**CIRP 5395 – 001: Seminar/Scholarly Publications**

**Spring 2016**

**Mondays, 3:00-5:50 pm**

**Instructor:** Dr.Shima Hamidi **Office hours:**

**Email:** shima.hamidi@uta.edu Fridays 4-5:30

**Office:** 428A or by appointment

**Course Description**

The purpose of the *Scholarly Publication Course* is to give students the opportunity to convert their current work and/or interests into a paper suitable for presentation to a scholarly conference and/or submission to a scholarly journal. This course combines elements of preparing students for professional oral presentation in scholarly forums; providing instruction on writing and preparing journal articles, and; a simulation of the journal submission and review process.

**Learning Outcomes**

* Becoming acquainted with the structure of scholarly papers including such basic elements as literature review, research questions, research design/methodology, and presenting results.
* Presenting work in a mock scholarly panel patterned after the Association of Collegiate Schools of Planning.
* Having students review each other’s progress and work products, thereby gaining familiarity with the peer review process.
* Leaning how to accept and respond to reviewer feedback and Editor’s correspondence.
* Preparing a work suitable for submission to a scholarly journal and in many if not all cases doing so.

**Material Requirements**

Wendy Laura Belcher (2009). *Writing Your Journal Article in Twelve Weeks: A Guide to Academic Publishing Success*. Sage: New York City.

All other readings will be available through the library or online sources.

**Course Requirements**

While I encourage students to work together in class, assignments are to be turned in individually and should represent each student’s individual work.

**Completion of Draft Paper:** In the first portion of the course, we will work through the assignments given in the course textbook. At the conclusion of this portion of the course, each student should have a completed, if rough, draft of a journal article-length manuscript.

**Conference Presentation:** You will present the paper to the class under conference conditions complete with a discussant.

**Conference Discussant:** Each student will serve as the assigned conference discussant for one paper that is not their own. The discussant will provide ~ 5 minutes of feedback directly to the author, then direct the Q&A with the audience (class).

**Journal Submission:** Based on feedback from the conference discussion, and journal selection arrived at through the Belcher assignments, each student will submit a paper, complete with cover letter and journal-appropriate formatting, to Dr. Hamidi.

**Peer Review:** Each paper will be sent to two classmates for anonymous review (this means that each student will also peer review two papers). Dr. Hamidi will serve as the managing editor for each, writing an additional review and returning papers to authors with decision letters.

**Paper Revisions:** Based on the written reviews, students should revise their papers. At this point, it is possible that class papers may be ready to submit to journals.

**Grading**

The final grade will be determined as follows:

Conference Presentation 20%

Discussant 10%

Weekly Assignments 15%

Peer Review\* 10%

Revised Final Paper 45%

\* Must submit completed draft for peer review, and must complete peer review of 2 papers, to receive credit. No credit will be given if both parts of this assignment are not completed.

There is a 10% penalty for each day an assignment is late.

**A Note on Academic Honesty**

I expect that you understand the UTA regulations governing academic misconduct and the implications of violating these rules. Academic misconduct includes cheating, plagiarizing, research misconduct, misrepresenting one’s work, and inappropriately collaborating. Sanctions can include failing assignments or the class, being expelled from the University, or other sanctions as appropriate.

The course is outlined as follows, subject to change.

**Outline**

***Subject to Change***

***January 25***

**Overview of the course**

**Steps to write a scholarly publication**

**How to choose your topic?**

Exercise: Identify one or few potential topics for your paper, what are your problem statement and research questions.

***February 1***

**Writing tips: How to make your manuscript publishable**

In class we’ll review your article ideas, research questions, article type and publishability, and general research approaches to strengthen the contribution. Each Student will present their topic for 5 minutes follow up with 5 minutes of discussion

Reading: Belcher chapters 1 and 2

Exercise: complete the tasks in Chapter2; revise your topic and write a 200-250 word abstract.

***February 8***

**Detailed review of databases**

Each student will present their revised topic and abstract for 5 minutes followed up by 5 minutes of comments and discussion.

