



# **SPED 595—Research Literature Review and Techniques**

COURSE SYLLABUS: Spring 2019

## **INSTRUCTOR INFORMATION**

**Instructor:** Dr. Kelly M. Carrero, BCBA, LBA; Assistant Professor of Special Education

**Office Location:** Henderson 227

**Office Hours:** Tuesdays 10:00 am – 11 am & 12:15 pm – 2:15 pm or by appointment

**Office Phone:** 903.886.5592

**Office Fax:** 903.886.5510

**University Email Address:** Kelly.carrero@tamuc.edu

**Preferred Form of Communication:** Remind application; Virtual Office Hours (VOH) through D2L or University Email.

**Communication Response Time:**

Using Remind application = within 12 hours Monday – Friday, weekends and holidays may take up to 24 hours

Using VOH through D2L = within 48 hours Monday – Friday, weekends and holidays may take up to 48 hours;

Using University Email = within 72 hours Monday – Friday, weekends and holidays may take longer.

## **COURSE INFORMATION**

### **Materials – Textbooks, Readings, Supplementary Readings**

American Psychological Association (APA). (2009). *Publication manual of the American Psychological Association*. (6<sup>th</sup> Ed.). Washington, D.C.

McMillan, J. H. (2016). *Fundamentals of educational research* (7<sup>th</sup> ed.). Upper Saddle River, NJ: Pearson Education.

\*\*\*Additional required readings will be provided on Desire2Learn.

**Other resources.** Texas A&M University—Commerce's Gee Library provides access to thousands of online journals. Of particular interest to this class are resources found in the ERIC

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and PsychInfo databases. You may access these resources on campus or from home by using your CWID and password at <http://www.tamuc.edu/library/>

## **Course Description**

Emphasizes research in the student's major field, basic statistics, literature review, proposal and report development, research implementation, needs assessment, program development, and ethical and legal considerations regarding research through the presentation of a formal research proposal and/or presentation of a completed research report.

## **Student Learning Outcomes**

The student will demonstrate an understanding of:

- the importance of research, opportunities, and difficulties in conducting research in the psychology, counseling, and special education professions
- research methods such as qualitative, quantitative, single-case design, action research, and outcome-based research
- technological competence and computer literacy
- principles, models, and applications of needs assessment, program evaluation, and use of findings to affect program modifications
- use of research to improve program effectiveness
- ethical and legal considerations related to research and program evaluation

## **Professional Standards**

### ***NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGIST STANDARDS***

Data Based Decision Making and Accountability (1)

Consultation and Collaboration (2)

Interventions and Instructional Support to Develop Academic Skills (3)

Interventions and Mental Health Services to Develop Social and Life Skills (4)

Research and Program Evaluation (9)

Legal, Ethical, and Professional Practice (10)

### ***Texas Special Education Teaching Standards***

Domain I Standard V- The special education teacher understands formal and informal assessment procedures and knows how to evaluate student competencies to make instructional decisions.

Domain III Standard XI- The special education teacher promotes students' performance in English language arts and reading.

Domain III Standard XII- The special education teacher promotes students' performance in mathematics.

### ***Texas Educational Diagnostician Standards***

Educational Diagnostician Standard IV- The educational diagnostician understands and applies knowledge of student assessment and evaluation, program planning, and instructional decision-making.

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Educational Diagnostician Standard IX- The educational diagnostician addresses students' behavioral and social intervention skills through appropriate assessments, evaluations, planning and instructional strategies.

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

To be successful in this course, you will need to know how to access and navigate (a) Desire2Learn, (b) Microsoft Word, and (c) Microsoft Excel. If you use the program PAGES, you will need to convert your file to a Word document or PDF before submitting to Dropbox. **I will not serve as technical support.** TAMUC has multiple professionals (e. g., Instructional Technology, CITE, library) who will be able to help you troubleshoot and/or teach you how to navigate the necessary technical requirements for this course. You will also be required to create a user-friendly virtual space to post content (most students use Pinterest for this assignment).

### **Instructional Methods**

Your course is delivered to you fully online, using the eCollege instructional system that is available to you through Texas A&M University-Commerce. There are no on-campus meetings of this class.

Content delivery will be completely online and asynchronous. You will be expected to work through course modules that will be posted on D2L. If you have problems accessing the system, immediately contact the system administrator through the help screens provided.

