Welcome to this course! I look forward to working with each of you. EDAD 699 is organized into seven modules to be taught in seven weeks. As you progress through this course, you will have opportunities to further polish your research topic, research problem, purpose of the study, and research questions/hypotheses statements. You will also have an opportunity to add to your literature review and develop a methods chapter. Lastly, you will complete the Institutional Review Board (IRB) Protocol Form, the Human Subjects' training, and gain an understanding of ethical guidelines to follow when conducting research.

Course Description

This course provides guidelines and information for preparing and writing the research proposal for your dissertation. The first three chapters will include the Introduction to the Study, the Literature Review, and the Methods Chapter/Data Analysis. The goal of this course is to produce a dissertation proposal suitable for submission to the doctoral committee.

Course Learning Outcomes

This course is a continuation of EDAD 663 and 664 which all of you should have taken previously. We will be building on chapters 1 and 2 that you have previously authored in those classes.

By the end of the course, students will be able to:

1. Focus on a selected issue with the goal of developing a researchable problem.
2. Develop the necessary thought processes to generate an introductory statement to a research problem.
3. Develop a purpose of the study from the research problem statement.
4. Develop a methodology that can be used to study the issue selected within the constraints of the type of research problem.
5. Prepare needed proposal for the IRB.
7. Compose a consent letter to obtain permission to conduct research.
8. Understand the ethical considerations to keep in mind when conducting research and reporting results.
9. Develop a research proposal suitable for submission to the doctoral committee.
10. Develop the necessary procedures to submit to the University Institutional Review Board for protection of human subjects.
11. Develop the needed presentation for defending the proposal and final dissertation to the doctoral committee.

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**Course Requirements**

Text: **Required**


Text: **Optional to own but required reading:**


*Publication manual of the American Psychological Association, 6th ed., 6 2nd printing or later.* (2009) APA. (this is needed to complete your dissertation)

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**Technology Requirements**

**Course Access and Navigation**

This course will be utilizing eCollege to enhance the learning experience, eCollege is the Learning Management System used by Texas A&M University-Commerce. To get started with the course, go to: https://leo.tamu-commerce.edu/login.aspx.

You will need your CWID and password to log in to the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or helpdesk@tamu-commerce.edu.
COMMUNICATION AND SUPPORT

Texas A&M University-Commerce provides students technical support in the use of eCollege. The student help desk may be reached by the following means 24 hours a day, seven days a week. If you experience issues while taking your exams or at any other point, feel free to contact the support desk.

- **Chat Support:** Click on 'Live Support' on the tool bar within your course to chat with an eCollege Representative.

- **Phone:** 1-866-656-5511 (Toll Free) to speak with eCollege Technical Support Representative.

- **Email:** helpdesk@online.tamuc.org to initiate a support request with eCollege Technical Support Representative.

- **Help:** Click on the 'Help' button on the toolbar for information regarding working with eCollege (i.e. How to submit to dropbox, How to post to discussions etc...).

COMMUNICATION AND SUPPORT

Course Policies

Attendance & Participation: Class attendance and participation is one of the most important, yet underrated elements of a student’s education. There are numerous elements that go into class participation:

1. Good attendance (According to University rules, students may be dropped from the class for excessive unexcused absences. For this class that will be considered 3 unexcused absences.)

2. Arrive on time and stay until class is dismissed.

3. Frequent and relevant contributions to class discussion.

4. Reading assigned work and course material.

5. Polite and civil interactions with all members of the class *"All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment."* (See
6. Turn off all electric devices, specifically cell phones, pagers, PDA’s, and computers. Students who fail to do so may be asked to leave the class.

