ARTS 544 | Studio 5: Design Research Methods | *Margie Bowles*

COURSE SYLLABUS

FALL 2014

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INSTRUCTOR CONTACT INFO
mbowles@1400words.com
214-744-1409, ext. 1
Personal face-time by appointment, M-F, 9-5

CLASS INFORMATION
Credit hours: 4.0
Meeting times: August 25 – December 5, 2014; Wednesdays, 6:30 p.m. to 10:30 p.m.
Meeting location: UCD Room TBD

REQUIRED TEXTBOOK

Booth, Wayne C., Gregory G. Colomb, Joseph M. Williams. The Craft of Research, Third Edition. University Of Chicago
    Press, 2008. ISBN-10: 0226065669; ISBN-13: 978-0226065663
MLA Handbook for Writers of Research Papers, 7th Edition *(OR MORE RECENT EDITION IF AVAILABLE!)*. Modern
    Language Association, 2009. ISBN-10: 1603290249, ISBN-13: 978-1603290241

COURSE DESCRIPTION
This course is designed to give students focused instruction on primary and secondary sources of scholarly research, the
proper use and citation of those sources, and other tactics of scholarly research, such as surveys, interviews, demonstration,
observation, correlational study etc. The course will also guide students on the preparation of mandatory components of
their thesis papers, including their IRB application and Thesis Proposal.

COURSE OBJECTIVES
At the end of this course, students should have an understanding of the following:
1. Gain knowledge in defining, developing and articulating new knowledge to be used in problem solving and thesis topic
    development.
2. Experience the process of deep research into a single topic.
3. Understand the human-subject research (IRB) protocols and processes necessary for data collection within the context
    of a thesis research paper.
4. Understand the basic tenets of scholarly writing and thesis paper organization and development.
5. Preparation of conference abstracts and journal submissions.

COURSE STRUCTURE
This class will be a combination of lecture and discussion, with several mandatory projects for the semester coordinated
closely with those required in ARTS 545/Studio 6: Thesis Topics. A commitment to the homework will be necessary to
achieve the goals for this class and its completion.

OUTSIDE PROJECTS
1. Construction of research rubrics for all preliminary thesis topics in development
2. Creation of thesis abstracts for all preliminary thesis topics in development
3. Creation of thesis proposals per University guidelines for preliminary thesis topics in development
4. Completion of IRB training
5. Completion and submission of conference and journal applications
6. Completion of Abstract, Proposal, Survey (if applicable) and IRB Application for approved thesis topic

GRADING CRITERIA
1. Projects 1 through 4......................... 30%
2. Project 5.. 30%
3. Project 6.. 50%
4. Attendance & Participation 10%

*NOTE: Failure to complete a thesis abstract, proposal and IRB application (Project 6) will result in a grade of "F" for
        the class.*

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WHAT TO BRING TO CLASS
- An open mind
- A desire to explore
- A willingness to participate and, by doing so, enrich the experience for yourself and others

ATTENDANCE
- Attendance will be taken by sign-in sheet. (Signing in for a classmate is NOT acceptable)
- A tardy of 30 minutes or more equals one absence.
- You may be absent from class once. Two absences will result in failing the class
  - On your first absence you will receive an e-mail warning from your instructor that will be copied to Lee Whitmarsh and filed, and you will be contacted personally by Lee Whitmarsh.
  - On your second absence, you will receive a final e-mail from your instructor, that will be copied to Lee Whitmarsh and filed, that you have been dropped from the class with a grade of F.
  - If you choose to proactively drop the course with 2 absences, you will receive a drop/fail.
- Sleeping, dozing, or nodding off in class—besides being very rude to all concerned—will be counted as a tardy the first time, and an absence on the second occurrence, and all subsequent occurrences.

GRADE EVALUATION
Your final grade will be based on an average of assignments, attendance and in-class participation. The participation grade is based on dedication to methodology application, daily class involvement, and both a desire and capacity to show progress and meet deadlines. Grades will be discussed on an individual basis by office appointment only—not in class.

NOTE:
All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment (see student's Guide Handbook, Policies and Procedures, Conduct)

ADA STATEMENT
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

<div align="center">

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
StudentDisabilityServices@tamu-commerce.edu
Student Disability Resources & Services

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STUDENT CONDUCT
All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Code of Student Conduct from Student Guide Handbook).

PLAGIARISM POLICY
Plagiarism is defined in the Oxford English Dictionary as, "The action or practice of plagiarizing; the wrongful publication or purloining, and publication as one's own of the ideas, or expression of the ideas (literary, artistic, musical, mechanical, etc.) of another." Plagiarism occurs any time another's ideas or words are used without attribution. Direct quotations must be set off from other text by quotation marks ("") cited according to MLA standards; paraphrasing of another's ideas must also be cited according to MLA standards. Copying from other students also constitutes plagiarism. Prohibiting plagiarism and acknowledging the intellectual contributions of others are core values of scholarly professionalism and elements of U.S. civil and criminal law. Any offense wholly or partially touching the definition cited above constitutes plagiarism and is grounds for a failing grade of "F" in this class. No exceptions.

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Avoiding Plagiarism

- **Allow time** for reading, rereading, absorbing information, taking notes, synthesizing, and revising your research strategy or conducting additional research as new questions arise.

- **Thorough, orderly notetaking**. Sloppy notetaking increases the risk that you will unintentionally plagiarize. Unless you have taken notes carefully, it may be hard to tell whether you copied certain passages exactly, paraphrased them, or wrote them yourself. This is especially problematic when using electronic source materials, since they can so easily be copied and pasted into your own document.

- **Identify words that you copy directly** from a source by placing quotation marks around them, typing them in a different color, or highlighting them. (Do this immediately as you are making your notes. Don't expect to remember days or weeks later what phrases you copied directly.) Make sure to indicate the exact beginning and end of the quoted passage. Copy the wording, punctuation and spelling exactly as it appears in the original.

- **Jot down the page number and author or title of the source** each time you make a note, even if you are not quoting directly but are only paraphrasing.

- **Keep a working bibliography** of your sources so that you can go back to them easily when it's time to double-check the accuracy of your notes. If you do this faithfully during the note-taking phase, you will have no trouble completing the "works cited" section of your paper later on.

- **Keep a research log**. As you search databases and consult reference books, keep track of what search terms and databases you used and the call numbers and URLs of information sources. This will help if you need to refine your research strategy, locate a source a second time, or show your professor what works you consulted in the process of completing the project.

- **You must cite direct quotes**.

- **You must cite paraphrases**. Paraphrasing is rewriting a passage or block of text in your own words. If you paraphrase, you must still cite the original source of the idea.

- **You must cite ideas given to you** in a conversation, in correspondence, or over email.

- **You must cite sayings or quotations** that are not familiar, or facts that are not "common knowledge." However, it is not necessary to cite a source if you are repeating a well known quote or familiar proverb. Common knowledge is something that is widely known. For example, it is widely known that Bill Clinton served two terms as president; it would not be necessary to cite a source for this fact.

- **These types of sources should be cited as well**: Printed sources: Books, parts of books, magazine or journal articles, newspaper articles, letters, diaries, public or private documents; Electronic sources: Web pages, articles from e-journals, newsgroup postings, graphics, email messages, software, databases; Images: Works of art, illustrations, cartoons, tables, charts, graphs; Recorded or spoken material: Course lectures, films, videos, TV or radio broadcasts, interviews, public speeches, conversations.

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