

SOCA 601
Research and Writing Pro-seminar
Spring 2017

Lecture/Class Meeting: Monday 2:30pm-3:20pm in Eiesland G27

	Office:	Office Hours:	E-mail address:
Professor Corcoran	400-D Knapp	Monday noon-2:00pm	kecorcoran@mix.wvu.edu

Course Description:

This course focuses on learning how to write a publishable paper. Your main activities will be to write and review the writing of others. Thus, your grade will be based on the writing you submit, on the feedback you provide other students, and your participation in class. This class will also contribute to your professional socialization as reviewing and providing feedback on work is a fundamental part of being an academic. Of course, reviewing the writing of others is also extremely beneficial for you—it will improve your own writing, introduce you to new literatures and methodologies, and may increase your interest in other topics. Using Wendy Laura Belcher's *Writing Your Journal Article in Twelve Weeks: A Guide to Academic Publishing Success*, this course will explain the publication process and share strategies for achieving success in the academic writing arena, including setting up a work schedule, identifying appropriate journals for submission, working with editors, clarifying arguments, and organizing material. We will also learn how to navigate the Institutional Review Board (IRB).

Credit Hours: 1.0; Prerequisite: SOCA 600

The class will primarily function as a workshop with small segments of lecture. Thus, bring a copy of whatever writing assignment is required and Belcher's workbook to every class. Please note that you cannot wait to read the workbook until the night before class, because it has daily assignments you must complete. I strongly encourage you to read the workbook chapter the first day of the week and follow the daily assignments in the text.

Course Objectives:

- Learn the sections of a research article and what belongs in each
- Learn how to select a journal that is appropriate for your writing
- Learn how to revise a paper into one that is ready for journal submission
- Learn how to edit your own work
- Learn how to provide constructive criticism and feedback to others on their writing
- Improve your writing
- Identify techniques to clarify your writing
- Discuss issues in writing, reviewing, and submitting papers

Required Texts

Wendy Laura Belcher, *Writing your Journal Article in 12 Weeks: A Guide to Academic Publishing Success* (Thousand Oaks, CA: Sage Publications, 2009).

Silvia, Paul, *How to Write a Lot: A Practical Guide to Productive Academic Writing*. (American Psychological Association, 2007).

All readings marked “*” on the syllabus are on our E-CAMPUS website (labeled by author’s last name). I cannot help with technical problems. If you experience technical problems, please contact the ITS service desk at 304-293-4444 or email itshelp@mail.wvu.edu. Technical problems do **not** earn extensions on assignments or excuse failure to do the assigned readings for the day.

Grading

Attendance & in-class participation	15%
Homework assignments	20%
Peer Feedback	15%
Final Research Project	50%

Attendance and Absence Policy

Your attendance is critical in this class. Much of the learning in this class will come from in-class activities and discussions. Students are expected to arrive on time and stay until dismissed. Being late or leaving early will lead to a reduction in the attendance grade for that day, possibly to zero. If you anticipate an absence then you must inform me of this ahead of time. Only absences for WVU-official activities, days of special concern, and documented emergencies will be considered excused.

In-class participation

Given that this class functions as a workshop, in-class participation is vital. You are expected to: come to class, take active part in discussions of seminar topics, do the assigned readings and assignments before class, and review other students’ work.

Inclement Weather:

While unlikely, if I need to cancel class due to inclement weather, I will send an email to your MIX account by 9:00am on the day of the canceled class (or sooner if possible).

Intellectual Property Policy:

All course materials provided to students for this course are protected intellectual property. As such, the unauthorized purchase, sale, or distribution of these materials may result in disciplinary sanctions under the Campus Student Code.

Electronic Devices Policy:

Students may not use cell phones or other electronic devices (including but not limited to tablets, PDAs, MP3 players, and so on) during class except laptops for the purposes of taking notes and accessing readings/assignments only, unless told otherwise by me; all prohibited devices must be turned off and placed out of sight until the class has concluded. A student’s first violation of this

policy will result in a verbal warning (one verbal warning per semester), and each subsequent violation even during the same class will result in a 1% deduction in the student's overall course grade. Using laptops for any purpose other than taking notes will result in the same penalties.

Academic Honesty

The integrity of the classes offered by any academic institution solidifies the foundation of its mission and cannot be sacrificed to expediency, ignorance, or blatant fraud. Therefore, I will enforce rigorous standards of academic integrity in all aspects and assignments of this course. For the detailed policy of West Virginia University regarding the definitions of acts considered to fall under academic dishonesty and possible ensuing sanctions, please see the West Virginia University Academic Catalog at <http://catalog.wvu.edu/undergraduate/coursecredittermsclassification/#academicintegritytext> . Should you have any questions about possibly improper research citations or references, or any other activity that may be interpreted as an attempt at academic dishonesty, please see me before the assignment is due to discuss the matter.

