Instructor: Jennifer Millspaugh Gray, M.A., Ed.D candidate
Office: GAB 301
Office Hours: Monday & Wednesday: 12:45 pm – 1:45 pm, by appointment
Email: Jennifergray5@my.unt.edu

Assistant Instructors
Emily Boldt – Emily.Boldt@unt.edu
Zane Dayton – Zane.Dayton@unt.edu
Kassie Hall – Kassie.Hall@unt.edu
Sarah Jaka – Sarah.Jaka@unt.edu
Mary Knickerbocker – Mary.Knickerbocker@unt.edu

TA Office: 322
Office Hours: TBD

***Please note: Email is our preferred method of contact. Please allow up to 48 hours for us to respond to your emails during weekdays (excluding holidays). We may not check emails on the weekend***

Required Texts and Materials


Laptop – must bring to class every day, fully charged.

Office 365 – must download Office 365 from Canvas by Day 2 of class. You will not be permitted to use Google Docs, Microsoft Online, or any other program than Microsoft Word from the most recent Office 365.

Supplemental Materials: Electronic copies of readings and other course materials will be provided on Canvas.

Recommended Texts


Course Description
Our purpose in this course is to equip students with concepts and skills that will enable them (1) to engage in critical research about communication phenomena, and (2) to produce stronger written work
(content and style) in 3000- and 4000- level communication studies courses. Students must pass this course with a grade of “C” or better in order to progress in the major. Students who successfully complete the course may enroll in upper-level communication courses in subsequent semesters. Students who are unsuccessful must retake the course. During a student’s initial enrollment s/he may enroll concurrently in one other upper-level communication courses. If a student must repeat the course, s/he will not be permitted to enroll concurrently in another upper-level communication course.

**Enrollment Restriction**

Enrollment in this course is limited to Communication Studies majors. COMM minors and students majoring in subject areas other than Communication Studies, including General Studies, are ineligible for enrollment.

Two groups of Communication Studies majors are eligible for enrollment in Communication Perspectives:

1. Students who have completed 1010 and all but one of the 2000 level courses in the pre-major (i.e., 2020, 2020, 2140, 2060) and are taking that course concurrently with 3010, and

2. Students who have completed all requirements for the pre-major and are ready to begin enrolling in upper-level communication studies courses. Students in this category may concurrently enroll in one other course from the following list: 3120, 3260, 3265, 3320, 3520, 3720, 3760, 3840, 3860, 3920

Students who do not meet these requirements will be dropped from the class.

**Course Objectives**

Upon completion of COMM 3010, students will be able to:

- Obtain a basic understanding of how communication is related to “being human” by describing and comparing various theoretical communication traditions used in communication studies research.
- Explain the relationship between theory and research.
- Obtain a basic understanding of quantitative and qualitative research methods and how they differ from each other.
- Understand how to find and evaluate academic sources to narrow a communication research topic.
- Be able to assess, synthesize, and critique communication related research in handbooks and academic journals from various traditions/paradigms and research methods.
- Be able write in APA style by properly citing sources in the body of texts and in reference lists.
- Be able to write an annotated bibliography using APA style.
- Formulate a clear communication research question and be able to write and justify a communication research proposal for that question using APA style.

**Course Policies**

**Class Participation**

Students are expected to attend each class session, to have read the material to be covered that day, and to be prepared to participate actively and intelligently in class discussions. You will be unable to participate intelligently if you have not completed the reading assignment for the day.
Your classroom participation reflects directly on your grade. Our class time is NOT designed for you to work on homework for other classes, complete the crossword puzzle, or update your Facebook status. We promise to give you our undivided attention – please give us yours.

Class participation includes attending class regularly, being on time, doing all assigned work outside of class as directed, **and being prepared to take part in all in-class activities.** These will include informal writing and speaking exercises, as well as large and small group discussions. Please note that you need to balance speaking and listening, to direct comments constructively to the subject at hand, and to show respect to all speakers. Dialogue facilitates critical thinking and true learning.

