



**PA 3306**  
**Advanced Research and Writing for the Policy Sciences**  
**Fall Semester 2016**

**Instructor** Jiwon Suh  
**Time** Monday/Wednesday 2:30 pm to 3:45 pm  
**Class Location** GR 3.402B  
**E-mail** [Jiwon.Suh@utdallas.edu](mailto:Jiwon.Suh@utdallas.edu)  
**Office** GR 2.512  
**Office Hours** Monday/Wednesday 4-5 pm or by appointment

**General Course Information**

Course Description	This course examines the relationship between theory and research and will require students to develop [and undertake] a research project. The course is an introduction to research design and data collection methods used in the social sciences. Implications for public policy will be considered. The course also develops students' writing skills while instructing them in the professional requirements of writing a research paper.
Learning Objectives/Outcomes	<ul style="list-style-type: none"><li>▪ Develop a basic understanding of research design in social science research</li><li>▪ Learn to write a research paper</li><li>▪ Learn basic data analysis skills</li><li>▪ Most importantly, become curious and inquisitive learners</li></ul>
Required Texts	<p><b>[PSR]</b> Babbie, Earl. The practice of social research. 14<sup>th</sup> Ed. Cengage Learning, 2015. (13<sup>th</sup> edition is acceptable)</p> <p><b>[CR]</b> Wayne C. Booth, Gregory G. Colomb, and Joseph M. Williams. The craft of research. 3<sup>rd</sup> Ed. University of Chicago Press, 2008.</p>
Supplementary Texts	Turabian, Kate L. A manual for writers of research papers, theses, and dissertations: Chicago style for students and researchers. 8 <sup>th</sup> Ed. University of Chicago Press, 2013.
Additional Course Materials	Additional readings will be posted on eLearning. However, students are not required to print material available electronically.

**Course Requirements**

Research Paper	9 to 12 page research paper on a single topic. This paper will include a literature review, data and method section, a brief data analysis, and a discussion of the findings.
Midterm and Final exams	Students are required to take a midterm and a final examination. The midterm exam will cover the first half of the course and the final exam will be comprehensive, covering all the topics discussed during the semester. Both exams will include multiple choices, short answers and short essay. They will assess your understanding of research design in social science research.
Assignments	1) Research proposal: 2 pages 2) Completion of a certificate for Institutional Review Board (IRB) web training <a href="https://research.utdallas.edu/orc/irb/forms-and-resources/training-and-workshops">https://research.utdallas.edu/orc/irb/forms-and-resources/training-and-workshops</a> Click on the online tutorial: Human Participant Protections Education for Research Teams (NIH), register, and begin. 3) Create a sample survey (at least 10 questions) and complete a mock IRB application (IRB application will be posted on e-learning.)
Quizzes and Exercises	Two in-class exercises and four in-class quizzes. The lowest score will not be considered in the final grade calculation.
Class attendance, preparation, and participation	Students are expected to do all required readings prior to class and must be able to demonstrate comprehension and adequate reflection of the material.

**Grading Policy**

Research Paper	30%
Midterm and Final exams	30% (15% each)
Assignments	15% (5% each)
Quizzes and Exercises	15% (3% each)
Class attendance, preparation, and participation	10%
Total	100%

Grading Scale: In this course, grading follows the standard classification

A+ = 97-100, A = 94-97, A- = 90-93

B+ = 87-89, B = 84-86, B- = 80-83

C+ = 77-79, C = 74-76, C- = 70-73

D+ = 67-69, D = 64-66, D- = 60-63, F = 0-59

*Extra Credit:* There is no extra credit available in this course. Note the grading criteria and plan accordingly for your success.

*Late Work:* **No late work will be accepted!**

### **Course & Instructor Policies**

#### *Attendance Policy*

Regular and punctual class attendance is expected. Students who fail to attend class regularly are inviting scholastic difficulty. Because of the importance of attendance and active participation in the design of the course, more than five absences mean that your academic credit for the course is in jeopardy. If for some reason, you must miss a class, please e-mail faculty in advance.

#### *Late Work*

No late paper will be read (any exceptions owing to special circumstances must be arranged in advance of the due date).

#### *Electronic Device*

You will be allowed to take notes and access articles on your laptop or tablet. You are expected to use electronic devices for coursework-related activities. Please be respectful to your colleagues and resist the urge to surf the internet. Please remember to keep your cell ringer off during class time.

#### *Disability Services*

It is the policy and practice of The University of Texas at Dallas to make reasonable accommodations for students with properly documented disabilities. However, written notification from the Office of Student Access Ability (OSA) is required. If you are eligible to receive an accommodation and would like to request it for a course, please discuss it with an OSA staff member and allow at least one week's advanced notice. Students who have questions about receiving accommodations, or those who have, or think they may have a disability (mobility, sensory, health, psychological, learning, etc.) are invited to contact the Office of Student Access Ability for a confidential discussion.

#### *Academic Integrity*

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work

done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

### *Religious Holy Days*

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, *Texas Code Annotated*.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of *TEC 51.911(b)*, and the student and instructor will abide by the decision of the chief executive officer or designee.

### *UT Dallas Syllabus Policies and Procedures*

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus. Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

**The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.**

### *Comet Creed*

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

“As a Comet, I pledge honesty, integrity, and service in all that I do.”

**Course Schedule**

Week	Date	Topic	Reading due	Assignments
1	22-Aug	Orientation		
	24-Aug	Inquiry and Social Research	PSR § 1-2, CR § 1-2	
2	29-Aug	Research Ethics	PSR § 3	
	31-Aug	Research Design 1	PSR § 4, CR § 3-4	Exercise 1
3	5-Sep	Labor Day	No class	
	7-Sep	Research Design 2	PSR § 5, CR § 5	IRB Web Training
4	12-Sep	Research Design 3	PSR § 6, CR § 6	
	14-Sep	Sampling and Generalizability	PSR § 7, CR § 7	Research Proposal
5	19-Sep	Library Demonstration of Electronic Database Searches		Meet in Room 2.524 in the McDermott Library
	21-Sep	Experiments	PSR § 8, CR § 8	Quiz 1 (PSR § 7)
6	26-Sep	Survey Research	PSR § 9, CR § 9	Exercise 2
	28-Sep	Qualitative Research	PSR § 10-11	
7	3-Oct	Qualitative Research: Data Analysis	PSR § 13, CR § 10	Quiz 2 (PSR § 10-11)
	5-Oct	Evaluation Research	PSR § 12, CR § 11	
8	10-Oct	Review session		Survey and mock IRB
	12-Oct	Midterm Exam		
9	17-Oct	Citation		
	19-Oct	Planning and Drafting Your Report	CR § 12-13	Quiz 3 (Citation)
10	24-Oct	Quantitative Research: Working with Data	PSR § 14	
	26-Oct	Statistical Analysis 1	PSR § 15	Quiz 4 (PSR § 14)
11	31-Oct	Workshop on Data Analysis 1		
	2-Nov	Statistical Analysis 2	PSR § 16, CR § 15	
12	7-Nov	Statistical Analysis 3	PSR § 16	
	9-Nov	Reading and Writing Social Research	PSR § 17, CR § 16	
13	14-Nov	Revising and Organizing	CR § 14, 17	
	16-Nov	Workshop on Data Analysis 2		
14	21-Nov	Fall break	No class	
	23-Nov			
15	28-Nov	Workshop on Research Paper		
	30-Nov			
16	5-Dec	Review session		
	7-Dec	Final Exam		Research Paper due on 9-Dec