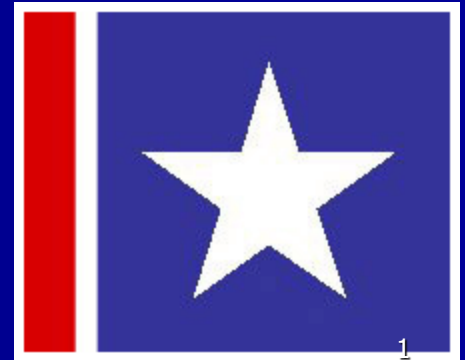


Law Enforcement Management Institute of Texas

**Leadership Command College
Writing Workshop
Module I**



Goals for Today

- What is a Leadership White Paper (LWP)?
- What are the due dates?
- What are your responsibilities?
- What is a thesis?
- What resources are available?
- What are the Research Day expectations?

Expectations

- **To graduate, you will**

- Write Leadership White Paper (M1)
- Present/Defend Leadership White Paper
 - (M1 & M3)
- Create/Display Leadership Portfolio
 - (M2 & M3)



Steps to Accomplish Expectations

■ **Module I**

1. Library Research Day
 - Work with Research Librarians
2. Complete Outline and Complete Draft
 - 10 pages minimum, 10 sources minimum
3. Oral presentation on topic (7 min), thesis statement, points, counterpoints, etc.



Steps to Accomplish Expectations

■ Module II

1. Complete polished draft
2. Work on your Leadership Portfolio

■ Module III

1. Obtain “Final Approved” LWP prior to attending
2. Display completed Leadership Portfolio
3. Present Oral Defense of Leadership White Paper (15 min)

What is an LWP?

- Presents a two-sided argument about an issue
- Takes a stand on an issue and then defends that position
- Does not persuade or compare/contrast – but states a position and provides support
- Establishes possible counter arguments and provides research-based support
- Investigates/researches a key issue, interest, or problem identified as an important issue in the field of law enforcement/criminal justice

Why an LWP?

- Organizes and outlines viewpoint on an issue
- Formally informs others of position
 - Foundation to build resolution to difficult problems
- Allows passion to be demonstrated by the depth/breadth of argument
- Creates consistency in maintaining position in negotiations

Why an LWP?

- Identifies a concern to address and explains its importance
- Organizes and outlines viewpoint on the issue
- Formally informs others of position
 - Foundation to build resolution to difficult problems
- Allows passion to be demonstrated by the depth/breadth of argument and the tone
- Creates consistency in maintaining position in negotiations

Why require an LWP within the LCC?

- Provides an edge in the law enforcement field
- Helps develop applied research skills
- Enhances written AND oral communication skills
- Provides a format to use in future presentations to command staff, city council, etc.
- Become a published author
- College credit
 - 9 Undergraduate hours
 - 6 Graduate hours

THESIS SENTENCE

Thesis Sentence

- Is a single sentence you could read to tell someone the claim of your paper
- The entire paper will offer a logical defense in support of your claim
 - The thesis tells them what your stance is
- A statement that clearly communicates your view on the subject
- Is a single sentence at the end of your introduction that presents your argument to the reader
 - Rest of paper gathers/organizes evidence that will inform reader of the logic of your interpretation

Developing a Good Thesis Sentence

- A good thesis sentence will ...
 - Be complete
 - The claim of your paper should be obvious with in statement.
No mystery needed
 - Be concise
 - Use only as many words as it takes to communicate your paper's central point
 - Be clear
 - Use grammatical correctness and precision so the statement is clearly understood and articulated
- Include the word “should”
- It is in statement format - not a question
- It is the foundation of your entire paper

Thesis Sentence Examples

- Professional musicians that are not knowledgeable of the concepts of music theory will hinder the output of musical ensembles or bands.

Vs.

Professional musicians **should** be knowledgeable of the concepts of music theory.

- Body cameras **should** be worn by LEO's.
- LEAs **should** use social media.

