

San José State University
Psychology 100W: Writing Workshop
Spring 2010

A Note Regarding Furloughs & Their Impact On The Course

Due to the California budget crisis, the CSU faculty and many staff members have been furloughed. Implementation of a furlough for faculty is complicated. In theory, the current furlough calls for a 10% reduction in work time, which translates, generally, to 2 days per month of non-work. On scheduled furlough days, I am not authorized to work. Therefore, I will not be able to answer email or check our website.

Instructor Information

Instructor Susan Snycerski, Ph.D.

Office DMH 311

Phone (408) 924-5662

Email Mail function through course Blackboard or susan.snycerski@sjsu.edu

Course Hours Section 9, Mondays & Wednesdays 10:30-11:45 a.m., HGH 217

Section 4, Mondays & Wednesdays 4:30-5:45 p.m. DMH 347

Office Hours Tuesdays & Thursdays, 1:30 – 4:30, or by appointment

Contacting Instructor

1. **Through Blackboard mail function.** Best for questions and comments that you wish to remain private.
2. **Through Blackboard discussion board.** Best for questions about the course that need not remain private. Chances are others have the same questions you have.
3. **Through regular email.** If you've tried contacting me via Blackboard but have not received a reply in a reasonable amount of time (2 – 3 days), or if you need to contact me quickly, please use my regular email account: susan.snycerski@sjsu.edu
4. **By phone.** Not the best method.

Course Description

Welcome to Psychology 100W! In Psychology 100W you will be developing the research and writing skills appropriate for scholarly communication in the broad field of psychology. Broadly these skills include (but are not limited to) understanding how to research the psychological literature and scientific writing that conforms to the American Psychological Association (APA) style. Assignments include essays, a literature review, and scholarly communication.

Prerequisites ENGL 1B (with a grade of C or better)
Completion of core GE
satisfaction of Writing Skills Test and upper division standing
PSYC 1
STAT 95 or senior standing

GE/SJSU Studies Category Area Z

Course Goals and Student Learning Objectives

This is a course in writing for the Psychology major, however it is also an upper division GE course. As such, this course has a variety of features and student learning goals:

1. Students will develop proficiency at using databases (e.g., PSYCHINFO and MEDLINE) to locate empirical research and research review articles in an area of psychology.
2. Students will demonstrate competency in American Psychological Association (APA) writing style, including grammar, spelling, and syntax.
3. Students will summarize and analyze empirical research articles in an area of psychology.
4. Students will write for a general audience.
5. Students will organize and develop a literature review in an area of psychology.
6. The Board of General Studies, which writes the rules on GE courses, requires that students in 100w write no less than 8000 words in the course of the semester, and do an oral presentation.
7. Students will begin to develop critical thinking skills in psychology including the ability to:
 - a. Synthesize disparate research findings into a coherent framework which addresses a question or topic relevant to the discipline of psychology (related to SLO 5)
 - b. compare and contrast differing theories and research findings (related to SLO 3,5)

Required Texts/Readings

APA Manual

American Psychological Association. (2010) *Publication Manual of the American Psychological Association* (6th ed.). Washington, DC: Author. ISBN 978-1-4338-0561-5

APA Workbook (not to be confused with the APA Manual!)

American Psychological Association. (2010). *Mastering APA Style: Student's Workbook and Training Guide* (6th ed.). Washington, DC: Author. ISBN 978-1-4338-0557-8

Undergraduate Writing in Psychology

Dunn, D. S. (2008). *A Short Guide to Writing About Psychology*. New York, NY: Pearson. ISBN 978-0-5582-2127-0

IMPORTANT NOTE: In order to have access to the online resources that accompany the Dunn book, you must buy the book through the SJSU Bookstore.

