

Syllabus
Writing in Psychology
Fall 2022

Professor Info		Course Info	
Professor:	Nicholas Maxwell, Ph.D.	Course #:	PSYC 3303, Sec. 102
Office:	OD 118	Time:	2:00pm – 3:20pm; TR
e-mail:	nicholas.maxwell@msutexas.edu	Location:	PY 101
		Office Hours:	2:00pm – 4:00pm, MW; 2:00pm – 3:00pm F; by appointment

Required Texts:

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

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, Make-Up Policy for Exams, and Late Submission of Writing Assignments:

This course has been planned as a face-to-face course for Fall 2022. I will use D2L for posting syllabi, course communication, course schedule, and gradebook. You should regularly check D2L and the email hosted via D2L for important course information.

Attendance:

Class attendance is ***required***. Each student is allowed ***three*** absences without penalty. 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. Students with ***more than five absences*** will be dropped from the course with a failing grade.

Excused-Absences: The only absences that will not be counted are absences for a mandatory, university-sponsored event or religious holiday. Written notification must be provided to the professor at least two days prior to the day of the event. Absences for religious holidays must 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:

No make-up exams will be given ***except in the case of an emergency***, such as a serious illness, a serious accident, or a death in the family ***OR*** in the case of a previously excused absence (see *Attendance* section above for what qualifies as an *excused absence*).

You must verify your emergency with documentation. You must contact me via email no later than 24 hours after the missed exam! If you miss an exam without a valid excuse, you will receive a zero for the assignment.

Late Submissions on Writing Assignments:

Writing assignments submitted after the deadline (Topic Proposal, Article Summaries, Drafts, Final Submission, etc.) will lose 10% of their total point value per day they are late (e.g., 10 points will be deducted for an assignment worth 100 points, 20 points for an assignment worth 200, etc.).

Course Requirements:

1. **Exams:** Students will complete ***two exams*** during the semester. Each exam will be ***worth 100 points***.
2. **Term Paper:** You will select *any* topic in psychological research and will use this topic as the basis of an APA style manuscript. This manuscript will summarize results from various peer-reviewed papers on your topic. Your paper should be ***12 – 15 pages in length*** (you will lose points for being too short or too long!), and you must discuss results from at least ***fifteen*** different ***EMPIRICAL*** studies in psychology related to your topic (e.g., published research in peer-reviewed journals). In addition to summarizing findings, ***you must also provide meaningful critique/interpretation!*** This term paper will be used to assess student progress towards course objectives. Three drafts of the term paper will be required at various points in the semester (see the schedule below). More details will be posted on D2L. The term paper will be broken down into the following assignments:
 - a. Topic Proposal (50 points)
 - b. Bibliography and Article Summaries (100 points)
 - c. Draft #1 (100 points)
 - d. Draft #2 (100 points)
 - e. Draft #3 (100 points)
 - f. Final Draft (200 points)

A list of topic ideas will be posted on D2L. This list is not comprehensive and is designed to stimulate your thinking on the topic. However, you are welcome to select one of the topics on this list, but note that each student's paper must cover a unique topic. ***Your topic proposal must be submitted to me by email no later than 9/6*** (if you're reading this at the beginning of the semester, be thinking about your topic ideas now!). See course schedule for all deadlines!

Acceptable topics include: Violent media and aggression, learning styles, different types of therapies, the role of genetics and intelligence, implicit biases/prejudice, cognitive benefits of being bilingual, can people predict their memory abilities, the validity of personality testing, etc.

3. **Participation:** Classes are most productive when everyone contributes. Class participation (50 points) will be assessed based on attendance during writing days and scheduled feedback sessions, as well as your contributions to class discussions, your willingness to participate in peer-feedback, etc.

4. **Extra Credit:** No extra credit will be accepted unless specifically outlined in the syllabus (e.g., 10 bonus points on proposal submission for attending the topic proposal meeting).

Grades:

Your final grade in the course will be calculated based upon **900** total points. This will reflect a combination of Participation (50 points), Term Paper Assignments (650 points across all assignments/draft submission) and Exams (200 points). The point totals for each letter grade are as follows:

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

Desire-to-Learn (D2L):

This course utilizes the MSU D2L program for assignment submission. Relevant course materials will also be posted on D2L. Each student is expected to be familiar with this program as it provides a primary source of communication regarding general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program.

All course communication will occur through D2L. To ensure that you receive all updates, double check that your primary email address is updated in Banner.

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.

