

REM 505: Introduction to Graduate Research

Resource Management Program, Central Washington University

Winter 2013 Course Syllabus

Meetings: 1:00-2:30 Tuesdays and Thursdays, Dean Hall 209

Instructors: Megan Walsh

Office - Dean Hall 308. Phone – 963-3699 or 1188. Email – walshme@cwu.edu

Office Hours: Tuesday 3-4 pm and Friday 9-10 am. Also available immediately following class or by appointment.

Lene Pedersen

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Office Hours: T&W: 10:30-11:30. Also available immediately following class or by appointment.

Texts: *No texts. Readings will be online, either on our Blackboard page or with a URL provided.*

Student Learning Objectives:

- 1) Identify your research niche
- 2) Develop a feasible thesis topic within the context of our program
- 3) Evaluate the research of others
- 4) Identify possible funding sources
- 5) Improve your writing skills
- 6) Build a solid literature context for your thesis
- 7) Draft an initial thesis research proposal

Course Requirements:

Grading: Based upon a total of percentage points indicated below:

| | |
|--|-----|
| Assignment #1: REM 501 Research Project Statement | N/A |
| Assignment #2: Elevator Pitch and Critique | 5% |
| Assignment #3: Thesis Chair Approval | N/A |
| Assignment #4: Proposal Introduction & Annotated Bibliography | 10% |
| Assignment #5: Proposal Draft w/ revised #4 + Literature Review | 10% |
| Assignment #6: Proposal Draft w/ revised #5 + Study Area | 15% |
| Assignment #7: Proposal Draft w/ revised #6 + Methods | 20% |
| Assignment #8: Proposal Complete Draft (revised #7 + new sections) | 30% |
| Participation | 10% |

Written Assignments: All written work must be typewritten and must meet the following criteria: (1) 12 point type, (2) double spaced text, (3) numbered pages, (4) stapled in upper left corner, (5) no covers or folders of any type.

Your written work will be evaluated with regard to the following: (1) full completion of all aspects of the assignment; (2) clear, logical presentation; (3) high standards of grammar, composition, punctuation, and spelling. For all assignments including revisions of previous work (Assignments # 5, 6, 7, 8), the submission is expected to include the previous draft with the professor's editorial comments on

it, so that changes can be observed. (It is OK for you to write on this draft.) **Submissions without the prior draft are considered incomplete and will be penalized 50%.** Note that while all work can be submitted prior to the due date, **there will be penalties for late assignments** (see *Policies* below).

Assignment Descriptions:

Assignment #1: REM 501 Research Paper- Submit the research project statement that was part of your final assignment in REM 501. This may be submitted as originally provided to your 501 instructors or altered, at your discretion. We would like the version with the 501 instructors' comments, so if you submit a revised version please also include the original WITH the 501 instructors comments.

If this 501 topic is no longer what you wish to explore for a thesis, please also attach a thesis interest statement of 100-200 words describing the revised topic of your proposed thesis, and provide a tentative title. Although there is no set format, consider describing things like: the issue to be explored, question to be answered, research niche (literature data gap), area to be investigated, means of studying the topic, etc.

Assignment #2: Proposal Introduction and Annotated Bibliography- Write an *Introduction* to your thesis proposal, including its tentative title and your name, plus a discussion of problem, purpose, and significance. You may also include formal hypotheses or research questions as appropriate. 3 pages max. Include a *References Cited* section as necessary (not counted in the page limit).

Annotated Bibliography: Compile a bibliography of 12 sources relevant for your thesis topic. Choose three of these sources and complete an annotation summarizing the reference (1st paragraph) and noting how you might use or how it is relevant to your thesis. 3 pages max.

Assignment #3: Thesis Chair Agreement- Consult with the REM faculty and find a faculty member that agrees to act as a tentative thesis chair. Submit the "Thesis Chair Agreement" form we provide on our Blackboard site. This form has blanks for your name, thesis title, thesis topic description, date, and signature of the faculty member. The assignment is required for you move ahead with your proposal but is not counted towards your grade.

Assignment #4: Elevator Pitch- Prepare a concise oral statement - max 1 minute - about your research project that could be shared informally in various professional contexts-- for example with someone you meet in an elevator. Your pitch should include the topic, problem, purpose and significance of your project. Be prepared to present this in class and to participate in critiquing your fellow student's statements.

Assignment #5: Proposal Partial Draft 1- Expand your proposal to include a revision of Assignment #2 (delete the annotated bibliography), and new sections for *Literature Review* and *References Cited*. The literature review should place your proposed thesis research into context, and show you are aware of the current state of knowledge regarding your topic. 5-7 pages new section; 10 pages total max. Be sure to include Assignment #2 with our comments on it.

