

PROFESSIONAL DEVELOPMENT EXPERIENCES CHECKLIST

Instructions

Please respond to the following experiences and skills you may have gained during your lower division (freshman and sophomore) college coursework. Please check any experiences you've had.

Developing Writing Ability

- 1. I have written a literature review.
- 2. I have written up, following APA publication style, a psychological study (Introduction, Method, Results, Discussion, and References) for a course paper.
- 3. I have written at least 2 lengthy (7+ pages) papers using APA style.
- 4. I seek feedback from various sources (e.g., peers, faculty, writing center) to improve my writing.

Oral Communication Experience & Communicating Psychological Information

- 5. I have made at least 2 oral presentations in my class (classes).
- 6. I have given a speech/presentation to a large audience (25+ people).
- 7. I regularly contribute meaningfully in class discussions.
- 8. I regularly contribute meaningfully in small group class discussions.
- 9. I have presented the results of a psychological study.
- 10. I have created (or co-created) and presented (or co-presented) a poster detailing the results of a psychological study at a local or national psychology conference

Finding, Reading, & Evaluating Professional Literature

- 11. I have used library databases to search for information.
- 12. I have utilized the campus library's reference materials to gather/search for information (electronically and/or in person).
- 13. I have read at least 5 articles from professional journals.
- 14. I know how to tell whether an article has been peer reviewed.
- 15. I know how to tell whether a source is primary, secondary, or other.
- 16. I understand the difference between an empirical article and non-empirical articles (e.g., a review or theoretical article).
- 17. I can determine whether an article is of high quality.
- 18. I can read and accurately summarize relevant articles for a research project.
- 19. I have identified problems with psychological research reported in the popular media (TV, radio, etc.).
- 20. I have critiqued a published research study (as a class project, or prior to using the published study as a source).

Abiding by Ethical Standards: Information Use and Research Participants

- 21. In papers I write, I know how to cite sources correctly following APA writing style.
- 22. In papers I write, I know how to quote and paraphrase correctly.
- 23. I understand the definition of plagiarism.
- 24. I know how to avoid plagiarism.

- __25. I am familiar with the ethical guidelines (e.g., confidentiality, informed consent, use of deception) of a major scientific organization, such as APA.
- __26. I am aware that there are ethical standards for psychological research (e.g., informed consent, Institutional Review Boards).
- __27. I know where to locate the ethical guidelines of a major scientific organization, such as APA.
- __28. When conducting research, I know there are special ethical concerns for children and those who are unable to decide for themselves whether they will participate in a study.
- __29. I have critically evaluated the ethics involved in research projects such as Milgram's Obedience Study and Zimbardo's Stanford Prison Experiment.
- __30. I have designed a research project while attempting to minimize the risk to participants and maximize the benefits.
- __31. I have discussed whether a research project was ethical or unethical.
- __32. I understand that all research must be approved by the appropriate institutional committee.

Working Effectively in Groups to Achieve Common Goals

- __33. I have worked on a research team.
- __34. I have worked in a group for a class project or paper.
- __35. I have worked on a team for a project in a student organization.
- __36. I have actively participated in one or more extracurricular organizations at the college.
- __37. I have held office in a club or other member-driven organization.
- __38. I have done volunteer work for an agency or other group associated with the social sciences.
- __39. I have been an active member of at least one community organization.

Understanding and Engaging in the Research Process

- __40. I understand the different research methods that answer different types of research questions (e.g., case study vs. true experiment).
- __41. I understand the strengths and weaknesses of various research designs.
- __42. I understand which research designs allow for casual inferences.
- __43. I understand that there is an ethics code to follow in the treatment of human participants and animal subjects.
- __44. I have designed and conducted a psychological research project, utilizing operational definitions of variables.
- __45. I have learned about psychometrically sound (reliable and valid) measures to test hypotheses.
- __46. I have learned about internal and external validity.
- __47. I have conducted a formal research study using an online survey tool.
- __48. I have been a member of a research team.
- __49. I have helped conduct a formal survey project.
- __50. I have successfully used a survey creation program (e.g., Survey Monkey or Google Forms).

Analyzing and Interpreting Quantitative Data

- __51. I have entered data into a statistical software program (e.g., SPSS or SAS).
- __52. I have used basic spreadsheet programs.

- __53. I have chosen appropriate statistical methods to test a hypothesis.
- __54. I have used statistical software programs (e.g., SPSS or SAS) to analyze data using descriptive techniques, such as mean, median, or standard deviation.
- __55. I have used statistical software programs (e.g., SPSS or SAS) to carry out inferential analyses such as correlation, regression, ANOVA, or multivariate analyses.
- __56. I have interpreted the results of research studies by translating quantitative statistical output into meaningful summary descriptions

Documenting Professional Development

- __57. I have created my own curriculum vita.
- __58. I regularly update my curriculum vita.
- __59. I have had my curriculum vita evaluated by a professor, advisor, or career counselor.
- __60. I have job shadowed someone in my field of interest.
- __61. I have conducted an information interview with someone who works in my field of interest.

Scoring Rubric

Experience Cluster	Below Average	Average	Above Average
Developing Writing Ability	0 - 1	2 - 3	4
Oral Communication Experience & Communicating Psychological Information	0 - 2	3 - 4	5 - 6
Finding, Reading, & Evaluating Professional Literature	0 - 3	4 - 7	8 - 10
Abiding by Ethical Standards: Information Use & Research Participants	0 - 4	4 - 9	10 - 13
Working Effectively in Groups to Achieve Common Goals	0 - 3	4 - 5	6 - 7
Understanding and Engaging in the Research Process	0 - 3	4 - 7	8 - 11
Analyzing and Interpreting Qualitative Data	0 - 2	3 - 4	5 - 6
Documenting Professional Development	0	1 - 2	3
<i>Professional Development Experience Ranges</i>	0 - 18	25 - 41	49 - 60