**Absences & Tardiness**
Attendance is crucial to your participation and personal development in this course. Not only is the material covered in class important to your success, but your participation as an audience member and in the daily activities of the class is crucial for a positive learning environment. If you accumulate more than three (3) absences over the course of the semester, your grade will be adversely affected. Beginning with your fourth absence (and continuing with each subsequent absence), we will lower your final grade by 5 percentage points (the equivalent of half of a letter grade). **Absences that meet the University Authorized Absence policy will not be counted towards your attendance record.** However, University Authorized Absences that are not cleared **PRIOR TO** the date(s) of the absence(s) will remain on the roll as unauthorized absences. We understand we are a far walk to our classroom, but it is your responsibility to limit your tardies. If you are tardy it is YOUR responsibility to ensure you received the roll sheet and are signed in for the day.

**Tardies**
- Two tardies and/or early departures will count as one absence.
- You must be present for at least ¾ of the class to receive any credit for attendance.
- Please save your absences, tardies, and early departures for illnesses and emergencies.

**Electronic Absences**
Showing up for class is not enough. Texting, using a laptop to check email, surf, etc. without permission from the instructor, during class will count as an electronic absence for the class. Likewise, NOT bringing your laptop (fully charged) to class may prevent you from completing the exercises during class and ALSO counts as an ‘electronic absence’. An electronic absence is the same as a regular absence and counts against your total of three allowed for the semester.

**Missing In-Class Assignments**
Failure to bring assignments designed for in-class workshops will result in an **unexcused absence** even if you are in attendance in class.

**Late Work**
You are expected to submit your work on time. Due dates are listed on the class schedule, plan accordingly. Late work **WILL NOT** be accepted. If you have trouble uploading/submitting an assignment to Canvas on time, email it to your TA so the assignment still has a time stamp. If you are not sure that your assignment went through properly – check. Email work to yourself so that a time stamp is associated with the completion.
Notice to Athletes and Others Involved in Extra-Curricular Activities
Please notify your TA BEFORE absences take place. All assignments are due BEFORE the absence occurs.

Students are responsible for knowing what is happening in the class
You are responsible for obtaining assignments and class notes as well as submitting work by the deadline stated. No exceptions. Also, please make sure to bring a fully charged laptop/tablet with Microsoft Word from Office 365 downloaded on the device every day.

Handing in Work
All written assignments must be typed and double-spaced unless otherwise specified. Assignments that do not follow these guidelines will not be graded. All papers should be typed using Times New Roman, 12 pt. font, 1-inch margins, with a cover page. All papers must be written utilizing APA formatting. Most writing assignments will be turned in via turnitin.com via Canvas (note: you must upload doc or docx files; pages and pdfs are not permitted).

Extra Credit
A number of extra credit opportunities may be offered during the semester (e.g., participate in research, attend performances, and participate in departmentally sponsored events and organizations). The University offers several speakers throughout the semester; please get the engagement approved with your TA before attending in order to receive extra credit. You must sign in when a sign in sheet is available. Sign in sheets are typically provided to us by the host. If a sign in sheet is not available, you may take a selfie at the event or with the main speaker for proof of attendance. Submit any visual or other documentation through Canvas.

Opportunities are typically worth 5 points, and you may complete up to a total of 30 points (3% total). If you had an 87% in the class and did the extra credit you would have 90% in the class. We do not round grades, so please take advantage of this opportunity.

Grade Discussions
Any grade disputes will need to be addressed at least 24 hours after you receive your grade and within 7 days after receiving your grade.

Emailing Your Instructors
For all of us, email is normally the best and easiest form of communication. We reserve the right to not answer emails received on the weekend. Where we allow short and to the point emails, please keep a level of professionalism when emailing any instructor. All emails should include a subject line that includes the course number (3010) and topic. In the body of the email, please demonstrate college level writing competence with regard to grammar, punctuation, capitalization, and overall coherence. Type your full name at the end.

Interacting with Your Instructors
Your instructors (the professor and the TAs) are all friendly people who care about your success. Note: we are friendly, we are not your friends. Please refrain from unprofessional conduct or behavior when interacting with your instructors including, but not limited to, purchasing them food, beverages, or other ‘treats,’ suggesting or requesting to spend time together outside of office hours or before/after class for non-coursework related activities, and/or spending time in the TA space without a specific and timebound course-related question. We know we’re beautiful and super cool, but please do not flirt with us. While a friendship may evolve, please wait until after the semester ends and grades are
submitted to pursue this friendship (online and in person) and especially note if the friendship is reciprocated.