Homework Assignments

There will be a homework assignment nearly every week that will serve as the foundation for the in-class discussion or activity. Some weeks I will randomly select students to briefly present and discuss what they produced from the assignment. Some of these assignments will be due on e-campus the Friday before we meet, so always look ahead on the course schedule. **Late homework assignments will not be accepted unless there is a documented emergency.**

There are four possible grades for these assignments:

100% = You completed the task as directed and put in a substantial amount of effort and thought.

85% = Assignment does not show that a substantial amount of effort and thought was put in. Work is acceptable but needs improvement.

50% = Assignment was done incorrectly or only part of it was complete. Demonstrates hurried work with little attention to detail.

0 = Did not turn in the assignment.

If it seems like students are not completing the readings before class, I will add additional homework assignments. You are expected to complete all the activities/assignments in the Belcher workbook although you will not turn them in. I may randomly select you to discuss one of these assignments, so make sure you complete them. If it seems students are not completing these activities, I will require them to be turned in.

Peer Feedback Assignments

Most weeks you will be asked to review another student's work. The quality of your feedback will be assessed. You will assess your peer's work in class and through e-campus. You should bring two hardcopies of your feedback to the class in which it is due, unless directed otherwise.

Late peer feedback assignments will not be accepted unless there is a documented emergency.

There are four possible grades for these assignments:

100% = You completed the task as directed and put in a substantial amount of effort and thought.

85% = Assignment does not show that a substantial amount of effort and thought was put in. Work is acceptable but needs improvement.

50% = Assignment was done incorrectly or only part of it was complete. Demonstrates hurried work with little attention to detail.

0 = Did not turn in the assignment.

Final Research Project

What you will be doing for your final project in this course will depend on your standing. Pre-MA students will work on their Master's thesis proposal and post-MA students will be working on revising their Master's thesis (or another research paper) into a publishable paper. Both pre-MA and post-MA will be doing the same quantity of work, although what they will be working on will sometimes differ due to the nature of their project. The research project, including all revised feedback you've received throughout the semester, is due April 28th by 1:00pm to my mailbox in Knapp Hall. Late research projects will be docked 20% for each day they are late (the weekend counts as two days) and submitting the project after the due date will automatically count as one day.

Pre-MA Students: Master's Thesis Proposal

At the beginning of the semester, you will be required to submit through e-campus a copy of your Research Proposal (or a revised version of it) from your methods course. (If you do not have a proposal from your methods course, you will need to talk to me so we can identify another relevant project for you.) Your final project for this class will be to submit a significantly revised Master's thesis proposal. The final proposal should be a minimum of 15 pages (double-spaced, 12 point Times New Roman, one-inch margins on all sides). You should have the following components:

Abstract (about 150 words)

Introduction (about 1.5-2 pages)

Literature review (about 4-6 pages, minimum of 15 peer-reviewed sources)

Statement of problem (about 1.5-2 pages)

Methods (about 5-7 pages)

References

Your grade on this proposal will depend not only on its quality but also on the extent to which you revised it based on my and your peer's feedback. You will be required to turn in all the feedback you received throughout the semester.

Post-MA Students: Research Paper

At the beginning of the semester, you will be required to submit through e-campus a copy of a completed research paper. This will likely be your Master's thesis, but could also be a course paper that you'd like to work toward journal submission. Your final project for this class will be to submit a significantly revised version of this paper. If there is another or different type of project you have in mind that would meet the course objectives, I'd be happy to discuss it with you. Your final research paper will need to meet the requirements of the journal you intend to submit it to but generally it should be a minimum of 30 pages (double-spaced, 12 point Times New Roman, one-inch margins on all sides). While the structure of it may vary, generally you should have the following sections:

Abstract (about 150 words)

Introduction (about 1.5-2 pages)

Literature review (about 4-6 pages, minimum of 15 peer-reviewed sources)

Statement of problem (about 1.5-2 pages)

Methods (about 5-7 pages)

Results (about 2-5 pages)

Discussion (about 1-2 pages)

Conclusion (about 1-2 pages)

References

Your grade on this paper will depend not only on its quality but also on the extent to which you revised it based on my and your peer's feedback. You will be required to turn in all the feedback you received throughout the semester.

Course Schedule:

The course schedule is subject to change. I will announce any changes to the schedule in class or by email. I will add short required readings to e-campus throughout the semester and will alert you in advance to them.

January 9: Introduction

Readings:

Belcher, Week 1: Designing Your Plan for Writing (Pages 1-42).

Assignment:

Submit assignment through e-campus by Friday, January 13th at 1:00pm.

Pre-MA students: Submit the research proposal you will be revising to e-campus.

Post-MA students: Submit the research paper (likely your Master's thesis) you will be revising to e-campus.

January 16: No Class

Readings:

Silvia, Pages 1-57

Assignment:

12-week Calendar and Weekly Calendar (Belcher, Pgs 24-25). Develop a schedule or plan that you will use to write your article. Identify 2-3 obstacles that you feel might interfere with your writing schedule (see the examples in Belcher, pp. 26-38) and suggest how you intend to overcome these obstacles. **Bring a hardcopy of this to class on January 23rd.**

January 23: Arguments and Abstracts

Readings:

Belcher, Week 2: Starting Your Article (Pages 43-66) and Week 3: Advancing Your Argument (Pages 67-99).

