

 <p>COLLEGE of INFORMATION</p>	<p><b>Department of Information Science</b></p> <p><b>INFO 6940 Seminar in Research and Research Methodology: Inquiry and Research Design (Fall, 2022)</b></p>
---	--

Instructor: Hsia-Ching Chang  
Associate Professor  
[Hsia-Ching.Chang@unt.edu](mailto:Hsia-Ching.Chang@unt.edu)

Teaching Assistant: Kathryn Hays  
Doctoral Student  
[Kathryn.Hays@unt.edu](mailto:Kathryn.Hays@unt.edu)

Department of Information Science  
College of Information  
University of North Texas

Class: Wednesdays, 1~4pm  
Classroom: Discovery Park, E266

Instructor's Office: E295L  
Phone: (940) 565-4253  
Office hours: By Appointments via Zoom

## **Course Information**

### **Course Format**

This course is delivered as a face-to-face seminar that meets weekly for approximately 3 hours. The seminar format provides for rich interaction among the students and instructors through discussions and presentations. It promotes intensive study and exchange of ideas, which we expect of doctoral students. The course uses [Canvas](#), UNT's learning management system (LMS), and Zoom (if needed for office hours) as its primary delivery platforms. Course materials will be available from the course site on Canvas, and students will submit all assignments through the tools available on Canvas.

### **Course Descriptions**

This course focuses on the nature of scientific inquiry and the design and conduct of research. Students will develop an understanding of epistemology in the context of knowledge claims and the research process. The course engages students in the identification of research problems of interest in information science, and the articulation of problem statements and research questions. Students will examine and learn major research approaches and associated methodologies for data collection and analysis through participating in designing and performing an empirical research project. Also, students will understand issues related to publishing scientific papers.

**Prerequisites**

There are no prerequisites for INFO 6940.

**Learning Modules/Topics**

The course content of INFO 6940 is organized into ten topics:

- Introduction to Research Approaches in Information Science
- Literature Review and Research Design
- Developing and Evaluating Theories of Behavior
- Finding & Writing Research Problems/Questions
- The Quantitative Research Approach and Design Considerations
- The Qualitative Research Approach and Design Considerations
- The Mixed-Methods Research Approach and Design Considerations
- Preparing a Research Proposal: The Mixed-Methods Research Design
- Ethical Considerations and the Responsible Conduct of Research
- Getting Ready for the Mixed-Methods Dissertation Proposal

These may be addressed in one or more class sessions. To support the required assignments, I may introduce other relevant topics for you to gain a preliminary understanding of concepts, and then we will return to the course topic in more detail.

**Course Goal and Objectives****The Primary Goal for this Course**

- *Prepare doctoral students with a foundation for designing and conducting systematic and rigorous research.*

**Objectives:**

By the conclusion of the class, *learner will know or be able to do the following:*

- Demonstrate an understanding of philosophical underpinnings of knowledge claims
- Understand the process from research to scholarly publication
- Describe major research approaches and associated methodologies
- Identify appropriate research approaches and methodologies for various research problems
- Develop and define problem statements and research questions
- Design and develop a quality research study with well-stated problem statements, relevant research questions, and appropriate methodology
- Understand responsible conduct of research and research ethics
- Understand characteristics and challenges of current information science research and collaboration with other disciplines
- Produce publishable research papers.

## **Course Materials**

### **Required Textbooks**

[1] Creswell, J. W., & Creswell, J. D. (2018). *Research Design: Qualitative, Quantitative, and Mixed Methods Approaches (5<sup>th</sup> ed.)*. Los Angeles, California: SAGE Publications.

PS: The sixth edition will be published later this year. You might consider renting the 5<sup>th</sup> edition and ordering the new edition when it's available: <https://us.sagepub.com/en-us/nam/research-design/book270550>

[2] Tashakkori, A., Johnson, R. B., & Teddlie, C. (2020). *Foundations of Mixed Methods Research: Integrating Quantitative and Qualitative Approaches in the Social and Behavioral Sciences (2<sup>nd</sup> ed.)*. Los Angeles, California: Sage publications.

