

WRITING IN PSYCHOLOGY: APA STYLE – PSY 2000-40
FALL SEMESTER 2013
ONLINE COURSE

INSTRUCTOR: Dr. Assunta Hardy

COMMUNICATING WITH THE INSTRUCTOR:

1. Online office hours: MWF 1 – 3 pm
2. Email address: ahardy@dixie.edu
3. Office telephone No.: 435-652-7508

OFFICE: South Admin Building, Room 101

Drop by my office during office hours if you reside in St. George; I would be happy to meet you in person.

COURSE DESCRIPTION: “Required of psychology majors and recommended for students in all disciplines interested in understanding and more effectively using APA writing style. An introduction to the effective use and application of APA style for research projects, technical papers, and expository writing in the psychological and behavioral sciences. **Prerequisites: PSY 1010, or PSY 1010A; and ENGL 1010 or ENGL 1010A.**” (DSU 2013-2014 Course Catalog)

COURSE FORMAT: This course is conducted online using Canvas. This format requires greater responsibility on the part of the student, but also provides greater personal freedom for scheduling course work. Please note this course requires verification of your identity through the use of two proctored exams (see course schedule). The student will receive an F in the course if these proctored exams are not completed or are not compatible with coursework submitted throughout the semester.

Remember the general rule of time commitment to a course: at least two hours of work out of class for every hour in class. Therefore, for an online three credit-hour course, nine hours of student work is expected weekly.

In order to be successful in this course, you will need to have access to a computer with Microsoft Word, PowerPoint, and Excel, and the internet. The best way to access the course is through the Chrome Browser. If you do not already use Chrome, download it onto your computer and then login to [CANVAS](#). Read the section below on technology to address technical issues that may arise during the semester.

REQUIRED TEXTBOOKS:

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

Dunn, D. S. (2011). *A short guide to writing about psychology* (3rd ed.). White Plains, NY: Pearson Longman.

PSYCHOLOGY PROGRAM LEARNING OUTCOMES:

PLO 1: KNOWLEDGE BASE OF PSYCHOLOGY – Demonstrate familiarity with the major concepts, theoretical perspectives, and historical trends in psychology.

PLO 2: RESEARCH METHODS IN PSYCHOLOGY – Understand and apply basic research methods in psychology, including research design, data analysis, and interpretation.

PLO 3: CRITICAL THINKING SKILLS IN PSYCHOLOGY – Respect and use critical and creative thinking, skeptical inquiry, and when possible, the scientific approach to solve problems related to behavior and mental processes.

PSY 2000 – COURSE LEARNING OUTCOMES:

Upon successful completion of this course, students will be able to:

- ✓ Use online databases to identify and locate relevant journals in psychology for the purpose of conducting systematic searches of completed research reports on a specified topic or problem *(CLO 1: aligns with PLO 2)*
- ✓ Read and understand reports of completed research, and evaluate the quality of the individual studies including published journal articles and unpublished research reports such as theses, dissertations, conference presentations, and manuscripts submitted for publication *(CLO 2: aligns with PLO 1 & 3)*
- ✓ Discern differences between personal views and scientific evidence in understanding behavior *(CLO 3: aligns with PLO 3)*
- ✓ Understand the nature, scope, quality, and diversity of completed research in psychology including gaps, recurring themes, and unresolved issues *(CLO 4: aligns with PLO 1)*
- ✓ Write critical, integrative reviews of the research literature that synthesize the findings of studies completed on a specified topic *(CLO 5: aligns with PLO 3)*
- ✓ Formulate research problems that warrant further investigation and will likely advance knowledge in the field *(CLO 6: aligns with PLO 1 & 3)*
- ✓ Prepare written proposals for conducting original research studies *(CLO 7: aligns with PLO 2)*
- ✓ Explain in writing the methods, results, and conclusions of a data collection project *(CLO 8: aligns with PLO 2)*
- ✓ State connections between diverse facts and theories *(CLO 9: aligns with PLO 1 & 3)*
- ✓ Identify and apply the basic components of APA style *(CLO 10: aligns with PLO 2)*
- ✓ Describe and apply the relevant ethical principles as addressed by the APA code of ethics *(CLO 11: aligns with PLO 1)*
- ✓ Engage in coordinated efforts with one or more learners to construct knowledge, negotiate meaning and/or solve problems using Internet and electronic communications *(CLO 12)*

