



EAST TEXAS A&M
UNIVERSITY

ENG 599 **Bibliography and Methods of Research**

Instructor: Dr. Mimi Li (Associate Professor of Applied Linguistics)

Office location: David Talbot Hall RM 115

Office hours: Fridays 11:00am-12:30pm; others by appointment

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COURSE DESCRIPTION

This course is a graduate-level course designed to get students acquainted with the techniques, procedures, methods, and approaches to undertaking scholarly work in the field of applied linguistics. We focus particularly on the social practices that scientists engage in in this field, by following the steps needed to complete a research paper, including finding a research topic, framing research questions, assessing literature, conducting research synthesis, and writing a literature review.

COURSE OBJECTIVES

Upon completion of this course, students will

1. Be able to locate and develop a research topic of their interest;
2. Be able to find relevant research and appraise its quality;
3. Develop the understanding of different research methods and research skills;
4. Develop a good command of the APA style;
5. Enhance academic writing skills and be able to produce a high-quality literature review paper.

COURSE MATERIALS

Required textbooks

Feak, C., & Swales, J. (2009). *Telling a research story: writing a literature review*. University of Michigan Press.

Creswell, J. & Creswell, J. (2017). *Research Design: Qualitative, Quantitative, and Mixed Methods Approaches* (5th edition). Sage.

Other materials

Journal articles and other course information will be available on D2L Brightspace.

Computer and technologies

This class will be delivered both online and face-to-face. Students are required to have regular access to a computer with an internet connection. A current flash enabled internet browser is needed. For PC and Mac users the suggested browser is Mozilla Firefox. Please always check the course website for announcements and updates. Also, all the course assignments will be submitted to D2L. If you experience problems in accessing the course site or have other technological difficulties, please contact the CITE Help Desk at 903.468.6000 or helpdesk@tamuc.edu.

COURSE ASSIGNMENTS

The following assignments help students achieve the learning outcomes. Detailed information and guidelines for each assignment will be posted to the course website.

- **Online Discussions** (20 points) --- Online discussions provide students with opportunities to demonstrate their learning and ability to apply the course knowledge, and also scaffold each other's learning in the online community. There are two deadlines each week: one for posting a reply to discussion prompts (i.e., by **Thursday** midnight), and one for posting responses to at least three of your classmates (i.e., **Sunday** midnight). Students will complete 4 online discussion assignments.
- **Exercises** (20 points) ---Students complete 4 exercises in relation to academic writing and documentation style. Close reading of the required texts is important.
- **Annotated Bibliography** (15 points)—After students determine their specific research topic within applied linguistics, they complete an annotated bibliography in which they summarize and evaluate eight scholarly sources (e.g., journal articles and book chapters) about the selected topic. Research topic needs to be approved by the instructor.
- **Outline for Final Paper** (15 points) **and Final Paper** (30 points) --- Based on the literature search and annotated bibliography, students write a high-quality literature review paper. Before completing the final paper, students work on a detailed outline for the final paper.

COURSE/ UNIVERSITY POLICIES

Course Ground Rules

In this course, all work will be completed through D2L. You should check the course website frequently for assignments, announcements, and discussions. I strongly recommend dedicating set days/times to completing your work and working in advance so that you are always a day or two ahead. You are expected to put 2-3 hours a day to work on the course materials. Please also note that **assignment due dates are crucial. No delayed assignments will be accepted.** Moreover, we are co-constructing our knowledge in the learning community. Please be prepared, share thoughtfully, respond respectfully, and engage in all learning processes.

I also expect that students will exhibit courtesy toward others. Courtesy means NOT engaging in online rudeness or refusing to focus on group work or class discussion. Courtesy means engaging in behaviors such as listening carefully to others, accepting that various points of views can be valid, maintaining a focus on the discussion in hand and treating others as you wish to be treated.

