



**Publishing Scholarly Papers**  
**NURS 6343**  
**Fall 2022**

**Scheduled Class Days and Times: Online**

**Instructor's Name:** Barbara (Babs) McAlister, PhD, CNM, RN (**Section .060**)

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**Office Hours:** Virtual Office Hours via Zoom: Wednesdays 2:30-5:30 PM CST and by appointment. Please email\* faculty for a Zoom link.

\*Best way to contact me.

**Course Description:** Outcomes-based course for the purpose of acquiring skill in the development and production of a scholarly scientific manuscript to contribute to the evidence base of a professional discipline. Progressive written products with feedback/critique will move incrementally toward the completed manuscript that will be submitted for publication to a peer-reviewed scholarly journal. Students are advised to come into the course with a written academic paper that will foster their program of research or clinical focus or previous unpublished research that can be transformed into a manuscript for publication.

**Prerequisites:** Contact Instructor

**Corequisites:** None

**Student Learning Outcomes:**

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

- 1) Formulate a well-organized and coherent plan for completion of a written manuscript suitable for publication within the allowed timeframe.
- 2) Integrate additional literature into a previously written paper or literature base to produce a readable product that contributes to scientific scholarship.
- 3) Produce a publishable manuscript prepared according to the target journal guidelines and submit to the journal for consideration of publication.

**Required Textbooks and Readings:**

There are no required textbooks for this course.

### **Recommended Textbooks and Readings:**

It is recommended that you have the APA manual if your journal requires APA. The APA manual also has good information about presenting your information cleanly and writing well. If your journal uses AMA, MLA, or another style format, you should be able to download basic instructions from the Internet from Purdue Owl. You are expected to identify and get the supportive writing materials you need to guide you from the library or internet.

### **Special Course Notes:**

Progressive writing goals will be individually negotiated with a minimum of three significant stages: development of a writing plan; completion of a minimum of three drafts; completion of a manuscript ready for publication, along with providing proof of manuscript submission to journal. No numeric or letter grades are given in this course. Substantive feedback will be offered with the aim of improving your product.

*You are expected to respond to all suggestions*, just as you would with review feedback from a journal with changes or rationale for why you choose not to follow the suggestions. Choosing to not act on suggestion is an acceptable response, but there should be substantive rationale provided for why.

Students must submit the final version produced within this course; submission of other manuscripts is not permissible. Faculty advisors/chairs will be kept informed of writing progress and be included in the notification of final manuscript submission.

### **Assignments and Weights/Percentage/Point Values**

All course assignments are graded with a Complete/Incomplete designation.

Final grade for the course will be either Credit or No Credit (CR/NC). The grade of "No Credit" will be earned if any of the course requirements are not completed.

### **Exam and homework materials, questions, and problems are the intellectual property of faculty, UT Tyler, or publishers.**

- These materials may not be distributed without permission.
- Distributing or uploading them to online resources destroys the integrity of the assignment and the course, allowing others an unfair advantage by letting them view the materials.
- Uploading these materials to online resources is a violation of UT Tyler's academic misconduct policies and may result in formal conduct charges.
- Sanctions for uploading or otherwise divulging the contents of these materials can include:
  - a reduced or failing grade on an assignment
  - a reduced or failing grade for the course
  - removal from the Nursing program
  - removal from UT Tyler

**Late Policy:** 5% will be deducted each day an assignment is past due unless prior arrangements have been made with your course faculty. Extenuating circumstances may apply.

**Repeating a Course:** Students repeating this course may not use previously submitted assignments nor utilize the same patients for an assignment. Submitting the same or slightly modified assignments from previous semesters is considered self-plagiarism and is subject to academic discipline, including failing the assignment or the course.

**Attendance and Make-up Policy:** Attendance/participation is expected. Make-up for exams, quizzes, assignments, and missed clinical time is at the instructor's discretion.

**Graded Course Requirements Information:** All assignments receive a Credit/No Credit grade.

I. Preparation (Thinking about Writing)

- a. Manuscript matrix
- a. Outline for expedience and productivity
- b. Target journal selection and author guidelines
- c. Strategies to overcome personal barriers to writing
- d. Timeline for success
- e. Query letter decisions (if applicable)

II. Production (Writing and Revising)

- a. Organizing manuscript
- b. Writing the rough draft (draft 1)
- c. Reviewing for redundancy, writing accuracy, substantive content, logical flow, & reader engagement
- d. Responding to feedback (draft 2)
- e. Responding to feedback and prepare manuscript for submission (draft 3)

III. Pursue Publication Phase (Revising and Refining)

- a. Revise /Prepare (draft 3-4) all final version documents and submit with cover letter both to Canvas Assignment Link and to journal
- b. Submit proof of submission to journal

*Detailed information will be provided when class begins.*

**Calendar of Topics, Readings, and Due Dates:**

Course Schedule*				
Week #	Date	Class Topic	Readings	Assignments Due
Weeks 1-3	M 8/29	Preparation	Syllabus & Start Here Module	Introduction DB
	T 9/6	Consider manuscript topic	All Module 1 content	9/6 Attend course orientation <b>Sept. 9 – Census date</b>

