



**Publishing Scholarly Papers
NURS 6343 Sections 560 & 561
Summer 2025**

Scheduled Class Days and Times: Online

Instructor's Name: Emily Fox DNP, APRN, NNP-BC, CNE

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Virtual Office Hours: Weekly virtual office hours are available, with opportunities for one-on-one appointments upon request. Additional days and times can be arranged to accommodate your schedule. To schedule a one-on-one appointment, please email the faculty. The Microsoft Teams link and schedule for weekly office hours will be provided in Canvas.

Course Description: Outcomes-based course for the purpose of acquiring skill in the development and production of a scholarly scientific manuscript to contribute to the evidence base of a professional discipline. Progressive written products with feedback/critique will move incrementally toward the completed manuscript that will be submitted for publication to a peer-reviewed scholarly journal. Students are advised to come into the course with a written academic paper that will foster their program of research or clinical focus or previous unpublished research that can be transformed into a manuscript for publication.

Prerequisites: Permission of the instructor(s).

Student Learning Outcomes:

Upon successful completion of this course, the student will be able to:

1. **Formulate** a well-organized and coherent plan for completion of a written manuscript suitable for publication within the allowed timeframe (planning stage). Students are evaluated by outline and plan to overcome writing barriers. (AACN, 4.1)
2. **Integrate** additional literature into a previously-written paper or literature base to produce a readable product that contributes to scientific scholarship (production stage). Students are evaluated on sequential iterations of the manuscript. (AACN, 6.1)
3. **Produce** a publishable manuscript prepared according to the target journal guidelines and submit to the journal for consideration of publication. Students evaluated by final written product for consistency with journal guidelines AND submission confirmation from journal. (AACN, 6.1, 9.5, & 9.6)

Required Textbooks and Readings:

There are no required textbooks for this course. It is recommended that you have the APA manual if your journal requires APA. The APA manual also has good information about presenting your information cleanly and writing well. If your journal uses AMA, MLA, or another style format, you should be able to download

basic instructions from the Internet from Purdue Owl. You are expected to identify and get the supportive writing materials you need to guide you from the library or internet. Assigned readings from journals and periodicals may be used to supplement content.

Recommended Textbooks and Readings:

American Psychological Association (APA). (2020). *Publication manual of the American Psychological Association* (7th ed.). ISBN-10: 143383216X (softcover).

Special Course Notes:

Progressive writing goals will be individually negotiated to accomplish the following: development of a writing plan; journal selection; completion of a minimum of three drafts; completion of a manuscript approved by faculty as submission ready; and submission to pre-approved journal. Students will provide proof of submission to faculty in order to receive course credit.

No numeric or letter grades are given in this course. Substantive feedback will be offered with the aim of improving your product. *You are expected to respond to all suggestions* just as you would to review feedback from a journal, either with changes incorporated or rationale for why you choose not to follow the suggestions. Choosing to not act on some suggestions may be an acceptable response, but there should be substantive rationale provided.

Final grade for the course will be either Credit or No Credit (CR/NC). The grade of “No Credit” will be earned if any of the course requirements are not completed.

Artificial Intelligence:

UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools’ ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this aligns with our commitment to honor and integrity, as noted in UT Tyler’s Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI tools that violate the guidelines specified for this course (see below) is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT Tyler’s Academic Integrity Policy.

For this course, AI is permitted only for specific assignments or situations, and appropriate acknowledgement is required. AI may only be used in the preparation of your successive drafts for the purpose of improving your writing skills. You may use AI writing assistants to proofread, check grammar, and suggest improvements for clarity and tone. Remember it’s likely that each of you will be submitting to a different journal, each with disparate guidelines on the use of AI. To protect your scholarly integrity and reputation, use of AI to develop manuscript content is not permitted in this course.

Assignments and Weights/Percentage/Point Values:

Criteria for Evaluation:	Percentage of Grade
<i>Module 1: Preparation</i> Student Affirmation Quiz, Course Introduction DB, Manuscript Matrix, Overcoming Writing Barriers, Topic/ Target Journal/Timeline, & Outline	Credit/No Credit
<i>Module 2: Production</i> Manuscript Drafts	Credit/No Credit
<i>Module 3: Pursuing Publication</i> All elements of Final Version, Journal submission proof, and reflection	Credit/No Credit
<i>For DNP Students - DNP Practice Hours</i> Documented in InPlace (100 hours)	Credit/No Credit
Total	Credit/No Credit

Please Note: Detailed information along with grading rubrics for course assignments will be provided in Canvas.

Grading Information:

Specific guidelines and grading criteria for all assignments are in the Modules.

Although the university policy allows 60 days for grade appeals, the School of Nursing follows a stricter timeline of 10 days to facilitate students' timely progression through the curriculum. In the case of extenuating circumstances, please consult the Associate Dean of Academic Affairs for guidance.

