GUIDELINES FOR THE APPLIED PSYCHOLOGY PORTFOLIO

Bachelor of Science (B.S.) in Applied Psychology

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APPLIED PSYCHOLOGY STUDENT PORTFOLIO

Rationale

The development of a professional portfolio has been an accepted practice for many years in diverse professions. Portfolios provide students with an opportunity to organize and effectively display evidence of their learning and professional growth.

In order to achieve success in any of the social sciences, students must be able to demonstrate the ability to communicate effectively with a wide variety of audiences. Through the development of a professional portfolio, students will be required to utilize the communication skills of reading, listening, speaking, writing, and collaboration. By developing a portfolio that demonstrates communication skills, students will be able to recognize that professional success in any social science field is a life-long process of communicating. The process of creating an initial portfolio will both provide evidence to the academic and professional communities of the students' abilities and allow the students to gain insight into the learning which they have experienced throughout their education at Robert Morris University.

Developing Your Portfolio

A portfolio is basically a collection of information that serves to demonstrate students' professional growth and abilities. Many benefits occur from developing a portfolio. For example, it reinforces instruction and learning; it makes evaluation more meaningful; it encourages creative thinking and reflection; it enhances organizational skills; it showcases students' talents; and it encourages critical thinking.

Students can include a variety of documents in their portfolio, which will be evaluated according to the criteria outlined in the assessment section. This booklet serves as a guide in creating a portfolio which fulfills the RMU Department of Social Sciences requirements, as well as personal career goals.

Students should arrange their portfolio in a loose-leaf binder. Materials should be indexed and organized logically, and a title page and a table of contents should be included. Portfolio components should be identified by labeling each component with the appropriate number or title. At the beginning of each component, the following should be included:

- A. Caption-a brief statement that identifies the component, describes its contents, and describes the context in which the component (or pieces included) were developed; for example, the course for which the work was completed. A caption can be written in as few as two or three short sentences.
- B. Reflection-In addition to describing the portfolio contents, the reflection discusses how and why the document or experience was initiated or included, indicates the learning which took place as a result of it, and suggests follow-up activities. A reflection can be written in one or two short paragraphs. The reflection should specify the goal (please see Goals for the Applied Psychology Portfolio) which is being addressed by each artifact.

GOALS FOR THE APPLIED PSYCHOLOGY PORTFOLIO

APPLIED PSYCHOLOGY

- 1. To demonstrate knowledge of sensation and perception, and states of consciousness.
- 2. To demonstrate knowledge of learning, memory, thinking, language, and intelligence.
- 3. To demonstrate knowledge of human growth and development across the lifespan.
- 4. To demonstrate knowledge of personality, human adjustment, psychological disorders, and health psychology.
- 5. To demonstrate knowledge of the relationships among biology, the mind, and behavior.

REQUIRED ACADEMIC MINOR

- 1. To demonstrate content knowledge in the selected academic minor.
- 2. To demonstrate the ability to relate the minor to applied psychology and to the practicum.

COMMUNICATION SKILLS

- 1. To demonstrate the ability to effectively utilize reference works in the social science disciplines.
- 2. To demonstrate the ability to collect and evaluate data, both electronic and print, for an approved research project appropriate to the students' major areas of interest.
- 3. To demonstrate the ability to evaluate existing work in the social science disciplines and prepare effective written summaries and analyses of those works.

PROFESSIONALISM

- 1. To demonstrate applied psychology content knowledge to members of the academic and professional communities.
- 2. To demonstrate the ability to interact effectively with professionals beyond those at Robert Morris University.
- 3. To demonstrate a commitment to various academic disciplines as evidenced by associations with professional organizations, especially presentation to or attendance at state and local seminars and annual conferences.

TECHNOLOGY

- 1. To demonstrate knowledge of the ability to search the internet, to download a graphic/image, to import it into Microsoft Office Applications and utilize it appropriately in a document.
- 2. To demonstrate the ability to use Microsoft Publisher to design appropriate portfolio artifacts.
- 3. To demonstrate the ability to create a PowerPoint presentation on an approved applied psychology topic.

