



HIED 595 01W: RESEARCH METHODOLOGIES

COURSE SYLLABUS: FALL 2025

INSTRUCTOR INFORMATION

Instructor: Dr. Alan Francis

Office Hours: Virtual

Office Fax: 903-886-5507

University Email Address: Alan.Francis@tamuc.edu

Preferred Form of Communication: Email

Communication Response Time: Email – Within 24 hours during weekdays.

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required:

Creswell, J. W., & Creswell, J. D. (2023). *Research design: Quantitative, qualitative, and mixed method approaches* (6th ed.). SAGE Publications, Inc.

Optional Textbook:

American Psychological Association. (2019). *Publication manual of the American Psychological Association* (7th ed.). Washington, DC: Author.

Software Required: Microsoft Office

Optional Texts and/or Materials: Other materials/readings as assigned will be posted in the online course.

Course Description

Provides a study of research methodologies with appropriate practical application in relevant problem solving. Specific research types, including action research, will be emphasized. The student is required to demonstrate his or her competence in the investigation and formal reporting of a problem.

The syllabus/schedule are subject to change.

Student Learning Outcomes

1. Understand basic concepts associated with qualitative, quantitative, and mixed methods research designs.
2. Understand how to use basic concepts by investigating and reporting of a problem.
3. Understand how to use the American Psychological Association (APA) style guidelines.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Students should be able to use the learning management system, Microsoft Word, and Texas A&M University-Commerce (TAMUC) email.

Instructional Methods

Quizzes:

Each module will have quizzes that must be completed by the due date available in the course. Each quiz will contain a variety of different types of questions (i.e., T/F, multiple choice, multiple answer, etc.) from the assigned course textbook chapters. Quizzes will be timed and must be taken by the due date.

Discussion Board (Writing Exercise + Peer Review):

For every module, there will be writing exercises with instructions included. Each student will be assigned a classmate to peer review their posted writing assignment (instructions included). Be sure to read the assigned textbook chapter before attempting the writing exercises. Due dates for the posted writing assignments and peer reviews will be available in the course.

Final - Action Research Project:

The final will be an action research project. The specific format and content requirements for the final will be available in the course. American Psychological Association (APA) style formatting (7th ed.) will be required for the action research project.

Note: Turnitin.com includes an AI (artificial intelligence) checker which will be used to automatically check content and sources on the final content.

GRADING

Final grades in this course will be based on the following scale:

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A = 90%-100%
B = 80%-89%
C = 70%-79%
D = 60%-69%
F = 59% or Below

Weights of the assessments in the calculation of the final letter grade:

Quizzes 25%
Discussion Boards (Writing + Peer Review) 50%
Final Action Research Report 25%
TOTAL 100%

Module 1

Chapter 1 Quiz = 2.5%
Chapter 2 Quiz = 2.5%
Writing Exercise = 5%
Writing Exercise = 5%

Module 2

Chapter 3 Quiz = 2.5%
Chapter 4 Quiz = 2.5%
Writing Exercise = 5%
Writing Exercise = 5%

Module 3

Chapter 5 Quiz = 2.5%
Chapter 6 Quiz = 2.5%
Writing Exercise = 5%
Writing Exercise = 5%

Module 4

Chapter 7 Quiz = 2.5%
Chapter 8 Quiz = 2.5%
Writing Exercise = 5%
Writing Exercise = 5%

Module 5

Chapter 9 Quiz = 2.5%
Chapter 10 Quiz = 2.5%
Writing Exercise = 5%

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Writing Exercise = 5%

Final Action Research Project = 25%

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

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

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, and etcetera.

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>

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Interaction with Instructor Statement

Instructor's communication response time to emails will in most instances be within 24 hours during weekdays. Grading of assignments and discussion boards will in most instances be completed within four days of the deadline date.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Attendance Policy

Students are expected to "attend class" and actively participate. The professor will monitor student participation/activity.

Late Work

Unless a student has a legitimate excuse, late work is not accepted. There are circumstances outside one's control that might impact timely submission of assignments, such as jury duty, hospitalization, or a funeral of a family member. In these instances, the student should notify the instructor.

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).

<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 [Procedure 13.99.99.R0.01](#).

The syllabus/schedule are subject to change.

<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 Students Academic Integrity Policy and Form

[Graduate Student Academic Dishonesty Form](#)

<https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10.pdf>

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

The syllabus/schedule are subject to change.

Website: [Student Disability Services](#)

<https://www.tamuc.edu/student-disability-services/>

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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Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



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