### **Style Manual**

American Psychological Association. (2019). *Publication manual of the American Psychological Association (7<sup>th</sup> ed.)*. American Psychological Association.

In written reports, students are required to cite sources according to the format rules in the style manual of the American Psychological Association (APA), which is the information science discipline's preferred style. Style manuals are available in the reference sections of university bookstores, online and retail bookstores, and university libraries. UNT Libraries has a very useful [Citation and Style Guide: Information and Resources on How to Cite References Correctly](#). Please review this guide to see what is available and how it can help you.

### **Recommended Books**

[1] Wildemuth, B. M. (Ed.). (2016). *Applications of Social Research Methods to Questions in Information and Library Science, Second Edition*. Santa Barbara, California: Libraries Unlimited, ABC-CLIO.

[2] Connaway, L. S., Radford, M. L., & Connaway, L. S. (2021). *Research methods in library and information science, Seventh Edition*. Santa Barbara, California: Libraries Unlimited, ABC-CLIO.

### **Supplementary Readings**

UNT Libraries has a lib-guide page for INFO 6940 at <https://guides.library.unt.edu/info6940>. Another relevant lib-guide page is <https://guides.library.unt.edu/rmss> or literature review process: <https://guides.library.unt.edu/litrw>. Please use these lib-guides for additional resources that may be helpful to you. There are also supplemental required readings for each of the ten modules. Required readings are listed on the Canvas course website; they are either directly linked from the website or can be easily retrieved through the UNT Libraries main catalog or electronic resources database (<http://www.library.unt.edu/>).

## **Course Requirements**

### **Effort Expectations**

- This is a 3-credit hour, doctoral-level course. Students should plan to work approximately 9-12 hours per week outside of class for readings, assignments, online discussions, etc. This, however, is just an estimate. People learn and work at different rates, and you may need to put in more hours to carry out the responsibilities for this course. By maintaining this level of effort throughout the semester, you are likely to be successful in the course. In addition, this effort will help you develop full comprehension of the subject matter. **This is a reading- and writing-intensive course.**
- Students should be prepared to engage in discussions and exchange of ideas during weekly class meetings.

### **Assessments/Assignments**

Students will complete a number of required assignments, and these serve as assessment of your learning and achievement of knowledge, skills, and abilities through this course. Each assignment contributes to the final grade for the course. There is no final examination for this course. The following briefly describes these assignments.

### **Attendance (5%)**

Regularly attend class and engage in class activities, questions, and discussions. Students should email the instructors as soon as they are aware they will not be able to attend a class. The key is to communicate with the instructor and TA, so we can understand your situation and you can be successful in this course.

### **American Psychology Association (APA) Style Manual Quiz (5%)**

The Publication Manual of the American Psychological Association (APA) is the most used citation style in information science journals. This is the required style manual in the College of Information and the Department of Information Science. This course requires you to use APA for citations and references you include in your course assignments. This quiz is intended for you to become familiar with APA style and particularly with using the style manual and related resources. I expect to see complete and correct citations and references in all your papers for the semester. **You will have points deducted for incorrect citations and references in all papers for this course.**

### **Systematic Review Report (7%)**

The purpose of this assignment is to learn different types of systematic reviews and their research design. You need to find systematic review papers recently published in a top information science journal and write a summary report on how the author(s) used a systematic review to better understand the research topic/area you are interested in or proposing to study. You can analyze the following aspects:

- What are the justifications the authors provide to conduct the systematic review? Why is the systematic review needed, and what benefits will accrue from the research? Can you find the research gaps in the literature that your study can fill?
- Find definitions for key terms that the authors used or aim to define.

- Discover potential research designs that you may consider using in your own research.
- Learn what research approach and design have been used in systematic reviews that are related to your research problem and what research questions those studies have addressed.

This report should focus on what you learn from the systematic review and how authors have conducted their research on a problem similar to yours or a topic you are interested in.