Email Policy:

You are required to use your MSU Texas email accounts for this class. I will not send emails to any other email accounts. I will also not send out class information to any other email address other than your university email account. ***Before emailing me about your question, make sure that your question has not been answered/addressed in the syllabus or elsewhere!*** When emailing me, please put the course number (PSYC 1103) AND section number (Sec. 104) in the subject line. This will immediately let me know which class you are in so I can respond faster.

I will try my best to get back to you within 24-hours (during the week) or within 3 days (weekends, holidays, if you decide to email me at 10:00pm on Friday...)

Academic Dishonesty Policy:

Academic Dishonesty is defined as cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct: [Office of Student Conduct](#)

Academic dishonesty 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. Paper drafts and final paper submission will be subject to a similarity check via Turnitin upon submission.

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’ transcripts, 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.

Change of Schedule:

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

TASP Learning Center:

The TASP Learning Center (first floor of Moffett Library) offers drop-in tutoring services for a variety of topics, including writing. Students can work one-on-one with a tutor for up to an hour. This service is offered free of charge for MSU Texas students, and no appointment is necessary. For more information, visit the Moffett Library’s website: <https://msutexas.edu/academics/tasp/on-campus.php>

Important Dates

Last day for Fall 22 schedule changes: **8/25**

Deadline to file for ***DECEMBER*** graduation: **9/26**

Deadline to file for ***MAY*** graduation: **10/3**

Last Day to drop with a grade of “W”: **10/24**

Refer to: [Drops, Withdrawals & Void](#)

Course Schedule:

Important! The reading for each day is what's expected to have been read prior to that date. Please note that this schedule represents *the ideal semester!* Any deviations from this schedule (particularly as they pertain to assignment deadlines and exam dates) will be announced in class ***AND*** posted on D2L.

Week	Date	Topic/Reading	DEADLINE/NOTES	Assigned Reading
1	8/23	Course Overview/Writing in the Profession		APA Ch. 1
	8/25	Critical Thinking/Generating Research Ideas		
2	8/30	Finding and Evaluating Research Articles		
	9/1	No Class!	1 on 1 meetings to discuss paper topic	
3	9/6	Citations, Referencing, and Plagiarism	(Topic Submission due by 9/6 @ 11:59pm – 50 points) (submit via email)	APA Ch. 8, Ch. 9, Ch. 10
	9/8	Citations, Referencing, and Plagiarism		APA Ch. 8, Ch. 9, Ch. 10
4	9/13	Library Day (Meet @ Moffett Library)		
	9/15	Developing an Outline/In Class Writing		
5	9/20	Excel Orientation	Bibliography and Article Summaries (Due: 9/20 IN CLASS – 100 pts.)	
	9/22	Excel Orientation/Exam 1 Review		
6	9/27	Exam #1	Exam #1 (9/27 – 100 pts)	
	9/29	Analyzing Evidence, Logical Reasoning, and Interpreting Results		Assigned Readings
7	10/4	Interpreting Results/APA Structure and Content	Draft #1 Due: Friday 10/4 @ 11:59pm – 100 pts.	APA Ch. 2
	10/6	APA Structure and Content		APA Ch. 2
8	10/11	Feedback Sessions		
	10/13	Feedback Sessions		
9	10/18	Grammar & Mechanics		APA Ch. 4, APA Ch. 5

Week	Date	Topic/Reading	DEADLINE/NOTES	Assigned Reading
	10/20	Grammar & Mechanics		APA Ch. 5, APA Ch. 6
10	10/25	Grammar & Mechanics/Exam 2 Review		
	10/27	Exam #2	EXAM #2 (10/27 – 100 pts.)	
11	11/1	The Publication Process and Peer Review		APA Ch. 12
	11/3	In Class Writing	Draft #2 (11/3 @ 11:59pm– 100 pts.)	
12	11/8	Data Visualization: Making Figures, Tables, and Appendices		APA Ch. 7
	11/10	Feedback Sessions		
13	11/15	In Class Writing/Peer Feedback		
	11/17	NO CLASS!		
14	11/22	Graduate School Preview	Draft #3 (11/22 @ 11:59pm – 100pts.)	
	11/24	NO CLASS! (Thanksgiving)		
15	11/29	Feedback Sessions		
	12/1	In Class Writing	FINAL DRAFT DUE Friday 12/6 @ 8:00AM (200 pts)	
16	Final Exam		No Final Exam (So you can focus on the paper! 😊)	