

Major Paper Manual



- Must meet with Robert Chelnick for topic approval before beginning proposal.
- No double spacing or large breaks to make paper appear to be more.
- Must email to mwcmajorpaper@cs.com as an attachment. Word or RTF format.
- Must be received by the 12th Saturday of the quarter at the latest.
- If not received by the 12th Saturday, a late fee will be assessed and the grade will be affected.

Writing a Major Paper:

The reasons for writing a major paper are to 1) gain knowledge and skills that will advance your career in a specialty area of TCM and/or 2) to explore the history, theory and clinical techniques of TCM and 3) to advance communication when speaking with physicians and patients. Additionally, writing a major paper provides experience with “medical informatics” ie, locating relevant and current medical information to improve practice.

Researching and writing the major paper will help you with:

1. Choosing an area of specialization and the implications of that choice on the evolution of your career. When you select your major paper topic, you will be gaining a greater depth and breadth of knowledge in that area; possibly creating a specialty marketing focus for your practice.
2. Exploring the range of information resources available and what limitations exist. When you research your topic, you will have to look through a broad range of information resources and will find some items difficult to retrieve or access, and there will be presentations of varying quality. You will become more familiar with this situation in your practice as you are presented with patients having difficult or unusual conditions.
3. The process of sifting through information in order to sort out the valuable from that which has little or no value. As you read through the resource materials, you will find that some information is clearly useful but that other information may lead you down the wrong path because it is not based on accurate, well-organized, and truthful pursuit of knowledge. Learning to recognize the varying quality of information will help you avoid using treatment strategies that have a weak foundation.
4. Organizing the knowledge you gain into groups of related concepts so that you can get a more complete picture of what the various resources are showing you. Many disparate facts will be collected, but will only make sense if organized into groups that have some internal consistency. This activity will also help you organize the disparate symptom and sign information that is presented by patients into a coherent diagnostic understanding that will lead to successful treatment.
5. Describing what you've learned to others in such a way that they can understand it clearly. The process of writing the major paper will teach you how to interpret what others have written, because you will understand the process that they went through to make their presentation. It will assist you in conveying the knowledge you gain over the years to doctors, less experienced practitioners, and to describe the concepts of traditional medicine to patients.

When to Begin

Acupuncture students begin their major paper 7th quarter, the same time as treatment strategy class. Oriental Medicine students begin their major paper in the 10th quarter, the same time as nutrition classes. Each of the three parts of the paper takes one quarter to complete. You may enroll in only one part per quarter.

If you do not enroll on time, it will extend your graduation date.

Major Paper Advisor

The first step in developing a major paper or project is to speak to Bob Chelnick who will assign you to an advisor. The advisor is a professional with many years experience in the field you are studying, who has already prepared one or more formal major papers.

There are three essential meetings with the major paper advisor prior to writing the final major paper. There may be a need for even more contact, in order to clarify various issues as they arise. At the first meeting, major paper proposal, Bob and the student will meet in order to get a mutual understanding of what is involved in the major paper topic and what is expected. He may suggest a different topic (for example, if the selected one has inadequate literature resources), a modified topic (perhaps a more limited aspect of the selected area of concern), or a particular approach to the topic (e.g., focusing on collecting data from the field or focusing on doing a literature search). He will then assign you to your advisor.

Once the project is underway, a second meeting should take place in which the student presents his or her advisor with an outline and sample writing of what is pictured as the overall major paper presentation, the basic information sources that have been accessed, and the focal point of the work. This will give the advisor a chance to suggest modifications before the work of writing the major paper proceeds too far and so that the advisor can get an idea of whether or not the student has grasped the fundamentals and can point out any significant weak areas. A last meeting can be held, after the paper is submitted and graded, so that the student understands the reason for the grade.

Selection of Topics

The process of selecting a topic for the major paper is an important one.

You should pick a subject that represents a potential area of specialization, if not for you, then for some of your fellow students who will be able to read your major paper and be inspired by it.

Do not think that the treatment of a disease is your only option for a major paper topic; although it is the most frequent choice. You should consider a variety of potential areas: history of medicine, analysis of a specific technique (diagnosis or therapy), basic concepts of TCM theory, and so on. Some very interesting papers are written in areas that support clinical practice with other dimensions of healing, as long as they are focused on and around the practice of Traditional Chinese Medicine.