### **Information Science Theories (7%)**

For this assignment, you will choose one “theory” and discuss critically if it is considered as an information science theory (I will provide a list of possible theories for you to choose). You will prepare a written paper about the selected theory and a class presentation to inform others your understanding of the selected theory. You will need to critically consider its status as a theory and justify or criticize whether it is acceptable as a theory with supporting evidence. This means you have to demonstrate your understanding of what we traditionally mean by the term “theory”. In addition, you will need to argue for or against whether the theory has an information perspective that qualifies it as an “information science” theory.

### **Problem Statements (7%)**

The goal of this assignment is to begin building a foundation so you can generate good research problem statements. The first thing to accomplish is to identify the problem to investigate and then develop and write the statement of the problem and the set of research questions the study will address. The problem has to be researchable and have a clear scope; the research questions have to be aligned with the problem and indicative of the evidence you need to collect to answer the questions. Assume you will do several drafts on the problem and the questions, and what you submit will still be a tentative and preliminary problem statement and set of research questions. The deliverables are as follows.

- A concise statement of the problem you plan to investigate, and no longer than 500 words.
- A set of research questions that will lead you to the data you need to collect and analyze to answer the questions and move to some sort of resolution of the problem.

### **Quantitative Data Collection and Data Analysis Methods (7%)**

For this assignment, you will choose at least one quantitative data collection method and one data analysis method to investigate the same “theory” you selected and report on. You will prepare a written paper about the selected data collection method or data analysis method used to study the theory and do a class presentation to inform others about your chosen topic.

### **Qualitative Data Collection and Data Analysis Methods (7%)**

For this assignment, you will choose at least one qualitative data collection method and one data analysis method to investigate the same “theory” you selected and report on. You will prepare a written paper about the selected data collection method or data analysis method and do a class presentation to inform others about your chosen topic.

### **Responsible Conduct of Research and Human Subjects Research Training (5%)**

UNT requires all students who plan to conduct research, especially human subjects research, to certify they have completed responsible conduct of research (RCR) training, which is for human subjects research training. The Toulouse Graduate School also requires this training to be completed before you

are eligible to receive travel grants. In May 2019, the Office of Research Integrity and Compliance changed the requirements for this training. To assist you in fulfilling this requirement, you will complete the training in this course.

To fulfill the requirement for this training and certification, you must Complete the Collaborative Institutional Research Initiative (CITI Program) “Social & Behavioral Research - Basic/Refresher” course. This is a 16-module course with associated quizzes that you must satisfactorily pass to receive the certificate. You will complete the modules at your own pace online and then submit the certification in the Canvas assignment tool as evidence of completing the training.

### **Researching the Information Science Theory Using a Mixed-Methods Design (30%)**

For the series of assignments, you will focus on the same “theory” you chose in the previous assignment (information science theories) and discuss critically regarding how other studies use a mixed methods design to research the theory combined with other theoretical/conceptual frameworks. You will prepare written papers about the selected theory to inform how your selected theory can be studied with a mixed-methods design in the context of journal papers and dissertations.

### **Mixed-Methods Research Design Project (20%)**

In this assignment, you will demonstrate your understanding of what we have covered in this course about designing a rigorous and systematic research project. In this course, you are designing a research project, but you will not implement or conduct the project during this course. You can consider this assignment an exercise that will inform subsequent research projects and especially the development of your dissertation proposal.

## **Assessment and Grading**

Assignment grading is based on rubric attached to each assignment description on Canvas.

<b>Activities</b>	<b>Grading Percentages</b>
Attendance/Participation	5%
APA Style Manual Quiz	5%
Quantitative/ Qualitative Design Reports *Systematic Review Report *Information Science Theories *Problem Statements *Quantitative Data Collection and Data Analysis Methods *Qualitative Data Collection and Data Analysis Methods	35%
Responsible Conduct of Research and Human Subjects Research Training	5%
Mixed-Methods Design Reports *Evaluating a Mixed-Methods Study	30%

Activities	Grading Percentages
from an Interdisciplinary Perspective *Researching the Information Science Theory Using a Mixed-Methods Design (Journal Paper) *Researching the Information Science Theory Using a Mixed-Methods Design (Dissertation)	
Mixed-Methods Research Design Project	20%
<b>Total</b>	<b>100%</b>

### Grading Scale

The UNT scale for grading is as follows:

