George Mason University
Graduate Course Approval/Inventory Form

Please complete this form and attach a copy of the syllabus for new courses. Forward it as an email attachment to the Secretary of the Graduate Council. A printed copy of the form with signatures should be brought to the Graduate Council Meeting. Complete the Coordinator Form on page 2, if changes in this course will affect other units.

Please indicate:  ___X__ NEW  ____ MODIFY  ____ DELETE

Local Unit:  CAS  Graduate Council Approval Date:

Course Abbreviation:  PSYC  Course Number:  590

Full Course Title:  Professional Seminar

Abbreviated Course Title (24 characters max.):  Professional Seminar

Credit hours:  var. 1-3  Program of Record:  Psychology

Repeatable for Credit?  ___ X__ D=Yes, not within same term  Up to hours  3 hours
 ___ T=Yes, within the same term  Up to hours
 ___ N=Cannot be repeated for credit

Activity Code (please indicate):  ___ Lecture (LEC)  ___ Lab (LAB)  ___ Recitation (RCT)
 ___ Studio (STU)  ___ Internship (INT)  ___ Independent Study (IND)  ___X__ Seminar (SEM)

Catalog Credit Format  1-3:1-3:0  Course Level:  GF(500-600)  _X___ GA(700+)

Maximum Enrollment:  15  For NEW courses, first term to be offered:  Fall 2004

Prerequisites or corequisites:
Open only to psychology MA students

Catalog Description (35 words or less):  Please use catalog format and attach a copy of the syllabus for new courses.:  Each section limited to students in one concentration of MA program. See area coordinator for requirements for section in each track. May be repeated for a total of no more than three credits. Graded S/NC.

For MODIFIED or DELETED courses as appropriate:
Last term offered:  Previous Course Abbreviation:  Previous number:

Description of modification:

APPROVAL SIGNATURES:
Submitted by:  __Elyse B. Lehman_________________ email: elehman@gmu.edu_

Department/Program:  ________________________________ Date: __________________

College Committee:  ________________________________ Date: __________________

Graduate Council Representative:  ________________________________ Date: __________________
GEORGE MASON UNIVERSITY  
Course Coordination Form

**Approval from other units:**

Please list those units outside of your own who may be affected by this new, modified, or deleted course. Each of these units must approve this change prior to its being submitted to the Graduate Council for approval.

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<thead>
<tr>
<th>Unit:</th>
<th>Head of Unit’s Signature:</th>
<th>Date:</th>
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Graduate Council approval: ______________________________________________  Date: ____________

Graduate Council representative: __________________________________________  Date: ____________

Provost Office representative: ___________________________________________  Date: ____________
Psyc 890 005 or Psyc 592 008
DBS Professional Seminar
Course Syllabus - Fall 2003
Dr. Adam Winsler

Instructor: Adam Winsler, Ph.D. Office: 2023 David King Hall
Phone: (703) 993-1881 Office Hours: Mon 10:30-11:30, Thur 1-2 + by appt.
Email: awinsler@gmu.edu Winsler URL: http://classweb.gmu.edu/awinsler
Course Schedule MW 11:30–12:20 Location: DK 1005
Credit Hours: 2

Course Description & Goals

The overarching goals for this course are to (a) develop the practical knowledge, skills, and attitudes most needed for DBS graduate students to maximize their Ph.D. or MA program experience here, (b) facilitate the professional/career development of graduate students, (c) help prepare students for academic and non-academic job searching post graduate school, (d) provide an opportunity for graduate students to organize and direct the DBS brown-bag colloquia speaker series, (e) to improve students’ interpersonal, written, and oral communication skills, and (e) provide a supportive cohort/group for facilitating each other's progress throughout graduate school and beyond.

Required Reading

Main text (at bookstore)

Other articles/handouts - Made available in advance somehow.

Optional/Recommended Reading

Course Requirements/Assignments/Activities

1) **In-Class Participation.** This is a small graduate seminar course that requires active discussion and contribution from each member of the class. The course will be enhanced greatly if we can all benefit from each individual student's ideas, questions, suggestions, and expertise.

2) **On-line Discussion.** We will be using WebCT to facilitate our discussion both inside and outside of class this semester. Students are encouraged to post whatever questions, answers, tips, issues, problems, suggestions, whatever, as often as they like throughout the semester. In addition to this voluntary usage of this resource, however, students are required to contribute at least 10 substantive (not just “What’s up?”) and timely (related to the topic of the week) entries/posts to the discussion throughout the semester. The earlier the post comes in the (course) week, the better chance we will have for responses and discussion before and during class -- so please post these as soon after the previous class as possible.

