Writing Requirements in the MSE Adult Education Program

Program Writing Requirements

- Goal statement at admission to candidacy
- Comprehensive examination in final semester
- Seminar paper or thesis (APA Style)
- Portfolio

Writing Requirements from Core Classes

Public Relations in School and Community (Dr. Richard Rogers)

1. Analysis and written summary of formal interviews with identified professionals in the public relations field
2. Research paper on a public relations topic (APA style)
3. Formal group project with report of research consulted and materials used
4. Issue papers on topics significant to public relations (APA style)
5. Journaling assignments

Research Procedures (Dr. Tom LoGuidice)

1. Essay exam
2. The major assignment is to write all sections of a seminar paper (a draft, but fairly complete) using APA style.
3. Formal instruction on writing is provided. The instructor has individual conferences with each student to assist with research, writing, and APA style.

The Adult Learner (Dr. Richard Rogers)

1. Analysis and written summary of formal interviews with identified professionals in the field of adult education
2. Research paper on an adult learning topic (APA style)
3. Formal group project with report of research consulted and materials used
4. Issue papers on topics significant to adult learning (APA style)
5. Journaling assignments

Program Planning for Adults (Dr. Earline Orndorff)
1. Group project in which a plan for an actual program for adults is developed, including:
   a) Needs assessment plan
   b) Instructional design outline (including mission statement, goals, measurable objectives, and teaching strategies)
   c) Program evaluation plan
   d) Marketing plan
   e) Financial and non-financial support plan

   This project is not limited in length, but students are told that it should be concise and that adding non-essential material will not help their grades. All citations and references must be in APA style. The students are told, both verbally and in writing, that failure to use APA style correctly, improper grammar, and incorrect spelling may affect their grade. The students are also allowed to submit a draft of the paper prior to the final submission, so that they may receive assistance with both APA style and content.

**Writing Requirements from Elective Classes (partial list)**

*Organizational Communication (Dr. Earline Orndorff)*

1. Field study of an organization’s communication patterns. The field study is evaluated as to content, clarity, conciseness, support of arguments, and quality of writing (APA style is required).
2. Group presentation on a case study, evaluated as to content, clarity, conciseness, support of arguments, and quality of writing (APA style is required).

*Assessment and Diagnosis of Psychopathology (Dr. Marc Wruble)*

1. Seven case summaries (in-class essay tests) where a diagnosis is given and the rationale explained in essay form.

*Interviewing (Joe Lomax)*

1. Prepare a written survey, pilot it, write up reactions.
2. Paper (5-10 pages) on nonverbal communication
3. Written review of interviewing assignment

*Psychopharmacology for AODA Counselors (Dr. Theron Parsons)*

1. Three essay exams
2. Assessment profile of a specific vulnerable population (e.g. children of alcoholics, gay teenagers, survivors of domestic violence). Students provide a brief (2-4 page) summary of the research suggesting a link between the selected population and chemical abuse/dependency. Assignment includes producing a population-specific assessment tool and outlining a prevention or treatment strategy using a strength based prospective.
3. Written summary of the impact doing the assessment profile had on the student

*Crisis Group Counseling (Dr. Pat Bromley)*

1. Exams include essay component
2. Journal entries following each class meeting
3. Reaction papers relating to specific topics in group counseling that arise as the class progresses (this is an experiential class, with mock group counseling groups being conducted in the class by the students).

*Introduction to Professional Counseling (Dr. Pat Bromley)*

1. Exams include essay component
2. Written reflections following in-class activities (ethics discussions, listening exercises, etc.)
3. Personal theory of counseling
4. Group presentation of a counseling setting (powerpoint, overheads, or handouts are required).

*Advanced Techniques of Counseling and Psychotherapy (Dr. Pat Bromley)*

1. Exams include essay component
2. Journal entries following each role-play assignment
3. Counseling progress notes, self-evaluation form (open-ended questions), and discharge summary

*Graduate Practicum (Troy Cobb)*

1. A 5-7 page reflection paper on the experiences from the practicum (APA style not required)