PST 101 Newsletter Module 2

*Consider this newsletter to be part of the instructions for Module 2. You will find helpful hints that will save you points. Review your module using the newsletter as a guide.*

**PST 101 Newsletter, Module 2**

General Suggestions:

* Refer to the Librarian Tip sheet/ Library workshop video on YouTube for important advice.
* Start early, and manage your time well
* Go to office hours with any of the TAs for extra help
* When in doubt, **cite**!
* Responses should be clear and concise
* Always refer to the textbook when working on exercises
* Answers should never be double-spaced or in bold
* Internal citations should always include a paragraph number or page number

Newspaper Article Advice:

* All articles must come from a reputable American newspaper and cannot be international
* If a blog is used, it MUST be affiliated with a credible newspaper
* Television news channel websites do NOT count (CNN, etc.).
* The Daily Orange does NOT count
* The Huffington Post is NOT a newspaper. Reuters is NOT a newspaper.
* When using a quote from a physical newspaper, cite it using the page you found it on (A-1, B-2, etc.). When using a quote from an online newspaper, cite it using the page on the article printout (1, 2, 3) or paragraph

Skills Win! Exercise:

* Answer the questions seriously. If you do this, you will lose no points, and you will be a winner

Exercise 2.1:

* Be sure to use ProQuest Statistical Insight
* One of your data points must be from the last 10 years.
* The directions state “locate a data table (not a graph) that contains three pieces of data, relevant to that societal category.” Locate a table with *at least* 3 pieces of data. The table could have more than 3 pieces of data.
* A piece of data should be **one** specific absolute number, percentage, rate, or something similar.

Exercise 2.2:

* Be sure to use ProQuest
* Your newspaper article cannot be from an academic journal
* Quote only one sentence/partial sentence

Exercise 2.3:

* Be sure to use the Summon search engine on the SU library website.
* Make sure your book was published within the last 15 years
* Don’t use a book published by the government
* Your book cannot exist ONLY in an eBook format; it must exist in multiple formats
* Remember to cite your quote.

Exercise 2.4:

* Your document cannot be published by the U.S. Census Bureau
* This must be an actual government publication
* Make sure to use only two sentences

Exercise 2.5:

* Make sure you only get information from www.census.gov/quickfacts/
* Remove brackets, and fill these boxes with the required information
* Don’t use the symbols “%” or “$” in the table
* Don’t use estimates for population. Make sure the number you put in is the population from the most recent census
* If you must use estimates, use the most recent time period of data https://www.census.gov/quickfacts/ provides for that category
* Make sure that the second column town/city/county is in a different state and within 25% of the population of the one mentioned in the first column
* No citations are needed for this exercise
* Please refer to Librarian Tip Sheet and Lecture Slides for more helpful hints!

Exercise 3.1:

* Be sure to cite individual people, **not organizations**, as players
* Include 2 questions for each player that are related to your specific societal problem
* The question formatting for these questions do not follow the same format as the survey questions in exercise 4.4 (meaning that they do not have to be closed questions)

Exercise 4.1:

* Refer to the textbook to decipher between attitudinal and factual information.
* You must use a player you mentioned in Exercise 3.1
* Your brief description of the survey must include a quote from your player, which you must cite (this quote can be hypothetical)

Exercise 4.2:

* Your justification must use information from the textbook
* Choose only one method of contact
* Email/Online counts as one method of contact here (specify which you are using)

Exercise 4.3:

* Be specific and realistic with your steps to select a sample and contact method
* Procedures should explain how respondents will be contacted
* Refer to the textbook for tips on how to calculate sample size and target population

Exercise 4.4:

* Questions must be closed-choice
* Questions must be clear and unbiased
* One question must gather factual information
* One question must gather attitudinal information
* Refer to the textbook for examples
* Do not make questions about the demographic

Exercise 4.5:

* Be sure to use ProQuest
* Be sure to use questions from the textbook

Exercise 4.6:

* Follow the APA Guide on the website
* Make sure to include the title “References” (without quotation marks) centered at the top of the page
* Make sure it is double-spaced
* Make sure to include retrieval dates for webpages and online newspapers
* References should be in alphabetical order
* Remember to remove hyperlinks
* Be sure to use the hanging indentation for citations over 1 line in length

Email your TA with any APA-related questions ONLY AFTER a thorough examination of the APA Guide on the Blackboard, this newsletter, and the formatting and grammar guidelines.