

## **LING 4950 Capstone Field Experience**

Instructor: Xian Zhang (Sean)

Time: Tue & Thu 5:00 pm - 6:20 pm

Location: Language Building Rm. 113

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Office Hours: by appointment

### **Course Description**

In this course, students will **conduct an independent research project** with guidance from the instructor, and their faculty advisor, which must be approved to make sure it meets academic and research criteria. The instructor and the students will develop a research plan for the semester and in weekly meetings will discuss the students' project & progress, review their data collection materials, coding & analysis of data, and literature review readings. Students are expected to submit several assignments, including quizzes, research reports, and hand in written work on a regular basis.

### **Course Objectives**

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

1. Create a list of readings pertinent to your research topic and project. This list will include research you have already read and additional research you will need to read to complete your project.
2. Apply for IRB approval, if applicable to your research project.
3. Collect your research data through different research methods and designs.
4. Analyze your research data.
5. Write a 10-20/page paper demonstrating a well-rounded mastery of basic linguistic concepts and research methods related to the topic you have selected to work on.
6. Present your research results at the Capstone Conference at the end of the semester.

### **Course Structure**

This course is a seminar-type course. Students will meet with the instructor every week to present their research updates and progress, ask questions about their projects, provide constructive feedback to their peers' projects.

### **Materials**

The assigned readings for this course are selected from the following textbooks:

Litosseliti, L. (2010). *Research methods in linguistics*. London: Continuum. (Available at UNT library for 2hr reserve)

Paltridge, B., & Phakiti, A. (2010). *Continuum companion to research methods in applied linguistics*. New York: Continuum. (Available at UNT library for 2hr reserve)

Rasinger, M. S. (2013). *Quantitative Research in Linguistics: An Introduction*. (2nd ed.) Bloomsbury. (Available online at UNT library as an e-book).

Wray, A. & Bloomer A. (2013). *Projects in linguistics and language studies: A practical guide to researching language*. London: Hodder Education. (Available online at UNT library as an e-book)

## Course Requirements

All required assignments and graded activities for this course, along with the corresponding percentages are listed in the table below:

Assignments	Weighting
Class attendance, participation, & advising meetings with assigned faculty	10%
Research Reports and In-class Presentations	15%
Final Paper Drafts (50pts) <ul style="list-style-type: none"> <li>- Research Topic &amp; Questions (5pts)</li> <li>- Literature Review Draft #1 (10pts)</li> <li>- Methodology Draft #1 (10pts)</li> <li>- Research Tools (5pts)</li> <li>- Intro, Lit Review, &amp; Methodology Draft #2 (10pts)</li> <li>- Full paper draft including preliminary data results, analysis, and conclusion (10pts)</li> </ul>	30%
Final Research Paper Presentation (10pts)	15%
Final Paper (50pts) <ul style="list-style-type: none"> <li>- Abstract (5pts)</li> <li>- Introduction (5pts)</li> <li>- Literature Review (15pts)</li> <li>- Methodology (10pts)</li> <li>- Data Results and Analysis (10pts)</li> <li>- Conclusion (5pts)</li> </ul>	30%
<b>Total</b>	<b>100%</b>

## Grading

Final grades will be calculated based on the following grading scale (A-F):

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = 50-59

## Course Evaluation

Student Perceptions of Teaching (SPOT) is the student evaluation system for UNT and allows students the ability to provide constructive feedback anonymously to their instructor and department to improve the quality of student experiences in the course. Students will receive notification by UNT and the instructor when the evaluations open.

## Tentative Schedule

Week	Date	Topic	Assigned Tasks & Deadlines
1	08-19	Course Introduction & Overview	
	08-21	Intro to Research Questions	
2	08-26	Research Questions & Research Readings Presentations	Topic ideas reviewed in class
	08-28	cnt'd	Bring research questions to class
3	09-02	<b>Labor day No class</b>	
	09-04	Using the library resources for research (Briana)	
4	09-09	Literature Review	Research questions reviewed in class <b>Research Topics &amp; Questions Due</b>
	09-11	cnt'd	
5	09-16	Methods	
	09-18	Methods	<b>Literature Review Draft #1 Due</b>
6	09-23	Methods	
	09-25	Methods	<b>Methodology Draft #1 due</b>
7	09-30	Research Tools	Bring Research Tools to class
	10-03	Research Tools	Research Tools reviewed in class <b>Description of Methodology Due</b>
8	10-07	Preliminary Research Presentations	<b>Research Tools are Due</b>
	10-09	Preliminary Research Presentations	Begin Data Collection
9	10-14	Abstract & Intro Writing	
	10-16	Abstract & Intro Writing	<b>Intro, Lit Review &amp; Methodology draft #2 of final paper due</b>
10	10-21	Data Analysis & Collection Update on Canvas (Sean attending conference, no physical meeting)	
	10-23	Data Analysis & Collection Update on Canvas (Sean attending conference, no physical meeting)	
11	10-28	Data Analysis & Reporting Results	
	10-30	Data Analysis & Reporting Results	<b>Data collection complete</b>
12	11-04	Presentation of Preliminary Data	Review of Data Analysis
	11-06	Presentation of Preliminary Data	
13	11-11	Presenting Research	
	11-13	Presenting Research	Full Paper Draft Due
14	11-18	Practice Presentations	
	11-20	Practice Presentations	
15	11-25	<b>Thanksgiving, No Class</b>	<b>No Class</b>

