

Syllabus

San Francisco State University Department of Psychology Fall 2025

Course

PSY 305GW-03 (2513): Writing in Psychology – GVAR

Topic: Writing for Academic Audience

August 21, 2023 – December 8, 2023

Tuesday 10:00 am - 10:50 am (Zoom)

Online Bichronous (combination of online synchronous and online asynchronous)

PSY 305GW-04 (3933): Writing in Psychology – GVAR

Topic: Writing for Academic Audience

August 21, 2023 – December 8, 2023

Tuesday 11:00 am - 11:50 am (Zoom)

Online Bichronous (combination of online synchronous and online asynchronous)

Instructor

Dr. Susana Leong

Leong@sfsu.edu

Office Hours: By appointment

Prerequisites

- Registered psychology major
- 60 units completed
- Passed PSY 371 with a “C” or better
- Passed English 114 with a C minus or its equivalent
- Completed all Segment I, General Education requirements: Written and Oral Communication, Critical Thinking, and Quantitative Reasoning

Course Description

This course is designed to nurture students’ critical thinking and writing abilities specific to the discipline of psychology. In this course, students will read and review literature from a specific topic or topics in psychology. Students will complete various writing assignments to demonstrate knowledge of content in psychology and proficiency in writing. Throughout the semester, students will also participate in a variety of in-class exercises to practice their writing style and form. The aim of this course is to equip students with effective writing skills that will translate to success as a psychology major as well as prepare the student for a career in psychology and for graduate level study in this field.

Content Overview

This course will focus on important controversial issues in Psychology, with an emphasis on building critical-thinking and writing skills. Students will examine these topics in an active style by participating in discussions and exercises, writing essays, and a final APA-style literature review.

Students in this class can expect to spend 150 minutes per week in direct instructional activities. Additionally, students can expect to spend, on average, approximately 300 minutes writing assignments and readings articles.

Graduation Writing Assessment Requirement (GWAR)

This course satisfies the Graduation Writing Assessment Requirement (GWAR) and meets the guidelines set forth by the University Senate. Each student will complete a minimum of 15 pages/4,000 words of formal writing through a variety of assignments distributed throughout the semester. Students will be given extensive in-class instruction on writing proficiency and opportunities to give and receive substantial feedback on their writing assignments. This is a writing intensive course, and students will be graded on spelling, grammar, organization, and ability to develop an overall argument in written form. Students who do not meet the standards of writing competence cannot pass the course. Students **MUST** receive a C or better to satisfy the GWAR.

Required Text

None.

Student Learning Outcomes

Upon completion of PSY 305, students will be able to:

1. Communicate in writing that reflects the conventions of the discipline of psychology
2. Use APA Style in writing and analysis of writing
3. Self-regulate writing quality related to content, structure, and grammar
4. Critically analyze and discuss professional psychological literature

Attendance

Absences will affect your final grade. In this class, students are allowed 1 excused absence. Additional absences will result in a 10-point deduction per day absent.

Note: Students who are not in class during the first two lectures may be dropped from the course.

Grading

The Grading Rubric for PSY 305:

A papers are well-written, interesting, and thoughtful. They are supported by evidence, arranged coherently, and responsive to audience; writing is linguistically precise, grammatically complex, and stylistically appropriate. The above is in addition to the requirements for B papers.

B papers are strong and carefully attentive to requirements. They show accurate and informative use of readings, a solid claim organizing topics, correct grammar with appropriate choice of language, and awareness of audience.

C papers follow the requirements of the assignment. They demonstrate competent but not exceptional control of language, syntax, grammar, and mechanics, and an attempt at editing, revising, and proofreading.

D and F papers are deficient in several ways. They may not follow the requirements of the assignment, or may be so carelessly written that errors interfere with the reading.