Grading Scale

The total score is 100 points. The course grade will be determined based on the following criteria:

Online Discussions	20 (5x4)points
Exercises	20 (5x4)points
Annotated Bibliography	15 points
Research Outline & Final Paper	45 (15+30) points

A = 90-100

B = 80-89

C=70-79

D= 60-69

F= 0-59

Assignment Submissions

- Our work week runs from Monday to Sunday. All assignments must be submitted by the designated due date (mostly **Sunday 11:59pm**). No late work will be accepted. In a special circumstance with a valid excuse (which needs to be documented in paper and authorized), you may be granted with 24-hour grace period to complete your assignments.
- The submission should be in an appropriate academic format (i.e., APA). Failure to conform to the standards will result in points deducted. Please refresh your knowledge of the APA style via https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html
- If you have trouble uploading the assignment to the course site, please e-mail your work to me at mimi.li@tamuc.edu.

Communication

I encourage you to contact me if you have questions about this course. I generally reply email within 24 hours, except weekends. Please send messages directly to mimi.li@tamuc.edu. If you do not receive any response within three days, please resend your message.

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.

https://www.tamuc.edu/wp-content/uploads/2021/08/1b37318c-student_guidebook-english.pdf

TAMUC Attendance

For more information about the attendance policy please visit the following webpages:

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

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. Please avoid self-plagiarism. Self-plagiarism is reusing one's own previously written work partially or entirely in another piece of work without referring to the previous use. Instructors expect unique coursework for individual classes to demonstrate students' persistent learning and growth. Submitting an assignment that has already been submitted for another class, also called "recycling fraud", is a form of academic misconduct and never allowed. In case you want to further explore a research topic that you have examined in another class, please do ask for the instructor's permission beforehand.

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, Gee Library, Room 132; Tel: (903) 886-5150; Email: StudentDisabilityServices@tamuc.edu

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 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.

TENTATIVE COURSE SCHEDULE

Week	Topic	Readings & Assignments Due
Week 1 (1/13-1/19)	<i>Course Overview</i>	Self-introduction
Week 2 (1/20-1/26)	<i>Introduction to Literature Review</i>	Feak & Swales, Orientations Chapter; Course module materials; Online Discussion 1
Week 3 (1/27-2/2)	<i>Literature Search/Review</i>	Course module materials (e.g., Creswell & Creswell, Chapter 2 Review of the Literature) Online Discussion 2
Week 4 (2/3-2/9)	<i>Thesis Development and Selection of Work for LR</i>	Course module materials; Feak & Swales, pp. 25-37; Exercise 1
Week 5 (2/10-2/16)	<i>Features of Academic Writing</i>	Swales & Feak, Unit One- An approach to academic writing; Feak & Swales, metadiscourse (pp. 38-42); Exercise 2
Week 6 (2/17-2/23)	<i>Quoting and Citation</i>	Feak & Swales, pp. 43-59; Course module materials (They say, I say); Exercise 3
Week 7 (2/24-3/2)	<i>Paraphrasing & Avoiding Plagiarism</i>	Feak & Swales: pp. 77-86; Course module materials; Exercise 4
Week 8 (3/3-3/9)	<i>Summarizing and Assessing Research</i>	Swales & Feak, Unit Five-Writing summaries & Unit Six-Writing critiques; Feak & Swales, pp. 71-75; Annotated Bibliography
Week 10 (3/17-3/23)	<i>Three Types of Research Design</i>	Creswell & Creswell, Chapter 1
Week 11 (3/24- 3/30)	<i>The Purpose Statement</i>	Creswell & Creswell Chapter 6 Research paper outline
Week 12 (3/31-4/6)	<i>Research Questions</i>	Feak & Swales, pp. 60-69, module materials Creswell & Creswell Chapter 7 Online Discussion 3
Week 13 (4/7-4/13)	<i>Draft, Revising & Editing</i>	Feak & Swales, pp. 60-69, module materials Research paper draft (optional)

Week 14 (4/14-4/20)	<i>Evaluating LR</i>	Feak & Swals, pp. 93-95. Online Discussion 4
Finals (4/21-5/4)	<i>Final Paper</i> due date is to be announced.	

Note: This is a tentative schedule. The instructor reserves the right to make modifications as needed.