PORTFOLIO COMPONENTS

PROFESSIONAL COMMITMENT

Portfolio Objectives:

- 1. To demonstrate applied psychology content knowledge to members of the academic and professional communities.
- 2. To demonstrate the ability to interact effectively with professionals beyond those at Robert Morris University.
- 3. To demonstrate a commitment to various academic disciplines as evidenced by associations with professional organizations, especially presentation to or attendance at state and local seminars and annual conferences.

- 1. Students will prepare a professional resume, which identifies their education, work experience, extracurricular activities, and other pertinent information. Students will utilize an appropriate word processing program to create this document.
- 2. Students will include copies of all collegiate transcripts.
- 3. Students may include information about awards, honors, or special recognitions which were earned.
- 4. Students are encouraged to include professional letters of recommendation.
- 5. Students are encouraged to become a member of appropriate professional organizations, including the American Psychological Association (APA), the Ergonomics Society, and the International Association of Applied Psychology. Please see the List of Applied Psychology Professional Associations provided in this booklet.
- 6. Students may include information about presentations to or attendance at annual meetings of professional associations.
- 7. Students may include information about submissions to conferences and/or publications.
- 8. Students are encouraged to include a brochure which highlights their abilities and experiences.

APPLIED PSYCHOLOGY PRACTICUM I PROJECT

Portfolio Objectives:

- 1. To demonstrate applied psychology content knowledge to members of the academic and professional communities.
- 2. To demonstrate the ability to interact effectively with professionals beyond those at Robert Morris University.

- 1. Students should include a copy of the final paper which they completed for the course. This paper should compare and contrast their experiences in the Practicum with the theories and information which was included in the social sciences coursework which was completed at RMU.
- 2. Students should include a copy of the journal which they maintained during the Practicum, including both daily entries and weekly reflections. These reflections should identify ways in which the Practicum experiences are consistent with or different from the content learned in psychology courses at RMU. They should also discuss how their understanding of applied psychology evolved during the Practicum.
- 3. Students should include a copy of the signed timesheet which was completed during the Practicum.
- 4. Students should include a copy of the evaluation/recommendation completed by their supervisor during the Practicum.
- 5. Students should include a brief (2-3 pages) reflection explaining why they selected the site for the practicum. They also should give recommendations for future applied psychology students about selecting and completing their required Practicum experience.

APPIED PSYCHOLOGY PRACTICUM II PROJECT

Portfolio Objectives:

- 1. To demonstrate applied psychology content knowledge to members of the academic and professional communities.
- 2. To demonstrate the ability to effectively utilize reference works in the psychology.
- 3. To demonstrate the ability collect and evaluate data, both electronic and print, for an approved research project appropriate to the student's major areas of interest.
- 4. To demonstrate the ability to evaluate existing work in psychology and prepare effective written summaries and analyses of those works.

- 1. Students will include a copy of their completed research paper.
- 2. Students will include the completed Applied Psychology Practicum II Research Paper Evaluation Form.
- 3. Students will include several completed Applied Psychology Presentation Evaluation Forms.

COMMUNICATION SKILLS/TECHNOLOGY

Portfolio Objectives:

- 1. To demonstrate the ability to effectively utilize reference works in psychology.
- 2. To demonstrate the ability collect and evaluate data, both electronic and print, for an approved research project appropriate to the student's major areas of interest.
- 3. To demonstrate the ability to evaluate existing work in psychology and prepare effective written summaries and analyses of those works.
- 4. To demonstrate knowledge of the ability to search the internet, download a graphic/image, import it into Microsoft Office Applications and utilize it appropriately in a document.
- 5. To demonstrate the ability to use Microsoft Publisher to design appropriate portfolio artifacts.
- 6. To demonstrate the ability to create a PowerPoint presentation on an applied psychology topic.