Whatever the subject selected, there must be a body of information of sufficient volume and depth to support the major paper. It will not do to simply take a subject that is of interest and then write what you think about it based on what you already have learned, even if you can expand upon it by adding a couple of interesting facts. An outcome and purpose of the major paper is to discover something new by wading through a considerable amount of information.

Searching the Literature

Whether you are conducting a literature-only search, or are planning to do some interviews, it is necessary to find out what has been done before, so a literature search is always the initial step. Interviews should never be done without carefully investigating what has been published first or the person being interviewed will usually feel that you are unprepared and therefore wasting their time.

The Midwest College libraries offer a wide range of valuable literature, and this is the best starting point. There are three basic types of resources; books, journals and the internet.

Books and articles that have proper referencing to their sources of information will assist you in the process of discovering which sources are not present in the library. You must determine whether or not other potentially valuable resources can be obtained elsewhere. An increasing amount of information is accessible via internet search mechanisms, including such interlibrary services as MedLine for medical information.

Librarians at both campuses can assist with computer based searches of over 260 scientific journals through the College's membership in an online service.

Formatting

Part of scholarly writing is following a standard style of formatting your work. You must follow the requirements of the American Psychological Association (APA) for your paper.

See <http://www.apastyle.org>.

Documenting Sources in Scholarly Writing

Academic writing is filled with rules. Knowing when and how to document your sources shows that you can take part in academic conversation and avoid any charge of plagiarism.

A citation is a reference to a book, article, web page or other published item, with sufficient details to uniquely identify the item. Unpublished writings or speech, such as personal interviews or continuing education seminars, is also sometimes cited.

Citations may be made in the body of text as parenthetical citations, in footnotes at the bottom of pages, or in endnotes at the end of the document. They are generally listed in a works-cited page or section - also called the bibliography or list of references.

Citations are used in scholarly works to give credit to or to acknowledge the influence of previous works or to refer to authority. You must use the proper methods of citing for every source; texts, journals, online web-sites, conferences, personal interviews and continuing education.

Submitting Each Quarter's Major Paper Requirement

Submissions for each part of the paper are submitted online. Send the proposal, work and completion as an email attachment with the name of the part, proposal, work, or completion, in the subject box. Send to **mwcmajorpaper@cs.com**

The process of writing the major paper is as follows:

1. Major Paper Proposal

The student decides on an area of his own interest, either in Oriental medical theory, a clinical specialty or a project related to TCM. They bring proposed ideas to Bob Chelnick who will help to bring focus to the student's topic. After preliminary approval, the student begins a comprehensive information search for textbooks, journal articles, and other resources within the topical area to assure that there is a sufficient knowledge base to support his or her study.

Part of this process is developing the student's ability to perform book and journal searches for material that is more than the required reading for their classes. The student also has the opportunity to contact Acupuncturists, both locally and nationally, to see if they can give support, lend information or offer suggestions for development of their paper.

If there is a sufficient knowledge base, the student then submits a proposed title, abstract, and an early bibliography. The title and abstract must clearly express the subject matter and scope of the paper. To document this phase, students must submit a title/proposal, abstract and preliminary bibliography for approval. The abstract should include the subject matter, the population to which the paper is written, topics covered in the paper, the depth of study, and possible conclusions.

2. Major Paper Draft Work

After the research sources have been identified, the student begins reading and compiling notes based upon his or her study. He or she may also be conducting interviews with practitioners to gain new information or clarify material from textual sources. As their study progresses, students can write a formal or informal outline that begins to prepare them for writing a first draft.

In order to document progress at this stage, students must submit an outline, draft documents and a thorough bibliography. The outline will demonstrate the scope and content that will be found in the final paper. Draft documents must demonstrate that work has begun.

At the conclusion of this quarter, the student meets with an advisor to discuss progress made at this point. It is expected that many students will submit a first draft. If the first draft is not complete, there must be a demonstration that substantial progress in writing has occurred.