BREAK





10:00

LWP- OVERVIEW



LWP BASICS

- Size 12 Arial font
- 10 pages max (excluding TOC and References)
- LWP is **double** spaced
- Reference page is **double** spaced
- Use the template in the survival guide

LWP SECTIONS

Abstract (written last, 1 pg. max, do not indent, do not include multiple paragraphs)

- Purpose of the paper (describe the problem)
- High-level overview
- Establishes importance of topic
- States thesis

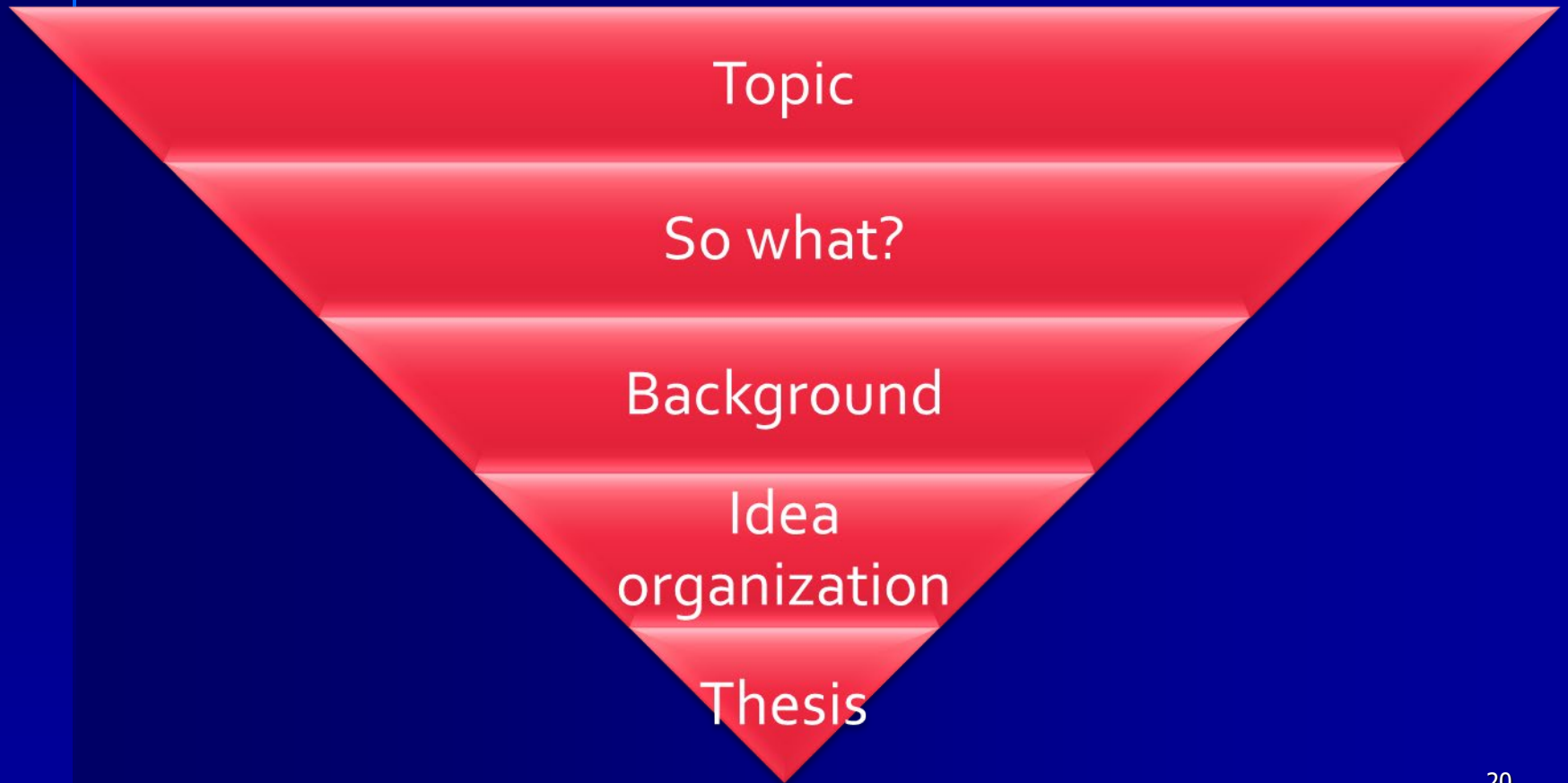


LWP SECTIONS

Introduction

- Define, describe, or clarify the topic
- Establish the importance of the issue
 - so what?
- Historical or scholarly context
- Establish the main points
- Present your thesis