- 1. Students will include a copy of PowerPoint slides which were created.
- 2. Students will include a sample of their writing, which exemplifies their ability to communicate effectively about an applied psychology topic.
- 3. Students may include other samples of their communication skills and ability to effectively use technology. These items may include electronic versions of their portfolio, videotapes and/or photographs of relevant activities, etc.

PROJECTS FROM COURSES IN THE ACADEMIC MINOR

Portfolio Objective:

1. To demonstrate content knowledge to members of the academic and professional communities.

Suggested Artifacts:

- 1. Each student will select a MINIMUM of five artifacts from his or her selected academic minor. Each artifact must be labeled with the course for which it was created and have a caption and reflection, which expresses how the artifact demonstrates student achievement.
- 2. Selected artifacts can include the following:

Research papers

Examinations

PowerPoint presentations

Map projects

A summary of volunteer and/or paid work experiences with a discussion of their relevance to applied psychology.

NOTE: Artifacts which are utilized in other portions of the portfolio **cannot** be used again.

The focus of this section should be on providing evidence about your professional and academic strengths. Consider potential employers when selecting artifacts and writing your captions and reflections. How will each of your artifacts help to convince a potential employer about your ability to contribute to their organization?

APPLIED PSYCHOLOGY PRACTICUM I PSYC 4813 DEPARTMENTAL SYLLABUS

ROBERT MORRIS UNIVERSITY

RMU Department of Social Science Practicum Application

The purpose of the Applied Psychology Practicum (SOSC4803) is to provide Applied Psychology majors with a relevant career learning experience and enable them to combine academic study and practical experience for academic credit. Students interested in registering for the Practicum must submit a completed application and a current resume to the Department Head.

Please print or type clearly.	Date:		
Name:(Last)			
(Last)	(First)		(Middle Initial)
Student ID:	Email Addr	ess:	
Address:			
Telephone:			
Cumulative Grade Point Average:		Number of Credits Con	mpleted:
Anticipated Graduation Date:			
Term in which you plan to do the Practicum: _			
Please summarize your career plans and describe most.			·
I understand my responsibilities for the Practic agree to comply with them.	cum as describe	d in the Social Science Pra	acticum Syllabus and
Student Signature		Date	
□ Approve □ Disag	pprove	•••••	•••••
Comments			
Academic Department Head Signature		Date	
Practicum Placement Information			Approved Site

APPLIED PSYCHOLOGY PRACTICUM I PSYC4813

COURSE DESCRIPTION

PSYC4813 Under the guidance of a social sciences faculty member, the student will complete 120 hours of documented experience on a research project or an internship at a university-approved site. The student's experience may be a volunteer or paid position that is directly related to the field of applied psychology. Participation in professional activities allows students to experience the work environment in their chosen field, make informed career choices, and enhance their employment credentials. These experiences reinforce the connection between professional and liberal learning through the application of classroom theories to actual occupational problems. This course requires 120 hours on site, as well as the completion of the academic requirements established by the Department of Social Sciences.

3 credits

Prerequisite: 90 credits

COURSE OBJECTIVES/GOALS

Upon successful completion of this course, each student will have the ability to:

- 1. acquire specialized information, both theoretical and practical, about topics of particular interest to applied psychologists.
- 2. apply knowledge gained in the classroom to diverse social responsibilities and situations.
- 3. develop an awareness of and appreciation for the diverse and multiple employment opportunities provided by an Applied Psychology major.
- 4. develop a professional network.
- 5. apply principles of psychology to solve a personal, organizational, social, research, or industry problem.

COURSE POLICIES

Attendance Policy:

Students are required to complete 120 hours of documented experience in a university-approved volunteer or paid position. Students must establish a schedule with their site supervisor and report to the site on EVERY agreed-upon day. Students are to maintain a record of completed hours by filling out the Applied Psychology Practicum Timesheet(s). In the event of illness or emergency, it is the responsibility of the student to notify the Site Supervisor and the faculty advisor. It is also the responsibility of the student, in consultation with the Site Supervisor, to schedule additional visits to fulfill the 120 hours required for the Practicum.