The course website is located at: [http://webct38.gmu.edu](http://webct38.gmu.edu) You will log into this with your own individual MyWebCT account, and from there access the Psyc 890/592 WebCT page. To do this, simply enter the URL above in any browser, click on LOG ON TO MYWEBCT, and enter your mason user account (the first part of your mason email address, e.g. jsmith5) as your login ID, and the last four digits of your social security number as your password. Then change your password to something you like/will remember by going up to password settings at the top. Please have this done by Wednesday Aug 27.

3) **Readings** - Students are required to read (before class) any texts that may be assigned for that week.

4) **Course Project – Resource guide for new students** – It is the tradition of this course for the students to revise the New Student Resource Guide that we give out to new DBS doctoral students each year. Each student will pick one or two of the topics from the guide and be responsible for updating the information in those sections. Students can turn in their materials earlier to Dr. Winsler, but they are required to do so by Dec. 1 in class.

5) **Homeworks/Assignments** - The following small assignments/activities will also occur:

   a. **Literature Searching Assignment.** Students will conduct a thorough literature search on a topic of their choice using PsychInfo, Social Science Citation Index (SSCI), and one other electronic database of their choice. Student will turn in a summary of their results using a variety of different search terms, showing which terms and combination of terms yielded which results (number of raw hits and final # of screened good references), and a listing of the final screened full references found to be relevant to their topic. (Due Wed Sept 17)

   b. **CV.** Students will turn in an updated version of their CV for comments/suggestions. (Due Wed Sept 24)

   c. **Ethics Scenario.** Students will turn in a brief (1-2 page) scenario in which some kind of ethical question/problem/dilemma is present in a context of relevance to a student, professor, researcher, or professional/applied psychologist. The problem should clearly lead to a question about what a person should do in that situation and spell out a few options. The answer (what the person should actually do) is not needed. (Due Mon Sept 29)

   d. **Paper for Review/Critique.** Students will find an already existing paper that they have written on something (preferably a genre close to something a graduate student or faculty member might write) to turn in to me to give to another classmate for that student to review and provide a friendly, supportive critique (written comments in a separate document and mark-ups on the document itself). Then students will revise their paper on the basis of the comments given and turn in the revised paper to the instructor. (Paper due Mon Oct 27, Review/Critique due Mon Nov 3, Revised paper due Mon Nov 10).

   e. **Oral Presentation with Feedback.** Student will prepare a formal (visual aids, handout etc…) 10 minute presentation to the rest of the class on some sort of research topic (can be a project they have worked on or a summary of someone else’s study). Students must bring in a blank videotape for their presentation to be recorded on and returned to the student for self-review. Students will provide sensitive written feedback to each other. Students will informally summarize and give to the instructor the main lessons learned from this activity (things they need to work when presenting etc…) (Nov 17 and Nov 24)
Use of Technology

As seen above, students will develop skills (if skills are not there already) using a web-based tool for electronic course communication (WebCT) in the form of an asynchronous unmoderated discussion. The course will also ensure that students are familiar with a) searching professional bibliographic databases for finding published scholarly literature, and b) using the WWW to access potentially useful web links for graduate students.

Grading Procedures

Grades for this course will be on a satisfactory/no credit basis. In order to receive a satisfactory pass, students will need to complete requirements above and any homework assignments that may be assigned.

Accommodation for Students with Disabilities

It is the policy of the University and this instructor to make reasonable accommodations for qualified individuals with disabilities. Students who may have special needs because of a physical or learning disability are encouraged to contact the Disability Resource Center ASAP (222 Student Union I) 993-2474 http://www.gmu.edu/student/drc/ Students with disabilities who are in need of accommodation relative to class attendance/arrival, course requirements, or related aspects of course performance and who have already processed the necessary paperwork with Disability Support Services must initiate such a request in writing immediately, and prior to any anticipated need, to the instructor. Such requests will be accommodated within the reasonable constraints of fairness and timeliness with regard to the instructor and the other students enrolled in the course.

