Drafts may be submitted to the instructor through Course Messages. Please attach a copy of the rough draft in an editable format to the message. The instructor will review rough draft submissions until the deadline for the paper. The instructor will only review rough drafts based on availability. Therefore, papers submitted earlier will have a greater chance of receiving comments before the due date.

PAPER PREPARATION

* **What is the general purpose of the paper?** To inform.
* **What is the specific purpose of the paper?** At the end of my paper, the audience will have a better understanding of the pros and cons of my organization's conflict management and resolution processes as well as how processes could potentially be improved.
* **Who is my audience?** The professor and students.
* **How do I organize my ideas?** Mind-mapping, See the Course Introduction folder for the Writing: Planning module.

OUTLINE EXAMPLE

Thesis Statement: By examining [my organization's] conflict resolution processes, a better understanding of the positive and negative aspects of this system can be explored through utilizing conflict management principles.

Main Point 1: [My organization] has several conflict resolution processes that adhere to the suggestions of Raines (2013) and that work well for the organization.

Sub Point 1: [My organization] utilizes an open-door policy which is a commonly used process of effective managers Raines (2013).

Evidence 1: Raines (2013) discusses that open-door policies allow employees to feel confident and open in sharing concerns.

Evidence 2: Employees at [my organization] often express their opinions to managers when they arise.

Main Point 2: [My organization] has several conflict resolution processes that do not adhere to the suggestions of Raines (2013) and that do not work well for the organization.

Main Point 3: [My organization] has several conflict resolution processes that would likely be improved by implementing the suggestions of Raines(2013).

Midterm Paper Checklist

**Basic Checklist** per the Course Introduction’s Course Review

* My paper focuses on conflict management and resolution principles and theories.
* My paper does not focus solely on my personal experience.
* My paper is written with formal grammar and composition.
* My paper is written in third person voice.
* My paper is in APA format.
	+ Please review the APA formatting module in the Course Introduction folder for more information.
* My paper is *at least* 2,000 words.

**Assignment Checklist** per the Final Paper module.

* My paper selects *identifiable disputing systems* to analyze.
* My paper compares my organization's systems to *other disputing systems in other organizations*.
* My paper includes *enough outside sources to clearly inform the reader.*
* My paper will be submitted to the Turnitin folder by the due date.
	+ The dropbox can be accessed through the Final module.

**Writing Checklist** per the Course Introductions Writing Modules.

* My thesis statement is in the first paragraph.
* Every paragraph in my paper has a clear topic and topic sentence.
* For every claim I make, I provide evidence, an example and/or supporting detail.
* I do not use colloquial phrases within my writing.
* I do not ask rhetorical questions within my writing.
* I do not use bullet points within my writing.
	+ Instead, I aim to use well developed paragraphs.
* I do not end paragraphs with a quote from an outside source.
	+ Instead, I aim to explain the quote and provide a transition sentence.

**APA Checklist** per the Course Introduction APA Module.

* I did not include a title page or abstract in this paper because it is not required within this course.
* I have an APA style header that includes all capital letters and a page number.
* I have a title present and centered on the first page of my paper.
* If I include any direct quotes, I include a page or paragraph number within the in-text citation after the quote.
* I have a properly formatted references page (not works cited).