
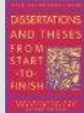


CPSE 699R – Masters' Thesis**Fall 2014****Section 001: 343 MCKB on Tue from 9:00 am - 10:50 am****Instructor Info****Name:** Paul Caldarella, PhD**Office Location:** 149D MCKB**Office Phone:** 801-422-5081**Office Hours:** Tue 8:00am-9:00am or By Appointment**Email:** paul_caldarella@byu.edu**Course Information****Description**

This is the first in a series of three courses designed to support you through the conception, development, and writing of your theses. The goal is to provide you with support and a forum in which to facilitate the progress of writing your theses. This course will provide didactic instruction as well as discussion and applied writing assignments to achieve the course objectives. Prerequisite is admission to the CPSE graduate program in school psychology.

Materials

Image	Item	Vendor	Price (new)	Price (used)
	New Edition: Publication Manual [Publication Manual] of the American Psychological (Psych) Association Sixth (6th) Edition Required by -APA- 6th Edition; Edition 6 (1380593400) ISBN: 9781433805615	BYU Bookstore	29.95	22.50
	Dissertation and Theses from Start to Finish: Psychology and Related Fields Required by Cone, John D. American Psychological Association (APA); Edition 2 (1146463200) ISBN: 9781591473626	BYU Bookstore	29.95	22.50

Grading Scale

Grades	Percent
A	93%
A-	90%
B+	87%
B	83%
B-	80%
C+	77%
C	73%
C-	70%
D+	67%
D	63%
D-	60%
E	0%

Participation Policy

Class Attendance and Participation - Regular attendance and active participation in class activities is required. You will be assigned to a study group. Each class will begin with an interactive activity. Students who arrive late and miss these activities cannot make them up.

Grading Policy

Grading: “T” grades for CPSE 699R are entered on the student’s transcript until the thesis is successfully defended. After completing the thesis, official grades are entered. The expectation is that all work will be submitted on or before the date it is due. A grade of incomplete (I) may be awarded, but only in extraordinary cases. Insufficient time, poor time management, or course/work overloads are NOT sufficient reason for awarding an incomplete (I).

Learning Outcomes

Master's Thesis

This course is designed to prepare students in the M.S. program to prepare a professional manuscript (e.g., prospectus, thesis, journal article) for publication based upon students' thesis research.

Research Project

Students will demonstrate the ability to work empirically by completing a research project that involves the measurement and interpretation of data.

Thesis Document Describing Research

Students will demonstrate advanced critical thinking and writing skills by producing a well-crafted document to describe the rationale, methods, results and implications of their research.

Defense of Thesis

Students will successfully defend a master's thesis before a faculty committee.

Attendance Policy

Attendance: It is the student's responsibility to attend class and keep up with discussions and assignments. Making up late work will be at the discretion of the instructor and will be penalized if accepted.

Assignments

1 - Getting to know your advisor's research

Due: Tuesday, Sep 09 at 9:00 am

For this first assignment I would like you to get to know your faculty advisor's areas of research better by reviewing research areas they have published in. I would like you to do three things related to this activity:

- 1) schedule a time to meet individually with your advisor,
- 2) ask that they provide you a list of recent publications,
- 3) conduct a Google Scholar, ERIC, and/or PsycINFO search using their name.

Then prepare a 1-2 page double spaced write-up addressing what you have learned about their research areas. Include topics related to their research that you could be interested in completing your thesis on.

This first assignment is due by the start of our next class on 9/9/14.

2 - Thesis work schedule and contract

Due: Tuesday, Sep 16 at 9:00 am

For this next assignment I would first like you to create a thesis work schedule for this semester: 6-8 hours per week in your schedule that you will block off to work on your thesis (finding written sources, summarizing what you are reading, writing sentences and paragraphs for your literature review, etc.). Include *where* you will do this work (library, home, other).

Second, create a thesis contract that deliniates your work schedule and lists specific tasks you will be working on along with consequences. Include how you will be *reinforced* for meeting your contract goals. Sign it and have your faculty advisor and/or a signifciant other sign it (see example below).

sample BEHAVIORAL CONTRACT.docx [Download](#)

Submit your thesis work schedule and thesis contract by our next class meeting on 9/16/14.