**The content in this course builds on itself; therefore, it is critical that you work through the course in a sequential way and stay current on deadlines.**

### **Student Responsibilities or Tips for Success in the Course**

To be successful in this course, log into the course on eCollege regularly and follow the course modules. Other ways to be successful in this course include: (a) getting the contact information of one of your classmates (in the event you missed a class or just need clarification), (b) contacting a librarian at TAMUC (you can do this over the phone), and (c) meeting with me during my office hours if you have questions or concerns. It is always recommended that you schedule an appointment or let me know you are stopping by during my office hours so I can let "walk-ins" know that I have an appointment coming and you will be guaranteed time with me.

## **GRADING**

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The instructor reserves the right to make subjective judgments about the quality of student participation and products. In other words, quantity does not equate to quality nor does effort equate to quality. Moreover, a grade of A will be reserved for only the highest achieving students. If you need to receive an A in this course, I suggest you work hard to submit stellar products. My office hours are listed on the first page of this syllabus if you need to come and speak with me DURING the semester regarding your grades. Please do not wait until the semester is over to discuss grades. In both undergraduate and graduate school, grades are earned according to individual student performance on described activities. Effort is important but the outcome of your effort is the product upon which grades are based. Final grades are assigned as follows using a weighted percentage points earned scale:

- ✓ Grades of A are reserved for students whose products are consistently exemplary and commensurate with the work of an accomplished graduate student. A products provide clarity of thoughts and ideas with no grammatical, structural, or spelling errors.
- ✓ Grades of B are earned by students whose products are good but not outstanding. B products provide detail and explanation; may have a few grammatical, structural, or spelling errors.
- ✓ Grades of C are earned by students whose products are limited but display sufficient understanding; may have major grammatical, structural, or spelling errors.

Final grades in this course will be based on the following scale:

- A = 90%-100%
- B = 80%-89%
- C = 70%-79%
- D = 60%-69%
- F = 59% or Below

Percentage toward final grade	Assignment/Activity
30%	Module Assignments
20%	Peer Review Activities
10%	Student Presentation of Research Proposal
30%	Research Proposal
10%	Professionalism and Good Conduct

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## **Course Specific Procedures/Policies**

1. Professionalism: It is expected that you demonstrate professionalism. For the purposes of this course, professionalism will be exhibited by the student: (a) completing all assigned readings, (b) submitting assignments by the deadline, and (c) adhering to the university student code of conduct (e.g., plagiarism, cheating).
2. Writing Assignments: Prepare all written assignments according to the APA Publications Manual (6th ed.), as appropriate. You can access information regarding basic APA style at <http://owl.english.purdue.edu> or the Learning Center located on the main floor of the library.
  - a. \*\*\*ALL WRITTEN WORK WILL BE SUBMITTED TO TURNITIN TO CHECK FOR PLAGIARISM (Turnitin will provide a score of the percentage of the paper that has been directly lifted from other sources). SCORES OF 30% OR MORE WILL BE IMMEDIATELY RETURNED TO THE STUDENT FOR REVISIONS. AFTER SECOND SUBMISSION, IF THE SCORE REMAINS 30% OR MORE, THE PAPER WILL AUTOMATICALLY RECEIVE A ZERO. The BEST way to avoid any potential confusion is to get very good at stating things in multiple ways--but most importantly, in a way that is different than the original source(s). Papers in this class will likely not require direct quotes. We will discuss when it is appropriate to use direct quotes in a paper (and it isn't very often).
  - b. I STRONGLY encourage you take advantage of the student resources TAMUC offers you. I will reward students with bonus points if you can provide documentation that you have utilized the Writing Center to help you improve the quality of your written work. Here is a link to the Online Writing Lab: <http://www.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/writingCenter/onlineWritingLab.aspx>

### Specific Requirements

1. Use of Person-First Language: You are expected to use Person-First language at all times when referring to individuals with a disability (e.g., a child with autism or a student with behavioral problems).
2. Module Assignments: Each module will consist of required readings and follow-up assignments.
3. Peer Review Activities: Each week, you will have to upload one of your assignments to the Discussion Board to be reviewed by 2 or more peers. You will also have to review the work of at least 2 peers and provide constructive feedback with justification (e.g., refer them to the page in the APA manual where you are getting your suggestion).
4. Student Presentation of Research Proposal: Using a Prezi or PowerPoint with audio recording, you will prepare a 15 minute webinar-like presentation of your research proposal. In addition, you will have to review each of your peers' proposals and

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complete a rubric to give them feedback. Rubrics will be emailed directly to your peer. You will CC Dr. Carrero on the email to confirm the exchange and so Dr. Carrero can give you feedback on your feedback 😊.