Final Grade Calculation

Diagnostic essay (2-3 pages)	50 points	(5%)
Peer reviews (2 total)	50 points	(5%)
Literature review 1 (8-10 pages)	300 points	(30%)
Literature review 2 (14-16 pages), group	300 points	(30%)
PowerPoint presentation	100 points	(10%)
PowerPoint comments	100 points	(10%)
Attendance/participation	100 points	(10%)
Total	1,000 points	(100%)

Final Grade

A	93-100%	B-	80-82%
A-	90-92%	C+	77-79%
B+	87-89%	C	73-76%
B	83-86%		Less than 73% (no credit)

Paper Formatting

Your papers should be typed, double-spaced, Times New Roman with fonts no larger than 12-point. Your margins should be no narrower or wider than 1-inch top and bottom, left and right. Include a title page and reference page according to APA for your papers.

Emails

Include the course number in the subject of your email (e.g., PSY 305 APA questions). It is recommended for you to contact the professor with your SFSU email account. Emails will be answered in 24 - 48 hours on Monday - Friday during business hours.

Academic Integrity

Academic integrity, the ethical presentation of one's own work in accordance with the rules established for this class, is required. Instances of academic misconduct will be reported to the College in which the course is housed, the Division of Graduate Studies (if a graduate student), and the Office of Student Conduct with the report being kept in those offices until a student earns his/her degree. Any instances of cheating, deceit, fabrication, forgery, plagiarism, unauthorized altering of records or submitting false documents, unauthorized collaboration, unauthorized submission of work previously given credit, or other forms of academic misconduct will be assigned a grade penalty, likely an F or a grade of zero. Failing one or more assignments or examinations for reasons of academic integrity violations may result in a final class grade of F. Students may not withdraw from classes in which they have committed academic misconduct. Consequences for violations of academic integrity may exceed an F on the assignment, examination, or class as determined by the Academic Integrity Review Committee.

Members of our academic community have a responsibility to develop an awareness of academic integrity, to cultivate skills to realize honesty in academic and community work, and to sustain actively academic honor as a core value of our community. Students are expected to engage in behaviors that reflect well upon the university. In addition to attending to one's own actions, the Standards for Student Conduct require that students who witness academic dishonesty notify their faculty/ instructor, department chair, or the Office of Student Conduct. Supporting academic integrity enhances the reputation of the University and the value attributed to degrees awarded by the University.

Academic Honesty

Plagiarism is a form of cheating or fraud, and students who plagiarize can be expelled from the university.

Plagiarism is a form of cheating or fraud; it occurs when a student misrepresents the work of another as his or her own. Plagiarism may consist of using the ideas, sentences, paragraphs, or the whole text of another without appropriate acknowledgment, but it also includes employing or allowing another person to write or substantially alter a work that a student then submits as his or her own.

Here are some examples of acts of plagiarism and academic dishonesty:

- Purchasing, borrowing, or stealing an essay, whether online, from a friend, from a family member, or a tutor, or from a database
- Having someone else write, revise, or edit your work
- Selling, loaning, or giving your work to someone else to copy from or to pass off as their own work
- Faking citations, statistics, or quotes
- Using an essay from a "paper mill" in whole or in part
- Copying and pasting text from sources without proper citation
- Translating a foreign language article

- Any act of obvious academic dishonesty

Any assignment found to be plagiarized will be given an “F” grade. Plagiarism will be reported to the Department, the Dean, and may be reported to the University Judicial Affairs Officer for further action.

Posting Course Materials

Students may not capture audio, photos, or video from class sessions on their own devices without the explicit permission of the instructor and everyone present, unless part of a DPRC-authorized accommodation.

Students may not post any course materials to any third-party sites (such as Chegg) or post any recordings, screenshots, audio, or chat transcripts in any setting outside the class, and that violations of this are subject to student disciplinary action.

Religious Holidays

The faculty of San Francisco State University shall accommodate students wishing to observe religious holidays when such observances require students to be absent from class activities. It is the responsibility of the student to inform the instructor, in writing, about such holidays during the first two weeks of the class each semester. If such holidays occur during the first two weeks of the semester, the student must notify the instructor, in writing, at least three days before the date that he/she will be absent. It is the responsibility of the instructor to make every reasonable effort to honor the student request without penalty, and of the student to make up the work missed.