ASSESSMENTS AND ASSIGNMENTS:

These assignments are required and as you complete them, you will see your progress.

| Items Required | Points per Item | Total Points |
|-----------------------------------|-----------------|--------------|
| Syllabus Quiz | | 5 |
| | | |
| 4 Discussion Threads | | 20 |
| Discussion # 1 | 5 | |
| Discussion # 2 | 5 | |
| Discussion # 3 | 5 | |
| Discussion # 4 | 5 | |
| | | |
| 2 Exercises | 10 | 20 |
| | | |
| 4 Quizzes | 20 | 80 |
| | | |
| 2 Group Projects | 45 | 90 |
| | | |
| 2 Exams | 50 | 100 |
| | | |
| 1 Research Paper | | 285 |
| RP Draft # 1 | 10 | |
| RP Draft # 2 | 20 | |
| RP Draft # 3 | 40 | |
| RP Draft # 4 | 50 | |
| RP Draft # 5 | 50 | |
| Final Research Paper | 115 | |
| | | |
| 2 Peer Reviews | 55 | 110 |
| | | |
| 1 Poster Presentation | 30 | 30 |
| | | |
| Total Points in the Course | | 740 |

COURSE GRADING SYSTEM: Percentage (%) letter grade based on the total points (740) in the course.

| | | | | | |
|----|----------|----|---------|----|-----------|
| A | 93-100 % | B- | 80-82% | D+ | 67-69% |
| A- | 90-92 % | C+ | 77-79% | D | 63-66% |
| B+ | 87-89 % | C | 73-76 % | D- | 60-62% |
| B | 83-86 % | C- | 70-72 % | F | Below 60% |

As a college student, it is your opportunity and responsibility to keep track of your points in your classes. Canvas Grades will track your points so you will always know what grade you are earning in the course at any point in time. Decide what grade you want and organize yourself to earn the points you will need.

COURSE POLICIES:

Extra Credit: There may be an opportunity for extra credit. As a general rule, the focus should be on the required credit first. Once all required work is completed and turned in, the instructor will consider extra credit activities that can be accommodated within the remaining time before the semester ends. Any extra credit activities will be presented to the entire class, not on an individual basis.

Late Work: Deadlines for all assignments are clearly stated in the course syllabus. ***After each due date the assignments lock down.*** Assignments cannot be made up. The Testing Center will not be able to proctor exams after the exam due date. Please arrange your schedule so that you are able to complete all course requirements by the designated time. Any assignment submitted late will be penalized 10% for each day it is late. Students will receive zero points for any assignment that has not been submitted by the end of the assigned final exam-time period for this class. In the event of extenuating circumstances that may prevent you from turning work on time, contact the instructor immediately.

Instructor's Grading Timetable: You will receive grades for completed assignments within one week of their due date. Late projects will be graded as soon as possible depending when they are turned in.

D-mail: Important class and college information will be sent to your D-mail email account. This information includes your DSC bill, financial aid/scholarship notices, and notification of dropped classes, reminders of important dates and events, and other information critical to your success in this class and at DSC. All DSC students are automatically assigned a D-mail email account. If you don't know your user name and password, go to <http://www.dixie.edu/> and select "D-mail" from the left column, and follow the instructions "Can't access your account?". You will be held responsible for information sent to your D-mail account, so please check it often.

Technology: A known fact of technology is that it sometimes fails. Computers crash, printers run out of ink, Internet connections falter. In order to control for these failures, your guiding principles should be to think ahead and be prepared. Save your work often, and in several places. Leave yourself time before assignments are due to allow for connection errors, and familiarize yourself with communication resources in your area in case you need to use them as a back-up to complete your assignments.

The only acceptable technology-related excuse for not meeting the requirements of this course is a documented failure of the DSC CANVAS system – if you find the system is not working; you'll need to e-mail me. And, immediately contact the Helpdesk at **(435) 879-4357** and through email at helpdesk@dixie.edu. You should also continue attempting to access the system – any failures in the system are usually resolved within an hour. Using CANVAS however will make your life easier when it comes to having course material always available to you and the ability to communicate with peers and instructors at your fingertips. Not to mention the savings on printing and paper to produce assignments.

