

**University of North Texas at Dallas
Fall Semester 2017
SYLLABUS**

PLDR 5300 Data Analytics and Research Methods I 3 Credit Hours	
Department of	Public Leadership
School of	Liberal Arts & Science
Instructor Name:	Dr. Janiece Upshaw
Office Location:	FH259
Office Phone:	972.338.1538
Email Address:	janiece.upshaw@untdallas.edu
Office Hours:	Monday: 2:00 – 4:00 Tuesday: 2:00 – 5:00 Wednesday: 2:00 – 5:00
Classroom Location:	Dal 1 248
Class Meeting Days & Times:	Wednesday 6:00 – 8:50 p.m.
Course Catalog Description:	Key computational and data competencies needed by administrators to fulfill the informational needs of decision making at all levels of an organization. Using and applying analytical and statistical tools understand the impact of quantitative data and decision making.
Prerequisites:	PADM 5510
Required Text:	Publication Manual of the American Psychological Association , 6 th Edition by American Psychological Association ISBN-13:9781433805615, Publisher: American Psychological Association , July 7, 2009. Research Methods for the Behavioral and Social Sciences by Bart L. Weathington , Christopher J. L. Cunningham , David J. Pittenger ; Publisher: Wiley, January 2010, ISBN: 978-0-470-45803-
Suggested Texts:	APA: the Easy Way! A Quick and Simplified Guide to the APA Writing Style , 2 nd Edition by Peggy M. Houghton and Timothy J. Houghton, Publisher:
Access to Learning Resources:	UNT Dallas Library: phone: (972) 780-1616 web: http://www.untdallas.edu/library email: library@untdallas.edu UNT Dallas Bookstore: phone: (972) 780-3652 web: http://www.untdallas.edu/bookstore e-mail: untdallas@bkstr.com
Additional Online Resources	<i>ICAAP: Resources for Methods</i> http://gsociology.icaap.org/methods <i>Online Evaluation Resource Library</i> http://oerl.sri.com/ <i>Research Methods Knowledge Base</i> http://www.socialresearchmethods.net/kb/index.php <i>American Evaluation Association:</i> http://www.eval.org/

Canadian International Development Agency:
<http://documents.reflectlearn.org/Offline%20Docs%20for%20Your%20Introductory%20Guide%20to%20OA/OA%20Guide-E.pdf>

Course Goals or Overview: The goals of this course are as follows -

1. to introduce students to the field of program evaluation – its methods, and professional standards; its role in nonprofit and public agencies; and
2. to provide students with practical experience in performing a program evaluation within the community.

Learning Objectives/Outcomes: At the end of this course, students will be able to:

1	Describe the role and application of program evaluations
2	Execute an internal performance assessment.
3	Develop a Logic Model
4	Propose an appropriate evaluation plan to assess the implementation/effectiveness of a program.
5	Collect data using a variety of methods.
6	Read evaluation research critically.
7	Communicate evaluation results effectively to build sustainable programming.

Online/Hybrid Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class or via class email or Blackboard announcement. Additional readings and activities may be added, these will be noted in the Readings and Activities/Assignments sections.

Schedule	Topic	Activities	Due Date
Aug 24	Peer Reviewed Research Annotated Bibliography Outline of Research Paper		
Aug 30	Research & Social Sciences	Weathington: Chapter 1	Topic Proposal with 5 references Due 9/6
Sept 6	Ethics & Research Research Topic Hypothesis	Weathington: Chapter 2	
Sept 13	Literature Review	Weathington: Chapter 3 Chapter 6	5 references due 9/11 6:00 p.m.