A (Excellent work) = 90 - 100 points

B (Good work) = 80 - 89 points

C (Fair work) = 70 - 79 points

D = 60 - 69 points

F = 59 points and below

### Late Work and Missed Work

- We will provide a 30-minute grade period after the deadline for you to resubmit the assignment (e.g., in case you realized you uploaded an incorrect file, etc.). Please check to make sure you submitted the correct file.
- If you submit after the deadline and the 30-minute grace period, we will deduct 5 points from the score I assigned to the assignment.
- If you submit more than 24 hours after the deadline, we will deduct another 10 points from the score I assigned to the assignment.
- We will continue to deduct 10 points for each additional 24 hours that the assignment is late. In case of emergency or other critical circumstance, we will consider making an exception.
- If students absolutely cannot meet the deadline, they must notify the instructor and TA at least 24 hours before the due date/time and we will consider a request for an extension. Requests received during the day the assignment is due will not result in an extension.

### Grading Time Frame

You can expect to receive a grade for any graded assignment approximately seven days after the due dates of the assignment or peer grading. If you submit an assignment before the due date, please do not include early days in your day count. The instructor will contact the students if the grading goes beyond that timeframe.



**Course Schedule** (subject to change at instructor's discretion)

Date of Class	Week of Instruction	Activities	Due Date of To do
8/31/22	1	Class Introduction and Expectations To do: Self-Introduction in Canvas; APA Style Manual Quiz	9/7/21
9/7/22	2	Module 1 – Literature Review and Research Design To do: Systematic Review Report	9/14/22
9/14/22	3	Module 2 – Developing and Evaluating Theories of Behavior To do: Information Science Theories	9/21/22
9/21/22	4	Module 3 – Finding & Writing Research Problems/Questions To do: Problem Statements	9/28/22
9/28/22	5	Module 4 – The Quantitative Research Approach and Design Considerations To do: Quantitative Research Design	10/5/22
10/5/22	6	Module 5 – The Qualitative Research Approach and Design Considerations To do: Qualitative Research Design	10/12/22
10/12/22	7	Module 6 - Ethical Considerations and the Responsible Conduct of Research Student Presentations: Linking Information Science Theory to Quat & Qual Design To do: Responsible Conduct of Research and Human Subjects Research Training	10/19/22
10/19/22	8	Module 7 - Mixed-Methods Research Design in LIS Reading: Tashakkori et al. (2020) - Ch.1~4 Literature Review, Research Objectives, and Research Questions To do: Evaluating a Mixed-Methods Study from an Interdisciplinary Perspective	10/26/22
10/26/22	9	Module 8 - Mixed Methods Research Designs: Integration, Triangulation and Mixed Methods Reading: Tashakkori et al. (2020) - Ch.5 Mixed Method Design, Typologies & Consideration Review Pre-Proposal, Final Project Guideline and Expectation To do: the Information Science Theory Using a	11/2/22



Date of Class	Week of Instruction	Activities	Due Date of To do
		Mixed-Methods Design from Academic Journals	
11/2/22	10	Module 9 - Mixed Methods Research Designs: Sampling, Data Collection, and Data Quality  Reading: Tashakkori et al. (2020) - Ch. 6~8 Sampling, Data Collection, and Data Quality  In-Class Activity: Sharing the mixed methods design you discovered from journal papers (Instructor assigned groups)  To do: Researching the Information Science Theory Using a Mixed-Methods Design from Dissertation	11/9/22
11/9/22	11	Module 10 - Mixed Methods Research Designs: Data Analysis Methods in Mixed-Methods Research  Reading: Tashakkoei et al. (2020) - Ch. 9 & 10 Data Analysis and Inference in Mixed-Methods Research  In-Class Activity: Sharing the mixed methods design you discovered from dissertations (Instructor assigned groups)  To do: Mixed-Methods Research Design Project Pre-Proposal	11/16/22
Thanksgiving Break – 11/23-11/27			
11/30/22	13	Getting Ready for the Mixed-Methods Dissertation Proposal  Reading: Tashakkoei et al. (2020)  Mixed-Methods Research Design Project Presentations (Group 1)	11/30/22
12/7/22	14	Mixed-Methods Research Design Project Presentations (Group 2)  To do: Mixed-Methods Research Design Project Paper	12/7/22  12/14/22

### **Minimum Technology Requirements / Technical Assistance**

The following information has been provided to assist you in preparation for the technological aspects of the course.

