ENG 595 Research Lit/Techniques

COURSE SYLLABUS: Spring 2019
02W 21306

INSTRUCTOR INFORMATION

Instructor: Dr. Salvatore Attardo
Office Location: Talbot Hall (Hall of Languages) 306
Office Hours: M-F 4:00-5:00 pm (online only; by appointment)
Office Phone: 903-886-5260
Office Fax: 903-886-5980
University Email Address: salvatore.attardo@tamuc.edu
Preferred Form of Communication: email
Communication Response Time: 1 work day

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required: none
Software Required: access to LMS
Optional Texts and/or Materials: all materials are included in the LMS shell

Course Description

Catalog description: Required of students who opt for the 36-hour Masters. This course requires an extensive investigation into a topic agreed upon by the student and the advisory committee.

It also requires passing a comprehensive exam, which is reported separately to the graduate school.

Course-specific description: ENG 595 is designed to provide graduate students with an opportunity to familiarize themselves with the techniques, procedures, methods, and approaches to undertaking scholarly research and participating in the modes of idea exchange and critical rigor. In this particular iteration of ENG 595, the emphasis is on becoming a professional linguistic writer. Students enrolled in this course will take a methodological approach to understanding how research is produced, evaluated, and conducted in the many fields of linguistics. Furthermore, since research methods vary a great deal, students will be expected to be an expert in their specific area. **Students will also be expected to have a working knowledge of research methods, as covered in ENG 599, for example. Those students needing instruction on research methods, will negotiate it individually with the instructor.** Thus, the course aims to help prepare graduate students for the sorts of research that

professionals will expect of them.

In practical terms, the students will meet (in person or more commonly using other technology: skype, phone, etc.) with the instructor and will work on a research paper from deciding the topic to turning in the paper for its evaluation.

Student Learning Outcomes

1. write a publication-ready research paper
2. identify appropriate methods of research in Applied Linguistics
3. find and appraise the quality of published research
4. match relevant research questions with the methods in the specific field
5. select an appropriate outlet for publication

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Using the learning management system, using Microsoft Word, Web Browser, Google and Google Scholar, or similar search engines, use library web site.

Instructional Methods

The course is delivered entirely online. The course follows the writing of a research paper step by step: from the selection of a research topic, the gathering of sources, their evaluation, the creation of an annotated bibliography, the writing of a proposal/outline, a first draft and a final paper. Each step is assessed independently. Class participation (primarily in the form of class discussions and video-conferences with the instructor) is also part of the assessment. Conferences are also part of class participation and required as indicated in the calendar, but of course students may request conferences at other times as well. Students must pass the comprehensive exam in order to successfully complete the class and be allowed to graduate. The comprehensive exam may be taken more than once, but not more than twice in one semester.

GRADING

Satisfactory: 80% or greater; Unsatisfactory: 79% or lower.

Assessments

Class Participation (conferences/forum discussions): 10%
Contract/Proposal: 10%
First Bibliography: 5%
Annotated Bibliography 5%
Comprehensive Exam: 25% [this is reported to the Graduate School]
Outline for final Paper: 10%
Draft of paper: 10%
Final paper: 25%

Student Responsibilities or Tips for Success in the Course

- Students will be responsible for familiarizing themselves with the syllabus and all course instructions found in the online course platform
- Students will be responsible for reading all online materials
- Students will be responsible for completing and submitting all assignments online. Acceptable file formats are MSWord (.docx), PDF, .rtf, .txt. All other word processing formats will have to be converted to one of these formats. The final paper must be in pdf or MSWord.
- Students will be responsible for contacting the professor via the LMS or email regarding questions on assignments PRIOR to the due date.
- Students are required to have virtual conferences with the instructor as indicated on the syllabus and may also be required to have extra virtual conference(s) with the instructor, especially in the last weeks, at the instructor's discretion. These conferences are part of the class participation.
- Work week: the work week starts on Monday at 0:00 am and ends on Friday at 23:59 pm. All assignments are due on Friday at 23:59, unless otherwise indicated in the course. All times are CST. If you are in a different time zone, you will need to make adjustments.
- Follow the order of the assignments. While all lectures and assignments are available from day 1, do not try to start writing the paper before doing the annotated bibliography, for example.
- Students *must* pass the comprehensive exam in order to successfully complete the class.
- ***Students should always keep a backup of all materials submitted online.***