<b>16</b>	12-02	Practice Presentations	<b>Final Research Presentations to the Department</b>
<b>17</b>	12-08		<b>Final Paper Due</b>

## Technical Requirements & Skills

### *Minimum Technology Requirements*

The following are minimum technology requirements for students to attend the course and communicate with the instructor:

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

### *Computer Skills & Digital Literacy*

Course-specific technical skills learners must have to succeed in the course include:

- Using Canvas
- Using email with attachments
- Using Excel or other software for data sorting and analysis.
- Using PowerPoint or Prezi for presentations

## Rules of Engagement

Every student in this class should have the right to learn and engage within an environment of respect and courtesy from others. Our classroom's habits of engagement are listed below and I also encourage you to review UNT's student code of conduct so that we can all start with the same baseline civility understanding (Code of Student Conduct) (<https://deanofstudents.unt.edu/conduct>)

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

- While the freedom to express yourself is a fundamental human right, any communication that utilizes cruel and derogatory language on the basis 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 will not be tolerated.
- Treat your instructor, TA and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own.
- Ask for and use the correct name, proper title and pronouns for your instructor, TA and classmates.
- Unless specifically invited, do not refer to your instructor by first name.

- Remember that all college level communication should have appropriate language (this includes discussion boards).
- Speak from personal experiences. Try not to speak on behalf of groups or other individual's experiences.
- Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals.
- Avoid using all caps while communicating digitally. This may be interpreted as "YELLING!"
- Be cautious when using humor or sarcasm in emails or discussion posts as tone can be difficult to interpret digitally.
- Proofread and fact-check your sources.
- Keep in mind that online posts can be permanent, so think first before you type.
- Be careful with personal information (both yours and other's).
- Do not send confidential information via e-mail.

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

## Course Prerequisites or Other Restrictions

In order to be successful in this course you will need to:

- Make the commitment to work independently on your research projects.
- Follow the instructor and your advisor's guidelines and feedback and revise your research work accordingly.
- Participate in our weekly in person meetings, provide specific and detailed updates of your research progress and submit your work by the assigned deadlines.
- Carefully work on your research projects.
- Check announcements and email regularly.
- Keep up with all course posts (reading others' posts and writing your own).
- Keep up with due dates listed on the Weekly Plan.
- Communicate with your peers in this course; you can all learn from each other.

## Course Policies

### ***Assignment Policy***

All research work should be submitted by the assigned deadlines on Canvas from 12:01 am of the first availability date to 11:59 pm of the last availability date. Students should contact the instructor within 24 hours of the missed deadline and provide proper and official documentation (e.g. in case of technical difficulties, illness, accident, personal tragedy) to be allowed to submit any late work.

**Important statement:** 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.

**Important Note:** Every student in this class can improve by doing their own research work and trying their hardest with access to appropriate resources. Students who use other people's work without citations will be violating UNT's Academic Integrity Policy. Please read and follow this important set of guidelines for your academic success (<https://policy.unt.edu/policy/06-003>). If you have questions about this, or any UNT policy, please email me or come discuss this with me during my office hours.

### ***Attendance Policy***

Students are responsible for weekly and punctual attendance and are expected to participate in all activities of this course, office hours and advising appointments with the instructor and TA. **Students will have 3 unexcused absences from class meetings.** Absences will be excused only in the case of illness, accident, personal tragedy, or any academic functions and should be communicated to the instructor in advance wherever possible. Students should provide proper official documentation in order to have absences excused for the reasons mentioned above.

#### ***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. We strongly encourage you all to wear masks in the classroom and keep your distance from others. It is important that you communicate with the professor and the instructional team prior to being absent, so you, the professor, and the instructional team can discuss and mitigate the impact of the absence on your attainment of course learning goals. Please inform the professor and instructional team if you are unable to attend class meetings because you are ill, in mindfulness of the health and safety of everyone in our community.

If you are experiencing any symptoms of COVID (<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 Team at [COVID@unt.edu](mailto:COVID@unt.edu) for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure.

### ***Class Participation***

In order to benefit to the maximum from this class, you need to attend all weekly class meetings. Since this is a seminar-type class, all students are expected to give weekly individual reports of their research progress and work; share with the rest of the class their research tools, data files and data analysis; bring questions to class; provide feedback and constructive comments to their classmates' projects; and be in contact with the instructor and the TA throughout the term.

### ***Syllabus Change Policy***

The provided course syllabus is a tentative one. If the instructor deems necessary to make any revisions or changes regarding the due dates or course content, an announcement will be posted on Canvas and the copy of the syllabus will be updated.

## **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/) (<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 10.10, Records Management and Retention for additional information.

#### Acceptable Student Behavior

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

## Access to Information - Eagle Connect

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

## Student Evaluation Administration Dates

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

## Sexual Assault Prevention

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

## Use of Student Work

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

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

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

## 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/)
- [MathLab](https://math.unt.edu/mathlab) (https://math.unt.edu/mathlab)