Instructor: Dr. Melissa Sloan
E-Mail: melissasloan@sar.usf.edu
Office Hours: Tuesdays & Thursdays 10:30am-12:00pm or by appointment

PREREQUISITES: IDH 4000, IDH 4950, Senior Honors Standing

COURSE DESCRIPTION: This advanced course is designed to aid in the writing of an honors thesis based on the research activities proposed in IDH 4000 and undertaken in IDH 4950. Students will engage in deeper study of their research topic, finish any data collection, and write a final draft of an honors thesis.

COURSE TOPICS: This course will cover the following content areas:
1. Conducting original research
2. Completing a research paper
3. Responding to an external review

COURSE OBJECTIVES: Upon completion of this course the student will have undertaken the following activities:
1. Refine research paper drafts from previous submissions to improve both quality and feasibility
2. Maintain Institutional Review Board approval for his/her independent research project as necessary
3. Finish data collection per previously submitted research proposals
4. Collaborate with classmates on data collection, coding strategies and peer-review
5. Complete a research paper in APA style
6. Respond to comments from an external reviewer

STUDENT LEARNING OUTCOMES: Upon completion of this course, students will be able to:
1. Discuss the literature they read in conjunction with their research, in a focused way that addresses their research question
2. Analyze data and describe results
3. Draw conclusions based on analyses and discuss ideas for future research
4. Complete a research paper in APA style

CANVAS USE: The class syllabus is posted in Canvas, an online course management system. In this class Canvas will be used for class communications and assignment submissions. Information on how to use Canvas is available at: http://usfsm.edu/e-learning-services/student-resources/. Please note that you must also check your USF email account on a regular basis.

PLAGIARISM SOFTWARE: The University of South Florida has an account with an automated plagiarism detection service which allows student assignments be checked for plagiarism. I reserve the right to ask students to submit their assignments to Turnitin through Canvas. Assignments are compared automatically with a database of journal articles, web articles, and previously submitted papers. The instructor receives a report showing exactly how a student’s paper was plagiarized.

PLEASE REMOVE YOUR NAME FROM THE BODY OF YOUR PAPER AND REPLACE IT WITH YOUR USF ID#. ALSO REMOVE YOUR NAME FROM THE FILE NAME AND REPLACE IT WITH YOUR USF ID# (e.g., “U12345678 Essay 1.docx”) BEFORE SUBMITTING IT TO TURNITIN.

Pursuant to the provisions of the Family Educational Rights and Privacy Act (FERPA), students are requested to maintain confidentiality as a way to keep their personal contact information (i.e. name, address, telephone) from being disclosed to vendors or other outside agencies. By your submission, you are also agreeing to release your original work for review for academic purposes to Turnitin.
**GRADING AND EVALUATION:**

Assignments:
- Draft abstract for research symposium 10 points
- Draft of literature review and methodology 50 points
- Completion of data coding 10 points
- Final literature review and methodology 20 points
- Draft of research symposium presentation 15 points
- Draft of results section 20 points
- Draft of conclusion section 20 points
- Final thesis 100 points
- Response to external review 15 points

I will evaluate your work on a +/- grading system.
You may use the following point scoring system to calculate your final grade.

**Final Grade Point Scoring:**

<table>
<thead>
<tr>
<th>Points Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>250-243</td>
<td>A+</td>
</tr>
<tr>
<td>224-217</td>
<td>B+</td>
</tr>
<tr>
<td>200-193</td>
<td>C+</td>
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<tr>
<td>174-167</td>
<td>D+</td>
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<tr>
<td>149-0</td>
<td>F</td>
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<tr>
<td>242-234</td>
<td>A</td>
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<tr>
<td>216-209</td>
<td>B</td>
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<td>192-184</td>
<td>C</td>
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<td>166-159</td>
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<td>233-225</td>
<td>A-</td>
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<tr>
<td>208-201</td>
<td>B-</td>
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<tr>
<td>183-175</td>
<td>C-</td>
</tr>
<tr>
<td>158-150</td>
<td>D-</td>
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**HONORS PROGRAM POLICIES:**

IDH 4970 students will complete much of the work for this course independently for their specific research projects. However, I expect that we will communicate regularly via email, and I reserve the right to call on-on-one meetings as needed. Meetings can be held online via Skype, by telephone, or in-person. Failure to respond to my request for a one-on-one meeting will result in overall grade deductions of one third of a letter grade (e.g., from an A to an A-) per week of nonresponse.

Upon submission of the Final Draft Honors Thesis, the instructor will determine if the thesis is ready for outside review. If further revisions to the thesis are needed before it can be reviewed by the outside reader, the student may request an incomplete grade for IDH 4970 to continue to work on his/her thesis in the spring semester. An incomplete grade for IDH 4970 will only be granted if the student has satisfactorily completed all course requirements with a minimum grade of a B- and submits his/her most recent full draft honors thesis for review.