**General Classroom Guidelines**

Please turn off all cell phones, etc. Sometimes special circumstances require you to leave your cell phone on vibrate during class. Please see your TA BEFORE class starts to discuss your situation and we will make every effort to work with you. **If you are texting during class, we reserve the right to mark you as absent. If you check your phone during an exam, you will receive a zero on the exam.**

Active participation will make this class more beneficial, rewarding, and enjoyable to all. You may not agree with everything stated in class (in fact, we do not expect you to) but keeping an open mind will create an opportunity for all of us to learn and grow together. Students in class are asked to respect class time and all members of the class in an effort to create a comfortable education environment. Disrespectful behavior aimed toward a classmate will NOT be tolerated and may warrant removal from the class.

**Communication Studies Library – GAB 318**

The Department of Communication Studies has an impressive collection of scholarly books relevant to this course. Please take advantage of this perk! Do keep in mind, though, that the Communication Library is not a lending library; you can use the books and media inside the library space when the library is open and make photocopies of particular chapters/essays that would be most helpful to you. To see what the Communication Library has in its collection and find out when it is open for general use, consult their website: [http://communication.unt.edu/research/library](http://communication.unt.edu/research/library). **If you receive a C or lower on any assignment, you will be expected to go to the Communication Studies Library for the next assignment that is due.** This will be an honor code system, and you will be required to sign-in when visiting the Communication Studies Library.

**COMM Library Copier Use Policy**

Students conducting research in the Communication Studies Library associated with departmental coursework have access to a printer/photocopier. We encourage students to make use of this resource to print research accessed online in the library or to copy essays from any of the department’s holdings. Students may not use this resource for other purposes, such as printing courses assignments, class notes, scripts, etc. Students who use the copier for uses other than those outlined above will lose copying privileges.

**The Writing Center**

A great place to talk about ideas, improve the organization of your paper, or work on your writing skills. Check the Writing Center website for more information about hours, request an appointment, or even find out how to receive feedback on your writing online at: [http://writinglab.unt.edu/](http://writinglab.unt.edu/). You can also contact The Writing Center at 940-565-2563 or e-mail: WritingLab@unt.edu, or go visit them in SAGE #150. **If you receive a D or lower any assignment, we recommend visiting the Writing Center for the next assignment due to receive help with organization, grammar, style, focus, and general editing.**
Research and Instructional Services (RIS)
Available through Willis Library, Research and Instructional Services (RIS) assists with research, instruction, and collection needs. Contact them for assistance at (940) 565-3245, or visit them at http://www.library.unt.edu/ris-research-instructional-services to ask a question online.

Prolonged Illness or Absence
In the event that students must be absent for an extended amount of time due to illness, emergency, tragedy, etc. it is the responsibility of the student to contact the instructor immediately and to maintain communication. Students are urged to do this through University channels such as their dean, advisor, Disability Services, or the UNT CARE Team: https://studentaffairs.unt.edu/care. Failure to take action, as described above, may result in not receiving certain accommodations like making up assignments missed, having absences excused, etc., which may negatively impact your course grade. The responsibility falls onto the student to take action.

Canvas
This class will utilize Canvas as a classroom learning site. Additional information will be provided as needed. Your grades will be available throughout the semester on Canvas and you may have various assignments that will be due utilizing Canvas features such as journaling, discussion prompts, etc. Failure to come to class with the proper materials from Canvas will result in a grade deduction.

TurnItIn
All assignments will be turned in utilizing Turnitin.com via Canvas. When you submit something to turnitin.com you receive a confirmation number AND are emailed a receipt to the email address used for the login. You must keep this email receipt to verify that you turned in the document. Note: If you do not submit your written assignments through Turnitin.com, it is as though it does not exist. If for some reason Turnitin.com or Canvas is down you must email your paper to your TA or Instructor prior to the deadline.

SPOT Evaluations
The Student Perception of Teaching (SPOT) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. Student feedback is important in order that the classroom environment can continue to evolve to meet the needs of students at UNT. Thus, the SPOT is an important part of your participation in this class. Students may access the online SPOT evaluation through their my.unt.edu page. Note that students who complete the SPOT will have access to their grades earlier than students who do not.

Crisis Contingency: Bad Weather/ Flu Days/ Zombie Outbreak
If the University closes campus for any reason, see Canvas for instructions. You will be responsible to know the material in the chapter for the exams. If something unforeseen happens to the professor and/or TAs, we will send an announcement, so please get in the habit of checking your email first thing in the morning. Snow days do not necessarily result in assignment postponement or changes in the syllabus.