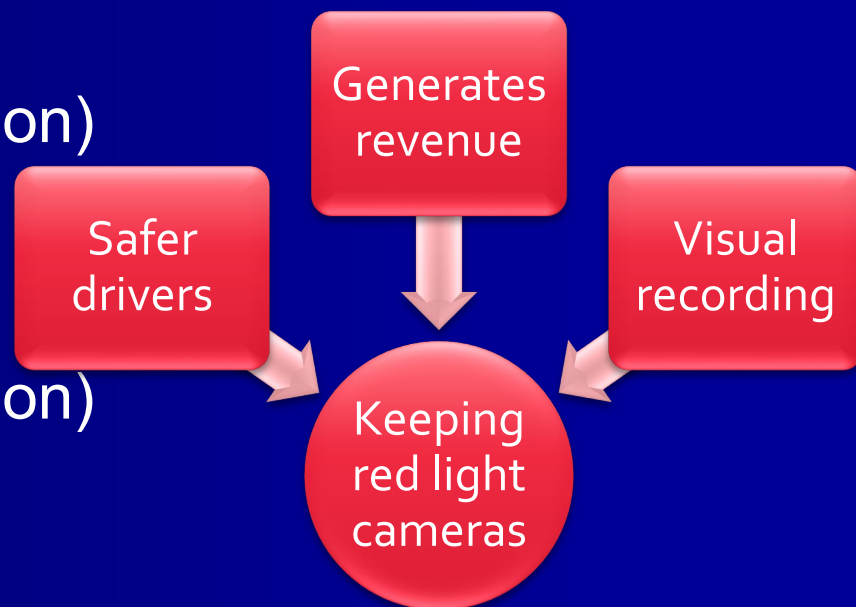
Introduction



LWP SECTIONS

Position (@ least 2) – THE “WHY”

- Assert Point 1
 - Statement
 - Evidence (research/citation)
- Assert Point 2
 - Statement
 - Evidence (research/citation)
- Assert Point 3
 - Statement
 - Evidence (research/citation)

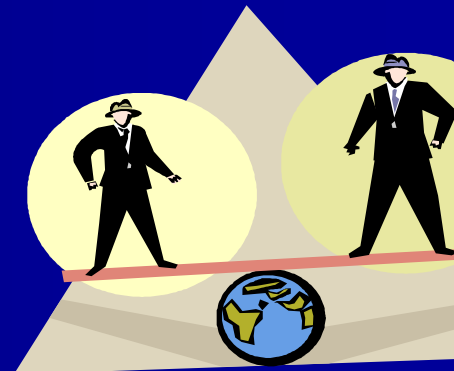


LWP SECTIONS

Counter Arguments – Opposition to “THE WHY”

- State the counter-arguments
- Provide evidence of counter-arguments with citations
- Refute counter-arguments with rebuttals
- Provide evidence of rebuttals with citations

* Use transitions to introduce each section *



LWP SECTIONS

Counter Arguments

- Assert Counter Argument 1
 - Statement & Evidence (research and citations)
- Assert Rebuttal 1
 - Statement & Evidence (research and citations)
- Assert Counter Argument 2
 - Statement & Evidence (research and citations)
- Assert Rebuttal 2
 - Statement & Evidence (research and citations)