3 - Summarizing research articles

Due: Tuesday, Sep 23 at 9:00 am

Identify a research article related to a thesis topic you are potentially interested in. Read and review the article and prepare a 1-2 page double spaced, 12 point font, summary focusing on the following. Be prepared to discuss at our next class period.

- APA reference info for the article
- What was the purpose of the study?
- Why was this study important (hint usually in lit review section)?
- What questions were the researchers trying to answer?
- What methodology was used? (study design, subjects & setting, measures, etc.)
- What were the findings of this study?
- What were some limitations of this study?
- What areas for future research were noted?
- How does this study fit with the thesis topic you are potentially interested in?
- Anything else you would like to comment on regarding this article?

4 - Thesis timeline

Due: Tuesday, Sep 30 at 9:00 am

Next, create a thesis timeline for yourself with goals (long and short term). Start with the long term goal of where you want your thesis to be at in *April 2016*. Then work through the intermediate steps it will take you to get there. Below are some common hurdles in the thesis process:

1. thesis topic identified
2. literature review completed
3. thesis committee solidified
4. methods section completed
5. thesis prospectus meeting held
6. IRB approval obtained
7. school district approval obtained
8. data collection completed
9. data analysis completed
10. results section completed
11. discussion section completed
12. final thesis defense meeting held
13. deans' office approval
14. thesis article submitted to a journal

Be sure to: estimate time requirements (e.g., 3 months, 6 months), list subgoals you will need to meet to achieve your long term goals, and build in some reinforcement for yourself along the way (movies, dinners out, etc.).

If you have any questions as you work on completing this assignment, feel free to ask me, your advisor, or a peer. Good luck!

5 - Article Coding Sheet

Due: Tuesday, Oct 07 at 9:00 am

For this assignment I would like you to create a coding sheet to try out as you read and review journal articles for your literature review. There is a sample coding sheet on page 108 of our text, but make yours specific to the information you want to glean from the studies you are reading (some of your peers may already be using coding sheets – feel free to find out what they are using).

Then choose one empirical article you have found and use your coding sheet to record pertinent information from it. Be prepared to discuss this completed coding sheet next week in class.

6 - Ethics training

Due: Tuesday, Oct 14 at 9:00 am

For this assignment I would like you to complete ethics training required by the Brigham Young University Institutional Review Board (IRB). All researchers using human subjects are required to complete the training by the Collaborative Institutional Training Initiative (CITI). It is the gold standard for IRB researcher training. Once the training has been completed the certification lasts for 5 years. Register/login at <https://www.citiprogram.org/> Allow yourself **2 to 3 hours** to complete the training – take your time to learn as much as you can from this experience. A certificate of completion will be issued at the end of the training. Please submit a copy of the certificate upon completion of this assignment by the beginning of class next week. You should keep an electronic copy for your records, as you will need it again when you submit your IRB thesis proposal.

Review and Write-up of a Completed Student Thesis or Dissertation

Due: Tuesday, Oct 21 at 9:00 am

You are required to review a completed thesis or dissertation and write-up a 2 page summary (double spaced, 12 point Times New Roman font) of your impressions of the thesis, highlighting strengths and weaknesses you noticed as well as, what you learned from reviewing it. You will also present a summary of this in class.

7 - More exploration of thesis topic

Due: Tuesday, Oct 21 at 11:59 pm

This week focus more intently on identifying your thesis topic and research questions. Refer to the "To Do" section of our text on p. 78 focusing mostly on the "develop your topic" bullets, and address the "assemble your team" section" if you would like. Provide evidence of how you are working through these bulleted suggestions.

8 - Literature review outline

Due: Tuesday, Oct 28 at 9:00 am

For this next assignment I would like you to complete a 1-2 page double spaced write up addressing the following. I realize that you are still trying to figure out the answers to some of these questions, just try your best.