Academic Integrity

Academic integrity is valued at Robert Morris University. All students are expected to understand and adhere to the standards of Academic Integrity as stated in the RMU Academic Integrity Policy, which can be found on the RMU website at www.rmu.edu/academicintegrity. Any student who violates the Academic Integrity Policy is subject to possible judicial proceedings which may result in sanctions as outlined in the Policy. Depending upon the severity of the violation, sanctions may range from receiving a zero on an assignment to being dismissed from the university. If you have any questions about the policy, please consult your course instructor.

Special Learning or Physical Accommodations Policy

Students who may be eligible to receive learning support or physical accommodations must contact the Center for Student Success at 412-262-8349 to schedule an appointment with a counselor and to learn more about accommodation procedures. To receive accommodations in this course, arrangements must be made through the Center for Student Success.

Methods of Assessment:

1. Faulty-Student Conferences. (One of these conferences MAY be completed during a site visit by the faculty advisor.)

At least three times during the semester, the student will confer with his or her faculty advisor to discuss topics including, but not limited to, the following:

- i. Review of journal entries to date.
- ii. Review of pre-planning and drafts for final paper.

2. Journal Requirements

- i. <u>Daily Entries</u>: For each day, list the number of hours worked, a description of daily responsibilities and duties, and a brief paragraph reflecting on that day's experiences.
- ii. <u>Weekly Reflections</u>: How are your experiences consistent with or different from the content you learned in your course work? How has your understanding of applied psychology evolved/changed/been supported by your experiences? How have you grown professionally through this experience?

3. Final Evaluation Paper/Project

Compare and contrast your experience in the Practicum with the theories and information that you learned in relevant course work. Topics will be chosen in consultation with the faculty advisor and will be appropriate to the student's area of interest.

- i. <u>Requirements</u>: The paper must be a minimum of 10 pages with an appropriate list of citations correctly utilizing APA style of documentation.
- ii. If appropriate, the student may be invited to make an oral presentation to a class. The presentation will be arranged and evaluated by the faculty advisor.

4. Student Evaluation of Practicum Experience

The student will complete in detail the Student Evaluation of Practicum Experience form. The student will make recommendations for future students that may consider completing a Practicum at the same site. A grade will not be assigned for the Practicum if students fail to complete the Student Evaluation of Practicum Experience form.

Grading:

15%	Required	Conferences	with 1	Faculty	Supervisor.
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- 15% Site Supervisor's Evaluation.
- 30% Completed Journal.
- 40% Final Evaluation Paper/Project.

Robert Morris University Department of Social Sciences Applied Psychology Practicum I Timesheet

Student:						
Site:						
Supervisor:						
Site Supervisor: This form is intended to provide documentation about the dates and times that the Robert Morris University student spent at the Practicum site. Please sign or initial after each entry which the student makes.						
DATE	TIME	TOTAL HOURS	SIGNATURE			

Robert Morris University Department of Social Sciences Applied Psychology Practicum I Timesheet PAGE 2

Student:		
Site:		
Supervisor: _		

DATE	TIME	TOTAL HOURS	SIGNATURE

Robert Morris University Department of Social Sciences Student Evaluation of Applied Psychology Practicum I Experience