Submitting Coursework: Please save and submit all work in a Microsoft Word file (.doc or .docx). Assignments submitted in another format sometimes cannot be read. It is your responsibility to see that the file uploaded with your work is readable and it works. Keep a file with copies of all work submitted in a different storage site.

WHAT STUDENTS CAN EXPECT FROM THE INSTRUCTOR:

1. I value instructor-learner communication. We can communicate via email, online chat during office hours or telephone. To prevent telephone tag, you may want to email me to schedule a telephone appointment. Generally, I can be reached by telephone most days until 3:00 pm. If I am away from my desk, please leave a message and I will return your call as quickly as possible.
2. In general, communication will take place through various links set up in Canvas. In the event a private conversation is required, we will use email. I will usually respond to emails within 24-48 hours, except on weekends. I am off on weekends.
3. In the event that several students are asking the same question, I will post a response, along with the question, under the Frequently Asked Questions (FAQs) tab in Canvas, and then I will send out a general announcement for all students to view.
4. If at any time you are dissatisfied, confused, or unclear about how a discussion is being facilitated, please contact me via email. I will respond to your inquiry within 48 hours, and we will work together to resolve the identified issue.
5. I will share my travel schedule with you and post any away times under the Announcement link in Canvas. I travel occasionally to participate in professional conferences, but I always travel with a laptop. In the event that I am unable to connect to the Internet (e.g., slow dial-ups), I will send out a general announcement.
6. I will do my utmost best to respond to assignments with feedback within a week of the submission due date. Again, sometimes life intervenes, but if it does, I will let you know.
7. I will treat you with collegial respect! You have as much to contribute to the learning process as I do and I look forward to learning from you.

UNIVERSITY RESOURCES: Several university resources are available to help you succeed.

Library: Please use the library! It is a great resource and the staff can help you find the materials you need. To access their website online go to <http://library.dixie.edu/>.

Tutoring Center: DSU's Tutoring Center is located on the 4th floor of the Holland Centennial Commons in Room 431. Tutors are available to assist you in clarifying concepts and class material, and in improving your study skills. The center's hours are Monday-Thursday from 9:00 am to 8:00 pm, Fridays from 9:00 am to 5:00 pm, and Saturdays from 1:00 pm to 4:00 pm. Go to <http://www.dixie.edu/tutoring/>.

Writing Center: DSU's Writing Center is located on the 4th floor of the Holland Centennial Commons in Room 421. The Writing Center is staffed by peer tutors who offer suggestions, instruction, and tips to help you improve your individual skills. You can visit them in person or access their Online Writing Lab (OWL) at owl@dixie.edu. Their hours of operations are Monday-Thursday from 9:00 am to 8:00 pm and Fridays from 9:00 am to 5:00 pm.

Testing Center: There will be two proctored exams in this course, so you will need to familiarize yourself with the Testing Center. The center is located in the North Plaza Building. Their classroom testing center hours are Mondays-Fridays from 9:00 am to 10:00 pm, Saturdays from 2:00 pm to 10:00 pm, and Sundays from 4:00 pm to 10:00 pm. For more information, go to <http://www.dixie.edu/testing/>.

COURSE GUIDELINES FOR ONLINE PARTICIPATION:

Attendance and presence online are required for successful completion of this course. Students are expected to log on to the course at a minimum of three times per week. The purpose is to (a) read assigned textbook readings, (b) complete the required assignments by their due date, (c) keep abreast of the latest announcements and messages, and (d) participate in class and group discussions.

Students are expected to make substantive contributions to group and class discussions throughout the semester. Simply saying “hello” or “I agree” is not considered a substantive contribution. Students make substantive contributions to discussions by presenting and supporting their position, asking thoughtful questions and/or introducing a new direction to the conversation. As a minimum requirement for class discussions, students address each discussion question by writing one original post (OP) consisting of 75-100 words and two replies (2R) to other students’ postings consisting of 50+ words. ***Students cannot pass this course without participating in group and class discussions.***

Contributing to the online learning environment is important, however students need to familiarize themselves with and apply basic rules for communicating online. The word “netiquette” is short for “Internet etiquette.” Rules of netiquette have grown organically with the growth of the Internet. The purpose for netiquette is to help users act responsibly when accessing or transmitting information online. Students are encouraged to use good “netiquette” such as:

- Check the class and group discussion frequently and respond appropriately and on the subject.
- Focus on one subject per message and use pertinent subject titles.
- Keep postings within the limits prescribed (i.e., 75-100 words for an OP and 50+ words for replies).
- Reread post before submitting. One suggestion would be to use a word processor to write the post and then copy it into the discussion board.
- Keep in mind that online discussions are meant to be constructive exchanges.
- Be professional and careful with your online interaction.
- When posting a long message, it is generally considered courteous to warn readers at the beginning of the message that it is a lengthy post.
- Be considerate. Rude and threatening language, inflammatory assertions (often referred to as “flaming”), personal attacks, and other inappropriate communication will not be tolerated.
- Be respectful and open-minded about diverse viewpoints expressed.
- Capitalize words only to highlight a point or for titles – Capitalizing otherwise is generally viewed as SHOUTING!
- Use boldface and italics sparingly, as they denote sarcasm.
- It is fine to use humor, but use it carefully. The absence of face-to-face cues can cause humor to be misinterpreted as criticism. Feel free to use emoticons such as :) or ;) to let others know that you’re being humorous.
- Always practice good grammar, punctuation, and composition.
- Use spell check.
- Cite all quotes, references, and sources.
- It is considered extremely rude to forward someone else’s messages without their permission.

Although it is suggested that all issues, questions and concerns be dealt with online, students can feel free to contact the instructor directly at any time regarding any issue they may have.

OTHER USEFUL INFORMATION:

College Approved Absences: Dixie State University policy explains in detail what needs to happen if you anticipate being absent from class because of a college-sponsored activity (athletic events, club activities, field trips for other classes, etc.). If this pertains to you, refer to <http://www.dixie.edu/humanres/policy/sec5/523.html> for a full explanation of DSU's Attendance Policy, read the information, and follow the instructions carefully!

Disability Accommodations: Students with medical, psychological, learning or other disabilities desiring reasonable academic adjustment, accommodations, or auxiliary aids to be successful in this class will need to contact the DISABILITY RESOURCE CENTER (DRC) Coordinator for eligibility determination ***within the first two weeks of the beginning of classes***. Proper documentation of impairment is required in order to receive services or accommodations. DRC is located in the North Plaza Building. Email them at drc@dixie.edu or call them at (435) 652-7516 to schedule an appointment to discuss the process. DRC Coordinator determines eligibility and authorizes the provision of services.

Academic integrity:

1. All work done for this course is to be your own, with the exception of the Group Projects.
2. Cheating is forbidden. Incidents will be reported to the Department Chair and/or Dean.
3. All students are expected to have read and understood the current issue of the student handbook published by Student Services. The handbook includes all student responsibilities, student rights, intellectual property policy, information regarding procedures, and appropriate student behavior.
4. Cheating of any kind may be punishable by one or more of the following: a) Receiving a failing grade on the specific assignment where dishonesty was observed; b) Receiving a failing grade in the course; c) Immediate dismissal from the course; and d) Referral to the Academic Affairs Committee, which may take actions such as reprimands, placing on probations, suspension, or removal from Dixie State University.

For further information regarding students' responsibilities related to academic integrity, please refer to Section 5.33.5 Student Professional Conduct of the DSU policy, which can be viewed at <http://www.dixie.edu/humanres/polstu.html>.

For your information, this Instructor uses "Turnitin" a software program embedded in Canvas that runs an analysis of written work students complete and submit to Canvas. A good rule of thumb is to always acknowledge how do you know what you are presenting, give credit, and provide references when using someone else words or ideas to support your thoughts and work. Only 5% similarity score on the student's written work is allowed. Immediately after the work is submitted it goes through a Turnitin analysis to compare with Internet material and the author/student gets a report with similarity score and access to the full report identifying the problematic areas. Anything with more than 5% in similarity to other material found in the Internet will have to be revised and rewritten. Often the problem is with bad paraphrasing and failure to apply good referencing rules. Students must follow APA style rules.