Understanding and use of the following are required:

- Computer
- Reliable Internet access
- [Canvas technical requirements](#)
- Slide presentation software (.ppt files)
- Word processing software (.docx files)
- Internet search, navigation, and application of new programs
- University of North Texas online library and databases - <https://library.unt.edu/>

The University Information Technology (UIT) Helpdesk offers helpful resources and addresses any issues that might arise with Canvas.

<http://www.unt.edu/helpdesk/>

1. Be sure you are using a supported web browser. Canvas supports the current and first previous major releases of the following browsers:
  - Chrome 70 and 71
  - Firefox 63 and 64 (Extended Releases are not supported)
  - Flash 31 and 32 (used for recording or viewing audio/video and uploading files)
  - Internet Explorer 11 (Windows only—functionally supported; may exhibit slight visual differences from other browsers, but these differences do not restrict product functionality)
  - Edge 42 and 44 (Windows only)
  - Respondus Lockdown Browser (supporting the latest system requirements)
  - Safari 11 and 12 (Macintosh only)

Commonly used 3<sup>rd</sup> party plug-ins you may need to install for this course:

- Acrobat Reader
- Real Player
- Flash
- Shockwave
- Windows Media Player

2. Additional help for using Canvas:

You will need word processing software such as Word 2010. Acceptable file formats include .txt, .rtf, .doc, and .docx. <https://community.canvaslms.com/docs/DOC-10554-4212710328>

3. Student Support:

The University of North Texas provides student technical support in the use of Canvas and supported resources. The student help desk may be reached at:

Website: <http://www.unt.edu/helpdesk/>

Email: [helpdesk@unt.edu](mailto:helpdesk@unt.edu)

Phone: 940-565-2324

In Person: Sage Hall, Room 130

Regular hours are maintained to provide support to students. Please refer to the website for updated hours.

### **Getting Started with Canvas**

**Access and Login Information**

This course was developed and will be facilitated utilizing the University of North Texas' Learning Management System, Canvas. To get started with the course, please go to: <https://unt.instructure.com/>. You will need your EUID and password to log in to the course. If you do not know your EUID or have forgotten your password, please go to: <https://ams.unt.edu/>.

**Canvas Student Guide**

As a student, you will have access to the “Canvas Student Guide” tutorial via Canvas. You are strongly encouraged to become familiar with the tools and tutorials within the student orientation to better equip you to navigate the course.

**Accessing Grades**

As assignments are graded, grades will be posted in the class grade book. Effort will be made to complete grading and post grades expeditiously, so please be patient. If a student has a question about a grade, please consult the rubric first before contacting the instructor.

**Assignment Submission Instructions**

Please do not wait until the last minute to post assignments as technical problems may occur.

## **IT Resources**

- UNT Portal: <http://my.unt.edu>
- UNT Canvas Student Support <https://community.canvaslms.com/docs/DOC-10554-4212710328>
- General access computer lab information (including locations and hours of operation) can be located at: <http://www.gacl.unt.edu/>
- UNT Library Information for Off-Campus Users:  
<http://www.library.unt.edu/services/facilities-and-systems/campus-access>
- UNT Computing and Information Technology Center:  
<https://citc.unt.edu/help-support/students>
- Computer Lab at Discovery Park:  
<https://ci.unt.edu/student-computer-lab-discovery-park>

## **Course Policies**

**Attendance Policy**

Students are expected to attend the class regularly, to arrive on time, to be prepared for the class, and to participate in the learning activities in the classroom. Only [UNT authorized excused](#) absences will be accepted and in cases of extenuating circumstances. The instructor will assign a grade of “I” (Incomplete) when the student has missed 25% of the class meetings regardless if the absences are excused or not. In order for the absence to be excused the student must contact the instructor(s) with written explanation as well as documentation pertinent to the particular situation by the end of the date that the absence occurs.