Counter Argument 1 - Creates more accidents

- R- Rear end instead of T bone
- R- Fewer injuries and deaths



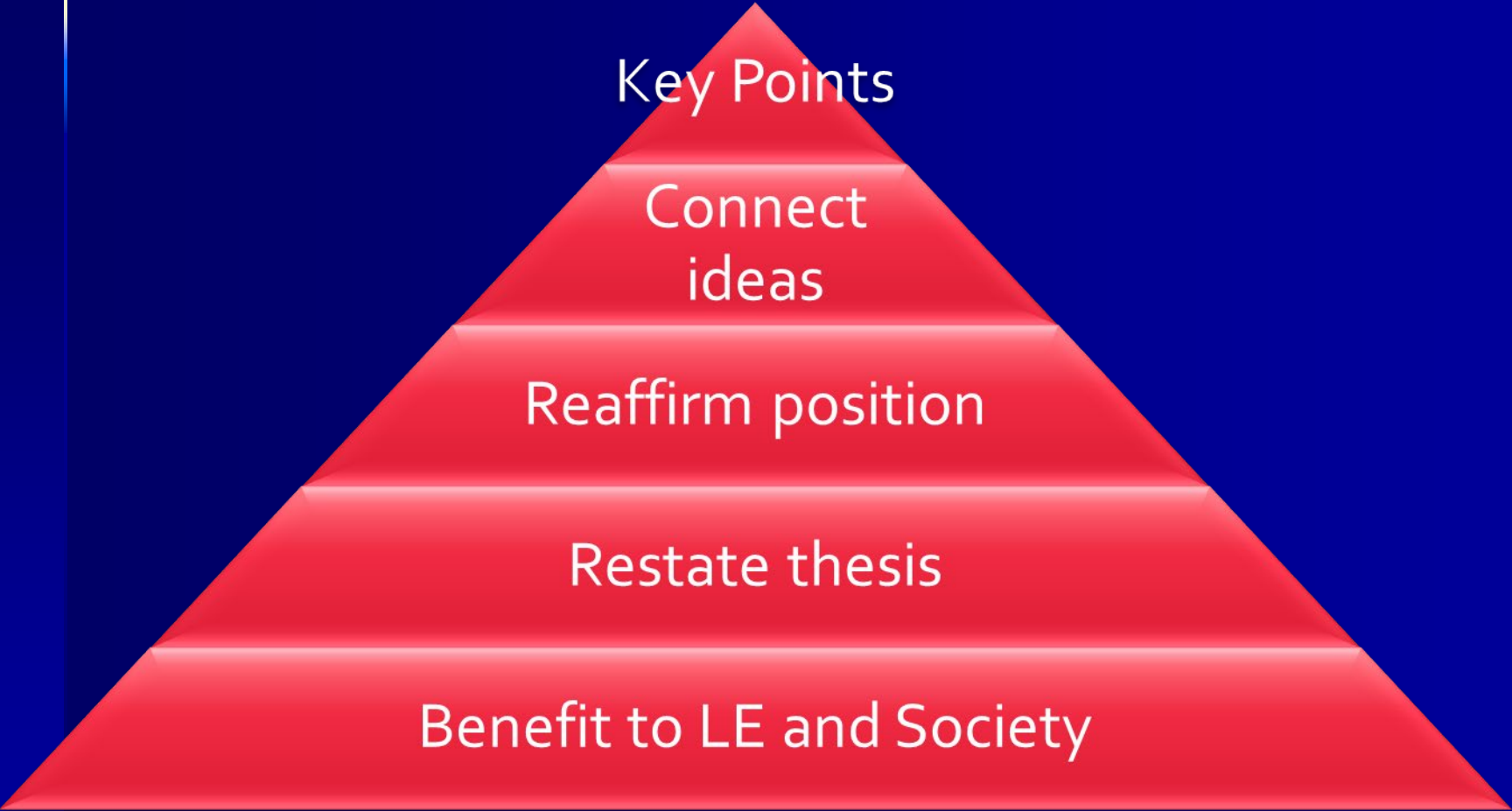
Counter Argument 2 - Issue of Privacy

- R- Court says no

LWP SECTIONS

Recommendation – “THE HOW”

- Reiterates the thesis
- Summarize key points, counter arguments, rebuttals
- Reiterates importance of the topic to LE and/or society and restates key evidence/research
- Provides a plan of action or policy implications
 - **How to implement the thesis**



