



EDAD 695.02W Inquiry 1: Research Methods

COURSE SYLLABUS: Fall 2025

INSTRUCTOR INFORMATION

Instructor: Peter Williams, PhD, Associate Professor

Office Location: Education North #203A

Office Hours: By appointment (see calendar, below)

Phone: 903-886-5520 (office)

University Email Address: Peter.Williams@etamu.edu

Preferred Form of Communication: Email, appointment (see below), SMS (for quick or urgent)

Communication Response Time: Normally 24 hours (during work week)

Appointment Calendar: <https://peterwilliams.youcanbook.me/>

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s)

American Psychology Association. (2020). *Publishing manual of the American Psychological Association* (7th Ed.). American Psychological Association. ISBN: 978-1-4338-32161.

Booth, W. C., Colomb, G. G., & Williams J. M. (2024). *The Craft of Research* (5th Ed.). The University of Chicago Press. ISBN: 978-0-2268-2667-7

Hinnant-Crawford, BN (2025). *Improvement science in education: A primer*, 2nd Edition. Myers Education Press LLC. ISBN: 9781975507107 (<--paperback; ebook available from publisher, ISBN: 9781975507121)

Nichols, S. L., Schutz, P. A., & Bahena, S. (2024). *How to Read, Evaluate, and Use Research*. Sage. ISBN: 978-1-5443-6148-2

Software Required: No specialized Software required beyond general tech requirements: MS Office, email, etc. Note: All assignments must be submitted as either MS Word (.docx or .doc) or MS Excel files (.xlsx or .xls).

Optional Texts and/or Materials:

Software: Grammarly Pro, Reciteworks.com.

The syllabus/schedule are subject to change.

Course Description

This introductory course provides students with an understanding of applied research methodology, covering quantitative, qualitative, and mixed-methods approaches. This course focuses on the skills students need to evaluate scholarly empirical research papers and their written work. Students are introduced to the principles and tools of improvement science, action research, and program evaluation. This course will focus on building students' skills as scholarly writers. Prerequisites: Doctoral status or consent of the instructor.

Student Learning Outcomes - By the end of the semester, students will be able to:

1. Create a Problem of Practice.
2. Develop a brief literature review.
3. Apply knowledge and skills learned to write an annotated bibliography of 10-15 sources.
4. Apply knowledge and research design skills to read and critically evaluate empirical studies in educational leadership and related fields.
5. Gain and demonstrate knowledge of various quantitative, qualitative, and mixed methods research designs.
6. Gain and demonstrate knowledge of action research, improvement science, and program evaluation principles.
7. Apply strategies, tools, and techniques learned to improve writing and research skills.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Students will need to have access to a computer with Internet (high-speed preferred), access to a Webcam, and document productivity software (Microsoft Office preferred). Additional skills needed are using the new learning management system, using Microsoft Word and PowerPoint for presentation a graphics programs.

Instructional Methods

This class design is based on constructivist learning principles. This means that the instructor creates an environment for learning by providing focus and guidance to the content. Assignments are designed to be learning experiences for students, and it is

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presumed and expected that students actively participate in the class through the construction of their own learning.

Synchronous sessions will be announced in the online course and will be optional but highly recommended. Typically, synchronous sessions will be on Thursday evenings and will be recorded and posted in the course.

Student Responsibilities or Tips for Success in the Course

This course is taught entirely online in D2L. It is instructor-led with a course schedule. Each module in the D2L learning management system contains content and instructions, and the course schedule includes the due dates. In each module, you will work on various combinations of assignments, activities, discussions, readings, research, etc., available on the first day of the module. As a graduate-level course, the Instructor expects quality work from each student supported by adequate preparation and active engagement.

GRADING

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

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

Assessments

Discussions: 4pts each (x4) (25% of your grade)

Assignments: (6 to 25 points; 75% of your grade)

3: Problem of Practice Worksheet (6 pts)

5: Program Evaluation Memo (8 pts)

9: Quant, Qual, and MMR Annotated Bib: (10 pts)

12: Final PoP and Research Design (25 pts)

Module	Assignment	Points
1	Discussion Introductions	4
2	Discussion Academic Writing	4
3	Assignment 1: Problem of Practice Worksheet (instructions revised; discussion in mod 2)	6
4	Discussion: Fishbone Diagram.	4
5	Assignment 2: Program Evaluation Memo	8
6	Discussion Action Research Annotation	4

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9	Assignment 3: Quant, Qual, & MMR Annotations	10
12	Final PoP & Research Design	25

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by ETAMU 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@etamu.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, an ETAMU 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.

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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>

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific 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>

ETAMU 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 ETAMU 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](#)

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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>

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

ETAMU

Velma K. Waters Library Rm 162

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

Fax (903) 468-8148

Email: studentdisabilityservices@etamu.edu

Website: [Office of Student Disability Resources and Services](http://www.etamu.edu/student-disability-services/)

(<https://www.etamu.edu/student-disability-services/>)

Nondiscrimination Notice

ETAMU 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 East Texas A&M University 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)

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46.035 and ETAMU 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.

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all ETAMU campuses. Report violations to the University Police Department at 903-886-5868 or 911.

ETAMU Supports Students' Mental Health

The Counseling Center at East Texas A&M, 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.etamu.edu/counsel.

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

East Texas A&M University 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

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COURSE OUTLINE / CALENDAR

See Online Course in D2L

Week	Dates	Module	Topics	Readings/Resources	Activities
1	Aug 25-31, 2025	1	Intro; Intro to course, CPED, & Research	Primer: ch.1-2; Craft: Intro (pp. 20-31); Nichols: ch 1.	Discussion 1: Self Intro
2	Sept 1-7	2	Effective Writing; Making & Supporting Claims	Primer: 3-4; Craft: 1 (pp. 32-60); Nichols: Ch. 2.	Discuss: Academic Writing
3	Sept 8-14	3	Problem of Practice:	TBA	PoP Worksheet
4-5	Sept 15-28	4	Improvement Science		Discuss: Fishbone Diagram
6-7	Sept 29-Oct 12	5	Program Evaluation		Discuss: Program Eval Memo Draft. Assmt: Memo
8-9	Oct 13-26	6	Action Research		Discuss: Action Research
10	Oct 27-Nov 2	7	Applied Quantitative		Discuss Mods 7-9: (ungraded)
11-12	Nov 3-16	8	Applied Qualitative		Quant-Qual Research Annotated Bibliography
13-15	Nov 17-Dec 5	9	Mixed Methods & Wrap-up		Final Research Design (12-3)
Thanksgiving Break: November 27-28 (No assignment due Sunday, Nov 30)					

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