TECHNOLOGY REQUIREMENTS

Browser support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive

support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- • Ensure that your browser has JavaScript and Cookies enabled.
- • For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- • The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

Desktop Support

Browser	Supported Browser Vers)	Maintenance Browser V n(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explor	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

Tablet and Mobile Support

Device	Operating Syst	Browse	Supported Browser Version(
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chr	The current major version of iOS latest minor or **point** release of th major version) and the previous major version of iOS (the latest n or **point** release of that major version). For example, as of June 2017, D2Lsupports iOS 10.3.2 ar iOS 9.3.5, but not iOS 10.2.1, 9.0 or any other version. Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chro Firefox	Latest of all browsers, and Firefo ESR.

- • You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
    - o 512 MB of RAM, 1 GB or more preferred
    - o Broadband connection required courses are heavily video intensive
    - o Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

- • You must have a:
    - o Sound card, which is usually integrated into your desktop or laptop computer
    - o Speakers or headphones.
    - o *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.

- • Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: JAVA web site http://www.java.com/en/download/manual.jsp

- • Current anti-virus software must be installed and kept up to date.

Running the browser check will ensure your internet browser is supported.
Pop-ups are allowed.
JavaScript is enabled.
Cookies are enabled.

- • You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
    - o Adobe Reader https://get.adobe.com/reader/
    - o Adobe Flash Player *(version 17 or later)* https://get.adobe.com/flashplayer/
    - o Adobe Shockwave Player https://get.adobe.com/shockwave/
    - o Apple Quick Time http://www.apple.com/quicktime/download/

- • At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

Brightspace Support

Need Help?

Student Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words "click here" to submit an issue via email.

System Maintenance

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST.

Interaction with Instructor Statement

I will respond to emails within one working day of receipt.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Late work will be penalized or will earn zero points, at the instructor's discretion. Missed exams, quizzes, assignments, etc. will earn zero points, unless PRIOR arrangements had been made with the instructor. In the case of extenuating circumstances beyond the students' reasonable control, the instructor will make a

decision on a case-by-cases basis. Failure to back up your work, system failures within the last 30 minutes of a submission window, or student error do not fall under extenuating circumstances. **It is the students' responsibility to make sure that the assignments are properly submitted, on time, and backed up in multiple locations.**

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.
http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: Netiquette
http://www.albion.com/netiquette/corerules.html

TAMUC Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Graduate Student Academic Dishonesty 13.99.99.R0.10

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf

ADA Statement

Students with Disabilities

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- Room 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu

Website: Office of Student Disability Resources and Services

http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

COURSE OUTLINE / CALENDAR

Week	Dates	Notes	Conferences	Assignments
1	Jan 14-18	Jan 20 last day to W		Introductions Topic discussion
2	Jan 22-25	MLK day Jan 21		Contract - Proposal
3	Jan 28-Feb 1			First Bibliography
4	Feb 4 -8		Required	
5	Feb 11-15			Annotated bibli
6	Feb 18-22			Comprehensive exam
7	Feb 25-Mar 1			
8	Mar 4-Mar 8			Outline paper
9	Mar 11-15	Daylight saving time Mar 10; TESOL week		
10	Mar 18-22	Spring Break		
11	Mar 25-29		Required	
12	Apr 1-5			Draft paper
13	Apr 8-12			
14	Apr 15-19		Required	
15	Apr 22-26			
16	Apr 29-May 3			
17	May 6-10	Finals week		**Final paper due May 6**
		May 10, Graduation ceremony		