Students are required to attend all class meetings or participate in online instruction, as offered by the instructor. Recovering missed lecture content or assignment information is the responsibility of the student. Office appointments will not be used to substitute for class attendance or online study. Fellow students may provide notes for recovery of missed information. Prior to class time, reading assignments must be completed and any other assignments must be submitted at the beginning of the class period. Participation in class activities, including discussion groups and in-class assignments, is a component of attendance. Failure to prepare and participate effectively will negatively impact the learning processes devised for the class. Ineffective participation on a consistent basis may result in instructor’s use of alternative instructional methods, such as pop-quizzes and reading reports, among others. Participation Evaluation Scale:

- 100% = full participation in small and large group
- 75% = partial participation in small and large group
- 50% = prompt attendance only or tardy with full participation
- 25% = tardy and some participation
- 0% = tardy no participation or no attendance

Page 7 of 9 Lecture and readings:

Material from course lectures will not always be found in your text. Use of class discussions and class activities will be included in most class sessions. Please note that all questions on the examinations will be taken from the text, as well as the classroom lectures, videos, and discussions. Typically, you will be expected to read 1 chapter per week. It is advised that you do not wait until the night before the exam to start the reading material. It is recommended that you stay current with chapter readings, and read the assigned chapter/s before each class.

If you would like to review an exam, come by my office during office hours or set up an appointment. If you are having problems in class, please come
and talk to me immediately. I am better able to help you if you come to me early. Please understand that you should not come to me at the end of the semester, unhappy with your grade, asking for a way to change it. Grades will not be changed. Late Assignments

Assignments are due on specific dates, as assigned. Assignments will be accepted after the due date with the exception of online discussion boards, quizzes and exams. However, a 10% deduction will be applied to assignments 1 day late, and an additional 5% for each day thereafter. For example, if an assignment is due by 11:59 PM on Sunday in the drop box of eCollege and is not placed in the drop box until 12:15 AM on Monday, there will be a 10% deduction; if the paper is turned in on Wednesday the paper will start to be graded with a grade of 80%. Withdrawal Policy

Every student has the right to drop the course without penalty until the drop-date. Students dropping the course during this period will be given a DP (drop while passing). A grade of DP is GPA neutral, but a grade of DF counts as an F on your transcript.

If you choose to stop attending class, you may be dropped from the course due to excessive absences. If you are not satisfied with your grade in the course and wish you to drop, it is YOUR responsibility to drop the course. Once a grade of DP or DF has been submitted, it cannot be changed.

A student may drop a course by logging into their myLEO account and clicking on the hyperlink labeled 'Drop a class' from among the choices found under the myLEO section of the Web page. Student Conduct

All students are expected to conduct themselves in a professional manner at all times. You are adults and will be treated as such. Discriminatory, rude, and inappropriate language will not be tolerated in this class and students will be asked to leave or drop the class (these same rules apply for online discussions). If a student continues to act in the same manner during future classes, the instructor reserves the right to drop the student from the course.

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Academic Integrity Academic integrity is the pursuit of scholarly work free from fraud and deception and is an educational objective of this institution.

Texas A&M University-Commerce has explicit rules and regulations governing academic dishonesty and academic misconduct. As the University states, "All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." These policies are stated in detail in the Student’s Guide
Handbook. Each student is expected to read this document and abide by the contained policies. These university policies will be followed in this class. The minimum penalty for an act of academic dishonesty will be the assignment grade of 0 on the examination or homework assignment. The maximum penalty is expulsion from the University.

Texas A&M University-Commerce further does not tolerate plagiarism and other forms of academic dishonesty. Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty. "Academic dishonesty" includes, but is not limited to, plagiarism (the appropriation or stealing of the ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments), and abuse (destruction, defacing, or removal) of resource material.

If you are unsure what constitutes plagiarism and how to avoid it. Visit the following websites:

http://www.plagiarism.org/

http://www.unc.edu/depts/wcweb/handouts/plagiarism.html

http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml

University Policies

Requests for Special Accommodations Requests from students with disabilities for reasonable accommodations must go through the Academic Support Committee. An individual instructor cannot decide to make accommodations for you without that Committee’s approval.

ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact: Office of Student Disability Resources and Services

Texas A&M University-Commerce
Gee Library 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148 StudentDisabilityServices@tamu-commerce.edu

Student Disability Resources & Services

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