# NURS 6343.560.561

# Publishing Scholarly Papers

## Your Faculty

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## 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 at the end of the course.

## Prerequisite

Permission of the instructor(s) is the only prerequisite for this course. Students will come into the course with a written paper or previous research ready to be transformed into a manuscript for publication.

## Instructional Goals and Objectives

Upon successful completion of the course, students should be able to:
1. Formulate a well-organized and coherent plan for completion of a written manuscript suitable for publication within the allowed timeframe. **Students are**

**evaluated by outline, manuscript timeline and plan to overcome writing barriers at the end of Module 1.**

2. Integrate additional literature into a previously-written paper or literature base to produce a readable product that contributes to scientific scholarship. **Students are evaluated on sequential iterations of the manuscript.**

3. Produce a publishable manuscript prepared according to the target journal guidelines and submit to the journal for consideration of publication. **Students are evaluated by final written product for consistency with journal guidelines AND submission confirmation from journal.**

## Course Outline

I. Preparation (Thinking about Writing)
   a. Outline for expedience and productivity
   b. Target journal selection and author guidelines
   c. Strategies to overcome personal barriers to writing
   d. 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 all final version documents and submit with cover letter both to Canvas Assignment Link and to journal
   b. Submit proof of submission to journal.

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

## Textbook Information, Other Readings and Materials

There is no required textbook for this course. 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.

Suggested resource: American Psychological Association (APA). (2020). *Publication manual of the American Psychological A*s*sociation* (7th ed.).  ISBN-10: 143383216X  (softcover).

## Grading Policy and Criteria

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.

**Note:** *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 for why.

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

## Important Course Dates:

Course calendar is available in the Course Canvas site.
Census Date: Monday, May 24th (deadline for all registrations and schedule changes)
Mid-Term Exam: NA
Last Date to Withdraw: Tuesday, July 13th
https://www.uttyler.edu/registrar/registration/withdrawals.php
Final Exam Date: NA

## Course Requirements

1. Overcoming Barriers, Timeline (Writing Plan), and Manuscript Outline
2. Completed at minimum drafts 1, 2, & 3, incorporating feedback and journal guidelines. There may be a need for further drafts depending on progress made.
3. Completed final manuscript with accompanying requirements for publication
4. Evidence of submission to professional peer-reviewed journal

## Written Assignments and Unicheck

***All written assignments are to be completed in Microsoft Word and submitted by 11:59 PM Central Time on the agreed date.***

All written assignments should be submitted to the appropriate assignment tab within the module in Canvas, unless otherwise noted by the professor. The same location will be used to deliver the feedback document using track changes as the feedback mechanism.

Plagiarism is a serious academic and professional offense. Avoid the consequences of academic or scientific dishonesty by citing all sources that you use in your work. Unicheck is a feature

4.29.21

provided in Canvas that is designed to detect plagiarism or non-original student work. Your instructor has set up this feature so that when you submit papers, they are automatically sent through Unicheck. The program checks your work against a comprehensive database of source material including previous students' work and other papers and materials found on the web. An originality report will be generated that indicates the percentage of non-original material (text that matches existing sources) found in your paper. The purpose of using Unicheck in the course is to ensure you are writing original papers and to encourage you and all students to properly attribute all sources used.

## Assignments/Projects Feedback Process

When assignments are received, we will open them in Microsoft Word and will use Track Changes for feedback. This will enable us to make comments, ask questions, etc. within your manuscript. You are responsible for retrieving the feedback via the assignment location where you submitted your draft and then responding to the feedback in the subsequent draft. In the feedback document, *under the review tab, be sure that "All Markup" is designated so that all comments, edits and questions are visible*. Future drafts that do not incorporate feedback will not be reviewed and students will receive no credit for that assignment until feedback is addressed. Individual discussion about the manuscript review/feedback will occur by zoom with Drs. Duke and McAlister. **Students will be asked to schedule 2 video conferences with faculty during the semester; they will occur after draft 1 and after draft 2. These should be scheduled within the first week of the semester.**

## Course Discussions: Enhancements to Course Work

This course is built on the expectation that all learners are intrinsically motivated to produce their best work. You are welcome and encouraged to discuss any issues with other students or with the instructor. **We will have 1 synchronous course orientation meeting (see calendar) via video conference wherein students will present their ideas about their potential manuscript.** In addition, a Discussion Board within Canvas entitled WRITING NETWORK has been opened to facilitate ongoing dialogue about writing. Such topics as tips, experiences, nuances, etc. are encouraged, but participation is optional. Consider this like a professional writers' guild in which ideas are shared and strategies gleaned. While this opportunity offers wonderful collaboration about writing, please NOTE that this discussion is an enhancement of the real work of this course, which is self-generated and somewhat solitary. That is how most writing is done.