COURSE SCHEDULE: Access all assignment descriptions, instructions, and grading rubrics in Canvas.

| Module | Topic | Readings | Assignments Due (Tuesdays @ 11:59 pm mountain time) |
|---|---|--|---|
| Module 1 Aug 19 – 27 | Introductions; Course overview Writing in Psychology Why APA? | Syllabus Dunn Ch. 1 Manual Ch. 1 pp. 9-11 Netiquette.pdf | Syllabus Quiz Discussion #1 |
| Module 2 Aug 28 – Sept 3 <i>Labor Day</i> | Literature search | Dunn Ch. 2 Dunn Ch. 3 p. 35-42 Dunn Appendix | Exercise #1 |
| Module 3 Sept 4 – 10 | Narrowing & selecting research topic Reference list | Dunn Ch. 2 pp. 32-34 Dunn Ch. 7 pp. 130-131 Dunn Ch. 7 pp. 140-148 Manual Ch. 6 pp. 180-192 Manual Ch. 7 | RP Draft #1 Quiz #1 |
| Module 4 Sept 11 – 17 | Reading the literature Note-taking Critiquing a journal article Creating an annotated bibliography | Dunn Ch. 2 p. 32 Dunn Ch. 3 pp. 37-44 Dunn Ch. 5 p. 115 Canvas-assigned video | Group Project #1 |
| Module 5 Sept 18 – 24 | Plagiarism Quotations & Paraphrasing Citing references in text | Dunn Ch. 3 pp. 44-50 Dunn Ch. 7 pp. 134-139 Manual Ch. 1 pp. 15-16 Manual Ch. 6 pp. 169-179 | RP Draft #2 Quiz #2 |
| Module 6 Sept 25 – Oct 1 | Synthesizing sources Writing a literature review Identifying the research problem | Dunn Ch. 5 pp. 116-117 | Group Project #2 |
| Module 7 Oct 2 – 8 | Structure & content– Hourglass approach Paper outline development | Dunn Ch. 4 Dunn Ch. 5 Manual Ch. 2 | Exercise #2 *Exam #1 |
| Module 8 Oct 9 – 15 <i>Semester Break</i> | Writing the introduction | Dunn Ch. 5 pp. 88-89 | RP Draft #3 |

| Module | Topic | Readings | Assessments Due (Tuesdays @ 11:59 pm mountain time) |
|--|---|--|--|
| Module 9 Oct 16 – 22 | Writing clearly & concisely Language bias Mechanics of style | Manual Ch. 3 Manual Ch. 4 | Quiz #3 |
| Module 10 Oct 23 – 29 | IRB; Ethics in research Tables & figures Interpreting statistics Writing the method and results section | Dunn Ch. 5 pp. 93-99 Dunn Ch. 5 pp. 102-103 Dunn Ch. 8 Manual Ch. 5 | RP Draft #4 Quiz #4 |
| Module 11 Oct 30 – Nov 5 | Proofreading & Peer Review | Dunn Ch. 9 | Peer Review #1 *Exam #2 |
| Module 12 Nov 6 – 12 | Writing the discussion section, title page and abstract | Dunn Ch. 5 p. 99-102 | RP Draft #5 |
| Module 13 Nov 13 – 19 | Presenting psychological research- Call for proposals & poster sessions | Dunn Ch. 10 pp. 182-200 | Peer Review #2 |
| Module 14 Nov 20 – 26 | Presenting psychological research- Submitting your research to a journal | Dunn Ch. 10 pp. 201-205 Dunn Appdx pp. 210-211 Manual Ch. 8 | Poster Presentation Discussion #2 |
| Module 15 Nov 27 – Dec 6 <i>Thanksgiving</i> | Finalize research paper | | Final version of research paper Discussion #3 Discussion #4 |
| Dec 9 – 13 | FINALS WEEK: ALL WORK SHOULD BE TURNED IN BY TUESDAY DEC. 10 @ 11:59 pm. NO EXCEPTIONS! | | |

*** NOTE: This is a proctored exam, and must be taken at DSU's Testing Center or another authorized location. If you will not be taking the exams at DSU's Testing Center, contact your instructor within the first week of the semester to make the appropriate arrangements.**

****DISCLAIMER:** Information contained in this syllabus, other than the grading scale may be subject to change with advanced notice, as deemed appropriate to the instructor.

*** To learn more about syllabi at DSU, refer to <http://new.dixie.edu/reg/faculty/?page=Syllabus>.