

Syllabus
Writing in Psychology
Spring 2025

Professor:	David Carlston, Ph.D.	Course #:	PSYC 3303, Sec. 201
Office:	113 O'Donohoe	Time:	10:00-11:00 MWF
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Text:

American Psychological Association (2020). *Publication manual of the American Psychological Association* (7th 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).

Attendance:

Attendance is required for the course. Each student will be allowed three absences without penalty. Each additional absence will result in a 5% reduction of the student's final grade. Students will be responsible for the information presented during the class periods for which they were absent. This information includes but is not limited to course content, syllabus changes, and information regarding the research requirement.

The only absences that will not be counted are absences for a mandatory, university-sponsored event or religious holidays. Mandatory university-sponsored events must be verified by the Dean of Students, Provost, or Athletic Director. Written notification for mandatory university-sponsored events must be provided to the professor at least two days prior to the day of the event. Absences for religious holidays must also be cleared through the Dean of Students. Students must inform the instructor of religious holiday absences by the 15th day of class.

Make-up Exams:

Make-up exams will be provided if necessary. Exams must be completed within two class days of the missed exam.

Course Requirements:

1. Students will complete three 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 five 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 write a term paper (14-18 pages) which will be used to assess student progress towards course objectives. The final draft of the term paper will be worth 150 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

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, self-plagiarism, *and using AI assisted writing services*.

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.

Mandated Reporting:

This information is to inform the student of the limits of confidentiality while enrolled at MSU Texas or any other Texas state school. Due to federal and state law, MSU Texas faculty and staff are required to report key information regarding student welfare. For example, I am required to complete a report for any student who indicates experiencing sexual abuse/misconduct, physical/emotional abuse, domestic violence, stalking, suicidal/homicidal ideation, or related experience. These reports will be sent to the MUS Texas Title IX Department and/or the Dean of Student's office (<https://cm.maxient.com/reporting.php?MSUTexas>).

Student disclosure may occur via a face-to-face meeting, in-class self-disclosure, email, statement made in a written assignment, etc. If a student asks a faculty or staff person not to share the information, please note that by law, we have to report and I will report. Please note that as students, you may be aware of classmates/dormmates struggling and can make an incident report at: (<https://cm.maxient.com/reporting.php?MSUTexas>).

Course Schedule:

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

Week	Topic/Reading	DUE	Additional Info
1/19- 1/25	Database Orientation Writing in the Profession		APA Ch. 1 & Ch. 3
1/26- 2/1	Evaluating Literature Structure and Content	Topic Approval (1/29 – 50 pts.)	Assigned Readings
2/2- 2/8	Excel Orientation Plagiarism Referencing	Group Article Summary (2/5 – 50 pts.)	APA Ch. 8-10
2/9- 2/15	Visual Presentation		APA Ch. 7
2/16- 2/22	Feedback Sessions	Exam #1 (2/19 – 100 pts.)	
2/23- 3/1	Structure and Content		APA Ch. 2
3/2- 3/8		Paper Article Summaries (3/7 – 125 pts.)	
3/9- 3/15	Spring Break		
3/16- 3/22		Draft #1 (3/21– 100 pts.)	
3/23- 3/29	Feedback Sessions		
3/30- 4/5	Feedback Sessions		
4/6- 4/12	Grammar & Mechanics	Draft #2 (4/11 – 75 pts.)	
4/13- 4/19	Grammar & Mechanics		APA Ch. 4-6
4/20- 4/26		Exam #2 (4/23 – 100 pts.)	APA Ch. 4-6
4/27- 5/3	APA Style Check	Draft #3 (4/28 – 50 pts.)	APA Ch. 12
5/4- 5/10	Publication Process Graduate School Preview	Exam #3 (5/9 – 100 pts.)	Assigned Readings
		Final Draft (5/14 - 11:00am – 150 pts.)	