Date:	<u> </u>
Student:	
Site:	
Internship Position Title:	
your Practicum experience at this organi	you with an opportunity to evaluate the effectiveness of ization. We believe that students who participate in the e us with feedback about the value of the experience. Your atly appreciated.
Please rate the program based on the follow	ving criteria and check one under each category.
RELATIONSHIP WITH SUPERVISOR	OPPORTUNITY TO LEARN NEW SKILLS
☐ Greatly exceeded expectations	☐ Greatly exceeded expectations
☐ Exceeded expectations	☐ Exceeded expectations
☐ Met expectations	☐ Met expectations
☐ Below expectations	☐ Below expectations
INTERACTIONS WITH COLLEAGUES	LEARNING ENVIRONMENT (SETTING)
☐ Greatly exceeded expectations	☐ Greatly exceeded expectations
☐ Exceeded expectations	☐ Exceeded expectations
☐ Met expectations	☐ Met expectations
☐ Below expectations	☐ Below expectations
ACADEMIC INTERNSHIP PROGRAM –	- OVERALL RATING
□ Very Satisfied □ Satisfied	☐ Somewhat Satisfied ☐ Not Satisfied
Would you recommend this Practicum posi	ition to other students? \square Yes \square No
What advice would you give to students co	nsidering a Practicum with this organization?

Robert Morris University Applied Psychology Practicum Supervisor's Evaluation of Student

Student:	
Site:	
Supervisor/Title:	_
Telephone:	E-mail:
-	on of our student in your organization. Because the sessment of the student, we would appreciate your
ATTITUDE/APPLICATION TO LEARNING	QUALITY OF WORK CONTRIBUTIONS
☐ Outstanding and extremely enthusiastic	□ Excellent
☐ Interested and industrious	□ Very Good
□ Average	□ Average
□ Indifferent	☐ Below Average
ABILITY TO LEARN	RELATIONS WITH OTHERS
☐ Learns very quickly	☐ Gets along with others exceptionally
☐ Above average in learning	□ Works well with others
□ Average	☐ Gets along satisfactorily
☐ Below average	☐ Some difficulty working with others
DEPENDABILITY	JUDGMENT/DECISION-MAKING
☐ Completely dependable	☐ Exceptionally mature/good decisions
☐ Above average in dependability	☐ Above average maturity/decisions
☐ Usually dependable	☐ Usually makes good decisions
☐ Lacks dependability	☐ Often demonstrates poor judgment
WRITING ABILITY	COMMUNICATIONS ABILITY
☐ Consistently clear and organized	☐ Consistently articulate and coherent
☐ Reasonably clear and organized	☐ Reasonably articulate and coherent
☐ Has some gaps in writing ability	☐ Has some gaps in speaking ability
☐ Lacks clarity in writing skills	☐ Lacks clarity in communication skills
ATTENDANCE: Regular	□ Sporadic
PUNCTUALITY: Regular	□ Sporadic

OVERALL PERFORMANCE RATING: □ Exceptional ☐ Marginal □ Unsatisfactory □ Very Good □ Average STUDENT'S STRENGTHS: RECOMMENDATIONS FOR IMPROVEMENT: ADDITIONAL COMMENTS/ASSESSMENT OF THE RMU PRACTICUM: This report has been discussed with the student. \square Yes \square No Supervisor's Signature: DATE: _____

RMU DEPARTMENT OF SOCIAL SCIENCES

MENTOR EVALUATION OF STUDENT AT SITE FORM

STUDENT
SUPERVISOR
SITE
ADDRESS
ADVISOR/MENTOR
DATE
Briefly summarize the activities expected of the student.

Briefly summarize the quality of the student's performance at the site.
Are there any skills required which are not demonstrated by the student? How do you think the deficiency could be eliminated?
Additional Comments:

APPLIED PSYCHOLOGY PRACTICUM II PSYC 4823 DEPARTMENTAL SYLLABUS

ROBERT MORRIS UNIVERSITY

APPLIED PSYCHOLOGY PRACTICUM II PSYC4823

COURSE DESCRIPTION

PSYC4823 In this course, theory is integrated with the practical experience of Practicum I. Students address the integrative nature of applied psychology under the direction of a seminar director or faculty mentor and will conduct a detailed study of the seminar theme in an area of applied psychology. The student will present her/his research results as an APA style research report. 3 credits

