

MTR 6050 Data Manuscript Writing

Summer 2023

May 23 - August 1

Time: Tuesdays 8:00 am - 10:00 am, 10 - 11 am hour reserved for instructor meetings

Location: Online

Instructor Information

Course Director

Kachina Allen, PhD

Course Coordinator

Megan Maxwell, MSW

Associate Director, ITMAT Education

Perelman School of Medicine, University of Pennsylvania

mmaxwell@upenn.edu

General Course Information

Description

MTR 6050 is a manuscript writing course that leverages peer review and revision to strengthen the presentation of data towards a format suitable for publication. Students will produce a full manuscript based on data already collected.

Evaluation Methods:

Students will be graded based on class attendance, weekly submissions, peer feedback, and the final manuscript submission.

Grading Scale	
Category	Percentage
Attendance	15%

Weekly Submissions (10 weekly submissions, each worth 4.5 points (or 4.5% of grade). 1 point for submission, 2 point for submission on time, 1.5 points for thoughtful/constructive peer feedback.)	45%
Final Manuscript	40%

Assignments

See Canvas for a description of weekly submissions and due dates for weekly and final assignments.

Course Policies:

Academic Integrity:

As a student at The University of Pennsylvania, you are required to uphold the Code of Academic Integrity. Specifically, this means that materials that you submit either online or in person should be independent works created by you that uphold all tenets of academic integrity (i.e. do not cheat, fabricate, or plagiarize, amongst others). We encourage you to reach out to the course director or coordinator if you are not clear on what potential violations are.

Attendance & Participation

Students are expected to attend *and participate* in all classes. If for any reason a student will not be in class, they should contact the course coordinator prior to class to alert them of the absence and make arrangements to make up course content. Two absences are allowed during the course which will not affect the attendance grade.

If a class date conflicts with a holiday or religious observance, please contact the course coordinator. If an assignment is due during this time, please work with the course director and course coordinator to determine an alternative due date.

Canvas:

All course materials (ppts, announcements, lecture recordings) and assignments will be posted on Canvas. We recommend that you choose the “Notify me right away” option for your most frequently checked email address in the “Announcements” area of the “Notification Preferences” page: <https://canvas.upenn.edu/profile/communication>.

Course Evaluations:

Course evaluations are completed in the BLUE system. These are a required part of course participation. An email from the BLUE team will be sent to students with a link and directions on how to complete the course evaluation(s).

Student Disabilities Services:

The University of Pennsylvania provides reasonable accommodations to students with disabilities who have self-identified and been approved by the office of Student Disabilities Services (SDS). Please make an appointment to meet with me as soon as possible in order to discuss your accommodations and your needs. If you have not yet contacted SDS, and would like to request accommodations or have questions, you can make an appointment by calling SDS at 215-573-9235. The office is located in the Weingarten Learning Resources Center at Stouffer Commons 3702 Spruce Street, Site 300. All services are confidential.

Course Schedule

Week	Date	Topic
1	May 23	What makes good manuscript writing?

2	May 30	Abstracts and paper overview
3	Jun 6	Considering the Audience
4	Jun 13	Visual Presentation of Data
5	Jun 20	Effectively Presenting the Results
6	Jun 27	Methods
7	Jul 4	No Class
8	Jul 11	The Discussion
9	Jul 18	Ethics and Sentence Revision
10	Jul 25	Using AI to help write papers - ethically!
11	Aug 1	Adding the finishing touches