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Sept 20	Foundations of Research Hypothesis Reliability Validity Populations & Samples	Weathington: Chapter 4 Chapter 3	Annotated Bibliography Due 9/26 11:59 p.m.
Sept 27 (Online) No Class	Writing the Research Report	Weathington: Chapter 5 Frontline Video: https://www.youtube.com/watch?v=CzCGux7qD1c Watch video and answer questions Extra reading on subject: Jacobson, J. W., Mulick, J. A., & Schwartz, A. A. (1995). A history of facilitated communication: Science pseudoscience, and antiscience. <i>American Psychologist</i> , 50, 750-765.	Online Video Activity: Due Sept. 27 at 11:59 p.m. Replaces Homework Exercise #2
Oct 4	Midterm	Will cover Chapters 1, 2, 3, 5 & 6	Midterm Due 10/4 11:59 p.m.
Oct 11	Empirical Methods Internal & External Validity Quasi-Experimental Surveys Correlational Studies Meta-Analysis	Weathington: Chapter 6 Chapter 4 Guest Speaker: Brenda Robertson (UNT Dallas Librarian)	Introduction & Literature Review Due Oct. 18 11:59 p.m.
Oct 18	Sampling	Weathington: Chapter 7 Guest Speaker: LaShonne Watts, General Manager, Neighbor Up (GrowSouth Dallas) http://www.dallasgrowsouth.com/category/neighborhoods/neighbor-up/	Method Section Homework Exercise # 1: Review Question Chapter 4 & 7 Due 10/25
Oct 25	Creating & Using Assessments, Surveys, And Objective Measures	Weathington: Chapter 8 <u>Be prepared to answer broad questions individually based upon review questions (4 & 7) provided. Grade will be given based upon class performance.</u>	Homework Exercise #1-2 <u>Review Questions Chapter 8 & 9</u> Due 11/1 6:00 p.m.

Nov 1	Model for Research Design Independent Variable Dependent Variable Research Hypothesis	Weathington: Chapter 9 <u>Be prepared to answer broad questions individually based upon review questions (4 & 7) provided. Grade will be given based upon class performance.</u>	Homework Exercises #2 Due 11/4 6:00 p.m. <u>Method Section (pp. 160 – 162)</u> <u>Due 11/8</u> <u>6:00 p.m.</u>
Nov 8		<u>Review Community Project:</u>	<u>Homework Exercises #3</u> <u>Community Project: Data Collection in Red Bird</u> <u>Due 11/19</u> <u>6:00 p.m.</u> Results Section Due 11/8 6:00 p.m.
Nov 15		<u>Review IRB Application Process:</u>	Homework Exercises #3 Due 11/19 6:00 p.m.
Nov 22		(No class) Happy Thanksgiving!	
Nov 29			IRB Application Due 11/29 6:00 p.m.
Dec 6 (Dead Day)		Final Essay Questions Posted on Blackboard 12/6 at 5:00 p.m. Due 9:00 p.m. Dec. 13	Final Research Paper Due 12/6 11:59 a.m.
Dec 13 (Online)		Final Application Questions Posted on Blackboard 12/13 at 5:00 p.m. Due 9:00 p.m. Dec. 13	Final
	Final		

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course. All assignments must be submitted electronically by due date and time as stated in syllabus.

Discussion Posts

Five Discussion Posts will be available on Blackboard. Discussions are based upon reading assignments, so prepare for each discussion by reading the chapters assigned.

Projects:

I. Annotated Bibliography – 15 references

II. Research Paper

1. The paper should be written using the recommendations of the APA Publication Manual 6th Edition.

2. Form of the proposal should be as follows . . .

A. Main body of paper

Page 1: Title Page Only

~~Abstract page. Title and abstract. Abstract must be double-spaced, no longer than 100 words. 1 page maximum length. Title and abstract are on the same page.~~

Pages 2 and following: Proposal body. Proposal must be double-spaced. It must be single-sided 8 ½ x 11 pages of text. Margins must be 1 inch on each side. Must begin on a new page. Use 12 point Times font.

Body must include the following sections:

Introduction/Literature Review– 4-6 pages maximum. Background for the research and its relationship to the other research.

Method – 2 pages maximum. See ppl. 160 – 162 in Textbook

What you'll actually do (Three Sections: Participants/Subjects; Materials/Measure/Apparatus; Design and Procedure

In this section, be sure to say which measures (questionnaires, scales) you will employ. Give the name(s) of existing scales or tell how you will create your own scale.

~~**Results – 2 pages maximum.** Analyses you would conduct and a description of desired results.~~

~~———— See the example article in the APA publication manual for more details on these sections.~~

B. References, Appendices, Figures.

C. Filled-out IRB form. Download the appropriate form from the UNT IRB website.

3. The proposal must be of research that could actually be carried out by someone with resources such as those available at UNT Dallas.

