San Jose State University
Department of Psychology
PSYCH 100W, Writing Workshop, Sec. 01 (30190), Summer 2016

Course and Contact Information

Instructor: Professor Laree A. Huntsman, Ph.D.
Office Location: CL 140 - #45
Telephone: (408) 924-5633
Email: laree.huntsman@sjsu.edu
Office Hours: After class in class
Class Days/Time: Tuesday and Thursday 1:00-2:55 in HGH 120
Classroom: HGH 120

Prerequisites: You must have passed General Education (GE) Area E3 Critical Thinking and Writing with a C or better. You must have passed English/LLD 100A with a C or better or passed the Writing Skills Test (WST). Also, you must have passed PSYCH 1 and STAT 95 with a C or better. These courses are prerequisites, not corequisites. Finally, you must be classified as upper division standing (60 units).

GE/SJSU Studies Category: Area Z. CSU graduation requirement is a C or better.
http://www.sjsu.edu/senate/docs/2014geguidelines.pdf

Course Description
In Psychology 100W you will be developing the research and writing skills appropriate for scholarly communication in the broad field of experimental psychology. These skills include understanding how to research the psychological literature and to write papers using the scientific writing style that conforms to the American Psychological Association (APA). Assignments include article summaries, a literature review, a laboratory report, and oral presentations.

Required Text/Readings
APA Manual

Other Equipment/Material Requirements
Purchase one organizational binder to hold all your course materials, one small (8.5” x 7”) Green Book/Examination Book, the APA Manual listed above, a calculator, and a pen or pencil from the campus bookstore. Course handouts will be given to you that you are to place in your binder and you are to bring to class every day. You must bring your course binder, calculator, APA Manual, and something to write with to class every day. Additionally you will need regular access to a computer and internet connection, money for copying, a printer, printer paper, writing paper, and a calculator (any calculator that can give the square root is fine).

### Student Learning Objectives Assessment and Outcomes

The Board of General Studies, which writes the rules on general education courses, requires that students in 100W write no less than 8000 words and do an oral presentation. Although this is a course in writing for the Psychology major it is also a GE/SJSU Studies Category Area Z course. As such, this course has a variety of features and student learning goals:

- 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.
- Students will demonstrate competency in American Psychological Association (APA) writing style, including grammar, spelling, and syntax.
- Students will summarize and analyze empirical research articles in an area of psychology.
- Students will organize and develop a literature review in an area of psychology.
- Students will write an APA style experimental laboratory report.
- Students will write for a general audience.
- Students will communicate research results to others by doing oral presentations.

### Written Assignments, Rewrites, Oral Presentations, and Final Essay Exam

Specific details on each assignment are provided in lectures. The course schedule provides a timeline of the course activities, assignments, due dates, and return dates. You are expected to come to class with the requisite materials and having completed the assigned readings and assignments. You will be given feedback on your writing for Assignments 1-4 and 6, as listed below, and you will be required to submit a revised version for your final grade. Your final grade will be determined by the combined average of the points you received on the original assignment and the revised version. When submitting revised versions of the assignments, include the original assignment with comments stapled to the back. Revised assignments are due the next class session. I require hard copies. I will not accept emailed or faxed assignments.

1. **Three method sections (Three pages).** You will write three APA style method sections (~250 words each). We will perform experiments in class and you will write method sections for the experiments.

2. **Three results sections (Three pages).** You will write three APA style results sections (~250 words each). We will perform experiments in class and you will write results sections for the experiments.
3. **Three tables (Three pages).** You will construct three APA style tables. We will perform experiments in class and you will depict the data using tables and table captions.

4. **Three figures (Three pages).** You will draw three APA style figures. We will perform experiments in class and you will depict the data using figures and figure captions.

5. **One laboratory report (Ten pages).** You will write one APA style laboratory report (~2000 words). We will perform an experiment in class and you will write a laboratory report for the experiment.

6. **Four article summaries (Four pages).** You will write four APA style article summaries (~250 words each). Article summaries are comprehensive yet concise descriptions of empirical studies. Article summaries will be chosen by the student based on their relevance to the literature review research question. Your literature review will include all four article summaries.

7. **One literature review proposal (Three pages).** You will submit an APA style proposal (~500 words) consisting of a description of the main research question of your literature review, definitions of key terms, and a list of 10 scholarly references that you plan on using in your literature review.