Other equipment/material requirements

- *A 100W binder or other organizational tool (Important: keep all graded work until after your final grade is posted)*
- up to 10 Scantron forms 882-ES
- #2 Pencil & a black pen
- a **stapler** to carry in your backpack
- a working voice recorder (tape or electronic) for individual meetings with instructor
- Regular access to a computer and internet connection
- **Handouts will be made available in a timely manner via Blackboard. It is your responsibility to print out and bring copies of handouts to the appropriate lecture.**

Course Blackboard site

The course Blackboard site is an online resource supplement for this course. Use of this site and the information provided is **not** a substitute for attending lectures. The site will be updated regularly throughout the semester. This site contains:

- Discussion Board (Course Announcements, student questions)
- Links to webpages that will be of use to you throughout the course
- Handouts and articles
- Lecture slides (generally posted after lecture is presented)
- Grade roster

My intention is that the site will become an additional forum, outside of class, in which we can debate, discuss, and raise questions about the course material. **Check this site regularly for course announcements.**

To access the site go to <http://sjsu6.blackboard.com>

Username = 9 digit student id (example: 001234567)

Password = spring (case sensitive)

Note that if you have used Blackboard previously, your password has not been reset. Use your previous password to access the site. See the online tutorial for additional login and usage information:

Blackboard Student Tutorial: <http://online.sjsu.edu/welcome/gettingstartedce6.htm>

Turnitin.com

Turnitin.com is a website that checks for plagiarism. You will be required to submit many of your assignments to this website, as indicated by the instructor. Information on how to use turnitin.com will be provided later in the semester.

Our class ID is: 3097185

Our class password is: WritingRocks (case and space sensitive)

Assignments and Grading Policy Overview

The assignments in Psychology 100W are designed to **gradually build the writing and research skills necessary to write scholarly papers** appropriate for the discipline of psychology. Assignments in 100W generally include (but are not limited to):

- **Basic skills review** (e.g., grammar assignment, plagiarism tutorial)
- **Writing assignments** (e.g., reflection pieces, article summaries, compare/contrast papers, literature review)
- **APA style multiple choice tests**

The **course schedule** and **assignment summary table** at the end of this syllabus provide a timeline and the planned grading for each assignment. **You are expected to come to class with the requisite materials and having completed the assigned readings and assignments.**

For each assignment, an information sheet outlines the specifics of the assignment. **Please print them off the web site when they are available and have them with you on the appropriate lecture days.** These information sheets are **not** a substitute for the lecture.

APA Style Tests

APA Style Tests

In this course one way you will demonstrate mastery of APA style is through 40-item multiple-choice tests. There are two kinds of APA style on which you will be tested:

- ***term paper tests (TPT):*** to prepare for this test, ***complete Ch 3 in the Workbook***
- ***research report tests (RRT):*** to prepare for this test, ***complete Ch 4 in Workbook***

The tests are on relevant material in the ***APA Manual***. This material is scattered throughout the manual. To study for the tests, you should use your ***Workbook***. The workbook contains activities and references to material found in the manual.

You can take up to 4 tests on each style; your test grade is based on the highest test score earned for each style. **You must score a minimum of 28/40 (70%) on each type of test.** Although these are open book (APA manual) tests, they are difficult tests. You must know the information in the manual and where the information is located to understand and answer the questions correctly. So study! Bring a Scantron 882ES or 883ES to each test.

Testing Room

TPTs 1 – 2 and RRT 1 - 2 will be administered during class time. If you need to take additional tests, you will do so with a 100W teaching assistant when the testing room is open. The testing room and schedule will be announced shortly. **I strongly advise that you complete the needed tests as early in the semester as possible.**

Written Assignments

An assignment summary table appears at the end of this syllabus. Details for each assignment are provided in lectures and in assignment information sheets. Assignment information sheets (as well as other useful resources) can be found on the course Blackboard site. You are expected to print and bring copies of each handout to the appropriate class.

