COURSE SYLLABUS

COURSE DESCRIPTION //
This is an introduction to foundational contextual research methods for use in discovery and definition of interactive design systems.

My responsibilities include providing you with a solid foundation of UX research methods, definitions, processes, and best industry practices.

I expect you to participate in your education by taking part in conversations and staying current with your readings. We will be moving at a rapid pace this semester and if you fall behind in readings it will be difficult to catch up.

CREDITS AND PREREQUISITES //
ADES 1513 is a 3 unit course. You must have successfully completed ADES 1500 and have been accepted into the UX track of communication design.

COURSE OBJECTIVES //
» Gain an understanding of the value of contextual research in the design of experiences
» Gain an awareness of emerging, experimental, and industry standard contextual research methods and technology
» Gain experience with methods, skills, and knowledge necessary to conduct contextual research
» Develop the ability to communicate qualitative contextual research outcomes
» Develop the ability to think critically and communicate strategically, based on research outcomes and findings

COURSE STRUCTURE //
This class will be collaborative and lecture with research-based studio assignment(s). Although portions are lecture, I will try to vary our in-class experience so that it captures your attention and requires your participation and interaction with your peers. You are the one that has the most impact on your education, I will try to facilitate and encourage it, but it is still your responsibility and opportunity to participate and engage in the course.

A tentative week-by-week schedule of course content will be available on the class Canvas site. This will be kept up to date and will always be the most current schedule for our course.
COURSE COMPONENTS //
Adobe Creative Cloud
In addition to the mandatory textbooks, you will be expected to maintain a Student license to the Adobe Creative Cloud. You should expect to maintain this license every year while in the UX design program at University of North Texas.

Exams / Tests (40%)
There may be up to three exams, each covering the material outlined on the schedule. Each exam will be worth up to 100 points. There are NO makeup exams in this course.

Quizzes & Assignments (Included with above 40%)
There will be 7-10 quizzes given randomly over the course of the semester on the readings assigned. Each quiz will be worth ~20 points.

Final Group Project (40%)
More details to follow.

Attendance (10%)

iClicker Participation points (10%)
You will be expected to participate in iClicker polls during lecture for participation points. These points will be worth 10% of your final grade.

Late work is NOT accepted. Projects will be accepted at the beginning of class. If you will be late or absent the day that projects are due, make arrangements to deliver your work prior to class.

GRADING //
All projects or exercises will be due at the beginning of class. No late projects will be accepted for grading. You are responsible for turning work in on time, regardless of attendance.

Your final grade will be based on a strict average of all course components. Your final grade will be rounded to the nearest 10th of a point.
A 100-90.0%
B 89.9-80%
C 79.9-70.0%
D 69.9-65%
F 64.9-0%

CLASS LMS //
Canvas (http://unt.instructure.com/)

REQUIRED TEXTS //
Just Enough Research
Erika Hall

Research for Designers
Muratovski Gjoko

Evil by Design
Chris Nodder

The Inevitable
Kevin Kelly

OPTIONAL TEXTS //
A Designers Research Manuel 2nd Edition
O’Grady

Don’t Make Me Think: Revisited
Steve Krug

Interviewing Users
Portigal
**Electronic Devices //**

Cell phones, laptops, tablets and the like, can be incredible tools for learning and growth, but also have amazing potential to divert our attention and distract us from meaningful learning opportunities. With that in mind, I expect students to act responsibly with technology. Turn off ringers, be ready to respond to discussion questions, and not be a distraction to your neighbors or myself. I may ask you to put away electronic devices for certain activities or if I feel they are becoming a distraction to others. The bottom line is it is in your best interest to get the most out of this course and ultimately your decision to be a diligent student or distracted seat warmer—so use technology wisely. Please do not use class time to check social media, shop, or whatever else might distract you or your classmates.

**Student Communication and Course Updates //**

All student communication and course updates will be conducted through the classes Canvas site and/or unt e-mail. You will need to monitor your unt e-mail for these updates and course communications. It is not possible or feasible for faculty to communicate to students via personal email accounts, so you will need to regularly monitor your unt e-mail or forward it to an alternative e-mail account.

When contacting the professor, please utilize e-mail rather than Canvas messaging. If you need extended feedback please schedule or utilize office hours. As a rule of thumb, if your question requires more than a few sentence reply, please talk to the professor in person.

**Attendance //**

Attendance is mandatory. Only two absences will be accepted. Each absence beyond two will reduce your final semester grade by one full letter grade. So, three unexcused absences will result in lowering of your final grade by one letter, four will lower it by two, etc. Five absences, excused or unexcused, will result in a failing grade.

Attendance will be taken at the start of class. If you miss attendance, it’s your responsibility to check-in with me. Up to ten minutes late will be acceptable, but will count as a tardy. You are given three free tardies. After that every three tardies will be considered an absence from class. If you come to class after the ten minute tardy window, you will be considered absent.

There are no excused absences for anything but a verified death in the immediate family or with a doctor’s note on his/her stationary with a telephone number. The doctor’s note must be presented at the next class.

If you are absent, you are responsible for contacting a class member in order to get any information or assignments that were given in class. The instructor will not use any class time to repeat missed lectures or assignments. Do not call the main office to leave the instructor a note that you are missing class. Communication through e-mail is preferred.

**Disabilities Accommodation //**

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must 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 web-
site at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.

EMERGENCIES //
UNT uses a system called Eagle Alert to quickly notify you 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). The system sends voice messages (and text messages upon permission) to the phones of all active faculty staff, and students. Please make certain to update your phone numbers at http://my.unt.edu. Some helpful emergency preparedness actions include: 1) know the evacuation routes and severe weather shelter areas in the buildings where your classes are held, 2) determine how you will contact family and friends if phones are temporarily unavailable, and 3) identify where you will go if you need to evacuate the Denton area suddenly. In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials.