Key Points

Connect
ideas

Reaffirm position

Restate thesis

Benefit to LE and Society

LWP SECTIONS

References (min of 10) in APA Format

- Use DO's & DON'Ts of Scholarly Writing Guide and the PURDUE OWL 7th ed. APA Style Guide
- Listed in alphabetical order with hanging indentations
- Every listing must be found in the body of the paper in the form of an in-text citation
- All information readers might need to further investigate or cross-reference the research
 - Please ensure all URL links work before submitting LWP²⁷

LWP SECTIONS

References (cont.)

1) Determine what kind of source

- Journal Article / Magazine Article
- Books, Dissertation, Thesis, Prior LCC White Papers
- Electronic Source (Webpages, Online News)
- Internal Agency Documents

2) Determine the author(s)

- A person, group of people, or an organization
 - If no person is listed, the organization / group / website is likely the author
 - If no person or organization is available, use the title (rare)

LWP SECTIONS

In-Text Citations

IF YOU DIDN'T WRITE IT, CITE IT!

APA Format

Purdue OWL 7th Edition Style Guide is the gold standard

Narrative vs. Parenthetical Citations

- Smith and Jones (2020) argue that law enforcement is a noble profession.
- Law enforcement is a noble profession (Smith & Jones, 2020).

What is included in the LWP?

- **Appendix A, B, C (optional)**
 - Scenarios
 - Any detailed operational scenarios/plans
 - Examples of policy
 - Graphs, Figures, Tables
 - Description of AI usage

Artificial Intelligence

- **Do not** use AI to write any portion of the paper for you or copy / paste AI responses
- **Do not** use AI to write your citations or references for you
- AI **can** be used for brainstorming ideas (position points / counter arguments)
- Use **The DO's & DON'Ts of Scholarly Writing** packet and **The PURDUE OWL 7th ed. Style Guide** for citations & references

How to Acknowledge AI Use

■ IN THE APPENDIX

To acknowledge your use of AI:

- Describe which AI tool was used
- Give a brief description of what you used the AI tool to help you brainstorm and if any of the ideas offered were used for research

How to Acknowledge AI Use

- ChatGPT was used to brainstorm position points to support the thesis. ChatGPT offered possible position points to consider, and two were used to conduct research on...
- Copilot was used to assist in brainstorming possible counter arguments against the thesis. Copilot offered 3 counter arguments to consider, and one was used for research...

* See the Survival Guide *

What is not included in LWP

- Rhetorical Questions
- Lists / Bulleted Points
- Charts
- Graphs
- 1st or 2nd person (I, me, we, our, you, yours, etc....)





HOW DO I FIND TOPICS OF INTEREST?

How do I get started?

- **Topic**

- Law Enforcement
- Criminal Justice

- **Challenge**

- Use this as a leadership opportunity to leave a legacy to future officers



Issue Criteria

■ Establish arguability of a topic

- Is it a real issue, with genuine controversy and uncertainty?
- Can you distinctly identify two positions?
- Are you personally interested in advocating one of these positions?
- Is the issue narrow enough to be manageable?
- Is there enough research/evidence to support your position?

