

SPS 171

Understanding and Using American Psychological Association Editorial Style

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Office Hours: By Appointment

Students must be enrolled in SPS 170/171 concurrent with NUR 323. Students who have previously completed SPS 170/171 may enroll in SPS 170/171 as an "audit" but must participate in all assignments as directed by the course instructor (please see the Course Assignment and Grading section). **Students who do not complete the required assignments in SPS 170/171 with at least a 60% cannot receive a passing grade in NUR 323.** Please see the "Course Assignments and Grading" section of this syllabus for more information.

Books

Required:

None. All materials for the online course will be posted.

Recommended:

American Psychological Association. (2009). *Publication Manual of the American Psychological Association* (6th Edition). *

*Please note that the 6th Edition published in July 2009 contains several errors. Please rely on the course materials, as they reflect the most recent version of APA. For the list of errata in the 7/09 publication, please visit <http://supp.apa.org/style/pubman-reprint-corrections-for-2e.pdf>.

Course Description

This course introduces the student to use of the American Psychological Association editorial style for academic writing. The course spans from developing topic ideas to creating the final draft of a research paper in APA style.

SPS 171 is designed to meet the following educational outcomes:

- Students will understand the reasons for using APA in academic writing.
- Students will think critically to identify an appropriate research question.
- Students will understand the components of an APA research paper.
- Students will demonstrate the ability to discriminate among sources of information and their appropriate uses.

In order to attain these outcomes, SPS 171 has the following course objectives:

- In order to understand the rationale for using APA and the components of a research paper, students will engage in study of the current uses of APA and will examine patterns of research writing from published writers.
- Critical thinking requires analysis and careful reading. Students will apply these skills of analysis to various sources of information, in both print and electronic forms, in order to evaluate the legitimacy and applicability of various academic sources.

SPS 171 meets its educational outcomes through the following forms of assessment:

- Students will demonstrate critical thinking through class discussions and short assignments.
- Students will demonstrate mastery of APA through the completion of a semester-long research paper.

Attendance

This is an online class, and you are expected to pace yourself through the materials based on the calendar I have provided for you. Please adhere to the due dates; late submissions will result in a lowered grade. **You may submit assignments as early as you would like; assignments will be graded after the due date, however.**

Honor Philosophy

The Cedar Crest Honor Philosophy states that students shall uphold community standards for academic and social behavior to preserve a learning environment dedicated to personal and academic excellence. It is based upon the principle that, as a self-governing body, students have the ability to create an atmosphere of trust and support. Within this environment, individuals are empowered to make their own decisions, develop personal regard for the system under which they live, and achieve a sense of integrity and judgment that will guide them through life.

Classroom Protocol

The online arena can require complex navigational skills. Without non-verbal cues to support your message, your reader could misinterpret your meaning. Hence, it is particularly important that you take care when communicating with me and with your classmates electronically. Remember some of these basic guidelines:

1. Sarcasm does not always translate well electronically, and it's typically inappropriate in an academic environment.
2. Using all capital letters in online communication implies that you are shouting/angry. Try to avoid using all caps.
3. Be concise and clear in your message.

4. Open with an appropriate greeting, and close with an appropriate closing (i.e. “Dear Mary,” and “Sincerely, Jane”).
5. Do not expect an immediate response; 24-48 hours is an appropriate expectation.
6. Reread your message before hitting “send.”
7. Use proper grammar, spelling, and punctuation. In the electronic arena, you are your message, and your message is you!

Plagiarism

It is dishonest to present oral or written work that is not entirely the student’s own, except as may be approved by the instructor. Students must follow the requirements of the instructor regarding when and how much collaboration with other students is permitted. Any language taken from another source, whether individual words or entire paragraphs, must be placed in quotation marks and attributed to the source, following APA guidelines. Paraphrased material from an outside source must also be attributed. In addition, if the student is indebted to another source for a specific perspective or a line of argument—regardless of whether the student has directly quoted the source or not—that debt must be acknowledged.

In this class, the penalty for plagiarism and other forms of academic dishonesty is either a grade of F on the individual assignment or a grade of F for the entire semester’s final grade, to be determined by the instructor based upon the severity of the offense.

College Policy Regarding Disabilities

Students with documented disabilities who may need academic accommodations should discuss these needs with their professors immediately. Students with disabilities who wish to request accommodations should contact Academic Services (ext. 4628).

Course Assignments and Grading

We have four quizzes, a draft paper, a final paper, and several exercises.

Quizzes	25 points each
Assignments	95 points
Draft and Paper	100 points each

Total Possible Points 395 points

Students who have successfully completed SPS 170 or 171 are required to submit the final paper only.

Your grade will be the total number of points you earn divided by the total number of possible points. Auditing students must complete final as indicated in order to complete the course. **Students who fail to successfully complete the requirements of SPS 170/171 with at least a 60% will be unable to successfully complete NUR 323.**

A = 90-100%
B = 80-80%
C = 70-79%
D = 60-69%
F = 59.9 or below

Submission of Assignments

All assignments should be submitted to the appropriate drop box in Word format (.doc or .docx file extensions).

All assignments are due no later than midnight on the due date.

Final Paper

If you are enrolled in a course that requires a final paper, you may use that paper as the basis for your final assignment in this course provided you have permission to do so from your other instructor. The paper must be appropriate for APA format (papers for courses like Nursing Concepts, SWK 201, PSY, EDU, etc. are fine).

Academic Support

Students are encouraged to utilize the Writing Center; the schedule is posted in “Course Home.”

This syllabus/schedule could change as needed.

SPS 171

All assignments are due by midnight on Sunday.

WEEK	TOPIC	HOMEWORK (with point value)
1/18	What is APA Parts of an APA paper	Developing a Research Question (10)
1/25	Picking a topic The research question Source types	Selecting a topic (5) Picking a topic (5)
2/1	Finding Sources Plagiarism	Quiz 1 (25)
2/8	Evaluating Sources Primary vs. Secondary	Source Assignment (5) Quiz 2 (25)
2/15	Paraphrasing	Paraphrasing Activity (10)
2/22	Citing Sources	Citing Exercise (20) Quiz 3 (25)
3/1	Crafting a good thesis	Thesis and Outline (10)
3/8	References	References Exercise (20)
3/15	References (con't)	References Page (25) Quiz 4 (25)
3/22	Title page and Abstract	Title page and abstract (10)
3/29	Avoiding Bias	
4/5	Spring Break	
4/12	Draft Due	Draft (100)
4/19	Revision Week	
4/26	Paper Due	Paper due 5/2 or 5/9 (100)