DOANE
UNIVERSITY
SYLLABUS

Course Title	Introduction to Research
Course Number	IDS-206
Number of Credits	3 semester credits
Course Dates	Oct. 17 to Dec. 12, 2018, Wed. nights 6:00-10:30pm, Lincoln campus
Instructor	Dr. Tammie Lang
Email Address	tammie.lang@doane.edu
Office Hours/Availability	Virtual office hours: You can reach me most anytime during the day via email. Office hours before/after class as arranged on Wednesday nights. You can text me between 6am and 9pm.
Phone Number	402-580-1715 (cell/text) 402-761-8465 before noon most days
Textbook Information: (e.g. title, edition, publisher, ISBN)	N/A
Additional Course Materials	N/A
Course Description	The study of basic research methodology and the tools of research with instruction in principles and procedures applicable to all disciplines. Students are introduced to the concepts and skills necessary for data collection and analysis.
Program Outcomes	a. Develop analytical and critical thinking skills to gather and analyze information, to identify and solve problems, to determine potential outcome alternatives, and to make appropriate decisions b. Recognize ethical issues involved in information technology and its management c. Understand information science and technology concepts and processes, their relationships to each other, and their relationships to existing and emerging computing technologies d. Develop the confidence and the skill to learn independently and apply existing and emerging computing technologies and processes

	e. Develop the confidence and the skill to solve an unknown problem and to efficiently research, learn, and apply a previously unknown topic or skill to a novel problem- solving situation
Course Learning Outcomes/Objectives	As a result of this course, students will be able to: ● Assess the different types of research methods, tactics, and terminology. ● Explain the purpose of utilizing peer-reviewed journals in academic writing. ● Justify and value the use of credible sources. ● Formulate a research question and thesis statement. ● Design a research proposal based on research question.
Technology Requirements	https://www.doane.edu/faq/minimum-computer-requirements

IDS 206 Introduction to Research - Schedule

Week	Assignments	Due Date
Week 1 Class Meets: October 17	Assignments ● Fake News?! ● Reflection Journal	Due by Tuesday, October 23 at midnight.
Week 2 Class Meets: October 24	Assignments ● What is Research, Really? ● Pre-Search Documentary Assignment ● Research Question/Problem Assignment ● Research Methods Quiz	All Assignments Due by Tuesday, October 30 at midnight
Week 3 Class Meets: October 31	Assignments ● But is it Scholarly? ● Thesis Statement ● Article/Journal Review Assignment	All Assignments Due by Tuesday November 6 at midnight
Week 4 Class Meets: November 7	Assignments ● Reflection Journal ● Annotated Bibliography Assignment	All Assignments Due by Tuesday November 13 at midnight
Week 5 Class Meets: November 14	Assignments ● Reflection Journal ● Research Proposal FIRST DRAFT	All Assignments Due by Tuesday November 20 at midnight

Weeks 6 Class will NOT meet November 21 Class Meets: November 28	Assignments ● Peer Revision Session Assignment ● Research Proposal SECOND DRAFT	**(THANKSGIVING WEEKEND, YOU CAN SUBMIT EARLY)** Complete Peer Revision Session by Friday, November 23 by midnight Complete SECOND DRAFT by Sunday November 25 at midnight
Week 7 Class Meets: December 5	Assignments ● Infographic Presentation Assignment ● FAQ Presentation Assignment	All Assignments Due by Tuesday December 4 at midnight
Week 8 Class Meets: December 12	Assignments ● Presentations ● Reflection Journal ● Research Proposal FINAL DRAFT	Upload Presentation Due Tuesday December 11 by midnight All Assignments Due by Tuesday December 11 at midnight

IDS 206 Points Values for Assignments

					TOTALS
Week 1	Where do we get our information? 60	Reflection Journal 100			160
Week 2	What is Research, Really? 60	Research Methods Quiz 60	Pre-Search Assignment 100	Research Question Development 200	420
Week 3	But is it SCHOLARLY? 60	Article/Journal Review 150	Thesis Statement Creation 100		310
Week 4	Reflection Journal 100	Annotated Bibliography 300			400
Week 5	Reflection Journal 100	First Draft: Research Proposal 100			200

Week 6	Peer Revision 100	Second Draft: Research Proposal 200		300
Week 7	Infographic 150	FAQs 150		300
Week 8	Presenting Your Research 100	Reflection Journal 100	FINAL DRAFT: Research Proposal 250	450

