LTEC 6800: Technology During Crisis

Instructor Contact

Name: Deborah Cockerham
Office Location: G175, Discovery Park
Phone Number: 817-269-7214
Email: deborah.cockerham@unt.edu

Preferred Communication: Email

Course Description

This course will provide opportunities for students to conduct groundbreaking research as they investigate technology needs, changes, and usage during the COVID-19 crisis. Topics include research study design, IRB submission, literature review, methodology, and appropriate journal identification. Each student will work to prepare a publication-ready paper focused on the current crisis as they develop a research study and move forward on the path from design to submission.

Course Structure

LTEC 6800 is an online course that covers one semester. This is an opportunity for doctoral students to learn basic skills related to research and publication while also working towards developing a publishable paper. Two full-class meetings will be required: one during the first week of class to make introductions and clarify expectations, and another during the last week of class to share findings and future directions. In addition, each student will be expected to review progress with the professor at least biweekly.

Course Prerequisites or Other Restrictions

Prerequisites for this course include doctoral level standing and consent of the instructor.

Course Objectives

This course is a practicum in which students will receive supervision and feedback as they design a research study, conduct the study, and write a submission-ready paper.

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

1. Design and conduct a research study related to technology and crisis.
2. Strengthen understanding of the impact of a large-scale crisis upon technology usage and needs.
3. Write a measurable research question.
4. Prepare and file a research proposal with the Institutional Review Board.
5. Read and draw relevant information from peer-reviewed literature and resources.
6. Integrate and organize relevant empirical information into a literature review.
7. Determine and develop accurate survey questions and measurement instruments.
8. Gather, analyze, and prioritize data.
9. Summarize and synthesize findings.
10. Identify appropriate journals and opportunities for disseminating research findings.
11. Write a submission-ready research paper.

Materials

There will be no textbook for the class. Instead, each student will search for, read, and reference articles that relate to his/her chosen topic of research. Below are two supportive lists: (1) a list of articles and readings related to technology and crisis that may be relevant resources for your research and (2) a list of articles and websites that may support you in writing each section of your paper.

(1) Articles and Readings Related to Technology and Crisis


(2) Articles and Websites for Writing Support

Finding resources:

https://scholar.google.com/
https://library.unt.edu/

Literature Review:

https://owl.purdue.edu/owl/teacher_and_tutor_resources/teaching_resources/writing_workshops_for_graduate_students/graduate_writing_workshops_literature_reviews.html
https://owl.purdue.edu/owl/subject_specific_writing/writing_in_the_social_sciences/social_work_literature_review_guidelines.html
https://tgs.unt.edu/workshops/videos/writing-literature-review


Methodology:

https://www.verywellmind.com/how-to-write-a-method-section-2795726

Results:

https://owl.purdue.edu/owl/subject_specific_writing/writing_in_the_social_sciences/writing_in_psychology_experimental_report_writing/experimental_reports_2.html
http://www.academia.dk/BiologiskAntropologi/Epidemiologi/PDF/SPSS_Statistical_Analyses_using_SPSS_S.pdf

Discussion and Conclusions:

https://owl.purdue.edu/owl/subject_specific_writing/writing_in_the_social_sciences/writing_in_psychology_experimental_report_writing/experimental_reports_2.html
https://wordvice.com/writing-the-results-section-for-a-research-paper/

Writing a Complete Research Paper:
https://www.hamilton.edu/academics/centers/writing/writing-resources/how-to-write-an-apa-research-paper

APA Sample Paper:
https://owl.purdue.edu/owl/subject_specific_writing/writing_in_the_social_sciences/writing_in_psychology_experimental_report_writing/apa_sample_paper_experimental_psychology.html
Books:


APA Sample Paper:
https://owl.purdue.edu/owl/subject_specific_writing/writing_in_the_social_sciences/writing_in_psychology_experimental_report_writing/apa_sample_paper_experimental_psychology.html

Teaching Philosophy

It is my responsibility as your instructor to provide the climate, support, and guidance for students to successfully complete the objectives covered in this course. Students’ responsibilities are listed below.

