



Syllabus

SCHOOL OF EDUCATION AND LEADERSHIP **RESR 617: Research Fundamentals**

3 Credits
Effective: Fall 2018/2019

*Access to the Internet is required.
All written assignments must be in Microsoft-Word-compatible formats.
See the library's APA Style Guide tutorial for a list of resources that can help you use APA style.*

FACULTY

Faculty Name: FACULTY NAME

Contact Information: CONTACT INFORMATION

[INSTRUCTOR MAY INSERT PERSONAL MESSAGE IF DESIRED]

COURSE DESCRIPTION

This course will review the elements essential to a dissertation or research article. Students will evaluate research articles for design and statistical analyses, as well as summarize and critique resources in their field of study.

COURSE RESOURCES

Required and recommended resources to complete coursework and assignments are found on the course [Reading List](#). The reading list can be found under Course Information in Blackboard as well as from the library homepage.

Note: Required resources that must be purchased by the student are tagged “Purchase from a vendor of your choosing.” Required resources with a direct link, “Available through CityU Library”, are available at no cost to students.

Students in Canada will see required resources they need to purchase tagged “Purchase from the Canadian Bookstore.” Students outside the U.S. and Canada should contact their advisor or textbook coordinator for additional information.

CITYU LEARNING GOALS

This course supports the following City University learning goals:

- Critical thinking and information literacy

COURSE OUTCOMES

In this course, learners:

- Develop an understanding of the culture and process of research.
- Critically evaluate purpose, design, data analysis, and findings of research articles
- Summarize and evaluate a collection of literature relevant to a specific research topic

CORE CONCEPTS, KNOWLEDGE, AND SKILLS

- APA style
- Critical reading
- Information literacy

- Methodology
- Problem statement
- Research design
- Research question

OVERVIEW OF COURSE GRADING

The grades earned for the course will be derived using City University of Seattle’s decimal grading system, based on the following:

<i>Overview of Required Assignments</i>	<i>% of Final Grade</i>
Topic and Problem Statement Assignment	10%
Research Article Evaluation	20%
Literature Review Analysis	20%
Instructor-Determined Assignments	50%
TOTAL	100%

SPECIFICS OF COURSE ASSIGNMENTS

The instructor will provide grading rubrics that will provide more detail as to how this assignment will be graded.

Topic and Problem Statement Assignment

Students will take a broad topic area of interest and narrow it down to a researchable topic. They will then create an applied problem statement for their narrowed topic*. Students will also research at least three (3) articles related to this narrow topic. The assignment includes four parts: (a) an introduction of the broad topic area of interest; (b) the narrowed topic with a description of the student’s process; (c) an applied problem statement for this topic; and (d) a summary of three articles on the narrow topic. The assignment may be presented in the form of an APA style paper, a PowerPoint with notes, or a narrated video presentation. A minimum of three (3) peer-reviewed, academic resources should be cited and referenced in this assignment.

*Note: While the topic you may choose could be a possible topic for your dissertation, your dissertation topic is not set until you work with your chair at the start of the dissertation cycle (RESR 694A). It is expected that your topic may change many times before the dissertation process starts.

<i>Components</i>	<i>% of Grade</i>
Narrowing Topic	20%
Problem Statement	20%
Explore Research	30%
Writing and Organization	20%
References and APA	10%
TOTAL	100%

Research Article Evaluation

Students will critically evaluate three (3) articles on the topic they developed from the previous assignment using each of the three methods studied in this course: qualitative, quantitative, and mixed-methods. From that evaluation, the student will submit an assignment containing three (3) parts: (a) a matrix template identifying the major components of the research papers, including research question, method, design, findings, implications, and other components; (b) an analysis of the individual articles and how they achieve, or do not appear to achieve, the stated intents; (c) an evaluation of the three articles that identifies consistencies, inconsistencies, patterns, or themes in the articles as they relate to the topic. The assignment may be presented in the form of an APA style paper, a PowerPoint with notes, or a narrated video presentation. A minimum of five (5) academic resources should be cited and referenced in this assignment.

<i>Components</i>	<i>% of Grade</i>
Article Analysis	20%
Writing and Organization	20%
References and APA	10%
Article Component Review	20%
Article Evaluation	30%
TOTAL	100%

Literature Review Analysis

Students will use a provided example of a literature review and evaluate it based on specific criteria. Using a given Word document, students will turn on Track Changes and use the 'Comment' feature to point out aspects of the literature review's content, structure, and theme. Students will also highlight places where the author is using synthesis and evaluation in the literature review.

<i>Components</i>	<i>% of Grade</i>
Evaluation	50%
Identification	50%
TOTAL	100%

Instructor-Determined Assignments

Class participation through discussion activities is an integral part of this course. To provide structure for balanced participation and allow maximum benefit of enhanced discussion activities and learning, the following is required: (a) responses to discussion questions are posted within the first three (3) days of the online school week (the online school week starts on Monday 12:01 am and ends Sunday at 12:00 am PST); (b) at least one scholarly resource cited in APA format supports the response; (c) at least two thoughtful and topic-relevant comments, questions, or research notes are posted in response to posts by classmates during the online school week; and (d) any questions the instructor posts regarding the original post are responded to by the end of the online school week.

<i>Components</i>	<i>% of Grade</i>
Quality of Initial Posts	40%
Quality of Response Posts	40%
References and APA	20%
TOTAL	100%

COURSE POLICIES

Late Assignments

Doctoral students are required to submit all assignments by the due dates stated in the course schedule. A late assignment is one that is submitted after the due date or after any extension has expired.

