

Syllabus  
Writing in Psychology  
Fall 2020

Professor:	David Carlston, Ph.D.	Course #:	PSYC 3303, Sec. 101
Office:	120 O'donohoe	Time:	9-9:50am MWF
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**Texts:**

American Psychological Association (2020). *Publication manual of the American Psychological Association* (7<sup>th</sup> Ed.). Washington, DC: Author.

**Course Objectives:**

1. Demonstrate proficiency in the use of electronic databases
2. Know the essentials of APA manuscript preparation (e.g., appropriate referencing, formatting, use of visuals, content criteria).
3. Write according to APA style guidelines (e.g., clarity, brevity, mechanics, grammar).

**COVID Considerations**

**Course Delivery:**

This course has been planned as a split student course for Fall 2020. The class will meet in its regularly scheduled room on Mondays and Wednesdays. You will be assigned to one physical class day/week and will access course materials virtually on the other days. I will notify you of your assigned day for your physical class meeting. When we meet face to face we will utilize social distancing and an assigned seating chart.

In addition to posting weekly course content, I will use D2L for posting syllabi, course communication, course schedule, attendance, and gradebook. You should regularly check D2L and the email hosted via D2L for important course information. In the event of increased incidence and risk of COVID-19 that results in the university moving back to a shelter-in-place mode, the course instruction will transition to fully online. More instructions will be given at that time.

**Preventive Requirements:**

- MSU Safety App. Students will show the faculty member the final page of their COVID Self-assessment on the MSU Safety App prior to entering class.
- Wear a mask. Students will comply with MSU Texas Facial Covering Requirement while in class.
- Sanitize. Students will be required to sanitize their hands upon entering class.
- Assigned seats. Students will be required to sit in assigned seating.
- Clean their desk/work station. Students will be required to clean their desks with MSU provided cleaning supplies at the start of each class period.

### **Attendance:**

Class attendance is required. Each student is allowed two absences without penalty. Unexcused absence from your assigned class day and failure to login for online course content between classes will be considered absences. Each additional absence will result in a 10% reduction in the students' final grade. Students will be responsible for the material they miss when absent. **No late assignments will be accepted.** Students with more than four absences will be dropped from the course with a failing grade.

### **Make-up Exams:**

Make-up exams will be provided if necessary. Make-up exams will be oral exams conducted via Zoom during a 45-minute block. Exams must be completed within four class days of the missed exam.

### **Course Requirements:**

1. Students will complete two exams during the semester. Each exam will be worth 100 points. Exams will have a take home component that will be submitted at the time of the exam.
2. Students will complete six assignments throughout the semester. Assignments are due at the start of class on the day indicated (see below). No late assignments will be accepted.
3. Students will prepare a 14-18 page term paper which will be used to assess student progress towards course objectives. The final draft of the term paper will be worth 200 points.

### **Grades:**

Your final grade in the course will be calculated based upon 900 total points.

810-900	A
720-809	B
630-719	C
540-629	D
0-530	F

### **Cell Phones:**

Unless you anticipate that you might receive an emergency communication, please turn off your cell phones in class. If you receive an emergency phone call or text in class, please excuse yourself and quietly leave the classroom to take the message. Take your belongings with you and do not return to class as this disrupts the class. Remember that leaving class prior to dismissal will result in your being counted absent for the day.

### **Cheating Policy:**

Cheating will not be tolerated. Any evidence of cheating on exams or written assignments will result in dismissal from this class with a grade of "F" and referral to the Dean of Students. Cheating includes, but is not limited to, using unauthorized notes of any kind during an exam, looking on another's exam, allowing another student to look on your exam, plagiarism, and self-plagiarism.

**Disability Services:**

Any student who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make necessary arrangements. Students must present appropriate verification from Disability Support Services (DSS) during the instructor's office hours. Please note that instructors are not allowed to provide classroom accommodation to a student until appropriate verification from DSS has been provided.

**Midterm Grade Reports:**

In order to help students keep track of their progress toward course objectives, the instructor for this class will provide a Midterm Progress Report through each student's WebWorld account. Midterm progress reports will only be provided for students with a grade of C or less in the course. Midterm grades will not be reported on the students' transcript; nor will they be calculated in the cumulative GPA. They simply give students an idea of where they stand at the midpoint of the semester.

### Course Schedule:

The reading for each day is the reading that is expected to have been done prior to that date.

<b>Week</b>	<b>Topic/Reading</b>	<b>DUE</b>	<b>Additional Info</b>
8/24	Database Orientation Writing in the Profession		APA Ch. 1 & Ch. 3
8/31	Evaluating Literature	<b>Topic Approval (8/31 – 50 pts.)</b>	Assigned Readings
9/7	Excel Orientation Feedback Sessions	<b>Group Article Summary (9/9 – 50 pts.)</b>	
9/14	Feedback Sessions		
9/21	Plagiarism Referencing		APA Ch. 8, Ch. 9, Ch. 10
9/28	Structure and Content	<b>Paper Article Summaries (9/28 – 125)</b>	APA Ch. 2
10/5	Visual Presentation	<b>Draft #1 (10/5– 125 pts.)</b>	APA Ch. 7
10/12	Feedback Sessions	<b>Exam #1 (10/12 – 100 pts.)</b>	
10/19	Feedback Sessions		
10/26	Feedback Sessions		
11/2	Grammar & Mechanics	<b>Draft #2 (10/19 – 100 pts.)</b>	APA Ch. 4, Ch. 5, Ch. 6
11/9	Grammar & Mechanics		APA Ch. 4, Ch. 5, Ch. 6
11/16	Publication Process	<b>Draft #3 (11/16 – 50 pts.)</b>	APA Ch. 12
11/23	Graduate School Preview		Assigned Readings
11/30		<b>Draft #4/Final Draft (11/30 – 200pts.)</b>	
12/7		<b>Exam 2 (8:00-10:00am – 100 pts.)</b>	