



EDAD 663

DOCTORAL WRITING I: AUTHORIZING THE DISSERTATION

Course Syllabus: Winter Mini 2024-2025

INSTRUCTOR INFORMATION

Instructor: Dr. Melissa Arrambide, Professor

Office Location: Education North #113E

Office Hours: Tuesdays 9:00 a.m. – 3:00 p.m. and As Requested

Phone: 214 – 405 - 5619 (mobile)

University Email Address: Melissa.Arrambide@tamuc.edu

Preferred Form of Communication: Email or Text

Communication Response Time: Normally 24 - 48 hours

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Required Textbook:

Publications Manual of the American Psychological Association (7th ed.). (2020)
Washington D.C.: American Psychological Association.

Recommended Textbook:

Creswell, J. W; Creswell, J.D. (2018). *Research design: Qualitative, quantitative, and mixed methods Approaches* (5th ed.). Los Angeles, CA: Sage Publishing.

Course Description:

This course serves as an introductory class to the doctoral dissertation writing process. We will be exploring the Doctoral Dissertation requirements of the Graduate School and the EDAD Doctoral Program. The course is also the place for the doctoral candidate to begin the process of choosing and refining a topic; as well as completing a rough draft of Chapter 1 (specifically the sections of: Statement of Problem, Purpose of Study and Significance of Study

Prerequisites: Doctoral status; EDAD 718

The syllabus/schedule are subject to change.

Course Learning Outcomes

Upon completion of the course, the student will:

1. Apply skills learned in this course to revise and complete Chapter I: Statement of Problem, Purpose of Study, and Significance of study
2. Compose and submit a draft outline of the literature review.
3. Write references using the correct APA 7th edition style.

TECHNOLOGY REQUIREMENTS LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool

https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

Interaction with Instructor Statement

The instructor normally responds to student questions within 2 days. Email is the preferred method of communication. The instructor has provided a cell phone number for students to call for more detailed or urgent communication.

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COURSE AND UNIVERSITY PROCEDURES/POLICIES

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedures 13.99.99.R0.01](#)

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

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Students with Disabilities-- 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:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

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AI use policy [Draft 2, May 25, 2023]

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

13.99.99.R0.03 Undergraduate Academic Dishonesty

13.99.99.R0.10 Graduate Student Academic Dishonesty

COURSE OUTLINE / CALENDAR

December 16 - January 10

Module	Assignment	Due Date	Points
Module 1 December 16-22	Zoom Work Session <i>Statement of the Problem And Review of Literature</i> 10:00 a.m. – 12:00 p.m.	December 16	5
	Zoom Work Session <i>Statement of the Problem</i> 9:00 a.m. – 11:00 a.m.	December 19	5
	Submit Draft Literature Review Outline	December 22	15
Module 2 December 23 – December 29	Zoom Work Session <i>Purpose of the Study/Research Questions/Hypothesis</i> 9:00 a.m. – 11:00 a.m.	December 23	5
	Zoom Work Session <i>Purpose of the Study/Research Questions/Hypothesis</i> 9:00 a.m. – 11:00 a.m.	December 27	5
	Submit Draft Statement of the Problem	December 29	15
Module 3 December 30 – January 10	Zoom Work Session <i>Significance of the Study</i> 9:00 a.m. – 11:00 a.m.	December 30	5
	Zoom Work Session <i>Significance of the Study</i> 9:00 a.m. – 11:00 a.m.	January 2	5
	Zoom Work Session 9:00 a.m. – 11:00 a.m.	January 6	5
	Submit Your Final Draft	January 7	15

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