The written assignments in Psychology 100W are designed to **gradually build the writing and research skills necessary to write scholarly papers** appropriate for the discipline of psychology. The major writing assignments for this work include (but are not limited to):

- Dissecting a Literature Review
- Article Summary (Basic)*
- Compare/Contrast Paper*
- Literature Review* (*see detailed description below*)
- Peer Review
- Methods Papers

* Students will be given the opportunity to revise in response to instructor feedback and resubmit

Major Scholarly Paper: Literature Review

The major paper you will be writing for this course is an ***APA style literature review*** (approximately 2000 words including references; 10 or more scholarly references). The goal of a literature review is to answer a research question by describing and synthesizing relevant theory and research findings relevant to the question.

You will be developing your final literature review in several assignments, including (but not limited to):

- **Research Question Assignment** in which you develop, with help from the instructor, a research question appropriate to the discipline of psychology and to the requirements of the course.
- **Database Assignment** in which you identify at least 10 – 15 sources relevant to your literature review topic using databases and other resources appropriate to psychological research.
- **Outline Assignment** in which you organize the main points of your literature review and indicate which sources will be used to support the main point, and how it will do so (e.g., full summary of the article vs. “microsummary” of the article)
- **Literature Review Conferences and Drafts** in which you receive feedback from a variety of sources and revise your paper as needed.

Course Grade

Course grades will be based on the number of points accumulated throughout the semester.

The assignment summary table at the end of this syllabus provides the points associated with each assignment. **Grading scale:**

Points earned	Percent	Letter Grade		Points earned	Percent	Letter Grade
≥ 98	≥ 98	A+		73	73	C
93	93	A		72 or less		NC
90	90	A-				
88	88	B+				
83	83	B				
80	80	B-				
78	78	C+				

Important Notes about Grading

- Most assignment drafts are graded, therefore you should do your best on them or your course grade will be adversely affected
- Important!! The Department of Psychology has adopted the policy that designated written assignments will be returned ungraded for substantial errors in grammar, punctuation, spelling, clarity, conciseness, and validity of content and suffer a minimum penalty of 10% on the final grade on rewritten work. The revised paper must be returned within a maximum of seven calendar days and submitted with a copy of the original work. This policy is in effect for all courses 100W and above and by instructor discretion for courses under 100.
- Although some assignments are essentially credit/no credit (i.e., worth up to 1 point), it is very important to complete all of them because:
 - each develops a skill necessary for successful completion of major assignments
 - cumulatively “credit/no credit” assignments account for approximately 10% of your total grade
 - completion of some are required for the course (pre- and post-test; plagiarism tutorial; workbook chapters)
- missing a portion of these assignments can lower your course grade substantially
- in terms of GE the only passing course grades are C and above.

Make-up Exams

No extensions or make-up exams will be given except in cases of documented emergencies, serious illness, or a dean’s excuse. If such a circumstance should arise, please contact me as early as possible and be ready to provide documentation.

Late Assignments

Late credit/no credit assignments will not be accepted except in cases of documented emergencies, serious illness, or a dean’s excuse. If such a circumstance should arise, please contact me as early as possible and be ready to provide documentation.

Major assignments (10 or more points) will lose a full letter grade (10%) for each day late. Graded assignments more than 3 days late will not be accepted.

Extra Credit

Extra credit assignments are given at the *instructor’s discretion*. Should extra credit opportunities be extended, the total amount of extra credit points earned by a student cannot exceed 1 – 2 % of the total number of points available in the course.

Academic Integrity

Students should know that the University's [Academic Integrity Policy is available at http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf](http://www.sa.sjsu.edu/download/judicial_affairs/Academic_Integrity_Policy_S07-2.pdf). Your own commitment to learning, as evidenced by your enrollment at San Jose State University and the University's integrity policy, require you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. The website for [Student Conduct and Ethical Development is available at http://www.sa.sjsu.edu/judicial_affairs/index.html](http://www.sa.sjsu.edu/judicial_affairs/index.html).