3. Major Paper Completion

There is a possibility that the completion will be accepted at the first submission, however, students must be aware that many times it will be returned for additional work. Please see your advisor by the eighth week of the quarter to make sure it can receive a final grade by the twelfth week.

Points of Clarification

The major paper is a result of three quarters of work. You must enroll sequentially. You can not wait until the last quarter and ask to register for three sections at one time saying "I've got a lot of time. "I'll do it all at once." When evaluating a paper, the reader does not count words or pages, but takes into consideration the amount of development and thoughtfulness demonstrated in the paper and the writer's fulfillment of the scope delineated in the title, proposal, and outline.

1. No more than 20% biomedicine and at least 80% TCM.
2. Keep a copy for your own records.
3. Papers must be submitted online.
4. You must complete the work due for the quarter under which you enrolled. There are no extensions on papers.
5. Postponing work on the paper may effect your graduation date.
6. Rules of scholarly writing will be enforced.
7. Repeating material directly, only from basic required texts, is not acceptable.
8. It is perfectly acceptable to repeat a topic that has already been done, however, originality and depth of presentation carry weight.

The First Quarter of Major Paper Work: The Proposal and Abstract

The submission for the first quarter of Major Paper work must follow the following format.

All of the bold titles must be listed and the accompanying information included.

Working Title

The title of your paper should accurately express the subject matter and scope of your paper. Before you submit a proposed title, you should have done a search of the research sources available so that you can achieve the scope you propose.

SAMPLE (a short proposal worthy of the Grade C)

Title

Managing Emotional Problems with Traditional Chinese Medicine

Objective

Oriental Medicine is a holistic approach to health with mental, emotional and spiritual aspects. It does not separate body from mind. Therefore, acupuncture should be able to treat mental and emotional disorders along with, and possibly separate from, physical complaints.

Audience

This paper would be written for Acupuncturists who, like myself, are interested in treating patients with emotional disorders, as well as, those Acupuncturists who are interested in further exploration of holistic treatment.

Abstract

The Asian model of medicine does not take into account modern Western principles of psychology. It does, however, conceptually lay the groundwork for understanding body and mind interactions. Upon initial research, I have found that chapter eight of the Yellow Emperor's Classic discusses the spiritual and metaphysical context of Oriental Medicine, as well as, the energetics of emotions. Other books explore the seven emotions; including how health and disease manifest in emotion. Some approaches focus on bodymind energetics to reintegrate the psyche and bodily processes, a theory of healing that connects physiology with spirituality. These are the concepts that I wish to explore further, as well as, current treatments for emotional disorders, such as, depression and anxiety.

Preliminary Bibliography (six texts minimum)

Seaward, Brian Luke. Managing Stress, Principles and Strategies for Health and Wellbeing. Boston: Jones and Bartlett Publishers, 1994.

If you are writing a paper on a disease consider the following:

My Best Treatment for _____

In the past, most papers spent a good portion reviewing basic TCM; this is not needed.

- Up to 20% may be biomedicine; review briefly the etiology of the disease.
 1. To communicate with the MD.
 2. Cite scientific journal articles.
 3. What medications the patient may be taking.
 4. What other biomedical procedures may be used.
 5. Herb / Drug interactions.
- TCM Theory / Zang fu patterns etc., pulse and tongue confirmation.
 1. Treatment Strategy.
 2. Acupuncture points --Yuan/Wu / Cam / Your selection.
 3. How many treatments?
 4. Moxa.
 5. Other accessories.
 6. Herbs /Crude Formulas and Prepared (Kan)/
 7. Treatments from Texts with reference to acu/moxa and herbs.
- Duration of the Treatment and Method of Evaluation.
 1. What is your best selection of points and/or herbs?
 2. How are they based upon TCM confirmations/?
 3. What is your rationale of why you are making this choice?
 4. How do the points function independently and in combination?
 5. Explain the function of a formula. Do not merely list ingredients and give their function right out of Bensky.
 6. What is you total treatment protocol, considering all the limbs of TCM.
 7. How do you evaluate efficacy of the particular treatment?
 8. After writing the protocol, you may want it reviewed by Supervisors for comment. While busy practitioner may not have time to work with you on an unfinished draft, they are almost always to give some helpful comment on a short, concisely written protocol.
 9. All “disease” papers must have a flow chart or other style format at the end of the paper that is an easy to read synopsis, clearly showing the choices made from diagnosis through treatment.