STUDENT RIGHTS AND RESPONSIBILITIES //
Each University of North Texas student is entitled to certain rights associated with higher education institutions. See www.unt.edu/csrr for further information.

EMERGENCY PROCEDURES //
In case of emergency (alarm will sound), please follow the building evacuation plans posted on each floor of your building and proceed to the nearest parking lot. In case of tornado (campus sirens will sound) or other weather related threat, please go to the nearest hallway or room on your floor without exterior windows and remain there until all all clear signal is sounded. Follow your teacher’s instructions and act accordingly.

FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS //
A student must maintain Satisfactory Academic Progress (SAP) to continue to receive financial aid. Students must maintain a minimum 2.0 cumulative GPA in addition to successfully completing a required number of credit hours based on total registered hours per term. Students cannot exceed attempted credit hours above 130% of their required degree plan. If a student does not maintain the required standards, the student may lose their financial aid eligibility.

If at any point you consider dropping this or any other course, please be advised that the decision to do so may have the potential to affect your current and future financial aid eligibility. Please visit http://financialaid.unt.edu/satisfactory-academic-progress-requirements for more information about financial aid Satisfactory Academic Progress. It may be wise for you to schedule a meeting with an academic advisor in your college or visit the Student Financial Aid and Scholarships office to discuss dropping a course being doing so.

PLAGIARISM:
Plagiarism is a serious academic offense and may result in failure of an assignment, the class, or result in removal from the university. Students caught cheating or plagiarizing will receive a “0” for that particular assignment or exam. The student will first be notified in writing via email to schedule a face-to-face meeting with the instructor and another faculty member to determine the next level of action. If further action is warranted, the incident will be reported to the Dean of Students, who may impose an additional penalty. According to the UNT catalog, the term “cheating” includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); e. any other act designed to give a student an unfair advantage. The term “plagiarism” includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. Plagiarism is also literary or artistic theft. It is the false assumption of authorship; the wrongful act of taking the product of another person’s mind and presenting it as one’s own. Copying someone else’s writing or art, intact or with inconsequential changes, and adding one’s name to the result constitutes plagiarism.

SEXUAL HARASSMENT:
Sexual harassment means unwelcome sex-based verbal or physical conduct that unreasonably interferes with a student’s ability to participate in or benefit from educational programs
or activities. For purposes of this policy, conduct is sufficiently severe, persistent or pervasive if it is frequent, or threatening, or humiliating nature unreasonably interferes with or limits the student’s ability to participate in or benefit from the University’s educational program or activity, including when the conduct reasonably can be considered to create an intimidating, hostile, abusive or offensive educational environment. Conduct constituting sexual harassment, as defined herein, toward another person of the same or opposite sex is prohibited by this policy. Examples of conduct which might be considered sexual harassment under this policy may be found here: https://policy.unt.edu/sites/default/files/16.005SexualHarassment_o.pdf Page 2, Section 4, items a,b,c,d,e,f, and g.

CHANGES //
Instructor reserves the right to make adjustments/changes to the course syllabus with or without notice.
STUDENT ACKNOWLEDGEMENT //

I, ___________________________________________, acknowledge that I have read the course syllabus for ADES 1513. I understand the course structure, grading, attendance policies, as well as the risk factor rating. I hereby agree to the syllabus and its provisions.

STUDENT NAME (PLEASE PRINT)

STUDENT SIGNATURE

DATE

PERMISSION TO USE STUDENT WORK //

I, ___________________________________________, am a student at the University of North Texas (UNT) and I am enrolled in ADES 1513. By my signature below I hereby grant permission to UNT to use, copy, reproduce, publish, distribute, or display any and all works created to comply with the requirements of this course in accordance with the terms set forth below. Additionally, I consent to the disclosure of the work created in this class as may be accompanied by my name and other personally identifiable information for purposes set forth below.

Scope of permission. This permission extends to the use of the described work and images of such work (1) for academic purposes in order to demonstrate examples of student work to current and future UNT students, (2) for public display in the galleries or on the campus of UNT or on UNT websites, (3) for promotional materials created by UNT in all forms of media now known or later developed, including but not limited to exhibition catalogues, direct mail, websites, advertising, and classroom presentations. My permission is on-going and will continue until such time as I revoke it by giving UNT three months written notice of revocation to the professor of record for this course. UNT will have three months from the date of my notice to stop all use in accordance with this permission.

Certificate of ownership. I am the owner of all work submitted in accordance with the requirements of the named course and the work is not subject to any grant or restriction that would prevent its use consistent with this permission. All aspects of the work are original to me and have not been copied. I understand that as owner of the work I have the right to control all reproduction, copying, and use of the work in accordance with US copyright laws.

Privacy Release. I hereby authorize and consent to the release, maintenance, and display of my name if necessary and any other personally identifiable information that I have provided in connection with the work and its use in accordance with the terms of this agreement.

Signature. By signing below I hereby grant the permissions indicated above. I understand that this grant of permission relates only to the use of the described work. This is not an exclusive right and I may sell, give, or otherwise transfer the rights to such work to others on a non-exclusive or exclusive basis. However, in the event that I do sell, give or otherwise transfer ownership or the exclusive right to use my work to another party, I will notify UNT immediately in writing through the professor of record for this course. UNT will have three months from the date of my notice to stop all use in accordance with this permission.

I have read, understand, and agree to the terms of this permission form:

STUDENT SIGNATURE

STUDENT NAME (PLEASE PRINT)

DATE