Thesis chair:

Thesis topic:

Major headings/sections of my literature review: Use outline format and the funnel shape

Potential research questions/hypotheses:

9 - Beginning to think about Methods

Due: Tuesday, Nov 04 at 9:00 am

For this assignment I would like you to address some aspects of your thesis methods section:

- What type of research design might you use?
- Who might the participants be?
- What may be the setting for your study?
- What independent variables might you use?
- What measures might you use?

Provide your best guess (at this point) as to what these sections might look like, realizing they will likely change as your writing and thinking progresses. Feel free to talk with your advisor and/or peers as you sketch this out. Be prepared to hand in and discuss these at the start of class next week.

10 - Adding to your lit review outline

Due: Tuesday, Nov 11 at 9:00 am

By now you have identified a probable thesis advisor, thesis topic, completed a literature review outline, are thinking about methods, and are reading/reviewing related articles. For this assignment begin putting some “meat” on the literature review outline you created, by adding sentences to it. The best way to do this is to create empirically supported sentences. For example, if you put something like “Onset of major mental illness often occurs in childhood” you could add (Kessler, R.C., Beglund, P., Demler, O., Jin, R., & Walters, E. E., 2005) after this statement. If you can’t find empirical sources, write down sentences you hope to be able to support later with the empirical literature. Come to class next week prepared to review your enhanced outline.

11 - Adding to your lit review

Due: Tuesday, Nov 18 at 9:00 am

For this assignment I would like to you further develop your literature review/outline by adding at least 1 page of new content between now and next week. This new content could be direct quotes from appropriate sources or, better yet, paraphrasing content in your words with appropriate referencing. Focus also on ensuring there is logic to the

flow of your writing; that the headings make sense and that your writing/outline follows the funnel shape we have discussed in class (see Chapter 6 for a review). The idea behind this assignment is to move your writing forward.

12 - Adding more to your lit review

Due: Tuesday, Dec 02 at 9:00 am

For this assignment I would like to you further develop your literature review/outline by adding at least another page of new content between now and next week. This new content could be direct quotes from appropriate sources or, better yet, paraphrasing content in your words with appropriate referencing. Focus also on ensuring there is logic to the flow of your writing; that the headings make sense and that your writing/outline follows the funnel shape we have discussed in class (see Chapter 6 for a review). The idea behind this assignment is to move your writing forward.

Brainstorming Session

Due by: Tuesday, Dec 09 at 8:00 am

Each week students will be given the opportunity to present their thesis ideas in a class brainstorming session. The purpose of these sessions is to help give you ideas on areas of your project where you may be stuck or struggling, as well as to help us all learn more about your particular thesis topic.

Attend and Write-up of a Student Thesis or Dissertation Meeting

Due: Tuesday, Dec 09 at 9:00 am

You are required to attend one BYU student final defense or proposal meeting during the semester and write-up a 2 page summary (double spaced, 12 point Times New Roman font) of your impressions of the meeting, highlighting strengths and weaknesses you noticed as well as, what you learned from attending the meeting. You will also present a summary of this in class.

End of Semester Student Rating

Due: Tuesday, Dec 09 at 9:00 am

We are now entering the final weeks of class. I hope you have found your experience this semester to be helpful in getting you started on thinking, reading, and writing about your thesis topic. For this last assignment (extra credit) I would like you to complete the online student rating of your learning experience available at the following website: <http://studentratings.byu.edu/> I value and carefully review these ratings to learn how to improve my teaching. I look forward to receiving your anonymous feedback and will give you extra credit for completing this by December 9th. Thank you.

Chapter Discussion

Due by: Tuesday, Dec 09 at 10:00 am

You will each lead out on one chapter discussion during the semester lasting 30-40 minutes. Please include a 2-5 minute spiritual thought prior to the discussion.

Class Attendance & Participation

Due: Tuesday, Dec 09 at 11:00 am

Regular attendance and active participation in class activities. You will be assigned to a study group. Each class will begin with an interactive activity. Students who arrive late and miss these activities cannot make them up.