Academic Integrity: Cheating of any kind, as defined in Section 8 of the UT Tyler Manual of Policies and Procedures (MOPP) for Student Affairs (<https://www.uttyler.edu/mopp/>), will not be tolerated. Consequences may include:

- reprimand
- exam failure
- course failure
- expulsion from the Nursing program
- expulsion from the University
- other consequences as assigned

Exam and homework materials, questions, and problems are the intellectual property of faculty, UT Tyler, or publishers.

- These materials may not be distributed without permission.
- Distributing or uploading them to online resources destroys the integrity of the assignment and the course, allowing others an unfair advantage by letting them view the materials.
- Uploading these materials to online resources is a violation of UT Tyler's academic misconduct policies and may result in formal conduct charges.
- Sanctions for uploading or otherwise divulging the contents of these materials can include:
 - a reduced or failing grade on an assignment
 - a reduced or failing grade for the course
 - removal from the Nursing program

- removal from UT Tyler

Late Policy: 5% will be deducted each day an assignment is past due unless prior arrangements have been made with your course faculty. Extenuating circumstances may apply.

Repeating a Course: Students repeating this course may not use previously submitted assignments nor utilize the same patients for an assignment. Submitting the same or slightly modified assignments from previous semesters is considered self-plagiarism and is subject to academic discipline, including failing the assignment or the course.

Attendance and Make-up Policy: Attendance/participation is expected. Make-up for exams, quizzes, assignments, and missed clinical time is at the instructor's discretion.

Important Course Dates:

- Orientation: Wed 5/7/25 @ 1900, Teams link will be provided in the course Modules section
- Census Date: 5/19/25
- Holidays: Memorial Day (5/26/25), Juneteenth (6/19/25), Independence Day (7/4/25)
- Last Date to Withdraw: 7/8/25

Last Day of Course: 8/9/25, you will need to be done before this, check Canvas for this date

Please note that all assignments must be submitted by 11:59 PM Central Time on the due date listed.

Calendar of Topics:

<i>Module #</i>	<i>Class Topic</i>
Module 1 (weeks 1-3)	<ul style="list-style-type: none"> • Prepare for Success. • Get acquainted with the course. • Brainstorm ideas. • Explore/Select Target Journal. • Reflect on Barriers to Writing. • Choose Topic. • Create Timeline & Outline
Module 2 (weeks 4-8)	<ul style="list-style-type: none"> • Writing and Revising Manuscript Drafts
Module 3 (weeks 9-14)	<ul style="list-style-type: none"> • Revising, Refining Drafts, & Submitting.

School of Nursing Policies and Additional Information:

https://www.uttyler.edu/nursing/college/student_guide_and_policies.php **Student Resources**

and University Policies are provided in Canvas.

NURS 6343.560 & 561 Course Calendar: Summer 2025

All times listed on the schedule and in Canvas are for Central Time and subject to change.

WEEK	OBJECTIVE	OUTCOME
MODULE 1 (3 weeks) Preparation <i>Thinking About Writing</i>	Welcome to what I hope will be an engaging course! This semester, you'll focus on developing, crafting, and submitting a manuscript for publication in a peer-reviewed nursing journal. This is an opportunity to contribute to the profession in a lasting way—and I'm here to support and guide you every step of the way. Together, we'll accomplish something truly impactful!	<p><i>Note: All assignments except for the Student Forms Quiz & Introduction DB should be submitted in Canvas via Assignment Upload.</i></p>
Week 1 5/5-5/11	Get acquainted with the course. Practice sharing your manuscript ideas out loud.	<ul style="list-style-type: none"> • Read: Getting Started Module, Course Syllabus, & Course Calendar in Canvas. • Take the Student Affirmation Forms "Quiz." • Post a brief introduction of yourself in the discussion board. A picture would be appreciated! • Please do your best to attend Course Orientation via Teams on Wednesday, 5/7 at 1900. Plan to briefly share your manuscript ideas. The link can be found in the Getting Started Module. • Schedule two 30-min individual Teams sessions with your faculty. The first session will be during Week 5 and the second session will be during Week 8. Sign-up in the Getting Started Module. • Explore the Canvas site and get organized to facilitate your success. • You're welcome to get a head start on Weeks 2 and 3 if it fits your schedule, energy, or motivation!
Week 2 5/12 -5/18	Begin to get your thoughts on paper.	<ul style="list-style-type: none"> • Read all content in Module 1. • Due 5/18 at 2359: Manuscript Matrix • Due 5/18 at 2359: "Personalized Plan to Overcoming Barriers to Writing"
Week 3 5/19-5/25 5/19 <i>Census date</i>	Commit yourself to success. Develop and embrace your plans.	<ul style="list-style-type: none"> • Review Module 1 Content • Develop an appreciation of the process: Write, Ponder, Rewrite, Edit, Ponder, Rewrite, etc. • Due 5/25 at 2359: Topic, Target Journal, & Timeline (outline to submission) • Due 5/25 at 2359: Outline of Manuscript
MODULE 2 (5 weeks) Production	During Module 2 you will get the manuscript completed and ready for review. Using your previously developed outline (the latest version), begin to write your manuscript. Remember to focus on the <u>purpose</u> for your manuscript. If you have an EBP focus, what evidence do you need to share? What's your angle and who is your target audience? If you have a research focus, what gap in the literature are you endeavoring to fill and who is your target audience?	