Instances of academic dishonesty will not be tolerated. Cheating on exams or plagiarism (presenting the work of another as your own, or the use of another person's ideas without giving proper credit) will result in a failing grade and sanctions by the University. For this class, all assignments are to be completed by the individual student unless otherwise specified. If you would like to include in your assignment any material you have submitted, or plan to submit for another class, please note that SJSU's Academic Policy F06-1 requires approval of instructors.

Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the DRC (Disability Resource Center) to establish a record of their disability.

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drops, academic renewal, etc. [Information on add/drops are available at http://info.sjsu.edu/web-dbgen/narr/soc-fall/rec-324.html](http://info.sjsu.edu/web-dbgen/narr/soc-fall/rec-324.html) . [Information about late drop is available at http://www.sjsu.edu/sac/advising/latedrops/policy/](http://www.sjsu.edu/sac/advising/latedrops/policy/) . Students should be aware of the current deadlines and penalties for adding and dropping classes.

Read the syllabus!

You are responsible for knowing the details in this green sheet. If you lose it, get another. I am happy to answer questions about the course as they arise, but I expect you will make some effort to find the answers in the syllabus and class materials, and to pay attention to the answers given.

Skill-Development Course

It is important that you understand that this class is a **workshop on skill development** and differs from a standard lecture class that teaches content. I will provide a few lectures and am available for consultation, but I do not “teach” in the traditional lecture sense.

In a **workshop, you have primary responsibility for learning the material**. I can answer any questions about the material you are learning and I provide feedback on your assignments. You are expected to take the initiative in mastering the material and skills in this class.

Time Management & Regular Attendance

Time management is a **major** issue for students in this class. As in the workplace, deadlines are real. Assignments are due one after another and you need to keep on top of them! You can fall quickly behind if you fail to turn every assignment in on time.

Although the course has an online resource, this resource is not a substitute for attending lectures.

Laptops

In-class laptop use is allowed only by written permission of the instructor. If you wish to use a laptop for note-taking you must see me first. In all cases, students using laptops will sit in the first two rows. No exception. Laptop use is restricted to note-taking only and one shall never connect to the internet and use class time to check email, visit social networking sites, surf the web, and so forth. Doing so will result in loss of laptop privilege for the remainder of the semester.

Cell phones and other electronic devices

Please be certain to turn off or put in silent mode all cell phones, pagers, and any other devices that produce distraction prior to entering the classroom.

Late arrivals

If you must arrive late or leave early, please do so quietly and with a minimum of distraction.

I expect you to come to class prepared

“Prepared” means you have completed the readings and any assignment before class starts, and written down any questions you had from the assignment. You should be as prepared as you expect your professor to be.

Communication

Use email!! Use office hours! Talk to me!!

Check the course Blackboard site regularly

If I become ill, I will inform you the night before that I will be absent. Please email me before class if you will not be in class. Please set your spam controls to accept my email address.

Student Technology Resources

Computer labs for student use are available in the Academic Success Center located on the 1st floor of Clark Hall and on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library.

A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include digital and VHS camcorders, VHS and Beta video players, 16 mm, slide, overhead, DVD, CD, and audiotape players, sound systems, wireless microphones, projection screens and monitors.

Learning Assistance Resource Center

The Learning Assistance Resource Center (LARC) is located in Room 600 in the Student Services Center. It is designed to assist students in the development of their full academic potential and to motivate them to become self-directed learners. The center provides support services, such as skills assessment, individual or group tutorials, subject advising, learning assistance, summer academic preparation and basic skills development. [The LARC website is located at http://www.sjsu.edu/larc/](http://www.sjsu.edu/larc/).

SJSU Writing Center

The SJSU Writing Center is located in Room 126 in Clark Hall. It is staffed by professional instructors and upper-division or graduate-level writing specialists from each of the seven SJSU colleges. Our writing specialists have met a rigorous GPA requirement, and they are well trained to assist all students at all levels within all disciplines to become better writers. [The Writing Center website is located at http://www.sjsu.edu/writingcenter/about/staff/](http://www.sjsu.edu/writingcenter/about/staff/).