Each student will:

1. Prepare and submit an original research proposal in a timely manner.
2. Take initiative in research.
3. Search for resources that will lead to a substantial research study.
4. Prepare and submit all assignments in a timely manner.
5. Connect with study participants and gather data in a timely manner.
6. Prepare for and demonstrate an on-going understanding of the research process.
7. Work to present a thorough research project in written format and to the class.

Technical Requirements & Skills

Minimum Technology Requirements

Minimum technology requirements for students include:

- Computer
- Reliable internet access
- Speakers
- Microphone
• Plug-ins
• Microsoft Office Suite
• Canvas Technical Requirements (https://clear.unt.edu/supported-technologies/canvas/requirements)

Computer Skills & Digital Literacy
Course-specific technical skills learners must have to succeed in the course include:

• Using Canvas
• Using email with attachments
• Using spreadsheet programs
• Using presentation and graphics programs

Rules of Engagement
Rules of engagement refer to the way students are expected to interact with each other and with their instructors online. Here are some general guidelines:

• Treat your instructor and classmates with respect in email or any other communication.
• Use clear and concise language.
• Remember that all college level communication should have correct spelling and grammar (this includes discussion boards).
• Avoid slang terms such as “wassup?” and texting abbreviations such as “u” instead of “you.”
• Use standard fonts such as Arial, Calibri or Times new Roman and use a size 11 or 12 point font
• Avoid using the caps lock feature AS IT CAN BE INTERPRETTED AS YELLING.
• Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and your message might be taken seriously or sound offensive.
• Be careful with personal information (both yours and other’s).
• Do not send confidential information via e-mail

See these Engagement Guidelines (https://clear.unt.edu/online-communication-tips) for more information.

Success in an Online Course
While the online classroom shares many similarities with the face-to-face classroom, success in online education requires certain skills and expectations that students may not be aware of. For information on successful online participation, please read, “How to Succeed as an Online Student” (https://clear.unt.edu/teaching-resources/online-teaching/succeed-online).

Getting Help
Technical Assistance
Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UIT Help Desk: http://www.unt.edu/helpdesk/index.htm
Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 130
Walk-In Availability: 8am-9pm
Telephone Availability:
  - Sunday: noon-midnight
  - Monday-Thursday: 8am-midnight
  - Friday: 8am-8pm
  - Saturday: 9am-5pm
Laptop Checkout: 8am-7pm

For additional support, visit Canvas Technical Help (https://community.canvaslms.com/docs/DOC-10554-4212710328)

Student Support Services
UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

  - Student Health and Wellness Center (https://studentaffairs.unt.edu/student-health-and-wellness-center)
  - Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
  - UNT Care Team (https://studentaffairs.unt.edu/care)
  - Individual Counseling (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

Other student support services offered by UNT include

  - Registrar (https://registrar.unt.edu/registration)
  - Financial Aid (https://financialaid.unt.edu/)
  - Student Legal Services (https://studentaffairs.unt.edu/student-legal-services)
  - Career Center (https://studentaffairs.unt.edu/career-center)
  - Multicultural Center (https://edo.unt.edu/multicultural-center)
  - Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
  - Pride Alliance (https://edo.unt.edu/pridealliance)
  - UNT Food Pantry (https://deanofstudents.unt.edu/resources/food-pantry)

Academic Support Services

  - Academic Resource Center (https://clear.unt.edu/canvas/student-resources)
  - Academic Success Center (https://success.unt.edu/asc)
  - UNT Libraries (https://library.unt.edu/)
  - Writing Lab (http://writingcenter.unt.edu/)
  - MathLab (https://math.unt.edu/mathlab)
Course Requirements

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points Possible</th>
<th>Percentage of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignments (IRB submission, Abstract, Literature Review, Methods, Results, Discussion/Conclusions)—6 @ 10 points each</td>
<td>60 points</td>
<td>60%</td>
</tr>
<tr>
<td>2 Lead-in assignments (Lit Review outline, Annotated Bibliography)—5.5 points each</td>
<td>11 points</td>
<td>11%</td>
</tr>
<tr>
<td>3 Discussions—3 points each</td>
<td>9 points</td>
<td>9%</td>
</tr>
<tr>
<td>Final Paper and Presentation</td>
<td>20 points</td>
<td>20%</td>
</tr>
<tr>
<td>Total Points Possible</td>
<td>100 points</td>
<td>100%</td>
</tr>
</tbody>
</table>

Grading

A = 90-100
B = 80-89.9
C = 70-79.9
D = 60-69.9
F = 50-59.9

Course Evaluation

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows students the ability to confidentially provide constructive feedback to their instructor and department to improve the quality of student experiences in the course.
Course Policies

Assignment Policy
Due dates for each assignment are available on the class schedule. Assignments and instructions for completing the assignments are available for each course module. Only assignments submitted in the Canvas course assignment drop box will be accepted. Please do not submit assignments through email.