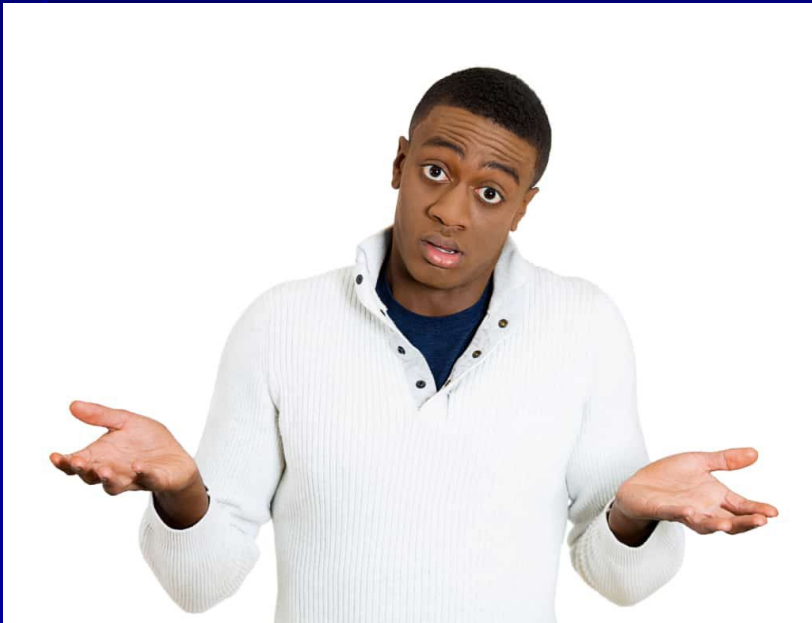
Where do I find topics covered by former LEMIT students?

www.lemitonline.org

- Click on Resources
- Under Publications is a blue hyperlink to the Newton Gresham Library
- Once you've clicked through, enter in your search topic



LWP QUESTIONS??



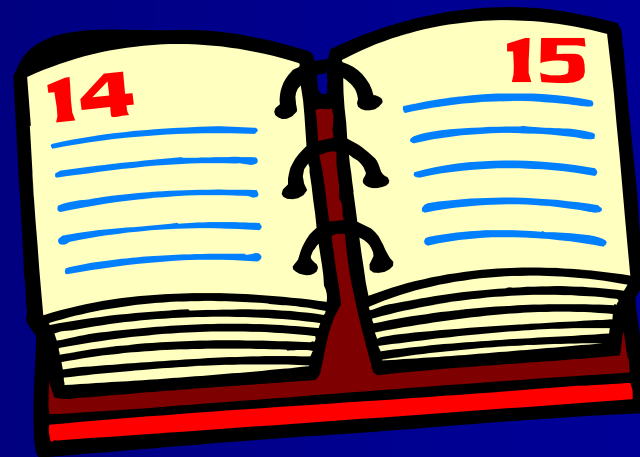
BREAK





10:00

DUE DATES



Module I

LWP Timeline and Due Dates

- LWP Outline (Topic & Introduction Section Only) due to lccresearch@shsu.edu by **noon tomorrow**
 - Do not wait until Library Research Day to select your topic
 - This gives Susan time to assess your topic & help you locate resources.
- Complete Draft and Complete Outline due **3rd Thursday**
 - Minimum of 10 pages in length and includes 10 sources
 - Email a copy of your LWP to lccresearch@shsu.edu
 - Email your completed outline to lccresearch@shsu.edu
- Power Point presentations will be given on **3rd Thursday**

Module II

LWP Timeline and Due Dates

- Polished draft of LWP due to lccresearch@shsu.edu

3rd Thursday of Module II



Module III

LWP Timeline and Due Dates

- Final Approved LWP is complete before confirmed attendance to Module III
- Draft Leadership Portfolio - 1st Wednesday
- Final Leadership Portfolio - 3rd Monday
- Oral Defense
 - 15 minute presentation - 3rd Thursday
 - Panel of LCC faculty and LCC graduates

Leadership Portfolio Overview

What is a Leadership Portfolio?

A thoughtful, organized, and continuous collection of a variety of authentic products (artifacts) that document a professional's progress, goals, efforts, attitudes, practices, achievements, talents, interests and development over time.

- Winsor & Ellefson
(1995)

Reason to Create a Leadership Portfolio

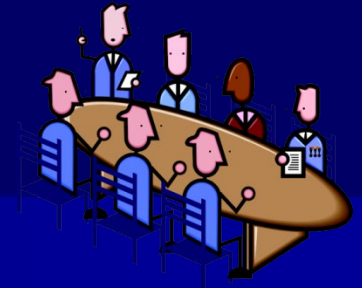
Creating a leadership portfolio is a culminating experience in the leadership development process assisting administrators in the areas of performance appraisal, professional growth, and career planning.

