

**University of North Texas at Dallas
Fall Semester 2018
SYLLABUS for Distance Learning**

**PLDR 5310 Data Analytics and Research Methods
II 3 Credit Hours**

Department of	Public Leadership	School of	Liberal Arts & Science
Instructor Name:		Dr. Janiece Upshaw	
Office Location:		FH259	
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Office Hours:		Monday: 2:00 – 5:00 Tuesday: 2:00 – 5:00 Thursday: 2:00 – 4:00	
Classroom Location:		Dal 1 208	
Class Meeting Days & Times:		Thursday 6:00 – 8:50 p.m.	
Course Catalog Description:	<p>The fundamental concepts and techniques in managing and presenting data for effective data-driven decision making. Topics include data design as well as practical applications of appropriate research methodologies to assess the effectiveness and efficiency of public and nonprofit sector programs and policies. Topics include: developing an evaluation plan; designing various types of evaluations such as process, impact, cost-benefit, and cost-effectiveness evaluations; and managing evaluation projects. Data visualization includes understanding the best practices for usable, consumable, and actionable data/results presentations.</p>		
Prerequisites:	PLDR 5300		
Required Text:	<p>I. Publication Manual of the American Psychological Association, 6th 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-</p>		
Suggested Texts:	<p>APA: the Easy Way! A Quick and Simplified Guide to the APA Writing Style, 2nd Edition by Peggy M. Houghton and Timothy J. Houghton, Publisher:</p>		
Access to Learning Resources:	<p>UNT Dallas Library: phone: (972) 780-1616 web: http://www.untdallas.edu/library email: library@untdallas.edu</p> <p>UNT Dallas Bookstore: phone: (972) 780-3652 web: http://www.untdallas.edu/bookstore e-mail: untdallas@bkstr.com</p>		
Additional Online Resources	<p><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</p>		

	<i>American Evaluation Association:</i> http://www.eval.org/ <i>Canadian International Development Agency:</i> 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 -	
Learning Objectives/Outcomes: At the end of this course, students will be able to:	
1	Be able to classify the key elements of administrative research and note why it is important.
2	Produce information that shows understanding of the scientific method is and why it issued by decision makers.
3	Prepare a list of the goals of basic and applied research and to understand how these are related;
4	Illustrate how to conduct, evaluate and critically evaluate research
5	The course is designed to enhance critical thinking through inquiry and analysis and the creative linking of disparate or similar concepts.
6	The course is designed to enhance written, oral and reading skills to promote communication.
7	The course is designed to ensure UNT Dallas graduates are socially responsible, research methods competency, and professional engaged through enhanced knowledge of the value of research and its advantages, and through various design approaches underlying administrative leadership and policy.
8	The course promotes personal responsibility through discussions of ethical problems and reasoning in the public sphere.
9	Taken together, these general education objectives are designed to achieve the ultimate goal of the university, to provide a foundation and skills for you to continue learning long after you have left the university.

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.

Spring 2018 Schedule

Weeks	Calendar Date	Class Date
1	Jan.15 – Jan. 21	Jan. 18
2	Jan. 22 – Jan. 28	Jan. 25
3	Jan.29 – Feb. 4	Feb.1
4	Feb. 5 – Feb. 11	Feb. 8
5	Feb. 12 – Feb. 18	Feb15
6	Feb. 19 – Feb. 25	Feb. 22
7	Feb. 26 – Mar.4:	Mar. 1
8	Mar. 5 – Mar. 11	Mar. 8 (Mid-term)
	Mar. 12 – Mar. 18	Spring Break
9	Mar. 19 – Mar. 25	Mar. 22
10	Mar. 26 – Apr. 1	Mar. 29
11	Apr.2 – Apr. 8	Apr. 5
12	Apr. 9 – Apr. 15	Apr.12
13	Apr. 16 – Apr. 22	Apr. 19
14	Apr. 23 – Apr. 29	Apr.26
15	Apr.30 – May 6	May 3
16	May 7 – May 14	May 10 (Final Exam)