If circumstances prevent a student from meeting the due date, the student needs to contact the instructor and request an extension at least 48 hours prior to the date the assignment is due. Emergency situations will be considered on a case-by-case basis. Being busy, pressured with outside work, technical issues, or having competing academic commitments are not valid reasons to grant extensions.

A student who receives an extension in advance of the due date and abides by the agreement with the instructor is not subject to late penalties.

Without prior arrangement with the instructor, students who submit assignments late will receive a 10% deduction in grade each day or part of the day that the assignment is late.

Coursework received after seven days will not be graded and will receive a zero grade, unless prior arrangements have been made.

Participation

PARTICIPATION

Professional Writing

Assignments require error-free writing that uses standard English conventions and logical flow of organization to address topics clearly, completely, and concisely. CityU requires the use of APA style.

UNIVERSITY POLICIES

You are responsible for understanding and adhering to all of City University of Seattle's academic policies. The most current versions of these policies can be found in the [University Catalog](#) that is linked from the CityU Web site.

Antidiscrimination

City University of Seattle and its staff and faculty are committed to supporting our students. We value equity, diversity, and inclusion as a way of life as well as the educational opportunities it provides. City U will not tolerate any form of discrimination based on race, color, ethnicity, sexual orientation, gender identification, socioeconomic status, or religious values. If you have experienced any discrimination based on any of the above, we encourage you to report this to the University. Please report this to your instructor. If you do not feel safe reporting this to your instructor, please report to the Provost or to the Vice President of Student Affairs.

Non-Discrimination & Prohibition of Sexual Misconduct

City University of Seattle adheres to all federal, state, and local civil rights laws prohibiting discrimination in employment and education. The University is committed to ensuring that the education environment is bounded by standards of mutual respect and safety and is free from discriminatory practices.

In the U.S., the University is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender. Sex include sex, sex stereotypes, gender identity, gender expression, sexual orientation, and pregnancy or parenting status. Sexual harassment, sexual assault, dating and domestic violence, and stalking are forms of sex discrimination, which are prohibited under Title IX and by City University of Seattle policy. City University of Seattle also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process internal or external to the institution. Questions regarding Title IX, including its application and/or concerns about noncompliance, should be directed to the Title IX Coordinator. For a complete copy of the policy or for more information, visit <https://my.cityu.edu/titleix> or contact the Title IX Coordinator.

In Canada, in compliance with the British Columbia Human Rights Code, the Alberta Human Rights Act, WorksafeBC, and the Workers' Compensation Board of Alberta, the University believes that its environment should at all times be supportive and respectful of the dignity and self-esteem of individuals. Discrimination, harassment and bullying conduct, whether through person to person behaviour or via electronic communications such as email or social media is not acceptable and will not be tolerated. As an educational institution, it is our responsibility to cultivate an environment of excellence, equity, mutual respect and to recognize the value and potential of every individual. The University will take all necessary steps to meet or exceed the requirements of the law to prevent discrimination, harassment and bullying. The Respectful Workplace Policy for the prevention of discrimination, harassment and bullying policy and procedure can be found at <https://www.cityu.edu/discover-cityu/about-cityu/> under the Policies section or at <https://www.cityuniversity.ca/about/>.

Religious Accommodations

City University of Seattle has a policy for accommodation of student absences or significant hardship due to reasons of faith or conscience, or for organized religious activities. The University's policy, including more information about how to request an accommodation, is available in the University Catalog and on the my.cityu.edu student portal. Accommodations must be requested by the 20% mark of this course (e.g.

day 14 of a ten-week course, day 7 of a 5-week course) using the Religious Accommodations Request Form found on the student dashboard in the my.cityu.edu student portal.

Academic Integrity

Academic integrity in students requires the pursuit of scholarly activity that is free from fraud, deception and unauthorized collaboration with other individuals. Students are responsible for understanding CityU's policy on academic integrity and adhering to its standards in meeting all course requirements. A complete copy of this policy can be found in the University Catalog in the section titled [Academic Integrity Policy](#) under Student Rights & Responsibilities.

Attendance

Students taking courses in any format at the University are expected to be diligent in their studies and to attend class regularly. Regular class attendance is important in achieving learning outcomes in the course and may be a valid consideration in determining the final grade. For classes where a physical presence is required, a student has attended if they are present at any time during the class session. For online classes, a student has attended if they have posted or submitted an assignment. A complete copy of this policy can be found in the [University Catalog](#) in the section titled Attendance under Student Rights & Responsibilities.

Final Assignments Due Date

Final assignments for each class at CityU must be due on or before the final date of the course as indicated in the university's course information system. Due dates that extend beyond the final date of the course may negatively impact tuition funding for students.

SUPPORT SERVICES

Disability Services Accommodations Statement

Students with documented disability who wish to request academic accommodations are encouraged to contact Disability Support Services to discuss accommodation requests and eligibility requirements. Please contact Disability Support Services at disability@cityu.edu or 206.2369.4752 or visit the [Disability Support Services](#) page in the my.cityu.edu portal. Confidentiality will be observed in all inquiries. Once approved, information about academic accommodations will be shared with your course instructors.

Library Services

CityU librarians are available to help students find the resources and information they need to succeed in this course. Contact a CityU librarian through the [Ask a Librarian](#) service, or access [library resources and services](#) online, 24 hours a day, seven days a week.

Smarthinking Tutoring

CityU students have 24/7 access to free online tutoring offered through Smarthinking, including writing support, from certified tutors. Contact CityU's Student Support Center at mycityusupport@cityu.edu to request a username and password.