Grand Total: 2540

A=90%-100%   B= 80-90%   C= 70-80%   D= 60-70%   F= 59% or below

Participation Policy	A student is expected to be prompt and regularly attend on-ground classes in their entirety. Regular engagement is expected for on-line courses. Participation in class discussions is an integral part of your grade. Attendance in class is required (see Doane catalog). The only excused absences are those due to documented (by a physician or the Doane nurse) illness, death in the immediate family and those due to college-sponsored activities. If you are absent due to illness, please contact the instructor no later than one hour after the ending time of the class period that you missed.
Study Time	Expectation of the amount of time the course requires students to spend preparing and completing assignments. Typically, students could expect to spend approximately 12 hours a week preparing for and actively participating in this 8-week 3 credit hour course. This actual time for study varies depending on students' backgrounds.
Late Work	**Only** by prior arrangement with instructor-otherwise late exams will not be accepted! You may contact me in advance by phone, e-mail or in-person. Late exams are generally only given for circumstances such as death in the immediate family, illness (must be documented by a physician or the Doane nurse) or Doane-sponsored events. Late exams will most likely be in a format other than that given to those who took the exam during the regularly scheduled time
Submitting Assignments	Unless otherwise indicated in class, assignments will be submitted via Blackboard.

Communication Policy including Assignment Feedback	Emails or texts will be responded to within 24 hours. Allow additional time on weekends or holidays. Assignments are due on Tuesday night before class on Wednesday, but may not be graded until the following weekend. If you have any concerns with the instructor, course content, format, etc. talk first with the instructor in person. Many misunderstandings or concerns can often be addressed when we talk privately and in person. It is not fair, appropriate, or productive to complain to an outside party without first addressing the issue directly. It is **never** fair, appropriate, or productive to complain **anonymously**.
Academic Integrity Policy	Maintaining academic integrity is crucial. We will follow the Doane College policy on academic integrity, which is published in the student handbook. Cheating, fabrication, facilitating academic dishonesty, plagiarism or any other violations of academic integrity will result in an **F** for the project/exam grade. Specific examples of academic dishonesty include-but are not limited to-plagiarism, making up or falsifying sources, copying of answers on exams or exercises, and unauthorized use of notes or other aids during exams. Your work is to be your own work. Do not copy from a classmate. Plagiarism defined: Presenting the work of another as one's own (i.e., without proper acknowledgement of the source) and submitting examinations, theses, reports, speeches, drawings, laboratory notes or other academic work in whole or in part as one's own when such work has been prepared by another person or copied from another person." Paraphrasing without citing the source is plagiarism. In this class, you may be assigned to a group project. Responsibilities will be split among team members. No matter what role you play, as long as your name is on the assignment submitted for a grade, you are considered responsible for the entire project. If any of the assignment content violates Doane's policy on Academic Integrity or if any form of cheating takes place, each group member is responsible. As an instructor, I am fully aware that belonging to a group creates interesting dynamics. Some group members may support violating Academic Integrity standards while others don't. If you become aware of these types of issues within your group, you are responsible for taking appropriate action. Always feel free to talk to me. Many Internet sites are available to guide you through the citation process. One that I recommend is the Online Writing Lab (OWL) at Purdue University. The address is: http://owl.english.purdue.edu/ To learn more about plagiarism, I recommend the following three sites: https://owl.english.purdue.edu/owl/section/3/33/ (Preventing Plagiarism) https://honorcouncil.georgetown.edu/https%3A/honorcouncil.georgetown.edu/faculty/plagiarism-checklist (Plagiarism checklist) https://honorcouncil.georgetown.edu/whatisplagiarism (What is Plagiarism)
Academic Support	Please contact academicsupport@doane.edu https://www.doane.edu/graduate-and-adult/academic-support
Disability Services	https://www.doane.edu/disability-services Doane University supports reasonable accommodations to allow participation by individuals with disabilities. Any request for accommodation must be initiated by the student as soon as

	possible. Each student receiving accommodations is responsible for his or her educational and personal needs while enrolled at Doane University. Please contact Chris Brady at chris.brady@doane.edu or 402-467-9031 for assistance.
Military Services	https://www.doane.edu/graduate-and-adult/military
Anti-Harassment Policy	http://catalog.doane.edu/content.php?catoid=5&navoid=452
Grade Appeal Process	http://catalog.doane.edu/content.php?catoid=5&navoid=238
Religious Accommodations	Students who need to be absent from class due to the observance of a religious holiday or to participate in required religious functions must notify the faculty member in writing no less than one week prior to the absence. Students should contact the instructor to make arrangements for making up tests/assignments. All tests/assignments must be made up prior to the known absence.
Credit Hour Definition	Doane University follows the federal guideline defining a credit hour as one hour (50 minutes) of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks (one semester), or the equivalent amount of work over a different time period (e.g., an 8-week term). This definition applies to courses regardless of delivery format, and thus includes in-person, online, and hybrid courses (combination of in-person and online). It also applies to internship, laboratory, performance, practicum, research, student teaching, and studio courses, among other contexts.
Syllabus Changes	Circumstances may occur which require adjustments to the syllabus. Changes will be made public at the earliest possible time**.**