8. **Two oral presentations.** You will choose two of your article summaries and prepare two oral presentations. Presentations will be 3-5 minutes in length.

9. **One literature review (Ten pages).** You will write an APA style literature review (~2000 words). You will choose a psychology topic and within your general topic you will develop a more narrow research question. The goal of a literature review is to answer the research question by describing relevant empirical studies that psychologists have conducted on the topic.

10. **One essay exam (Eight pages).** There will be one essay open note/book/ exam (~1000 words). You will take the exam using a small (8.5” x 7”) Green Book Examination Book. The exam is a cumulative exam that covers material from the entire course. Specifically, you will be writing a mini laboratory report. The essay exam will be administered in class during the last day of class. There are no make-up exams given in this course and you are required to take this exam.

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<thead>
<tr>
<th>Course Grade</th>
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Course grades will be based on 700 points worth of graded assignments.

<table>
<thead>
<tr>
<th>COURSE ASSIGNMENTS</th>
<th>Points</th>
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<tbody>
<tr>
<td>Three method sections</td>
<td>60</td>
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<tr>
<td>Three results sections</td>
<td>60</td>
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</tbody>
</table>
Three tables and table captions  30
Three figures and figure captions  30
One laboratory report  100
Four article summaries  120
One literature review plan  60
Two oral presentations  40
One literature review  100
One essay final exam  100

How to Determine your Final Course Grade:

<table>
<thead>
<tr>
<th>Grade</th>
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<th>Grade</th>
<th>Range</th>
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<tbody>
<tr>
<td>A</td>
<td>651-700 (93%)</td>
<td>C</td>
<td>518-538 (74%)</td>
</tr>
<tr>
<td>A-</td>
<td>630-650 (90%)</td>
<td>C-</td>
<td>490-517 (70%)</td>
</tr>
<tr>
<td>B+</td>
<td>609-629 (87%)</td>
<td>D+</td>
<td>469-489 (67%)</td>
</tr>
<tr>
<td>B</td>
<td>588-608 (84%)</td>
<td>D</td>
<td>448-468 (64%)</td>
</tr>
<tr>
<td>B-</td>
<td>560-587 (80%)</td>
<td>D-</td>
<td>420-447 (60%)</td>
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<tr>
<td>C+</td>
<td>539-559 (77%)</td>
<td>F</td>
<td>0-419 (59%)</td>
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Late Assignments

Late assignments will be penalized by reducing the grade by 5 points for each class day of lateness. We meet twice a week so that means you would lose 5 points per class day and 10 points per week for late assignments. Late assignments must be handed to me in person at the beginning of the next class. Do NOT put an assignment on my office desk and NEVER take an assignment to the psychology office.

Make-up Exam

There are no make-ups for the required final exam given during the last day of class. No extensions or make-up exams will be given except in cases of documented emergencies or serious illness. If such a circumstance should arise, please contact me as early as possible.

Extra Credit

In order to be fair to the entire class, I do not ever assign extra credit to raise grades.

Incompletes

I follow University policy on the assignment of Incompletes (i.e., at least 75% of the course work must have been completed and there must be a compelling/documentined reason).

Skill-Development Course

This class is a workshop on skill development and differs from a standard lecture class that teaches content. In a workshop, you have primary responsibility for learning the material. Although I explain all of the assignments in class, answer questions about the material you are learning, and provide feedback on your assignments, you are expected to take the initiative in mastering the material and skills in this class. All assignments must be written according to the guidelines of the American Psychological Association Publication Manual. You will have to study the manual carefully so that you will be ready for the first assignment. It is imperative that you have access to a computer and word processing program because I expect you to have rewritten your assignments several times before they are handed in. Never turn in a first draft!
Most students find that writing in APA style is the most difficult aspect of this course. In fact, a typical reason for failing this course is failing to submit assignments, submitting poor assignments, or submitting late assignments. It is extremely important to remember that you have something due every day. Please be aware that procrastination is the enemy of producing good APA style writing.

**Definition of a Credit Hour**

Success in this 3-credit course is based on the expectation that students will spend a minimum of 10 hours per week (100 hours total) on activities outside of the regular class time.

**Time Management and Regular Attendance**

Time management is a major issue for students in this class. 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. Additionally, late assignments are penalized five points per class day (10 points per week).