Schedule	Topic	Activities	Due Date
Week 1	Overview of Course Syllabus & Assignments Review Chapters 1 – 9 from Research I		
Week 2		Appendix A (Weathington)	Quiz 1 due Jan. 25 by 5:00 p.m.
Week 3	Survey Methodology	Handouts posted on Blackboard	
Week 4	Focus Groups/Key Informant Interviews	Handouts posted on Blackboard	10 Question Survey due Feb. 8 by 5:00 p.m. (submit online) Bring survey on flashdrive to class to present & discuss
Week 5	Qualitative/ quantitative research Grounded theory methodology Mixed methods research	Chapter 17	Focus Group Assignment due Feb. 15 by 5:00 p.m. (submit online) Bring assignment to class to present & discuss
Week 6	Correlation Coefficient Pearson's correlation coefficient Standard error Regression analysis	Chapter 10	Mixed-Methods Assignment due Feb. 22 by 5:00 p.m.
Week 7	t -ratio hypothesis testing directional and nondirectional hypothesis statistical significance inferential statistics	Chapter 11	Quiz 2 due Feb. 29 by 5:00 p.m.
Week 8	Class does not meet Midterm online	Midterm	Midterm due March 8 by 11:59 p.m.
		Springbreak	
Week 9	Multi-groups research design Total variance, between group variance, and within-group variance F -ratio Analysis of variance	Chapter 12	Quiz 3 due March 22 by 5:00 p.m.
Week 10	Factorial research design Main effects/interactions ANOVA	Chapter 13	Quiz 4 due March 29 by 5:00 p.m.
Week 11	Correlated groups design Matched participants design Solomon four-group design Latin Square design	Chapter 14	Quiz 5 due April 5 by 5:00 p.m.
Week 12	Single-subject research design Longitudinal research design Cohort effect Survival analysis Quasi-experimental designs	Chapter 15	Quiz 6 due April 12 by 5:00 p.m.
Week 13	Goodness-of-fit test Test of independence McNemar test	Chapter 16	Quiz 7 due April 19 by 5:00 p.m.
Week 14	Review		Quantitative Research design Project due April 26

Week 15			Presentations on Quantitative Research Design May 3
Week 16	Class does not meet Final online	Final	Final due May 10 by 11:59 p.m.

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.

Projects:

- 10 Question Survey
- Focus Group Assignment
- Mixed-Methods Research Design
- Quantitative Research Design
- Presentation on Quantitative Research Design

Exams

- Midterm Exam
- Final Exam

7 Quizzes

Late Assignments:

All assignments should be submitted online at Blackboard. It is the student's responsibility to ensure the assignment is submitted successfully. All assignments should be submitted as word documents. Blackboard will time stamp each document. You may only make one submission on Blackboard, so be very careful to submit the assignment ready for grading. Assignments turned in late will lose 10% of the grade for each 24 hours the assignment is past due. Example if an assignment is worth 100 points, then 10 points will be deducted each 24 hour period. If an assignment is worth 25 points, then 2.5 points will be deducted for each 24 hour period.

Class Attendance & Participation:

It is important to attend all classes. Quizzes will be given in class between 6:00 p.m. and 6:30 p.m. as designated in the schedule above. Quizzes cannot be made up or taken online. Quizzes will be based upon the week's reading assignment and may consist of short essay questions, and/or statistical analysis presented in the week's reading. It will be helpful to complete the review questions provided for each chapter as well as to perform the Knowledge Check sections of each chapter.

Grading Matrix:

Activities/Assignments	Points	Value (percentages)
Quizzes (7) 25 points each	175	21.9%
Survey	75	9.4%
Focus Group	75	9.4%
Mixed Methodology	100	12.5%
Midterm	100	12.5%
Quantitative Research Design	100	12.5%
Presentation	75	9.4%
Final	100	12.5%
Total:	800	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

Inclement 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/publicbarticleview?id=kAB700000008Oom>
- https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check_full.html