Student Disclosures of Sexual Violence

SF State fosters a campus free of sexual violence including sexual harassment, domestic violence, dating violence, stalking, and/or any form of sex or gender discrimination. If you disclose a personal experience as an SF State student, the course instructor is required to notify the Title IX Coordinator by completing the report form available at <http://titleix.sfsu.edu>, emailing vpasem@sfsu.edu or calling (415) 338-2032.

To disclose any such violence confidentially, contact:

- The SAFE Place - (415) 338-2208; http://www.sfsu.edu/~safe_plc
- Counseling and Psychological Services Center - (415) 338-2208; <http://psyservs.sfsu.edu>
- For more information on your rights and available resources: <http://titleix.sfsu.edu>

Resources

1. Disability Programs and Resource Center (DPRC): Students with disabilities who need reasonable accommodations are encouraged to contact the instructor. The Disability Programs and Resource Center (DPRC) is available to facilitate the reasonable accommodations process.

The DPRC is located in the Student Service Building and can be reached by telephone (voice/415-338-2472, video phone/415-335-7210) or by email (dprc@sfsu.edu).

2. Tutoring and Academic Support Center (TASC): The Tutoring and Academic Support Center (TASC) is a new university-wide center that supports the academic success of all San Francisco State students.

At TASC, you will meet tutors who care about you, and about what and how you learn. Tutors will assist you in completing specific assignments as you strengthen your overall academic skills. Tutors are available to work with you one-on-one and in small groups in sessions tailored to your unique needs and learning styles. They are there to support you in your goal of succeeding at the university.

TASC offers both weekly appointments and drop-in sessions, depending on need and scheduling. Tutoring is available in most subjects. TASC also offers support via a variety of workshops, and even online tutoring in certain circumstances.

Zoom

Monday-Thursday 10:00am-4:00pm, Friday 10:00am-2:00pm

Email: tutoring@sfsu.edu

Website: <https://ueap.sfsu.edu/tutoring>

In-person

Location: Library 220

Monday-Thursday 9:00am-5:00pm, Friday 10:00am-2:00pm

Course Schedule

Week		Topics, Readings, & Homework (complete items in box before class)	Due (major assignments)
W1	8/26	Topics: - review syllabus - online introductions	
W2	9/2	Topics: - anatomy of a scholarly article - title page, references, and diagnostic - APA writing tips Assignment: (see Canvas for more information) - Directions: Focus on the who, what, when, where, why, and how - Length: 2-3 pages of text (at least 2 pages, no more than 3 pages) - Include APA title page and reference page (no outside resources) - Due: Tuesday, 9/9/2025	diagnostic 1 assigned
W3	9/9	Topics: - primary sources vs. secondary sources - selecting a narrow topic - quantitative research - qualitative research - mixed methods research - model literature review	diagnostic 1 due
W4	9/16	Topic: Literature review 1	literature review 1 assigned
W5	9/23	Topic: Literature review 1 (workshop)	
W6	9/30	Topic: Literature review 1 peer review (8-10 full pages of text excluding title page and references from page count) <i>Submit to peer review draft to Canvas before class</i>	literature review 1 peer review (draft) due
W7	10/7	Topic: Literature review 2 (group work)	literature review 1 due literature review 2 assigned
W8	10/14	Topic: Literature review 2 (workshop)	
W9	10/21	Topic: Literature review 2 peer review (14-16 full pages of text excluding title page and references from page count) <i>Submit to peer review draft to Canvas before class</i>	literature review 2 peer review (draft) due
W10	10/28	Topic: PowerPoint presentation (workshop)	literature review 2 due
W11	11/4	Topic: PowerPoint presentations	PowerPoint presentation due
W12	11/11	Holiday	
W13	11/18	Topic: Review comments online	PowerPoint presentations comments due
W14	11/25	Thanksgiving (no class)	
W15	12/2	Topic: Open class	
W16	12/9	Topic: Open class (cont'd)	

Dr. Leong reserves the right to alter this syllabus at any time.
This syllabus is not a contract, but instead a tentative plan for the course.

Students are prohibited from selling or recording notes from this course to any person or commercial firm (or being paid to take notes) without the express written permission of Dr. Leong.
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