Although attendance is not taken, perfect attendance is critical for success in this class, therefore you should never be absent and you should never be late. However, if you are absent or late refer to your classmates for lecture notes. Expectations and directions for every single assignment is explained and outlined in class. Please be aware that I do not put any lecture material on the web, nor do I email them to students, nor do I give private lectures or allow students to copy my notes outside of class. The only sure way for you to get lecture notes is to attend the lectures and take your own notes.

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**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). 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).

Instances of academic dishonesty will not be tolerated. Cheating on the final exam 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. It is also critical that you never give a copy of your work to anyone taking this class. If you give a copy of your work to another student and they present the work as their own then both students are in violation of the University’s Academic Integrity Policy and both students will receive a failing grade.

**Religious Holidays**
If you wish to observe a religious holiday, I will make every effort to honor your request without penalty (http://sjsu.edu/senate/docs/S14-7.pdf).

**Campus Policy in Compliance with the American Disabilities Act**

If you need course adaptations or accommodations because of a disability please let me know as soon as possible. Presidential Directive 97-03 requires that students with disabilities requesting accommodations must register with the Accessible Education Center (AEC) to establish a record of their disability. Additionally, if you have emergency medical information you want to share with me, or if you need special arrangements in case the building must be evacuated, please let me know as soon as possible.

**Dropping and Adding**

Students are responsible for understanding the policies, procedures, current deadlines, and penalties about add/dropp, late drop, grade forgiveness, incompletes, etc. Refer to the current summer session policies for specific registration information.

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**Student Resources**

**Student Technology Resources**

Computer labs for student use are available in the Academic Success Center at http://www.sjsu.edu/at/asc/ located on the 1st floor of Clark Hall. Computers are also available in the Martin Luther King Library.

**SJSU Writing Center**

The SJSU Writing Center is located in Room 126 in Clark Building. It is staffed by instructors, upper-division students, and graduate students and they are trained to assist all students at all levels within various disciplines to become better writers. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the Writing Center website at http://www.sjsu.edu/writingcenter.

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**Classroom Protocol**

- Come to class with a positive attitude.
- Be familiar with the information provided in your greensheet.
- Behave respectfully to yourself, your peers, and your instructor.
- Come to class everyday.
- Be punctual (late students are to enter the room discreetly and sit in the back).
- Do not leave early (if you absolutely must leave early sit near the door and leave discreetly).
- Be prepared (have necessary materials with you).
- Do assigned homework and readings on time.
- Do not interrupt.
- Do not talk/joke with your class-mates during lecture.
- Do not read material not related to the class during lecture.
• Raise your hand if you wish to ask a question or make a comment.
• Refrain from eating, drinking (water is fine), or chewing gum.
• Turn off all electronic devices.
• Do not send or receive text messages during class.
• Do not use your laptop in class.
• Do not use recording devices or take pictures in class.

Return Schedule

Assignments are due on the dates listed below. Graded assignments with feedback are returned the next class, and then the required rewrites are due the next class. The final grade for assignments 1-4 will be returned July 7. The final grade for the laboratory report (Assignment 5) will be returned July 19. The grade for the literature review proposal (Assignment 7) will be returned July 28. The final grade for assignment 6 (Article Summaries) will be returned August 2. Grades for the two oral presentations (Assignment 8) will be distributed August 9.

Course Schedule

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<thead>
<tr>
<th>WEEK</th>
<th>DAY</th>
<th>DATE</th>
<th>Activity/Topic</th>
<th>Assignment Number Activity/Topic</th>
<th>Assignments Due</th>
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<tbody>
<tr>
<td>1</td>
<td>T</td>
<td>6/7</td>
<td>Orientation/ Experiment 1/ Method 1</td>
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<td></td>
<td>R</td>
<td>6/9</td>
<td>Results 1</td>
<td>2, 3, 4</td>
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<td>6/28</td>
<td>Laboratory Report</td>
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<td>Article Summaries</td>
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<td>Library Tutorial</td>
<td>5, 6, 7, 9</td>
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<td>Oral Presentations</td>
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<td>Independent Research Consultation</td>
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<td>8</td>
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<td>10</td>
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<td>Final Review</td>
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<td>Final Exam (Mandatory)</td>
<td>10</td>
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