Peer Mentor Center

The Peer Mentor Center is located on the 1st floor of Clark Hall in the Academic Success Center. The Peer Mentor Center is staffed with Peer Mentors who excel in helping students manage university life, tackling problems that range from academic challenges to interpersonal struggles. On the road to graduation, Peer Mentors are navigators, offering “roadside assistance” to peers who feel a bit lost or simply need help mapping out the locations of campus resources. Peer Mentor services are free and available on a drop –in basis, no reservation required. The Peer Mentor Center website is located at <http://www.sjsu.edu/muse/peermentor/>.

Other Resources

Your instructor will inform you of any other resources that may be available to you (e.g., online tutorials, etc.).

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Course Schedule

This course will follow this syllabus to the extent possible. The timing and specific nature of topics and activities may change. You are responsible for keeping informed of any changes made to the class syllabus. Such changes will be clearly stated in class and will be posted on the class web site. You are responsible for checking the class web site before each class. If, for any reason, your instructor must cancel class a message will be posted on the course website. Therefore, it is extremely important to check the website before each class.

Week	Date	Topics, Readings, Assignments, Deadlines
1	Jan 27	Introduction to course and course orientation
2	Feb 1 & 3	Pretest; Writing in Psychology; Understanding Empirical Articles; Writing Article Summaries Feb 1 Due: Grammar Assignment I; Dissecting a literature review; Dunn Ch 1; APA Manual Ch 1
3	Feb 8 & 10	Meet in MLK 125 for first part of class – class resumes in classroom at 7:30 p.m. Basics of APA Style; Developing a Research Question; Searching the Literature Feb 8 Due: Potential Literature Review Research Questions; Plagiarism Tutorial; Article Summary Draft; Dunn Ch 2 & 3
4	Feb 15 & 17	Feb 15 Mandatory Furlough Day: No class I am not allowed to check email or websites on furlough days. Searching the Literature. Research methods. Student meetings. Feb 17 Due: Bring workbook to class
5	Feb 22 & 24	Research methods. Student meetings. Feb 22 Due: TPT #1 (in-class) Feb 24 Workbook Ch 3 (bring to class); Article Summary Final (bring three copies to class)
6	Mar 1 & 3	Literature Review Development; Method experiment Mar 3 Due: TPT #2 (in-class); Database and Outline assignments ; Dunn Ch 4
7	Mar 8 & 10	Literature Review Development; student meetings Mar 8 Due: Compare & Contrast draft paper; bring workbook to class; Dunn Ch 7
8	Mar 15 & 17	Literature Review Development; student meetings Mar 15 Due: RRT#1 (in-class); Workbook Ch 4 (bring to class); Mar 17 Method paper
9	Mar 22 & 24	Literature Review Development; student meetings Due: RRT#2; Dunn Ch 9
10	Mar 29 & 31	Spring break (Mar 29 – Apr 2) No class.
11	Apr 5 & 7	Apr 5 Mandatory Furlough Day: No class I am not allowed to

Week	Date	Topics, Readings, Assignments, Deadlines
		check email or websites on furlough days. Ethics in research Apr 7 Due: Literature Review Draft; Dunn Ch 10
12	Apr 12 & 14	Literature Review Conferences
13	Apr 19 & 21	Literature Review Conferences
14	Apr 26 & 28	Literature Review Conferences
15	May 3 & 5	Peer-review May 5 Due: Revised literature review (bring two copies)
16	May 10 & 12	May 10 Due: Literature Review Final; Oral Presentations
17	May 17	Oral Presentations
Final Exam	Section 9: May 21 9:45 am - 12:00 pm Section 4 May 25 14:45-17:00 pm	Due: Post-test (in-class); take home final; Oral Presentations

Due dates for all graded and credit/no credit assignments will be announced in class and posted on the course Blackboard website.