Grade Distribution
Success in this course depends on attention to detail in conducting and reporting the results of research. The department insists on mastery in both areas. All assignments will be evaluated on matters of form as well as content. We do not round in COMM 3010. Extra credit will be offered.
Grading/Quality of Work

All grades will be in the form of a letter grade (A-F) and weighted according to the demands of the specific assignments. In the end, your final grade will be accounted in the following manner:

**A-range (90 – 100%) - Exemplary**: work or performance that shows consistent critical engagement with class material and goes well beyond the basic expectations of the assignment to the point of providing a model of excellence to others.

**B-range (80 – 89%) - Commendable**: work or performance that not only meets all requirements but exceeds them, demonstrating depth, originality, and other marks of quality that give the work distinction.

**C-range (70 – 79%) - Satisfactory**: work or performance that fully meets all requirements competently and shows the ability to function as a college student.

**D-range (60 – 69%) - Marginal**: work or performance that either (1) fails to meet all requirements though what is done is considered competent, or (2) meets all requirements but not at a basic level of competence, or (3) both of the above but not poor enough to be considered failing.

**F-range (0% - 59%): Failing**: work or performance that falls significantly short of requirements or basic competence or both. And, of course, work not completed/done.

Every assignment will have two grades combined into one. Content will account for 70% of each assignment and 30% will account for style. You will lose 10 points from the style grade for every APA Template error, and -1 for writing, grammar, and APA citation errors, up to -50 before your style grade is an automatic 0. After three style grades of 0, the fourth assignment will be a 0 for both content and style. Please take our feedback seriously and into account, and avoid making the same errors again and again.

Incomplete assignments will automatically receive a zero (0) on the style section of the rubric.

Revise & Resubmit Policy

During the course of the semester, you have the opportunity for one revise and resubmit assignment (R&R). You may choose the assignment from a group of selected assignments (see starred assignments below) and request permission for an R&R. The starred articles are the only ones eligible. If you received a zero (0) on an assignment due to plagiarism OR you submit an INCOMPLETE assignment, you will not be allowed to revise that assignment. You may only revise the style portion of your paper, not the content. You should not preemptively request an R&R. Always submit your best work.

Requests for a R&R must be submitted within 48 hours of grade assignments. You will have 72 hours after the request is received and accepted to complete the revision.

Assignments

**Participation (10%)** – You will earn your participation grade through a variety of online quizzes, reading activities, and attending class. Remember, you are allowed 3 absences, and at the 4th absence, you automatically lose 5% of your total grade. Five absences mean you lose all of your participation grade, even if you have completed all of the online quizzes and activities. Additionally, you can lose even more with 6 absences and beyond. Class attendance is mandatory.
APA Paper Template and Handbook Annotation (5%) – In class, we will create an APA formatted template that you will use with all of your assignments. You will submit the APA Paper Template first for participation to gain feedback. Beginning with this assignment, the Handbook Annotation, you may lose 10 pts per error from your style grade for this assignment.

For the Handbook Annotation, you must visit the Comm Library in GAB 318. Read the instructions on Canvas.

Journal Abstracts and Topic Proposal (5%) – For this assignment, you will locate and abstract 2 peer reviewed academic journal articles from communication journals that are related to the topic area you chose in the Handbook Annotation assignment. You will also write a paragraph describing what your topic area of interest is and what you plan to continue researching. You must use the APA Paper Template, and thus the written portion of this assignment will begin on page 2. Further instructions provided on Canvas.

Reference List and 3 Journal Abstracts (5%) – In this assignment, you will continue to pursue the topic area you first identified with the Handbook Annotation and further refined with the Journal Abstract and Topic Proposal assignment, but you may need to make adjustments to the direction you plan to take the topic based on feedback from your instructors on those assignments. You will create a reference list of 15 additional peer reviewed journal article entries related to your topic and from communication journals in APA format (cannot use the Handbook or two previous journal abstract articles). Of those 15 though, you will choose to abstract three. Use the APA Paper Template and remember APA rules for formatting a reference list. Further instructions provided on Canvas.