Assignments receive a one point deduction for each day they are late. Only a doctor’s written notice or an unavoidable situation discussed and approved in advance with the instructor will offer a change for delayed assignments.

**USFSM AND USF SYSTEM POLICIES:**

**Academic Dishonesty**
The University considers any form of plagiarism or cheating on exams, projects, or papers to be unacceptable behavior. Please be sure to review the university’s policy in the USFSM Catalog and the USF Student Code of Conduct. Current and archived catalogs may be found at: [http://usfsm.edu/academics/](http://usfsm.edu/academics/) and the USF Student Code of Conduct can be found at [http://www.sa.usf.edu/srr/page.asp?id=88](http://www.sa.usf.edu/srr/page.asp?id=88)

**Academic Disruption**
The University does not tolerate behavior that disrupts the learning process. The policy for addressing academic disruption is included with Academic Dishonesty in the USFSM Catalog and the USF Student Code of Conduct. Current and archived catalogs may be found at: [http://usfsm.edu/academics/](http://usfsm.edu/academics/) and the USF Student Code of Conduct can be found at [http://www.sa.usf.edu/srr/page.asp?id=88](http://www.sa.usf.edu/srr/page.asp?id=88)

**Contingency Plans**
In the event of an emergency, it may be necessary for USFSM to suspend normal operations. During this time, USFSM may opt to continue delivery of instruction through methods that include but are not limited to: Canvas,
Elluminate, Skype, and email messaging and/or an alternate schedule. It’s the responsibility of the student to monitor Canvas site for each class for course specific communication, and the main USFSM and College websites, emails, and MoBull messages for important general information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency. See the Campus Police Website for further information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency.

**Disabilities Accommodation**
Students are responsible for registering with the Office of Students with Disabilities Services (SDS) in order to receive academic accommodations. Reasonable notice must be given to the SDS office (typically 5 working days) for accommodations to be arranged. It is the responsibility of the student to provide each instructor with a copy of the official Memo of Accommodation. Contact Information: Disability Coordinator: 359-4714; email: disabilityservices@sar.usf.edu and website: http://usfsm.edu/disability-services/

**Fire Alarm Instructions**
At the beginning of each semester please note the emergency exit maps posted in each classroom. These signs are marked with the primary evacuation route (red) and secondary evacuation route (orange) in case the building needs to be evacuated. See information available on the USFSM student and faculty webpages at www.usfsm.edu

**Religious Observances**
The University recognizes the right of students and faculty to observe major religious holidays. Students who anticipate the necessity of being absent from class for a major religious observance must provide notice of the date(s) to the instructor, in writing, by the second week of classes. http://generalcounsel.usf.edu/policies-and-procedures/pdfs/policy-10-045.pdf

**Emergency Preparedness**
It is strongly recommended that you become familiar with the USF Sarasota-Manatee Emergency Action Plan on the Safety Preparedness See information available on the USFSM student and faculty webpages at www.usfsm.edu

**Web Portal Information**
Every newly enrolled USF student receives an official USF e-mail account. Students receive official USF correspondence and Canvas course information via that address. Therefore it is the student’s responsibility to check their USF email regularly.

**Instructor Copyright**
Students may not sell notes or other course materials.
COURSE SCHEDULE:

<table>
<thead>
<tr>
<th>Week</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>1: August 25-29</td>
<td>Individual meetings</td>
</tr>
<tr>
<td>2: September 1-5</td>
<td>Data entry</td>
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</tbody>
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| 3: September 8-12  | Data entry/coding  
By 9/12 send an email to Dr. Badanich at badanich@sar.usf.edu to indicate your intent to submit an abstract for the research symposium |
| 4: September 15-19 | By 9/15 Complete data entry  
By 9/19 Engage in preliminary coding  
By 9/19 Meet to discuss data analysis |
| 5: September 22-26 | By 9/22 Draft abstract for research symposium due  
By 9/25 Submit research symposium abstract to Dr. Badanich |
| 6: September 29-October 3 | By 10/3 Draft of literature review and methodology due                                         |
| 7: October 6-10    | By 10/10 Meet to discuss literature review draft  
By 10/10 Complete data coding       |
| 8: October 13-17   | By 10/17 Final literature review and final methodology due                                     |
| 9: October 20-24   | By 10/20 draft of research symposium presentation due  
Meet early this week to prepare for research symposium and discuss your results  
Attend research symposium on 10/24 |
| 10: October 27-31  | By 10/31 Draft of results section due                                                         |
| 11: November 3-7   | By 11/7 Draft of conclusion section due                                                       |
| 12: November 10-14 | Work on thesis revisions                                                                     |
| 13: November 17-21 | By 11/17 Final thesis due                                                                     |
| 14: November 24-28 |                                                                                |
| 15: December 1-5   |                                                                                |
| 16: December 8-12  | By 12/10 Make any necessary revisions and respond to external reviewer                      |

Note: November 1 is the last day for a student to drop from a course with a W; no refund, no academic penalty