Prerequisites: 90 credits

PSYC4813 Applied Psychology Practicum I

COURSE OBJECTIVES/GOALS

Upon successful completion of this course, each student will have the ability to do the following:

- 1. Demonstrate knowledge of reference works in applied psychology.
- 2. Critically collect, examine, and organize data about an approved research topic. Emphasis will be placed on the intensive collection of relevant print and electronic source material.
- 3. Evaluate existing work in a discipline of study and prepare an effective written analysis of that work. The students' analyses will define relevant concepts, summarize critical variations, present a detailed evaluation of current conditions, and use standard written, edited American English.
- 4. Prepare and deliver an effective oral presentation of individual research to faculty members and students. The students' presentations will utilize appropriate computer software and other media to create effective support materials for the presentation and will show command of standard spoken and written American English.
- 5. Submit an Applied Psychology Portfolio organized in compliance with the Guidelines for the Applied Psychology Portfolio Booklet.

COURSE POLICIES

Academic Integrity Policy:

Academic Integrity is valued at Robert Morris University. All students are expected to understand and adhere to the standards of Academic Integrity as stated in the RMU Academic Integrity Policy, which can be found on the RMU website at www.rmu.edu/academicintegrity. Any student who violates the Academic Integrity Policy is subject to possible judicial proceedings which may result in sanctions as outlined in the Policy. Depending upon the severity of the violation, sanctions may range from receiving a zero on an assignment to being dismissed from the university. If you have any questions about the policy, please consult your course instructor.

Departmental Plagiarism Policy:

Students are expected to do their own work. Plagiarism is defined as using someone else's work, ideas, or words without giving the author credit for your use of them. This can mean anything from downloading papers from the internet, to using a friend's paper, to inaccurately quoting or paraphrasing ideas or words from a text source. In the academic community, people earn their living through the use of their original work, ideas, and words. Their reputations are built, in part, by others using their ideas and giving public credit to them. Therefore, your responsibility, both legal and ethically, is to cite others' efforts properly. Plagiarism is a major offence in the academic community of which you are a part. Students found to have committed blatant acts of plagiarism will fail the course and may be required to present a defense of their actions in order to be allowed to take additional courses in the department.

Special Learning or Physical Accommodations Policy:

Students who may be eligible to receive learning support or physical accommodations must contact the Center for Student Success at 412-262-8349 to schedule an appointment with a counselor and to learn more about accommodation procedures. To receive accommodations in this course, arrangements must be made through the Center for Student Success.

Attendance Policy:

Students should expect to meet with their faculty mentor or the seminar director at least once a week during the course of the normal semester. However, in compliance with Department of Social Sciences policies, each instructor has the right to establish attendance requirements appropriate for each course he or she is teaching. It is the responsibility of the faculty member to notify students early in the semester concerning the attendance policy and to inform students of the importance of regular attendance with their mentor for successful completion of the course.

Class Preparation:

Students are expected to come to class fully prepared, having completed all assigned readings and work. Students must also be prepared to participate in all discussions.

Organization and Procedures:

- 1. Students will select a faculty mentor who will approve their research topic and guide them through the research process
- .2. Students will prepare a written paper based on their research:
 - a) The research paper will be prepared on a word processor following APA style.
 - b) The research paper will be evaluated according to the criteria established by the Department of Social Sciences (see Applied Psychology Practicum II Paper Evaluation Form).
 - c) With the approval of the Department Head, an extension of up to six weeks will be granted to petitioning students to complete the written assignments.
- 3. During weeks 12 through 14, students will deliver an oral presentation of their research project.
 - a) Students are required to deliver the presentation even if they have been granted an extension to complete their final document.
 - b) Each student will deliver his/her presentation at a class session of the practicum. Class sessions in weeks 12 through 14 will be attended by all students registered for the practicum and all faculty mentors working with the practicum during the semester; whenever possible: Also, other faculty and psychology students will be encouraged to attend. Each presentation will be graded on the basis of content, presentation methods, and adherence to conventions of standard spoken and written American English.
 - c) Each presentation will be graded according to criteria established by the Department of Social Sciences (see the Applied Psychology Practicum II Oral Presentation Evaluation Form).
 - d) In week 15, students will submit their completed Applied Psychology Portfolio to the department head.