Evaluation Criteria for Major Paper Proposal

Student's Name _____

Title of Paper _____

Title

- 0) Title is confused and inappropriate for the proposed area of paper.
- 1) Title is unclear and does not define the scope of the proposed paper.
- 2) Title is adequate and provides an acceptable description of the proposed paper.
- 3) Title encourages the evaluator and makes them look forward to its completion.
- 4) Title is stimulating and inspires an in-depth reading.

Proposal / Abstract

- 0) Confused and poorly written. Does not provide an acceptable delineation of the information to be included in the paper.
- 1) Submission is unclear. Does not precisely define the content and scope of the paper.
- 2) Submission is adequate and provides an acceptable description of the proposed paper but the description lacks some definition and shows limited writing skill.
- 3) Submission is clear and complete. Provides a concise summary of the proposed subject.
- 4) Submission demonstrates exceptional clarity and quality.

Bibliography

- 0) Bibliography shows exceptionally little time spent and is below the minimum citations required for a work at this magnitude.
- 1) Bibliography shows minimal time spent in respect to the magnitude of the study.
- 2) Shows a reasonable number of citations. Demonstrates sufficient time spent in research.
- 3) Bibliography shows broadened use of resources beyond the most obvious and readily available textbooks.
- 4) Bibliography shows superior effort and ability in locating varied avenues of citation from publications and other sources beyond the printed word.

Evaluator's Name _____ Date _____ Final Grade _____

Evaluation Criteria for Major Paper Work

Student's Name _____

Title of Paper _____

- 0) Student can not provide any written evidence that work has begun.
- 1) Student has some written work towards an outline, but clearly it is at the most preliminary stage.
- 2) Student's work shows an acceptable amount of effort demonstrated by a reasonable outline or draft documents.
- 3) Student shows a complete outline or draft documents with sufficient breadth that the full scope of the paper is demonstrated.
- 4) Well-defined outline or draft documents. Shows exceptional skill in the preliminary work necessary to lead to a superior paper.

Evaluator's Name _____ Date _____ Final Grade _____

Major Paper Completion Evaluation / Acupuncture

Student's Name _____

Title of Paper _____

Format	Unacceptable			Appropriate	
Style / Grammar	0	1	2	3	4
Bibliography	0	1	2	3	4
Endnote / Footnote	0	1	2	3	4
Referencing	Limited			Thorough	
Use of citation	0	1	2	3	4
Content (sections applicable)	Superficial			Thoughtful	
TCM theory	0	1	2	3	4
TCM diagnosis and treatment	0	1	2	3	4
Biomedicine	0	1	2	3	4
Fulfills project objective	0	1	2	3	4
Overall scope / depth	0	1	2	3	4
Source material	Minimal			Extensive	
Skill in use of sources	0	1	2	3	4
Contribution to Field	Little Value			Resourceful Learning Tool	
Value to readers	0	1	2	3	4

Evaluator's Name _____ Date _____

Final Grade _____

Major Paper Completion Evaluation / Oriental Medicine

Student's Name _____

Title of Paper _____

Format	Unacceptable			Appropriate	
Style / Grammar	0	1	2	3	4
Bibliography	0	1	2	3	4
Endnote / Footnote	0	1	2	3	4
Referencing	Limited			Thorough	
Use of citation	0	1	2	3	4
Content (sections applicable)	Superficial			Thoughtful	
TCM theory	0	1	2	3	4
TCM diagnosis and treatment	0	1	2	3	4
Biomedicine	0	1	2	3	4
Herbal component	0	1	2	3	4
Clinical presentation	0	1	2	3	4
Fulfills project objective	0	1	2	3	4
Overall scope / depth	0	1	2	3	4
Source material	Minimal			Extensive	
Skill in use of sources	0	1	2	3	4
Contribution to Field	Little Value			Resourceful Learning Tool	
Value to readers	0	1	2	3	4

Evaluator's Name _____ Date _____ Final Grade _____