

Doane University
BUS 798 – Research in Management
Syllabus
As of: 1/20/2017

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Instructor Information

Suzy Carter, PhD

Doane University

Contact Information

Office: 303 North 52nd Street, Lincoln, NE 68504

Office Hours:

Email Address:

Phone: 402-466-4774

Fax: 402-466-4228

Communicating With the Instructor

This course uses a “three before me” policy in regards to student to faculty communications. When questions arise during the course of this class, please remember to check these three sources for an answer before asking me to reply to your individual questions:

1. Course syllabus
2. Announcements in Blackboard
3. The “Student Questions” discussion board

This process will help you find answers to your questions before I can get back to you and prevents duplication of questions, which is a time saver for all of us.

If you cannot find an answer to your question, please first post your question to the “Student Questions” discussion board. Here your question can be answered to the benefit of all students by either your fellow students who know the answer to your question or by me. You are encouraged to answer questions from other students in the discussion forum when you know the answer to a question in order to help provide timely assistance.

If you have questions of a personal nature such as relating a personal emergency, questioning a grade on an assignment, or something else that needs to be communicated privately, you are welcome to contact me via email. I will usually respond to email between the hours of 8am to 5pm on weekdays, please allow 24 hours for me to respond.

If you have a question about the technology being used in the course, please contact the Doane University Help Desk for assistance (contact information is listed below).

How to Succeed in this Course

- Evaluate and summarize journal articles regularly
- Write, review, and edit your proposal sections regularly
- Communicate with your instructor
- Create a study schedule so that you don’t fall behind on assignments

You should plan to work on this course every day. This means that you absolutely must have a reliable and consistent internet connection throughout the duration of the course. This also strongly suggests that you should not plan to take any vacations during this course. This is a condensed, fast-paced, course and it would be extremely difficult to catch up after a prolonged absence.

You are responsible for having a reliable computer throughout the course. Always bring a laptop with you to class. Be prepared to engage in the class assignment. This course requires you to be present, both physically and mentally, in every class.

Email and Internet

You must have an active Doane University e-mail account and access to the Internet. *All instructor correspondence will be sent to your Doane University e-mail account.* Please plan on checking your Doane Gmail account daily for course related messages.

We will use the "Send Email" tool in Blackboard. This tool uses the Doane Gmail client.

This course uses Blackboard for the facilitation of communications between faculty and students, submission of assignments, and posting of grades. The Blackboard Course Site can be accessed at <http://bb2.doane.edu>

Course Information

BUS 798 – Research in Management
17/WIN1 2017 (1/12/16 – 3/2/17)
1 Credit Hour

Course Catalog Description

This course allows students to focus on a topic related to management relevant to their research interests. While enrolled in this course students will develop a research proposal. Components of the research proposal are Introduction, Literature Review, and Methods chapters. The Introduction includes the purpose and the significance of the study. The Literature Review includes a review and critical analysis of research related to the thesis topic. The Methods chapter includes the methodology for data collection, a description of participants as well as the criteria for recruitment and the ethical considerations related to their participation. Once the proposal is approved, students will collect, analyze, and interpret their research data to create their Results chapter. In the conclusion, students will discuss their findings and suggest future research.

Course Overview

Students will understand the process to create a Thesis Proposal and a Thesis.

Course Prerequisites

BUS 685

Course Textbook and Materials

Recommended

Resource	Purpose
<i>APA Manual (Publication manual of the American Psychological Association)</i> (6th ed.). (2010). Washington, DC: American Psychological Association.	All postings must follow APA format. Online resources, such as Purdue Owl also may be used. (https://owl.english.purdue.edu/owl/section/2/10/)
Creswell, J. W (2013). <i>Qualitative inquiry and research design: Choosing among five approaches</i> (3rd ed.). Los Angeles: SAGE Publications.	Creswell (2013) is an excellent resource for qualitative methods.
Graff, G., & Birkenstein, C. (2013). <i>"They say/I say": The moves that matter in academic writing</i> (3rd ed.). New York: W. W.Norton. ISBN: 978-0-393-93584-4	Graff and Birkenstein (2006) offer suggestions that allow students to distinguish their own ideas from those of the resources they reference.
Hacker, D., & Sommers, N. I. (2011). <i>A writer's reference</i> (7th ed.). Boston, MA: Bedford/St. Martins.	Hacker and Sommers (2011) is our course's final authority on grammar, composition, and style.
Holdstein, D. H., & Aquiline, D. (2013). <i>Who says?: The Writer's research</i> . Oxford, UK: Oxford University Press. ISBN: 978-0199947355	Holdstein and Aquiline (2013) suggest approaches to develop a scholarly argument and select a research question.
Machi, L. A., & McEvoy, B. T. (2016). <i>The literature review: Six steps to success</i> (3rd ed.). Thousand Oaks, CA: Corwin Press.	Machi and McEvoy (2012) describe in detail an effective process to create a literature review.
Schick, K., & Schubert, L. (2014). <i>So what?: The writer's argument</i> . New York, NY: Oxford University Press. ISBN: 978-0-19-994907-6	Schick and Schubert (2014) recommend ways to avoid plagiarism; locate, cite, and incorporate research sources into your writing; and present your research.