- Meadows & Dyll (1999)

Leadership Portfolio Components - Required

- | | |
|--------------------------------------|--|
| 1. Personal Leadership Statement | 9. Leadership Autobiography |
| 2. Leadership Assessment Compilation | 10. Leadership White Paper (LWP) |
| 3. Resume | 11. Professional Social Network |
| 4. Curriculum Vitae | 12. Module I |
| 5. Educational Credentials | 13. Module II |
| 6. Awards/Honors | 14. Module III |
| 7. Organizations | 15. Module IV |
| 8. Career Development Goals | 16. Optional
(any additional applicable components) |

Exercise



- Break up into groups
- Use your LWP Outline to guide your group through the brainstorming exercise
 - Complete Thesis Statement (last of Intro section)
- Report back to the classroom in **45 minutes**
- Read Thesis Statement aloud to group

Leadership White Paper (LWP) – Outline

Author: _____

Topic: _____

Is a 2nd Review Needed

☐ Yes ☐ No

Content Editor: _____

Introduction Section

What is the concern your paper is addressing?	_____ _____ _____	Did you... ☐ Explain topic ☐ Explain importance of topic ☐ (Opt) Give background info ☐ State thesis
Why is the topic important to the field of law enforcement and criminal justice?	_____ _____ _____	
What is the thesis statement? (Should be a "should" statement)	_____ _____ _____	

Position Section

Position Point 1: (Required)	
Citation (Required)	_____
Position Point 2: (Required)	
Citation (Required)	_____
Position Point 3: (Optional)	
Citation (Required if Position Point 3 is provided)	_____
Position Point 4: (Optional)	
Citation (Required if Position Point 4 is provided)	_____

Counter-Position Section

Counter Argument 1: (Required)	
Citation (Required)	_____
Rebuttal / Counter Argument (Required)	_____
Conclusion (Required)	_____

Introduction Section
Due Noon Tomorrow
lccresearch.shsu.edu

45:00

Leadership White Paper (LWP) – Outline

Author: _____

Topic: _____

Is a 2nd Review Needed

☐ Yes ☐ No

Content Editor: _____

Introduction Section

What is the concern your paper is addressing?	_____ _____ _____	Did you... ☐ Explain topic ☐ Explain importance of topic ☐ (Opt) Give background info ☐ State thesis
Why is the topic important to the field of law enforcement and criminal justice?	_____ _____ _____	
What is the thesis statement? (Should be a "should" statement)	_____ _____ _____	

Position Section

Position Point 1: (Required)	
Citation (Required)	_____
Position Point 2: (Required)	
Citation (Required)	_____
Position Point 3: (Optional)	
Citation (Required if Position Point 3 is provided)	_____
Position Point 4: (Optional)	
Citation (Required if Position Point 4 is provided)	_____

Counter-Position Section

Counter Argument 1: (Required)	
Citation (Required)	_____
Rebuttal / Counter Argument (Required)	_____
Conclusion (Required)	_____

Introduction Section
Due Noon Tomorrow
lccresearch.shsu.edu



LWP RESEARCH WITH CJ RESOURCES (SHSU NEWTON GRESHAM LIBRARY DATABASE)

(THE START OF SEARCHING, READING, EVALUATING)

Library Day Details

- Thursday, October 30th (meet @ LEMIT)
- 9:00 am – Noon (allow an hour for travel)
 - LWP Research w/Criminal Justice resources
 - Susan Strickland
- Noon
 - Lunch provided
- 1:00 – 3:00pm
 - LWP Research w/Criminal Justice resources
 - Susan Strickland

Library Day Details

- Bring with you:
 - jump drive (laptops not needed)
 - LWP outline (paper or e-copy)
- 10 cars max for parking
 - carpool
 - reimbursement for personal vehicles only
 - give vehicle info to Mackenzie (plate, make, model & color)

Library Day Details

- Must show Susan @ least 10 sources before leaving!
- Get with Ian for help with formatting your 10 references.
- Wear your name tag.
- If carrying, make sure your badge is visible.

1600 Bobby K Marks Drive, Huntsville, TX



Questions?