	M 9/12	Develop & embrace writing plans	Review Module 1 content	9/19 Barriers to Writing Timeline Manuscript Outline
Weeks 4-8	M 9/19	Select Target Journal Work on Draft 1	Read Module 2 content	9/26 Draft 1
	M 9/26	Ponder potential improvements		One on one Zoom meeting w faculty- either 9/29 or 9/30
	M 10/3	Revise Begin Tables/Figures		
	M 10/10	Ponder, Write, Revise Polish Tables/Figures Verify citations/refs		10/17 Draft 2
	M 10/17	Continue pondering and making notes for refining all elements of manuscript		One on one Zoom meeting w faculty- either 10/20 or 10/21
Weeks 9-14	M 10/24	Revise and refine based on faculty feedback	Read Module 3 content	
	M 10/31	Focus on details of manuscript preparation		11/7 Draft 3 – ALL components
	M 11/7	Faculty review of all documents; wait for approval		<b>Nov. 7 – last day to drop with W</b>
	M 11/14	Submit completed manuscript portfolio		11/20 Submit to journal
	M 11/21	<b>THANKSGIVING HOLIDAYS</b>		
	M 11/28	Provide evidence of journal submission. Ponder journey of manuscript development		11/28 Submit evidence of journal submission 12/5 Reflection DB
	M 12/5	Course Evaluation		
<b>*Detailed Course Calendar Available in Canvas Course</b>				

**School of Nursing Policies and Additional Information:**

[https://www.utt Tyler.edu/nursing/college/student\\_guide\\_and\\_policies.php](https://www.utt Tyler.edu/nursing/college/student_guide_and_policies.php)

**Student Resources to assist you in this course:**

[UT Tyler Student Accessibility and Resource \(SAR\) Office](#) (provides needed accommodations to students with document needs related to access and learning)

[UT Tyler Writing Center](#)

[The Mathematics Learning Center](#)

[UT Tyler PASS Tutoring Center](#)

[UT Tyler Supplemental Instruction](#)

[Robert Muntz Library](#) and [Library Liaison](#)

[Canvas 101](#) (learn to use Canvas, proctoring, Unicheck, and other software)

Digital Support Toolkit (for supported courses only. Students are automatically enrolled in the toolkit for supported courses)

LIB 422 -- Computer Lab where students can take a proctored exam

[The Career Success Center](#)

[UT Tyler Testing Center](#)

[Office of Research & Scholarship Design and Data Analysis Lab](#)

**Resources available to UT Tyler Students**

[UT Tyler Counseling Center](#) (available to all students)

[TAO Online Support Center](#) (online self-help modules related to mental & emotional health)

[Military and Veterans Success Center](#) (support for all of our military-affiliated students)

[UT Tyler Patriot Food Pantry](#)

[UT Tyler Financial Aid and Scholarships](#)

[UT Tyler Registrar's Office](#)

[Office of International Programs](#)

[Title IX Reporting](#)

[Patriots Engage](#) (available to all students. Get engaged at UT Tyler.)

**University Policies and Information**

**Withdrawing from Class:** Students, you are allowed to [withdraw](#) (drop) from this course through the University's Withdrawal Portal. Texas law prohibits students who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire

undergraduate career. This includes courses dropped at other 2-year or 4-year Texas public colleges and universities. Make sure to consider the impact withdrawing from this class has on your academic progress as well as the financial implications. We encourage you to consult your advisor(s) and financial aid for additional guidance. CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the [Tuition and Fee Refund Schedule](#). CAUTION #2: All international students must check with the [Office of International Programs](#) before withdrawing. All international students are required to enroll full-time for fall and spring terms.

**Final Exam Policy:** Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members are required to maintain student final examination papers for a minimum of three months following the examination date.

**Incomplete Grade Policy:** If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in lieu of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all course work or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor, and (c) the student presents these reasons prior to the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average for a student.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to complete all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has not been assigned within one year, then the Incomplete will be changed to an F or NC if the course was originally taken under the CR/NC grading basis.

**Grade Appeal Policy:** UT Tyler's Grade Appeal policy requires the completion of a Grade Appeal form for this action to take place. The grade appeal begins with the instructor of your course. If you do not agree with the decision of the instructor, you may then move your appeal to the department chair/school director for that course. If you are still dissatisfied with the decision of the chair/director, you may move the appeal to the dean of the college offering that course, who has the final decision. Grade appeals must be initiated within sixty (60) days from the date of receiving the final course grade. The grade Appeal form is found on the [Registrar's Form Library](#).

**Disability/Accessibility Services:** The University of Texas at Tyler has a continuing commitment to providing reasonable accommodations for students with documented disabilities. Students with disabilities who may need accommodation(s) in order to fully participate in this class are urged to contact the Student Accessibility and Resources Office (SAR) as soon as possible to explore what arrangements need to be made to ensure access. If you have a disability, you are encouraged to visit the SAR Portal (<https://hood.accessiblelearning.com/UTTyler/>) and complete the New Student Application. For more information, please visit the [SAR webpage](#) or call 903.566.7079.

**Military Affiliated Students:** UT Tyler honors the service and sacrifices of our military-affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with me if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make me aware of any complications as far in advance as possible. I am willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. Campus resources for military-affiliated students are in the [Military and Veterans Success Center \(MVSC\)](#). The MVSC can be reached at MVSC@uttyler.edu or via phone at 903.565.5972.

**Academic Honesty and Academic Misconduct:** The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy](#) in the Student Manual Of Operating Procedures (Section 8).

**FERPA:** UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3](#). The course instructor will follow all requirements in protecting your confidential information.

**COVID Guidance:** The UT Tyler community of Patriots respects the rights of others to wear a mask if they desire to do so. COVID guidelines may change as the situation warrants, and students should follow the instructions warranted by the situation.

**Absence for Official University Events or Activities:** This course follows the practices related to approved absences as noted by the Student Manual of Operating Procedures ([Sec. 1 -501](#)).

**Absence for Religious Holidays:** Students who anticipate being absent from class due to a religious holiday are requested to inform the instructor by the second class meeting of the semester.

**Campus Carry:** We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.