University Policies

Honor Code

In keeping with the principles of the BYU Honor Code, students are expected to be honest in all of their academic work. Academic honesty means, most fundamentally, that any work you present as your own must in fact be your own work and not that of another. Violations of this principle may result in a failing grade in the course and additional disciplinary action by the university. Students are also expected to adhere to the Dress and Grooming Standards. Adherence demonstrates respect for yourself and others and ensures an effective learning and working environment. It is the university's expectation, and my own expectation in class, that each student will abide by all Honor Code standards. Please call the Honor Code Office at 422-2847 if you have questions about those standards.

Sexual Harassment

Title IX of the Education Amendments of 1972 prohibits sex discrimination against any participant in an educational program or activity that receives federal funds. The act is intended to eliminate sex discrimination in education and pertains to admissions, academic and athletic programs, and university-sponsored activities. Title IX also prohibits sexual harassment of students by university employees, other students, and visitors to campus. If you encounter sexual harassment or gender-based discrimination, please talk to your professor or contact one of the following: the Title IX Coordinator at 801-422-2130; the Honor Code Office at 801-422-2847; the Equal Employment Office at 801-422-5895; or Ethics Point at <http://www.ethicspoint.com>, or 1-888-238-1062 (24-hours).

Student Disability

Brigham Young University is committed to providing a working and learning atmosphere that reasonably accommodates qualified persons with disabilities. If you have any disability which may impair your ability to complete this course successfully, please contact the University Accessibility Center (UAC), 2170 WSC or 422-2767. Reasonable academic accommodations are reviewed for all students who have qualified, documented disabilities. The UAC can also assess students for learning, attention, and emotional concerns. Services are coordinated with the student and instructor by the UAC. If you need assistance or if you feel you have been unlawfully discriminated against on the basis of disability, you may seek resolution through established grievance

policy and procedures by contacting the Equal Employment Office at 422-5895, D-285 ASB.

Devotional Attendance

Brigham Young University's devotional and forum assemblies are an important part of your BYU experience. President Cecil O. Samuelson said, "We have special and enlightening series of devotional and forum assemblies...that will complement, supplement, and enrich what will also be a very productive period in your classrooms, laboratories, and libraries. We look forward to being with you each Tuesday...and hope that you will regularly attend and bring your friends and associates with you...A large part of what constitutes the unique 'BYU experience' is found in these gatherings where the Spirit has been invited and where we have the opportunity to discuss and consider things of ultimate worth and importance that are not afforded to the academic community on almost any other campus" (from the address "The Legacy of Learning", 30 August, 2005). Your attendance at each forum and devotional is strongly encouraged.

Schedule

Date	Reading Assignments
T Sep 02 Tuesday	Course overview - Review of Syllabus What are Theses?: D & T Chapter 1 (Paul)
T Sep 09 Tuesday	Library - Rachel Wadham (literature searching) - Room 2232
T Sep 16 Tuesday	Starting out: D & T Chapter 2 (Paul)
T Sep 23 Tuesday	Time & trouble management: D & T Chapter 3
T Sep 30 Tuesday	Finding topics & collaborator: D & T Chapter 4
T Oct 07 Tuesday	The proposal: D & T Chapter 5
T Oct 14 Tuesday	Reviewing the literature: D & T Chapter 6
T Oct 21 Tuesday	Research methods & ethics: D & T Chapter 7
T Oct 28 Tuesday	Measurement: D & T Chapter 8
T Nov 04 Tuesday	Managing committee meetings: D & T Chapter 13
T Nov 11 Tuesday	Presenting your project to the world: D & T Chapter 14
T Nov 18 Tuesday	Writing for the behavioral and social sciences: APA Chapter 1
T Nov 25 Tuesday	No Class - Friday Instruction
T Dec 02 Tuesday	Manuscript structure and content: APA Chapter 2
T Dec 09 Tuesday	Writing clearly and concisely: APA Chapter 3
Th Dec 11 Thursday	Final Exam Time: 341 MCKB 7:00am - 10:00am Last class meeting during finals week (if needed) (a) Review & presentation of student defenses/proposals (b) Review & presentation of completed student theses (c) Wrap-up activity