<i>Writing & Revising</i>		
Week 4 5/26*-6/1 *Holiday	Write, write some more, then let it go!	<ul style="list-style-type: none"> • Read all Module 2 content. • Be sure to craft your draft according to the Authors' Guidelines for your chosen journal. Refer to them often. • Practice drafting a query letter whether your target journal requests one or not. You'll find an example in Module 1. • Due 6/1 at 2359: Draft 1 with the Authors' Guidelines • Due 6/1 at 2359: Query Letter
Week 5 6/2-6/8	Continue pondering your manuscript and future publication while it is being edited. Discuss first draft with faculty.	<ul style="list-style-type: none"> • Take a short break from the intensity of writing, but early this week, reread your submitted manuscript draft; make notes of any new ideas or potential improvements that occur to you. • Connect: Keep your individual Teams appointment with faculty for to discuss the progress of your manuscript.
Week 6 6/9-6/15	According to your vision for the manuscript, integrate written and verbal feedback into your 2 nd draft.	<ul style="list-style-type: none"> • In Track Changes, either accept/incorporate feedback, OR add a note with rationale for why you have chosen another approach. • Ponder, write, revise. Repeat. • Develop: Start developing any Tables or Figures appropriate for your manuscript
Week 7 6/16-6/22 *6/19 Holiday	Be sure you're familiar with all the necessary separate files required by your chosen journal.	<ul style="list-style-type: none"> • Ponder, write, revise. • Polish your Tables or Figures as applicable. They may be embedded in the document at the appropriate location or may be at the end of the document at this time (if they are to be uploaded as a separate document) depending on the Authors' Guidelines. • Verify that each citation has a reference, and every reference has a citation. • Due 6/22 at 2359: Draft 2 for faculty review.
Week 8 6/23-6/29	Relax a bit but keep pondering and making notes about what can be tweaked, improved, refined.	<ul style="list-style-type: none"> • Connect: Keep your individual Teams appointment with faculty to discuss the progress of your manuscript.

MODULE 3 (5 weeks) Pursue Publication Revising & Refining	Getting the manuscript ready to submit is the final stage. The Authors' Guidelines from your chosen journal will continue to be the basis for this process.	
Week 9 6/30-7/6 *7/4 Holiday	Stay focused. You CAN do this.	<ul style="list-style-type: none"> Read Module 3 content Revise & Refine: In Track Changes, either accept/incorporate feedback, OR add a note with rationale for why you have chosen another approach.
Week 10 7/7-7/13 7/8 Last day to withdraw	Stay committed to honoring the details of manuscript preparation.	<ul style="list-style-type: none"> Due 7/13 at 2359: Draft 3 - The goal is to have Draft 3 ready for journal submission. Submit individual files separately according to your specific target journal's Authors' Guidelines. (Ex: Cover letter, copyright form, manuscript, tables, figures, etc.) Note: Include a Cover Letter as a separate file whether it is required by your chosen journal.
Week 11 7/14-7/20	Relax.	<ul style="list-style-type: none"> Faculty will be reviewing your submission portfolios for approval. Wait for feedback or approval email from faculty.
Week 12 7/21-7/27 Submission	If indicated, make further revisions OR, if approved, Submit completed manuscript to journal.	<ul style="list-style-type: none"> Ask faculty for clarification if you don't understand something in your feedback or approval letter, for example, a condition of approval. Incorporate any edits as requested and resubmit via the Canvas Assignment Link no later than Monday 7/21. Focus: Verify that every element the journal requests is labeled and uploaded according to directions. Make sure you do not upload extraneous documents. Due 7/27 @ 2359: Once your manuscript has been approved, submit to the journal according to the journal guidelines. (no later than 7/27 at 2359) Notice: If the journal's editorial manager software populates a Proof of Submission page for you immediately following your submission. If it does, take a screen shot for verification. You should also wait a few minutes then check your email to see if you've received email verification. <i>Note: Although you have a few days to provide evidence of submission, it's certainly easier for students if as soon as the acknowledgement of acceptance is received, it is immediately forwarded to faculty by email.</i>
Week 13 7/28-8/3	Provide evidence of your submission to your faculty.	<ul style="list-style-type: none"> Submit: Evidence of manuscript submission ASAP but no later than Wednesday 7/30 @ 2359

Evidence, Reflection, & Evaluation	Think about your journey to publication.	<ul style="list-style-type: none"> ○ This may be either a forwarded Acknowledgement of Receipt email from editor to course faculty OR this may be an uploaded screen shot of the Acknowledgement of Receipt from the journal's online submission software to the Canvas Assignment link. • Due 8/3 @ 2359: Reflection on the Publishing Process • Complete the online course evaluation via link sent through Registrar's Office.
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Congratulations! You've achieved something extraordinary—something that most people, including many in the nursing profession, will never accomplish.