J7 (Additional 7 Journal Abstracts) (7.5%) – In the last assignment, you located 15 additional peer reviewed communication journal articles and abstracted three. For this assignment, you will abstract an additional seven. These seven journal abstract can be from the list of 15 but do not include the three you already abstracted. Take into account any feedback given to you by your instructors regarding relevance of the article to your topic and/or improving the quality of your abstract content. Use the APA Paper Template and remember APA rules for formatting a reference list. Further instructions provided on Canvas.

Step 4 Worksheet (5%) – In this assignment, you will compile and condense all of the abstracts you have done thus far in the course into a worksheet. Counting the Handbook and all the former abstracts you have completed, you should have 13 abstracts. You will fill in the Worksheet for an additional 5 articles (but you do not need to abstract those articles, unless you want to!) Further instructions provided on Canvas.

Statement of the Problem & Research Question (5%) – This assignment marks the beginning of your final proposal paper for this class. In 2-3 pages, you will identify a problem area in communication based on the literature you have read so far. Then you will formulate a question which, if answered, would add to the knowledge base in the discipline of communication studies. You must include in-text references in APA format and include at least 10 of the sources (or additional sources) from your Step 4 Worksheet. As always, further instructions provided on Canvas.

Literature Review Introduction & Section 1 (7.5%) – This assignment constitutes the second portion of your final proposal paper for this class. In this assignment, you will write the introduction and first section of the literature review that will appear in your research proposal. This assignment extends the work you have completed in identifying a research area within communication studies and
selecting a communication research question. Literature reviews have several thematic sections. For this assignment, however, we only require that you submit the introduction to your literature review, in which you will necessarily identify each of the key ideas, and the first section of the review, in which you synthesize the literature related to the first of these key ideas (approximately 3-4 pages). You must include in-text references in APA format and include at least 10 of the sources (or additional sources) from your Step 4 Worksheet.

**Final Paper Outline + Meeting with TA (5%)** – For this assignment, you will schedule a time to meet with your TA. You must show up on time and with your outline completed or you will receive a 0. If you need to reschedule, you must do so 24 hours prior to the meeting. You will bring an outline of your entire final proposal paper with a reference list of all 25 sources you anticipate using.

**Literature Review Sections 2 & 3 (10%)** – For this assignment, you will fill out the remaining two sections of your literature review, continuing on what you have written for the first several pages of the final proposal assignment and taking into account your instructor’s feedback. Sections 2 & 3 of the literature review should include at least 20/25 sources for the final proposal.

**Final Proposal (15%)** – At the time the proposal is due, you will have completed the Introduction to the paper (Statement of the Problem and RQ), the Literature Review Introduction and three sections, and now you need to add a finale piece to the proposal: the Rationale. Of course, you should make any requested edits to any of the former papers and turn in a polished final proposal. The final proposal should be 12-16 pages (of text) paper with a minimum of 25 academic references in APA style.

Further instructions for all assignments will be provided on Canvas.

**GRADE TRACKER**

**Foundational Assignments (27.5%)**
- APA Paper Template and Handbook Annotation (5%) ________/100
- Journal Abstracts and Topic Proposal (5%) ________/100
- *Reference List and 3 Journal Abstracts (5%) ________/100
- *J7 (Additional 7 Journal Abstracts) (7.5%) ________/100
- Step 4 Worksheet (5%) ________/100

**Participation (10%)** (varies)

**Exams (20%)**
- Exam 1 ________/100
- Exam 2 ________/100
- Exam 3 ________/100

**Building A Research Proposal/Linked Assignments (42.5% of total grade):**
- *Statement of the Problem & Research Question (5%) ________/100
- *Literature Review Introduction & Section 1 (7.5%) ________/100
- Final Paper Outline + Meeting with TA (5%) ________/100
- Literature Review Sections 2 & 3 (10%) ________/100
- Final Proposal (15%) ________/100

Total: ____________/100%

* Assignment eligible for Revise & Resubmit
University Policies

Sexual Discrimination, Harassment, & Assault
UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

UNT’s Dean of Students’ website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources_0. Renee LeClaire McNamara is UNT’s Student Advocate and she can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students’ office at 940-565-2648. You are not alone. We are here to help.

Access Policy
We will cooperate fully with the University’s Office of Disability Accommodation to provide reasonable accommodation to students who require help. Students who wish to self-identify should register with the ODA no later than the second day of class.