Other course material may include articles, documentaries, movies, audio clips, etc., which will be available in Blackboard.

Learning Objectives

Course Objectives

At the completion of this course students will be able to:

- Produce and present their thesis proposals to the MAM Faculty.

- Create and explain Research Plan
- Collection Research Data
- Analyze Research Data
- Present Research Findings

Weekly Objectives

- In the 1st week, students will produce and present their thesis proposals.
- In the 2nd week, students will create and explain their research plan.
- In the 3rd and 4th weeks, students will collect their research data.
- In the 5th, 6th, and 7th weeks, students will analyze their research data.
- In the 8th week, students will present their research findings

Course Grading

This course is pass/fail

Contribution towards Grade:

Assignment	Percentage of Grade
Research Proposal Presentation	20
Research Proposal	20
Research Plan	10
Data Collection	10
Data Analysis	10
Research Findings	30
Total	100

Course Schedule - See the requirements for the specific Assignments and Due Dates on Blackboard.

Course Policies

Submitting Assignments

All assignments, unless otherwise announced by the instructor, **MUST** be submitted via Blackboard. Each assignment will have a designated place to submit the assignment.

Late or Missed Assignments

ALL assignments must be finished and posted in Blackboard to complete the course. I encourage you to complete your work ahead of time to prevent possible stress due to computer problems, work schedules, family demands, travel delays, illness and so on. At my discretion and only in extreme circumstances will I allow a student to make up missed or late assignments. Unless I have been notified **BEFORE** the assignment is due and have provided you the

opportunity to submit your assignment late, I may deduct points for a late assignment. Any assignment submitted more than 48 hours past the due date, will receive a 0.

Doane University Policies

Drop and Add dates

If you feel it is necessary to withdraw from the course, please contact your MAM Academic Advisor for full details on the types of withdrawals that are available and their procedures.

Academic Integrity

Doane University expects and requires all its students to act with honesty and integrity, and respect the rights of others in carrying out all academic assignments. Academic dishonesty, the act of knowingly and willingly attempting or assisting others to gain academic success by dishonest means is not acceptable.

If you are found guilty of academic dishonesty, your academic career could be finished. The severity of the consequences is not worth taking the risk. I will never knowingly allow any student to plagiarize or cheat. Remember the following when writing a paper:

- their idea, their words – in-text citation should include author(s), year, and page number.
- their idea, your words – in-text citation should include author(s) and year.
- your idea, your words – no citation required.

Anyone found cheating in any form will receive a grade of F in the course and the case will be referred to the Academic Integrity Committee for whatever action it deems advisable. Also, if you cheat in my course, you are not welcome to enroll in this or any other course I may teach in the future. For more information on academic integrity, please visit the website:

<http://catalog.doane.edu/content.php?catoid=4&navoid=191>

Accessibility Statement

In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act of 1990, professional disability specialists and support staff at Doane University facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities. Doane University staff coordinate transition from high schools and community colleges, in-service training for faculty and staff, resolution of accessibility issues, community outreach, and collaboration between all Doane University regarding disability policies, procedures, and accommodations.

Students interested in services related to a disability should notify the college of any special circumstances that would affect their ability to compete equally in the college environment. To assist the college in providing services, documentation of such disabilities must be provided by qualified professionals upon request. Students can access services at any time by initiating the process described above.

Please contact Doane prior to beginning classes so your needs can be anticipated, reviewed and accommodated.

College of Professional Studies

Angie Klasek

Lincoln Undergraduate Program Services Coordinator

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Student Conduct Statement

Students are required to adhere to the behavior standards listed in **Doane University Policy Manual**.

Appropriate classroom behavior is defined by the instructor. This includes the number and length of the individual messages online. Course discussion messages should remain focused on the assigned discussion topics. Students must maintain a cordial atmosphere and use tact in expressing differences of opinion. Inappropriate discussion board messages may be deleted if an instructor feels it is necessary. Students will be notified privately that their posting was inappropriate.

Student access to the course Send Email feature may be limited or removed if an instructor feels that students are sending inappropriate electronic messages to other students in the course.

Technical Support Contact Information

For technical assistance 24 hours a day, 7 days a week, please contact the Doane University Technology Office Help Desk:

Phone: 402-826-8411

Email: helpdesk@doane.edu

Web: <http://www.doane.edu>

Syllabus Disclaimer

I view the course syllabus as an educational contract between an instructor and students and will make every effort to avoid changes to the course syllabus or to the schedule. However, unforeseen events may make changes necessary and I reserve the right to make those changes. I will notify students as soon as possible about any changes using Blackboard Announcements, which will generate an email to students' Doane email accounts. Please remember to check your Doane University email and the course Blackboard Announcements daily. It is your responsibility to stay informed concerning this course and to adjust as needed if assignments or due dates change.