Online courses require students and faculty to communicate online versus verbally. In this course, questions or problems about the course, (other than technical problems; see Technical Information in this Syllabus), may be submitted to the **Course Discussion Board (CDB).** This is the mechanism whereby students may seek answers to general course questions. ***Please note that all information within the CDB is essential information that you are responsible*** Consider the **CDB** to be like the first 5 minutes of an onsite class, when details may be provided and student questions answered.

4.29.21

Individual issues are addressed via email with faculty. Please note that we will make every effort to respond to your emails within 24 hours Monday through Friday. Generally, we check email several times a day during the workweek and less frequently on the weekend. Our priority is communicating with you…when there are challenges, we will work with you to resolve them.

## Accessing Library Resources

Students enrolled in this course have access to the Robert R. Muntz Library at the University of Texas at Tyler. Follow the link, and then complete the instructions at those sites for accessing information from a distant site. Many of the database subscriptions funded by student fees give you access to full text journals that you will need for your reviews of the literature throughout your graduate journey. Please take the time to set up your account, if you haven't already, and get familiar with the resources available. They are awesome.

## Technical Information

If you experience technical problems or have a technical question about this course, please seek assistance by emailing itsupport@patriots.uttyler.edu.
When you email IT Support, be sure to include a complete description of your question or problem including:

- The title and number of the course
- The page in question
- If you get an error message, a description and message number
- What you were doing at the time you received the error message

You may also visit Distance Education FAQs for helpful information.

## Plug-ins and Helper Applications

UT Tyler online courses use Java, JavaScript, browser plug-ins, helper application and cookies. It is essential that you have these elements installed and enabled in your web browser for optimal viewing of the content and functions of your online course.

- Adobe Reader allows you to view, save, and print Portable Document Format (PDF) files.
- Java Runtime Environment (JRE) allows you to use interactive tools on the web.
- Adobe Flash Player allows you to view content created with Flash such as interactive web applications and animations.
- Quick Time allows users to play back audio and video files. ⬚ Windows Media Player allows you to view, listen and download streaming video and audio.
- Real Player allows you to view and listen to streaming video and audio.

## Academic Dishonesty Policy

Academic dishonesty, such as unauthorized collusion, plagiarism and cheating, as outlined in the Handbook of Operating Procedures, University of Texas at Tyler, will not be tolerated. University regulations require the instructor to report all suspected cases of academic

4.29.21

dishonesty to the Dean of Students for disciplinary action. In the event disciplinary measures are imposed on the student, it becomes part of the student's official school records.

Also, please note that the handbook obligates you to report all observed cases of academic dishonesty to the instructor. Please understand that the online technology that has so greatly enhanced our ability to find and use other people's words has also made it much easier to track and discover those who do.

## Netiquette Guide

"Netiquette" is network etiquette, the do's and don'ts of online communication. Netiquette covers both common courtesy online and informal "rules of the road" of cyberspace. Review and familiarize yourself with the guidelines provided.

## Navigation

To effectively participate in online learning, it is imperative that you understand how your course is arranged and how to access and contribute information. If you have a question regarding the navigation within this course, please refer to the Canvas homepage to access both self-help guides and formal IT assistance.

## Completion Time

You must provide proof of submission to a journal to receive your grade. This submission process generally includes providing additional items, such as transmittal forms, curriculum vitae, cover letters, declarations of original work, etc. **You must allocate time during the last few weeks of the semester to get everything done in time to get the manuscript submitted as well as send the instructor evidence of your submission**. These deadlines are clearly stated on the course calendar. You are encouraged to submit early.

## Getting Started

Please refer to the information contained in this Syllabus anytime you have a question regarding the basic course information. Please begin this course by clicking on the **HOME** tab in Canvas.

## Final Note

All you need for success in this course is a good idea and the desire to share it. We will work hard, but it will be worth it. The scientific community is waiting for you to finish this course because you have *something to say*, and they want to read it. Now let's get to work!

*Acknowledgment:*
*This course was originally conceptualized and designed by Dr. Lynn Wieck. Following Dr. Wieck's retirement, Dr. Ellen Fineout-Overholt began teaching the course. We appreciate their vision and expertise that have contributed to the course. We are delighted to be your faculty this summer!*

*Each student is responsible for reading and understanding the content included in the two links below.*

## School of Nursing Policies and Additional Information

https://www.uttyler.edu/nursing/college/student_guide_and_policies.php

## University Policies and Additional Information (updated 5/2019)

The following course policies may be found at the website listed below:  absence for religious observance, absence for university-supported trips, services to students with disabilities, grade replacement, state-mandated course drop policy, and Social Security and privacy.

https://www.uttyler.edu/academic-affairs/files/syllabuspolicy.pdf