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 Accommodation (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 see the Office of Disability Accommodation website at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.

Firearms Policy
The University of North Texas is committed to providing a safe environment for students, faculty, staff, and visitors, and to respecting the right of individuals who are licensed to carry a handgun where permitted by law. Individuals who are licensed to carry may do so on campus premises except in locations and at activities prohibited by law or by this policy. Open carry is NOT permitted. A license holder may not carry a partially or wholly visible handgun, or intentionally or knowingly display a handgun in plain view of another person. See 04.001 Carrying of Concealed Handguns on Campus policy for more details.
Policy on Incompletes
An “Incomplete” will be awarded only in cases where 75% of the coursework has been completed AND the grade is warranted by an excuse (e.g., medical, military). Inability to complete coursework in a timely fashion does not constitute an acceptable reason for requesting or receiving an incomplete.

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 Center for Student Rights and Responsibilities 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. The Code of Student Conduct can be found at www.unt.edu/csrr

Code of Student Conduct
All persons shall adhere to the Code of Student Conduct regarding academic dishonesty, including acts of cheating and plagiarism. See 18.1.16 Student Standards of Academic Integrity.

Cheating. The use of unauthorized assistance in an academic exercise, including but not limited to:
1. use of any unauthorized assistance to take exams, tests, quizzes or other assessments;
2. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments;
3. acquisition, without permission, of tests, notes or other academic materials belonging to a faculty or staff member of the University;
4. due submission of a paper or project, or re-submission of a paper or project to a different class without express permission from the instructor;
5. any other act designed to give a student an unfair advantage on an academic assignment.

Plagiarism. Use of another’s thoughts or words without proper attribution in any academic exercise, regardless of the student’s intent, including but not limited to:
1. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement or citation.
2. The knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in selling term papers or other academic materials.” (Policies of the University of North Texas, 2012, Section 18.1.16, pg. 3-4).

Rules for citing quotes and ideas can be found in the Publication Manual of the American Psychological Association, 6th edition. Please note: Intentionality is not an issue with regard to plagiarism. Even if a student plagiarizes without intending to do so, it is still considered plagiarism and will result in the appropriate consequences. Students are urged to review the parameters and provisions of plagiarism to avoid any potential plagiarism issues. Punishments for cheating or plagiarism range from a grade of ZERO points on the assignment in question to failure of the course. You can find additional information on the University policy regarding plagiarism and academic dishonesty at http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf

Disclaimer
This syllabus should not be construed as a binding contract between the instructor and the students. The instructor reserves the right to change any aspect of the course without notice.
<table>
<thead>
<tr>
<th>Date</th>
<th>In Class</th>
<th>Due</th>
<th>Read/Review before class</th>
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<tbody>
<tr>
<td>January 14</td>
<td>Intro to class</td>
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<tr>
<td>January 16</td>
<td>Communication Problems</td>
<td>Quiz #1 (due before class)</td>
<td>CSI pp. xiii – 18 (Intro, Step 1) and Syllabus</td>
</tr>
<tr>
<td>January 16</td>
<td>Communication Problems</td>
<td>Quiz #2 (due before class)</td>
<td>CSI pp. 57-76 &amp; APA Manual pages/sections: pp. 9-11 (stop after section 1.06), pp. 15-16 (section 1.10), pp. 23-28 (sections 2.01-2.05; read to the bottom of page 28).</td>
</tr>
<tr>
<td>January 23</td>
<td>APA Paper Template/How to read &amp; abstract journal articles</td>
<td>Getting to know you – Squad Assignments (Post on Canvas before class begins)</td>
<td>CSI pp. 57-76 &amp; APA Manual pages/sections: pp. 9-11 (stop after section 1.06), pp. 15-16 (section 1.10), pp. 23-28 (sections 2.01-2.05; read to the bottom of page 28).</td>
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<tr>
<td>January 28</td>
<td>Guest Speaker – Dr. Brian Richardson How to find and read a handbook</td>
<td>APA Paper Template (Post on Canvas before class begins) Abstract, typed, bring to class</td>
<td>CSI pp. 76-84 &amp; APA Manual pp. 183-192 (start with Reference Components) &amp; pp. 202-204 (section 7.02 only)</td>
</tr>
<tr>
<td>January 30</td>
<td>Guest Speaker APA Reference for handbook</td>
<td>Abstract, typed, bring to class Quiz #3 (due before class)</td>
<td>CSI pp. 23-52</td>
</tr>
<tr>
<td>February 4</td>
<td>Guest Speaker Writing rules</td>
<td>Abstract, typed, bring to class</td>
<td>Writing Rules handout, CSI pp. 76-84 (review) &amp; APA Manual pp. 198-199 (section 7.01, #1-5)</td>
</tr>
<tr>
<td>February 6</td>
<td>Meet with Squad – bring draft of assignment to class</td>
<td>APA Paper Template &amp; Handbook annotation due by midnight (2/6)</td>
<td>Writing Rules handout, CSI pp. 76-84 (review) &amp; APA Manual pp. 198-199 (section 7.01, #1-5)</td>
</tr>
<tr>
<td>February 11</td>
<td>How to find journal articles (Library day)</td>
<td>Quiz #4 (due before class)</td>
<td>CSI pp. 23-52</td>
</tr>
<tr>
<td>February 13</td>
<td>Narrowing your topic, Writing Rules, APA reference for a journal</td>
<td>Quiz #5 (due before class)</td>
<td>Writing Rules handout, CSI pp. 76-84 (review) &amp; APA Manual pp. 198-199 (section 7.01, #1-5)</td>
</tr>
<tr>
<td>February 18</td>
<td>Meet with Squad – bring draft of assignment to class</td>
<td>Two journal abstracts + Topic Selection due by midnight (2/18)</td>
<td>Writing Rules handout, CSI pp. 76-84 (review) &amp; APA Manual pp. 198-199 (section 7.01, #1-5)</td>
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<tr>
<td>February 20</td>
<td>Study for Exam 1 How to compile a list of references</td>
<td></td>
<td>APA Manual pp. 180-183</td>
</tr>
<tr>
<td>February 25</td>
<td>Exam 1</td>
<td></td>
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<tr>
<td>February 27</td>
<td>Meet with Squad – bring draft of assignment</td>
<td>15 references + 3 abstracts due by midnight (2/27)</td>
<td>Read CSI pp. 87-94 &amp; APA Manual pp. 169-179</td>
</tr>
<tr>
<td>March 4</td>
<td>Writing Rules + In-text citations</td>
<td>Quiz #6 (due before class)</td>
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<td>March 6</td>
<td>Identifying the Gap</td>
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<td>Date</td>
<td>Activity</td>
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<tr>
<td>March 18 (Monday)</td>
<td>Meet with Squad J7 due by midnight 3/18</td>
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<tr>
<td>March 20 (Wednesday)</td>
<td>Writing Statement of the Problem/ Study for Exam 2 Quiz #7 (due before class) Read CSI pp. 97-104</td>
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<td>March 25 (Monday)</td>
<td>Exam 2</td>
<td></td>
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<td>March 27 (Wednesday)</td>
<td>Meet with Squad Step 4 Worksheet due by midnight 3/27</td>
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<tr>
<td>April 1 (Monday)</td>
<td>Writing your Research Question</td>
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<td>April 3 (Wednesday)</td>
<td>Elements of Strong Writing Quiz #8 (due before class) Elements of strong writing handout &amp; CSI pp. 115-128</td>
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<td>April 8 (Monday)</td>
<td>Meet with Squad – draft due in class Statement of Problem due by midnight 4/8</td>
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<td>April 10 (Wednesday)</td>
<td>Writing a Lit Review Quiz #9 (due before class) CSI pp. 104-114</td>
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<td>April 15 (Monday)</td>
<td>Expanding your Lit Review</td>
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<td>April 17 (Wednesday)</td>
<td>Meet with Squad Lit Review Intro &amp; Section 1 due by midnight 4/17</td>
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<td>April 22 (Monday)</td>
<td>Individual Meetings – Outline due in Meeting</td>
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<td>April 24 (Wednesday)</td>
<td>Individual Meetings – Outline due in Meeting</td>
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<td>April 29 (Monday)</td>
<td>Study for Exam 3/Writing your Final Proposal Lit Review Sections 2 &amp; 3 Due by midnight 4/29</td>
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<td>May 1 (Wednesday)</td>
<td>Exam 3</td>
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<tr>
<td>May 6 (Monday)</td>
<td>No Class Final Proposal Due by midnight 5/6</td>
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