4. The paper (most likely the Method section) must address the issue of power of the analysis, with a rationale for choice of sample size.

5. Grading will be on 1) completeness, 2) physical appearance, 3) writing quality, 4) appropriateness of proposed analyses and hypothesized results, 5) appropriateness of relationship of articles referenced to proposed research, 6) clarity of exposition.

Exams

Students will be given a Final Essay Exam in which they may select 2 questions (from 3) to answer. These 2 questions will comprise 50% of your Final Exam grade.

The 3 essay questions will be provided in advance. The remaining 50% of your grade will be based upon practical applications based upon the material from Chapter 4 – 8 Case studies and data sets will be provided. Example of questions could included

1. Select a research hypothesis that best fits the purpose of the research and prepare H_0 and H_1 .
2. Calculate the effect size for each set of data.
3. What inferences can you draw about the data given this statistic?
4. What factors contribute to the between-groups variance and the within-groups variance?
5. For each data set, describe the implications of committing a Type 1 or a Type II error.

The application questions must be completed Dec. 13 between 6:00 – 8:50 p.m. The case studies and data sets will be presented on blackboard at 5:30 p.m. Dec. 13. The answers will be do by 9:00 p.m.

Grading Matrix:

Activities/Assignments	Points	Value (percentages)
Homework Exercises (3)	75	12%
Topic Proposal/5 references	50	7%
Annotated Bibliography	100	14%
Midterm	100	14%
Intro & Literature Review	50	7%
Method Section	50	7%
Results Section	50	7%
IRB Application	25	4%
Final Paper	100	14%
Final	100	14%
Total:	700	100%

Grade Determination

- A = 90% or better
- B = 80 – 89 %
- C = 70 – 79 %
- D = 60 – 69 %
- F = less than 60%

University Policies and Procedures

Students with Disabilities (ADA Compliance):

Chapter 7(7.004) Disability Accommodations for Students

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Disability Services Office website at <http://www.untDallas.edu/disability>. You may also contact them by phone at 972-338-1777; by email at UNTDdisability@untDallas.edu or at Building 2, room 204.

Blackboard Learn Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. Blackboard Learn course management system's accessibility statement is also provided: <http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx>

NOTE: Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

Course Evaluation Policy:

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Assignment Policy: (According to the instructor's discretion while working in concert with the division/program's guidelines).

Exam Policy: (Online exams and the ability to retake is solely at the instructor's discretion). NOTE: Online exams may be proctored on campus per instructor's discretion.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at http://www.untDallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic_Integrity.pdf for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

Web-based Plagiarism Detection: Please be aware in some online or hybrid courses, students may be required to submit written assignments to Turnitin, a web-based plagiarism detection service, or another method. If submitting to Turnitin, please remove your title page and other personal information.

Classroom Policies**Online Attendance and Participation:**

The University attendance policy is in effect for this course. Class attendance in the Blackboard classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency. .

Attendance for this online or hybrid course is considered when you are logged in and active in Blackboard, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to <http://www.untDallas.edu/registrar> for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course

Incident Weather and Online Classes: Online classes may or may not be effected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.

Online "Netiquette":

In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, Discussion Board messages and/or any other forms of written communication in the online

environment should use proper “netiquette” (i.e., no writing in all caps (usually denotes yelling), no curse words, and no “flaming” messages (angry, personal attacks).

Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.

Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University’s policies and procedures. Refer to the Student Code of Student Rights Responsibilities and Conduct at <http://www.untdallas.edu/osa/policies>. Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

Technology Requirements: In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements.

Blackboard Learn 9.1 is the platform software for this course. Blackboard Learn supports major web browsers such as Windows Internet Explorer, Apple Safari, Mozilla Firefox, and Google Chrome. However, since the latter two are updated continually, some recent versions may not be compatible. If you experience difficulty accessing or using components of the course, try using Internet Explorer. Also, no matter what browser you use, always enable pop-ups. For more information see:

- <http://www.untdallas.edu/dlit/ecampus/requirements>
- <https://blackboard.secure.force.com/publickbarticleview?id=kAB700000008Oom>
- https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check_full.html