Assignment #6: Proposal Partial Draft 2- Expand your proposal to include a revision of Assignment #5, and a new *Study Area* section. The study area should place your proposed thesis research into a spatial and/or and socio-political context. 3-4 pages new section; 14 pages total max. Be sure to include Assignment #5 with our comments on it.

Assignment #7: Proposal Partial Draft 3- Expand your proposal to include a revision of Assignment #6, and a new *Methods* section. The methods section should clearly tell us what you are going to do and how you are going to do it. 4-5 pages new section; 19 pages total max. Be sure to include Assignment #6 with our comments.

Assignment #8: Proposal Complete Draft- Expand your proposal to include a revision of Assignment #7, and new sections on *Expected Results*, *Timeline*, *Budget*, and an *Abstract* (up to 150 words). Be sure to include Assignment #7 with our comments on it. The completed proposal (for the

purposes of this class) should have the following sections in this order: (1) Project Title, your name, and thesis chair (or committee, if known), (2) Abstract, (3) Introduction, (4) Literature Review, (5) Study Area, (6) Methods, (7) Expected Results, (8) References Cited, (9) Timeline, and (10) Budget. The total page limit of the final assignment is 20 pages. This does not include the Abstract, References Cited, Timeline, and Budget.

Class Schedule:

| Date | Day | Topic | Reading |
|----------------|------------|--|---|
| <i>Week 1-</i> | | | |
| 1/3 | Th | Topic: Introduction to the course | |
| 1/4 | F | Due 9 am: Assignment #1 (Research Project Statement) | |
| <i>Week 2-</i> | | | |
| 1/8 | T | Topic: Introductions & annotated bibliographies | <i>Blackboard Reading 1, 2</i> |
| 1/10 | Th | Topic: Literature reviews | <i>Blackboard Reading 3</i> |
| 1/11 | F | Due 9 am: Assignment #2 (Proposal Introduction & Annotated Bibliography) | |
| <i>Week 3-</i> | | | |
| 1/15 | T | Individual student meetings (no class) | |
| 1/17 | Th | Individual student meetings (no class) | |
| 1/18 | F | Due 9 am: Assignment #3 (Thesis Chair Agreement) | |
| <i>Week 4-</i> | | | |
| 1/22 | T | Topic: Elevator talks (Assignment #4) | |
| 1/24 | Th | Topic: Study areas | |
| 1/25 | F | Due 9 am: Assignment #5 (Proposal Partial Draft 1 w/ Literature Review) | |
| <i>Week 5-</i> | | | |
| 1/29 | T | Individual student meetings (no class) | |
| 1/31 | Th | Individual student meetings (no class) | |
| <i>Week 6-</i> | | | |
| 2/5 | T | Topic: Methods | Blackboard reading 4 (Ch. 3) |
| 2/7 | Th | Topic: Research ethics and Human Subjects | Blackboard reading 4 (Ch. 5 and 6) |
| 2/8 | F | Due 9 am: Assignment #6 (Proposal Partial Draft 2 w/ Study Area) | |
| <i>Week 7-</i> | | | |
| 2/12 | T | Individual student meetings (no class) | |
| 2/14 | Th | Individual student meetings (no class) | |
| <i>Week 8-</i> | | | |
| 2/19 | T | Topic: Thesis formats, styles, and writing | <i>Online Reading A, B</i> <i>Blackboard Reading 5</i> |
| 2/21 | Th | Topic: Timelines, budgets and thesis funding | <i>Online Reading C</i> <i>Blackboard Reading 6</i> |
| 2/22 | F | Due 9 am: Assignment #7 (Proposal Partial Draft 3, w/ Methods) | |
| <i>Week 9-</i> | | | |
| 2/26 | T | Individual student meetings (no class) | |
| 2/28 | Th | Individual student meetings (no class) | |

Week 10-

3/5 T Topic: Expected results and abstracts
3/7 Th Topic: Research publication

Finals Week-

3/11 M Due 9 am: Assignment #8 (Complete Proposal Draft)

Readings:

Blackboard Reading 1= excerpt from Creswell 2003 (Chapters 4, 5, and 6)

Blackboard Reading 2= sample thesis proposals

Blackboard Reading 3= excerpt from Creswell 2003 (Chapter 2)

Blackboard Reading 4= excerpt from Lee, 2000 (Chapters 3, 5, and 6)

Blackboard Reading 5= "Are You Writing the Perfect Dissertation?"