How to Write a Sociological Abstract*

Assignment:

Bring two hardcopies of your revised abstract. Also bring the assignment from January 16th.

January 30: Selecting a Journal

Readings:

Belcher, Week 4: Selecting a Journal (Pages 99-139).

Sociology Journal Rankings*

Assignment:

Do **NOT** draft or send an inquiry letter. Choose at least 3 possible journals to which are you considering submitting your article. Indicate why you have chosen these journals. If available on their websites, also indicate the journal's impact factor, circulation, and other data you feel might be relevant to a submission decision. Bring one hardcopy of this assignment to class.

February 6: Literature Reviews

Readings:

Belcher, Week 5: Reviewing the Related Literature (Pages 139-169).

Silvia, Pages 77-90.

Assignment:

You will submit a revised literature review to e-campus by **February 3rd at 1:00pm**. You will also read and provide feedback on your assigned peer's literature review. You should bring two hardcopies of this typed feedback to class.

February 13: Structure and Outlining

Readings:

Belcher, Week 6: Strengthening Your Structure (Pages 171-187).

Assignment:

Develop a detailed outline for your paper following the examples in Belcher (Pages 176-180). Bring two hardcopies of this outline to class.

February 20: Presenting Your Evidence

Readings:

Belcher, Week 7: Presenting Your Evidence (pages 189-200).

Assignment:

This assignment (see below) is due to e-campus by **February 17th at 1:00pm**. You will also read and provide feedback on your peer's assignment. You should bring two hardcopies of this typed feedback to class.

Pre-MA students: Revise your methodology/data section and write up your expected results.

Post-MA students: Revise your methodology/data section, results, and discussion.

February 27: Introductions and Conclusions to your Article

Readings:

Belcher, Week 8: Opening and Concluding Your Article (Pages 201-220).

Assignment:

Bring two hardcopies of your revised introduction, revised abstract, and a title to class.

March 6: No class

Readings:

Graham, Jill W. and Ralph E. Stablein. "A Funny Thing Happened on the Way to Publication: Newcomer's Perspectives on Publishing in the Organizational Sciences."*

Examples of reviewer feedback, reviewer response letters, and revised papers will be available on e-campus, you should skim these.*

Assignment:

You should be working on your projects.

March 13: Reviewing Part 1

Readings:

Belcher, Week 9: Giving, Getting, and Using Other's Feedback and Week X: Responding to Journal Decisions (Pages 287-319).

Daft, Richard L. "Why I Recommended That Your Manuscript Be Rejected and What you can Do About It."

Assignment:

This assignment (see below) is due to e-campus by **the start of class today**.

Pre-MA students: Draft of your revised proposal.

Post-MA students: Draft of your revised paper.

March 20: Reviewing Part 2

Readings:

Rousseau, Denise M. "Publishing From a Reviewer's Perspective."*

Pondy, Louis R. "The Reviewer as Defense Attorney."*

Romanelli, Elaine. "Becoming a Reviewer: Lessons Somewhat Painfully Learned."

Assignment:

Read your assigned peer's proposal or paper. Write feedback for your peer as though you are writing reviewer feedback on an article. Bring two hardcopies of your typed feedback to class.

March 27: Micro Revisions

Readings:

Belcher, Week 10: Editing Your Sentences (Pages 235-266).

Silvia, Pages 59-76.

Assignment:

Write a response letter to your peer's feedback. Bring two hardcopies of your letter to class.

April 3: Institutional Review Board (IRB)

Readings:

IRB documents on e-campus.*

Assignment:

Assignment 1: Complete WVU+kc IRB submission system training. Visit <kuali.wvu.edu>, click on the WVU+Kc training tab, and go to IRB Protocol training. Watch the video and complete the short test afterward. Bring verification that you successfully completed the training.

Assignment 2: This assignment (see below) is due to e-campus by **the start of class today**. You should also bring one hardcopy to class.

Pre-MA students: Submit your revised proposal.

Post-MA students: Submit your revised paper.

April 10: Reviewing Part 3***Readings:***

None; see assignment below.

Assignment:

Read your assigned peer's proposal or paper. Write feedback for your peer as though you are writing reviewer feedback on an article. Bring two hardcopies of your typed feedback to class.

April 17: No class meeting, I will meet individually with each of you.***Readings:***

Silvia Pages 90-107.

Assignment:

None

April 24: Journal Submission and Reflections***Readings:***

Belcher, Week 11: Wrapping Up Your Article (Pages 267-270) and Week 12: Sending Your Article! (Pages 271-285).

Assignment:

Bring two hardcopies of a cover letter for journal submission. **Post-MA:** I encourage you to revise your paper to match your chosen journal's guidelines.

Friday, April 28:

Revised final projects, including copies of all feedback given throughout the semester, are due to my mailbox by 1:00pm.

May 1st 11am-1pm: TBD

We will only meet if necessary due to inclement weather closings or other situations that arise.