**COVID-19 Impact on Attendance**

While attendance is expected as outlined above, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact the instructor if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with the instructor prior to being absent so the instructor may make a decision about accommodating your request to be excused from class.

If you are experiencing any symptoms of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>), please seek medical attention from the Student Health and Wellness Center (940-565-2333 or [askSHWC@unt.edu](mailto:askSHWC@unt.edu)) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or [COVID@unt.edu](mailto:COVID@unt.edu) for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.

### **Class Materials for Remote Instruction**

Remote instruction may be necessary if community health conditions change, or you need to self-isolate or quarantine due to COVID-19. Students will need access to a webcam and microphone to participate in fully remote portions of the class. Additional required classroom materials for remote learning will be posted in Canvas. Information on how to be successful in a remote learning environment can be found at <https://online.unt.edu/learn>.

### **Face Covering**

Face coverings are required in all UNT facilities. Students are expected to wear face coverings during this class. If you are unable to wear a face covering due to a disability, please contact the Office of Disability Access to request an accommodation. UNT face covering requirements are subject to change due to community health guidelines. Any changes will be communicated via the instructor.

### **Assignment Policy**

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](mailto: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.

### **Assignments Grade Appeal**

If you have received an individual assignment grade that you disagree with send an email to the instructor within seven days of the grade posting. The subject line MUST have: "Assignment Grade Appeal: *your assignment title and your name*". Assignment grade appeals will not be negotiated if received after seven calendar days.

To parallel [course grade appeals](#), an assignment appeal is appropriate when the student believes that the *"the grade was awarded in an inequitable, arbitrary, or erroneous manner. Appropriate grounds for appeal include circumstances where the grade was assigned based on a. inequitable treatment that is*

*the result of departure from the instructor's stated standards, and course policies; or b. a decision based on an error in fact."*

## **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**

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time; however, ODA notices of 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 accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website (<https://disability.unt.edu/>).

### **Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)**

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

### **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 Canvas 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 Canvas 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 04.008, 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](#) to learn more.

### Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: [my.unt.edu](https://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) (<https://it.unt.edu/eagleconnect>).

### 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](mailto: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 [Eve.ShatteenBell@unt.edu](mailto:Eve.ShatteenBell@unt.edu) or at (940) 369-2759.

## Academic Support & Student Services

### Student Support Services

#### *Mental Health*

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) (<https://studentaffairs.unt.edu/student-health-and-wellness-center>)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (<https://studentaffairs.unt.edu/counseling-and-testing-services>)
- [UNT Care Team](https://studentaffairs.unt.edu/care) (<https://studentaffairs.unt.edu/care>)
- [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry) (<https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry>)
- [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling) (<https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling>)

### Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- [UNT Records](#)
- [UNT ID Card](#)
- [UNT Email Address](#)
- [Legal Name](#)

*\*UNT euIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.*

### Pronouns

Pronouns (she/her, they/them, he/him, etc.) are a public way for people to address you, much like your name, and can be shared with a name when making an introduction, both virtually and in-person. Just as we ask and don't assume someone's name, we should also ask and not assume someone's pronouns.

You can [add your pronouns to your Canvas account](#) so that they follow your name when posting to discussion boards, submitting assignments, etc.

Below is a list of additional resources regarding pronouns and their usage:

- [What are pronouns and why are they important?](#)
- [How do I use pronouns?](#)
- [How do I share my pronouns?](#)
- [How do I ask for another person's pronouns?](#)
- [How do I correct myself or others when the wrong pronoun is used?](#)

### Additional Student Support Services

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

### Academic Support Services

- [Academic Resource Center](https://clear.unt.edu/canvas/student-resources) (<https://clear.unt.edu/canvas/student-resources>)
- [Academic Success Center](https://success.unt.edu/asc) (<https://success.unt.edu/asc>)
- [UNT Libraries](https://library.unt.edu/) (<https://library.unt.edu/>)
- [Writing Lab](http://writingcenter.unt.edu/) (<http://writingcenter.unt.edu/>)