Methods of Assessment:

Research Paper: 50% of final course grade

Presentation of the Research Paper: 25% of final course grade

Applied Psychology Portfolio: 25% of final course grade

Robert Morris University Department of Social Sciences Applied Psychology Practicum II Research Paper Format

All research papers must meet the following guidelines:

Title Page

Table of Contents

List of Tables and/or Graphs

Section I. Abstract (Summary of research; maximum of 150 words)

Section II. Introduction

A. Rationale

B. Statement of the Problem/Hypothesis

C. Definition of terms

Section III. Review of the Literature

Section IV. Research Methodology

A. Research Design and Procedures

B. Subject Selection and Characteristics

C. Measurement Instruments

Section V. Data Analysis/Findings

A. Statistical/Quantitative Analysis or Qualitative Analysis

B. Data Tables

Section VI. Discussion, Conclusions, Recommendations for Further Research

Section VII. Bibliography

Section VIII. Appendices

A. Raw Data

B. Survey Instruments

C. Informed Consent Forms

D. IRB approval documentation

Applied Psychology Practicum II Oral Presentation Evaluation Form

STUDENT: _			
REVIEWER-			

CRITERIA	EXEMPLARY 3	PROFICIENT 2	MARGINAL UN	ACCEPTABLE 0	
CONTENT AND SUBJECT KNOWLEDGE	Demonstrates full knowledge; Answers questions with explanations and elaborations.	Answers all questions but fails to elaborate.	Not well-prepared; Able to answer only simple questions.	Does not understand the material; Cannot answer questions about the subject.	x3=
ORGANIZATION OF PRESENTATION	Presents information in a very logical and interesting sequence that the audience can follow.	Presents information in a fairly logical sequence that the audience can follow.	Presents information in an illogical sequence and the audience has difficulty following the presentation.	Audience cannot understand the presentation because there is no logical sequence of information.	x2=
DELIVERY	Poised; Consistently enunciates clearly; Uses effective volume and pacing.	Poised; Generally enunciates clearly; Uses effective volume and pacing.	Sometimes difficult to hear and/or understand.	Frequent pauses; Nervous and repetitive behaviors that are distracting.	x1=
USE OF TECHNOLOGY	Technology is used in a professional manner and enhances the presentation.	Technology is used professionally, although it does not enhance the presentation.	Technology is poorly or inappropriately used.	No technology is used or the technology detracts from the presentation.	x1=
LANGUAGE SKILLS	Sentences are complete and grammatically correct; Words are chosen for their precise meaning.	Sentences often complete and grammatical; Words often chosen for their precise meaning.	Grammatical errors; Many instances of inappropriate language and/or "fillers" such as "um" or "like" but listeners can follow the presentation.	Listeners have difficulty focusing on the ideas presented because of the speaker's difficulty with grammar and appropriate vocabulary.	x1=

TOTAL POINTS (out of 24 possible)

Applied Psychology Practicum II Research Paper Evaluation Form

STUDENT:	Grade:
EVALUATOR:	

CRITERIA	EXEMPLARY 3	PROFICIENT 2	MARGINAL UNACCEPTABLE 1 0		TABLE
CONTENT	Excellent	Good	Adequate; Some concepts missing	Inadequate; Important concepts missing	x4=
QUALITY AND DEVELOPMENT OF IDEAS	Good ideas; Strong support	Good ideas; Adequate support	Few ideas; Weak support	Some ideas stated but mostly unsupported	x3=
ORGANIZATION	Excellent; Ideas flow well	Acceptable; Not outstanding	Some organizational problems	Unorganized	x3=
PROPER CITATIONS AND REFERENCING	Properly cited and referenced throughout the text	Less serious omissions	Quotation marks omitted; Pages missing; Misquotes; Poor paraphrasing	No consistent use of accepted referencing standards	x1=
STYLE	Generally good	Awkward	Ambiguous or vague	No logical flow of ideas	x1=
REFERENCES	Follows APA style with minor exceptions	Some consistent errors	More than a third of the entries contain errors	Incomplete or missing reference page	x1=
GRAMMAR, PUNCTUATION, & SPELLING	Good	Adequate	Poor	Unacceptable	x1=