5. Research Proposal: You will complete a mini-research proposal and this will be the majority of your semester grade. Many assignments throughout the course will lead to and inform your final research proposal paper. It is approximated that this paper will be 10-15 pages exclusive of references.

## **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**

<b>Browser</b>	<b>Supported Browser Version(s)</b>	<b>Maintenance Browser Version(s)</b>
Microsoft® Edge	Latest	N/A

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<b>Browser</b>	<b>Supported Browser Version(s)</b>	<b>Maintenance Browser Version(s)</b>
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

### **Tablet and Mobile Support**

<b>Device</b>	<b>Operating System</b>	<b>Browser</b>	<b>Supported Browser Version(s)</b>
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or <b>point</b> release of that major version) and the previous major version of iOS (the latest minor or <b>point</b> release of that major version). For example, as of June 7, 2017, D2L supports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version.  Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive

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- Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - \*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](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:
  - [Adobe Reader https://get.adobe.com/reader/](https://get.adobe.com/reader/)
  - [Adobe Flash Player \(version 17 or later\) https://get.adobe.com/flashplayer/](https://get.adobe.com/flashplayer/)
  - [Adobe Shockwave Player https://get.adobe.com/shockwave/](https://get.adobe.com/shockwave/)
  - [Apple Quick Time http://www.apple.com/quicktime/download/](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](mailto:helpdesk@tamuc.edu).

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**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**

D2L runs monthly updates during the last week of the month, usually on Wednesday. The system should remain up during this time unless otherwise specified in an announcement. You may experience minimal impacts to performance and/or look and feel of the environment.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

1. Professionalism: It is expected that you demonstrate professionalism. For the purposes of this course, professionalism will be exhibited by the student: (a) completing all assigned readings, (b) submitting assignments by the deadline, and (c) adhering to the university student code of conduct (e.g., plagiarism, cheating).

2. Writing Assignments: Prepare all written assignments according to the APA Publications Manual (6th ed.), as appropriate. You can access information regarding basic APA style at <http://owl.english.purdue.edu> or the Learning Center located on the main floor of the library.

- a. **\*\*\*ALL WRITTEN WORK WILL BE SUBMITTED TO TURNITIN TO CHECK FOR PLAGIARISM** (Turnitin will provide a score of the percentage of the

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paper that has been directly lifted from other sources). SCORES OF 30% OR MORE WILL BE IMMEDIATELY RETURNED TO THE STUDENT FOR REVISIONS. AFTER SECOND SUBMISSION, IF THE SCORE REMAINS 30% OR MORE, THE PAPER WILL AUTOMATICALLY RECEIVE A ZERO. The BEST way to avoid any potential confusion is to get very good at stating things in multiple ways--but most importantly, in a way that is different than the original source(s). Papers in this class will likely not require direct quotes. We will discuss when it is appropriate to use direct quotes in a paper (and it isn't very often).

b. I STRONGLY encourage you take advantage of the student resources TAMUC offers you. I will reward students with bonus points if you can provide documentation that you have utilized the Writing Center to help you improve the quality of your written work. Here is a link to the Online Writing Lab:

<http://www.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/writingCenter/onlineWritingLab.aspx>

3. On-time Submission of Assignments and Quizzes: The information in this course builds on itself. Therefore, it is critical that work and quizzes be completed in a timely manner. Quizzes WILL NOT be re-opened because you forgot or didn't get to it in time. You will receive a zero. Course assignments and projects will receive 2 points off for each day that they are late; after 3 days, it will go down by a letter grade for each day that it is late.

### Specific Requirements

1. Use of Person-First Language: You are expected to use Person-First language at all times when referring to individuals with a disability (e.g., a child with autism or a student with behavioral problems).

2. Weekly Quizzes: There will be quizzes for each week's readings. Students will take the quizzes online during the week, after completing the readings. Exams will use the objective-type format (e.g., multiple choice) and you will be given 2 attempts.

3. ABA Project: This assignment is designed to provide you with the opportunity to learn strategies for observing, measuring, and managing behavior. This procedure will involve systematic observation and recording of behavior, charting and graphing data, designing an intervention plan, developing behavioral objectives, implementing ABA-based strategies, and measuring outcomes.

4. Student Presentation of Behavioral Techniques: You will research behaviorally-based instructional and intervention techniques. Moreover, you will use one or more of these techniques in your ABA Project. Each student will prepare a formal presentation designed to comprehensively teach and model the technique to the class. The presentation should include demonstration of the technique, information as to when the technique would be appropriate to use, and a practical handout/resource page for your peers.

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## **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>

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## **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](mailto: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>

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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**

See D2L for course outline and calendar.

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