Blackboard Reading 6= "Ideas on Writing Abstracts"

Online Reading A= CWU REM Program "Your Thesis"

http://www.cwu.edu/~rem/thesis_options.html

Online Reading B= Skim style guide pertinent to your thesis:

American Anthropologist:

<http://www.aaanet.org/publications/guidelines.cfm>

American Antiquity:

<http://www.saa.org/AbouttheSociety/Publications/StyleGuide/tabid/984/Default.aspx>

Annals of the Association of American Geographers:

http://www.aag.org/galleries/default-file/611_ANNALS_STYLE_SHEET.pdf

Online Reading C= CWU REM Program "Funding Opportunities"

<http://www.cwu.edu/~rem/funding.html>

Online Reading D= CWU Graduate Catalog section on "Master's Degree Regulations"

<http://catalog.cwu.acalog.com/content.php?catoid=32&navoid=1009>

Online Reading E= CWU Office of Graduate Studies section on current students

http://www.cwu.edu/~masters/current_index.html

Online Reading F= CWU REM Program Faculty list

<http://www.cwu.edu/~rem/faculty/index.htm>

Individual Student Meetings: As noted on the schedule, there are a number of class meetings set aside for formal one-on-one meetings with individual students. There will be no class during these periods, but a scheduled time to meet with one of the instructors will be set prior to the meeting, and your attendance at the individual meeting is required. In these meetings, we will discuss your progress on the thesis proposal development, providing individual feedback and suggestions.

Course Policies:

1) Grade Distribution

The grade distribution is based on a scale where the total minimum number of points required to receive various grades is set as follows:

A = 100-94, A- = 93-90

B+= 89-87, B= 86-83, B- = 82-80

C+= 79-77, C= 76-73, C- = 72-70

D+= 69-67, D= 66-63, D- = 62-60

F = 59 and below

2) Late Assignments

All written work can be submitted prior to the due date, but late assignments will be penalized, including weekends. Written assignments are considered late if not received in hard copy form by 4 PM on the day they are due in the mailbox of one of the instructors. Assignments will lose 5% the first day they are late, 10% the second day they are late, and 20% the third day they are late. Assignments will not receive credit if they are more than three days late, but all assignments must be completed to pass the class.

3) Academic Honesty

Students are expected to avoid all forms of academic dishonesty as defined in the Proscribed Conduct section of the Student Judicial Code (Appendix B in the back of the undergraduate catalog, see <http://catalog.cwu.acalog.com/content.php?catoid=31&navoid=1019>). Academic dishonesty includes plagiarism, defined as "the appropriation of any other person's work and the unacknowledged incorporation of that work in one's own work offered for credit." Such plagiarism may range from copying entire papers to phrases within a sentence. Please properly paraphrase or quote, acknowledge and cite the work and ideas of others used in your own writing. Any academic dishonesty shown in this course will result in a failing grade for the course.

4) Attendance

Attendance is expected for both regular class meetings and individual student meetings. Attendance will be computed in the participation portion of your class grade. Please notify one of the instructors ahead of time if you are unable to attend class.

5) Courtesy

You will need to arrive to class on time and leave only when dismissed. When in class you are expected to pay attention (please do not engage in unrelated conversations) and participate in all activities and discussions. Cell phones and other communication devices should be turned OFF during class. Anyone talking on the phone, texting, surfing the web, or emailing during class will be asked to leave and will automatically lose all attendance/discussion points for the day. Please be respectful of your fellow students and instructor by following these rules.

6) Students with Special Needs

Students with disabilities who wish to set up academic adjustments in this class should ensure that the instructor receives a copy of their "Confirmation of Eligibility for Academic Adjustments" from the Center for Disability Services as soon as possible, and meet to discuss how the approved adjustments will be implemented in this class. Students with disabilities without this form should contact the Center for Disability Services for additional information (Bouillon Hall Room 205, Phone: 963-2171, TDD: 963-2143, Email: dahlberc@cwu.edu).

7) Writing Help

CWU's University Writing Center Consultants offer free, one-on-one sessions to all CWU students, of all disciplines and levels. Students can brainstorm ideas, find research, and revise their drafts for organization, citation style, and grammar, learning how to edit their own papers. You can drop in or make an appointment for an in-person session or request a live, interactive, online session. There is one campus location this year: Hertz 103, open Mondays, Tuesdays and Thursdays 11 a.m to 6 p.m., Wednesdays 2-5 p.m., and Fridays 11 a.m. to 2 p.m. Please call 963-1270. Also available are grammar handouts, online consulting, and other writing resources at www.cwu.edu/~writingcenter.

8) Changes to the Syllabus

The schedule and procedures in this syllabus are subject to change in the event of extenuating circumstances. If any changes are made, you will be given advance written notice.