TOTAL POINTS (out of 42 possible)	
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APPLIED PSYCHOLOGY PROFESSIONAL ASSOCIATIONS

Academy of Management (http://www.aomonline.org/)

American Academy of Forensic Psychology (http://www.abfp.com/academy.asp/)

American Board of Forensic Psychology (http://www.abfp.com/)

American Psychological Association (http://www.apa.org/)

American Psychological Society (http://www.psychologicalscience.org/)

Association for Behavior Analysis (http://www.abainternational.org/)

Association for Research in Vision and Opthalmology (http://www.arvo.org/)

Canadian Psychological Association (http://www.cpa.ca/)

Cognitive Neuroscience Society (http://www.cogneurosociety.org/)

Ergonomics Society (http://www.ergonomics.org.uk/)

European Health Psychology Society (http://www.ehps.net/)

Federation of Behavioral, Psychological and Cognitive Sciences

Human Factors and Ergonomics Society (http://www.hfes.org/)

International Association of Applied Psychology (http://www.iaapsy.org/)

International Ergonomics Association (http://www.iea.cc/)

International Society of Political Psychology (http://www.ispp.org/)

Society for Computers in Psychology (http://www.scip.ws/main.html/)

Society for Consumer Psychology (http://www.apa.org/about/division/div23.html/)

Society for Human Resource Management (http://www.shrm.org/)

Society for Industrial & Organizational Psychology (http://www.siop.org/)

Society for Mathematical Psychology (http://www.aris.ss.uci.edu/smp/)

Society for Neuroscience (http://www.sfn.org/)

Society for Personality and Social Psychology (http://www.spsp.org/)

Society for Police and Criminal Psychology (http://www.cep.jmu.edu/spcp/)

Society for Psychophysiological Research (http://www.wlu.edu/~pr/)

Society for Research in Child Development (http://www.srcd.org/)

Society for Research in Adult Development (http://www.adultdevelopment.org/)

Society for the Quantitative Analyses of Behavior (http://www.sqab.psychology.org/)

Society of Clinical Psychology (http://www.apa.org/divisions/div12/homepage.shlml/)

Society of Experimental Social Psychology (http://www.sesp.org/)

Work and Organizational Psychology (http://www.allserv.rug.ac.be/~pcoets/div/home.htm/)

SAMPLE

CAPTION AND REFLECTION PAGE

COMPONENT 5

HISTORY MINOR

Caption: In this section of Component 5, I have included samples of my work in history courses. Specifically, I have included an oral history project which I completed for HIST1 070 Labor History: Human Experience; a video review which I completed in HIST 1065 The Civil War; and an examination, with both objective and essay questions, which I completed in HIST1035 Western Civilizations Since 1715.

Reflection: I selected these examples of my learning because I believe they demonstrate my ability to successfully complete diverse assignments in history courses. I enjoyed the oral history project because it gave me the opportunity to interview my grandfather, and I learned about his job working in a steel mill. I enjoyed the content of The Civil War and believe that reviewing the video series which we watched helped me to understand the information better. The examination that I included shows that I understand more than American History, since the examination covered a substantial historical period and a broad range of topics.

I believe that this collection of my work shows that I can do well on examinations as well as diverse projects in history courses. I selected history as my academic minor because I believe that examining persons and events from the past can provide insight into human behavior. Further, as an applied psychologist, I want to understand as much about complex human people as possible.