Tentative Course Outline

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<tr>
<th>Date</th>
<th>Topic(s)</th>
<th>Reading/Assignment</th>
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| Monday Aug 25 | • Introductions  
              • Overview of Course                                                  |                                         |
| Wednesday Aug 27 | Surviving, no, Thriving in Grad School  
                         - General Advice, Tricks, & Tips                                   |  • WebCT Account Set Up  
                                                                                             • Bring Grad Student Guide (Blue book) |
| Mon. Sept 1 | LABOR DAY – NO CLASS                                                     |                                         |
| Wednesday Sept. 3 | Planning Session for Colloquia  
                                       (New and Returning Students)                |                                         |
| Monday Sept 8 | Internet/Technology/Software Resources for Graduate Students             | Darley et al. (Ch. 14)                  |
| Wednesday Sept. 10 |                                                     |                                         |
| Monday Sept 15 | Literature and Measure Searching:  
                                      - Databases, Resources, and Strategies                                  |                                         |
| Wednesday Sept. 17 | Lit Search Assignment Due                                                 |                                         |
| Monday Sept 22 | • Curriculum Vitae (CV) and Resumés  
                                      • CV Building – Things you can do now                                    | Darley et al. (Ch. 1)                  |
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| Wednesday  | CV Due                                                                 | • Ethics Codes & Articles  
• Darley et al. (Ch. 11) |
| Sept. 24   |                                                                        | Ethical Issues for Researchers and Applied Psychologists              |
| Monday     |                                                                        | • Ethics Scenario Due                                                 |
| Sept 29    |                                                                        | Brown Bag Colloquium  
Sandy Sanford  
Assistant Director of Research Compliance  
Office of Sponsored Programs  
“Preparing for Institutional Review Board (IRB) Submission”  
(Human and Animal Subjects) |
| Wednesday  |                                                                        | Monday Oct 6  
• Interpersonal Communication  
• Impression/Reputation Management  
• Networking  
• Professional Organizations |
| Oct. 1     |                                                                        | Tuesday Oct 14  
Publishing, and Presenting at Conferences  
- Everything you ever wanted to know |
| Tuesday    |                                                                        | Fine & Kurdek (1993)                                                  |
| Oct 14     |                                                                        | Wednesday Oct. 8                                                      |
| Monday     |                                                                        | Monday Oct 20  
• Getting Funding for Student Research/Travel  
• Writing Grant Proposals  
• Darley et al. (Ch’s 8, 9)  
• Oetting (1992) |
| Oct 20     |                                                                        | Wednesday Oct. 15                                                     |
| Monday     |                                                                        | Monday Oct 27  
Writing, Reviewing, and Revising Papers |
| Oct 27     |                                                                        | Darley et al. (Ch 10)  
Paper for Review Due                                                           |
| Wednesday  |                                                                        | Monday Oct 29  
• TA’ing and Teaching Tips/Issues  
• Tips for Oral Presentations  
Darley et al. (Ch. 5)  
Kenny (1992)  
Review/Critique Due |
| Nov 3      |                                                                        | Wednesday Nov 5                                                      |
| Monday     |                                                                        | Monday Nov 10  
• Graduate Program Progress  
- Program of Study, Annual Evaluations  
- Advising/Mentoring Issues  
- Internships/Practica/Thesis  
Read & Bring Student Handbook  
Revised Paper Due |
| Nov 10     |                                                                        | Wednesday Nov 12                                                     |
| Wednesday  |                                                                        | (TBA - Student Oral Presentations?)                                |
| Nov 12     |                                                                        | Monday Nov 17  
Student Oral Presentations  
Oral Presentation & Feedback to students |
| Wednesday  |                                                                        | Nov 19                                                        |
| Nov 19     |                                                                        | Brown Bag Colloquium:  
Dr. Steve Schiff   |
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<td>Student Oral Presentations</td>
<td>Oral Presentation &amp; Feedback to students</td>
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<td>Wednesday Nov 26</td>
<td>NO CLASS – THANKSGIVING BREAK</td>
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<td>Monday Dec 1</td>
<td>• Now What? - Career Options &amp; Paths</td>
<td>Darley et al. (Ch’s 2,3,4)</td>
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<td>Materials Due for New Student Resource Guide</td>
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<td>Friday Dec 3</td>
<td>• Final Activity, Happy Hour, Awards Ceremony (4:30pm – Location TBA)</td>
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Name

SS#

Program/Year
(i.e., MA, 1st year)

Phone Number(s)

Primary Email Address

GMU (Mason) Username
(i.e., awinsler)