Each assignment has a rubric that explains how points are earned for the assignment. See the module for specific assignment information and the course schedule for due dates.

Late Work
Assignments are due by 11:59 PM on the date noted in the schedule. If extended time is needed, please contact the instructor for approval at least 24 hours before the due date. Late submissions that have not been granted extended time will be graded at 80% of the total possible points if submitted within the week after the due date, therefore yielding a B at best for a final grade on the assignment.

Emergency situations arise and sometimes keep students from submitting assignments. If such a situation arises, contact the instructor as soon as possible. The instructor will determine if the emergency warrants acceptance of late work. What constitutes a valid emergency is at the discretion of the instructor. Medical emergencies and death in the family must be backed up with written documentation.

The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

Examination Policy
This class is a practicum. All grades will be related to the final project and assignments that lead up to it. No examinations will be given.

Instructor Responsibilities and Feedback
The instructor will respond to email within 48 hours during the work week. Email is not responded to over weekends and university holidays. Assignments are typically graded within one week. If a delay is anticipated, an announcement will be sent to the class.

Attendance Policy
Students are required to attend two online class meetings, and are expected to meet with the professor for progress check-ins at least twice during the semester. If a student will be unable to attend a class meeting, s/he must notify the professor in advance.
Class Participation
The course’s culminating assignment is a 15-page paper based upon your original research. This assignment involves designing the study, applying for IRB approval, writing a literature review, enlisting participants, gathering and analyzing data, and constructing a significant scholarly account of the research process and findings. Students will share projects in the final class meeting.

Syllabus Change Policy
If changes in the syllabus are made after the first week of the semester, an announcement will be sent in Canvas to all students.

UNT Policies
Academic Integrity Policy
Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

ADA Policy
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website at http://www.unt.edu/oda. You may also contact ODA by phone at (940) 565-4323.

Emergency Notification & Procedures
UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials.

Retention of Student Records
Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Blackboard online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however,
information about student’s records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

Acceptable Student Behavior
Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT’s Code of Student Conduct (https://deanofstudents.unt.edu/conduct) to learn more.

Access to Information - Eagle Connect
Students’ access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student’s Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).

Student Evaluation Administration Dates
Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during weeks 13, 14 and 15 of the long semesters to provide students with an opportunity to evaluate how this course is taught. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they will receive a confirmation email that the survey has been submitted. For additional information, please visit the SPOT website (http://spot.unt.edu/) or email spot@unt.edu.

Sexual Assault Prevention
UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT’s Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim’s compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565-2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation
To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website (http://www.ecfr.gov/). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Student Verification

UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses.

See UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses (https://policy.unt.edu/policy/07-002).
Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student’s permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student’s written permission.

Download the UNT System Permission, Waiver and Release Form

Transmission and Recording of Student Images in Electronically-Delivered Courses

1. No permission is needed from a student for his or her image or voice to be transmitted live via videoconference or streaming media, but all students should be informed when courses are to be conducted using either method of delivery.

2. In the event an instructor records student presentations, he or she must obtain permission from the student using a signed release in order to use the recording for future classes in accordance with the Use of Student-Created Work guidelines above.

3. Instructors who video-record their class lectures with the intention of re-using some or all of recordings for future class offerings must notify students on the course syllabus if students' images may appear on video. Instructors are also advised to provide accommodation for students who do not wish to appear in class recordings.

   Example: This course employs lecture capture technology to record class sessions. Students may occasionally appear on video. The lecture recordings will be available to you for study purposes and may also be reused in future course offerings.

   No notification is needed if only audio and slide capture is used or if the video only records the instructor's image. However, the instructor is encouraged to let students know the recordings will be available to them for study purposes.