Reading: Belcher chapter 3

Exercise: complete the daily writing tasks as outlined on page 67; Identify the databases you need for your paper; Identify the variables you need for your analysis

***February 15***

**Plagiarism, why it is importan?**

**How to write the Introduction?**

Each student will present their area of interest and outline proposal for a paper, including identifying variables and any of the databases available and (needed) for analysis. In class we will finalize your research questions and arguments.

Reading: Belcher chapter 4

Exercise: Complete the daily writing assignments for chapter 4; write the Introduction for your paper

***February 22***

**Literature Review: How to review the literature? How to write the Literature Review?**

In the last part of today’s class, you will learn how to construct a literature map.

Reading: Belcher chapter 5

Exercise: Revise your introduction, create your literature map and bibliography.

***February 29***

**How to write the Methods section? What to cover in this section?**

Students will present their literature review with research question(s). For today’s class, bring your completed literature map, your formatted bibliography, and as much of your drafted literature review as possible.

Reading: Belcher chapter 6 (structure)

Exercise: Complete the chapter 6 tasks; and continue to work on completing your literature review following this week’s feedback. Also, for today’s class bring a copy of both a favorite and a least favorite journal article from planning.

***March 7***

**How to work with data: data collection, cleaning and processing (1)**

Reading: Belcher chapter 7

Exercise: Complete the chapter 7 tasks; Write your Methods section (Sample, data and variables, Analytical Methods)

***March 14***

Spring break

***March 21***

**How to work with data: data collection, cleaning and processing (2)**

In today’s class, each student will present their paper in a mock conference setting. As such, each student will have no more than 10 minutes to present their work and about 5 minutes of Q&A. Please come to class early to load your presentation onto the computer.

Reading: Belcher chapters 8 and 9

Exercise: Complete the chapter 7 tasks before today’s class; Revise your manuscript based on comments

*Your completed Introduction, Literature Reviews and Methods sections are due today*

***March 28***

**Data analysis: Review of the quantitative research methods. Which methods to use?**

**How to write the results?**

Students are expected to bring a revised Methods section based on the feedback from last week. Please also bring a database with all variables you need for the analysis. You will have 10 minutes to present it to the class. We will use your databases and help doing analysis in the class.

Reading: Belcher chapters 10

Exercise: Complete the chapter 10 tasks; Write your Results section

***April 4***

**How to choose the right journal? What is the impact factor?**

**How to write discussion and conclusion?**

Students will be expected to have done their preliminary quantitative or qualitative analysis, and will present their results with implications to class. Each student will present their results section to the class. (5 minutes presentation + 5 minutes for comments/feedback)

Reading: Belcher chapters 11

Exercise: Complete the chapter 11 tasks; write your discussion and conclusions sections

***April 11***

**Journal submission and Blind peer reviewed process.**

Students will present their first full draft papers. Students will provide me with their full draft papers which I will post on Blackboard. In today’s class, **each student will present their paper in a mock conference setting.** As such, each student will have no more than 15 minutes to present their work and about 5 minutes of Q&A. there will be a discussant for each presentation. The papers will be shared with discussant 2 days prior to the class. Discussants will read the manuscripts and provide constructive critiques during the presentations.

Reading: Belcher chapters 12

Exercise: Respond to the comments and prepare a full manuscript formatted for a targeted journal and ready for submission

***April 18***

**How to review a manuscript?**

**Manuscript Review Process; why your paper gets rejected? What to do next?**

Students are expected to revise and format their manuscript to make it ready for submission to their chosen journal. The formatted manuscripts will be sent to me no later than April 14. I will share the revised manuscript with two reviewers for their review. The peer reviews are due class today.

Exercise: Each Student will review two manuscripts and provide comments

***April 25***

**How to respond to the reviewers comments.**

Wrap up class; Review of course materials + Q&A

Today we’ll discuss how to respond to peer reviews. We will also hold a discussion to synthesize what you have learned through the process of revising, submitting, and reviewing your paper.

Exercise: You will respond to the Editor and reviewers’ comments and revise the manuscript and resubmit it.

***May 2***

**Mock ACSP-like scholarly presentations:** Each student will have no more than 20 minutes (15 is better) to present their work and about 8 minutes of Q&A. Again there will be a discussant for each presentation.