COURSE DESCRIPTION

The CSU Undergraduate Catalog contains the following course description for UST 405:

“Introduction to basic concepts of research; examines types of research and the use of theory, hypotheses, and inquiry; develops familiarity with urban databases and other computer applications; introduces program evaluation methods and ethical considerations in research and evaluation. Prerequisites: Junior standing or permission of instructor.”

This course provides an overview of methods of research and evaluation for majors in urban affairs. This course is a requirement of students majoring in the College of Urban Affairs. The class emphasizes working knowledge and practical skills that can be used by students in other coursework and their professional careers.

COURSE OBJECTIVES

This class aims to achieve the following course objectives and learning outcomes that will enable students to:

- Be able to create a formal statement and proposal of research addressing well-formed research questions,
- Gain a practical working knowledge of a variety of research methods and analytical techniques,
- Identify approaches and techniques for data collection and analysis relevant to urban research,
- Determine what information is relevant to the student’s inquiry and where to find data
- Apply statistical methods and interpret findings,
- Comprehend and critically evaluate the use of quantitative data in reports and media, and
- Effectively communicate findings usual visual, oral, and written methods.
READING MATERIALS

Required Textbooks – Available at the CSU bookstore


Supplemental Reading – selections will be available on Blackboard


+ Additional materials may be announced by the instructor and will be posted in Blackboard

ASSIGNMENTS

Assignments for the course and their weight toward the total course grade are described below and in the “Grade Worksheet” (attached). Preliminary due dates are given in the class schedule and detailed instructions for each assignment will be forthcoming (check Blackboard for posting of assignment instructions):

• Attendance and class participation (10 percent of class grade): Students are expected to attend all weekly class sessions, including on-time arrival and participation in the full class from 6:00pm to 8:50pm. Students who miss no more than 2 classes will be given full credit for attendance. Students who miss 3-4 classes will be given 80% credit; students who miss 5-6 classes will be given 60% credit; and students who miss 7 or more classes will be not be awarded credit for attendance. Excused absences will be considered only in extraordinary circumstances, such as a medical emergency, with official documentation. The instructor may also consider a student's late arrival or early departure from classes in awarding attendance credit. Students may also be asked to complete self and/or peer assessments to evaluate the class participation grade.

• “Getting your research started” project (25 percent): Two “homework” assignments and a short paper focusing using background research and developing research hypotheses

• Research article review and presentation (15 percent)
• Evaluation research proposal project (40 percent): A project including two “homework” assignments, a group presentation, and an individual paper.

• Portrait of metropolitan change report (10 percent)

GRADING

The letter grading scale for this class uses the following letter grades with plusses and minuses that correspond with the numeric scale given below:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>94 – 100%</td>
</tr>
<tr>
<td>A-</td>
<td>90 – 93%</td>
</tr>
<tr>
<td>B</td>
<td>83 – 86%</td>
</tr>
<tr>
<td>B-</td>
<td>80 – 82%</td>
</tr>
<tr>
<td>C</td>
<td>70 – 76%</td>
</tr>
<tr>
<td>C+</td>
<td>77 – 79%</td>
</tr>
<tr>
<td>D</td>
<td>60 – 69%</td>
</tr>
<tr>
<td>B+</td>
<td>87 – 89%</td>
</tr>
<tr>
<td>F</td>
<td>59% or less</td>
</tr>
</tbody>
</table>

CSU policy regarding awarding Incomplete grades (“I”) is as follows:

“T” – An incomplete (“I”) grade may be given when the work in a course has been generally passing, but some specifically required task has not been completed through no fault of the student. An “I” grade can be assigned by the instructor when all three of the following conditions are met: (1) student is regularly attending/participating in the class and has the potential to pass the course, (2) student has not completed all assignments and has stopped attending/participating for reasons deemed justified by the instructor, and (3) student notified the instructor prior to the end of grading period.

IMPORTANT DATES AND CLASS SCHEDULE

Please note the following important class dates that are part of the CSU academic calendar:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>First day of Spring Semester</td>
<td>Jan 14</td>
</tr>
<tr>
<td>Last day to Drop class</td>
<td>Jan 27 (Fri.)</td>
</tr>
<tr>
<td>Last day to Withdraw from class for “W” on transcript</td>
<td>Mar 31 (Fri.)</td>
</tr>
<tr>
<td>Last day of class</td>
<td>May 5 (Fri.)</td>
</tr>
<tr>
<td>Final Exam date</td>
<td>May 10 (Mon)</td>
</tr>
</tbody>
</table>

Please take a look at the Class Schedule (located after the syllabus) for the complete week-by-week schedule of assignment due dates and calendar of topics. This schedule tells you which readings will be covered in each week, when class discussions will take place, and when assignments are due.

USING BLACKBOARD LEARN

This class will use Blackboard to facilitate some class activities, including:

• Accessing syllabus updates and lecture notes
• Accessing lab instructions, work files, and web resources
• Retrieving supplemental readings
• Submitting assignments
• Communicating with the instructor
• Using discussion boards to communicate with other students

You're automatically given access to Blackboard using your CSU ID when you register for class. To log on to Blackboard Learn, point your web browser to the following address:

• https://bblearn.csuohio.edu/MACAuth/login.jsp

OTHER CLASS AND UNIVERSITY POLICIES

Changes and Reservations: Please note that the instructor reserves the right to make modifications to the course content and course requirements at any time during the semester and will promptly notify students of any changes. **Please monitor your CSU e-mail and the class Blackboard site for updates and announcements.**

Attendance policy: Students are expected to attend all weekly class sessions, including on-time arrival and participation in the full class from 6:00pm to 8:50pm. Students who miss no more than 2 classes will be given full credit for attendance. Students who miss 3-4 classes will be given 80% credit; students who miss 5-6 classes will be given 60% credit; and students who miss 7 or more classes will be not be awarded credit for attendance. Excused absences will be considered only in extraordinary circumstances, such as a medical emergency, with official documentation. The instructor may also consider a student’s late arrival or early departure from classes in awarding attendance credit.

Late assignments: Assignments submitted after their due date may be penalized and the instructor reserves the right to refuse the submission of late assignments. Specific exceptions and allowances will be stated in assignment instructions.

Definition of Plagiarism: The CSU Student Handbook defines plagiarism as: “Stealing and/or using the ideas or writings of another in a paper or report and claiming them as your own. This includes but is not limited to the use, by paraphrase or direct quotation, of the work of another person without full and clear acknowledgment.”

Penalties for Plagiarism: The penalties for plagiarism are found in the full in the Student Handbook under Academic Regulations (from the Policy on Academic Misconduct) and are available on-line at:

[https://www.csuohio.edu/sites/default/files/StudentCodeOfConduct.pdf](https://www.csuohio.edu/sites/default/files/StudentCodeOfConduct.pdf)

Writing Assistance: Students with difficulty writing may contact the Writing Center for assistance with writing assignments. The Writing Center is located in Rhodes Tower 124. Students should use the American Psychological Association (APA) format for citations and references in writing assignments.

Disabilities and Educational Access: It is the policy of Cleveland State University that “Educational access is the provision of classroom accommodations, auxiliary aids and services to ensure equal educational opportunity for all students regardless of their disability. Any student who feels he or she may need an accommodation based on the impact of a disability should contact the Office of Disability Services at (216) 687-2015. The
office is located in MC 147. Accommodations need to be requested in advance and will not be granted retroactively.” Students should notify the instructor as soon a possible if they have been granted an accommodation through the Office of Disability Services.

**Academic Conduct**: Please note that students are subject to all CSU student policies and academic regulations, including (but not limited to) The Code of Student Conduct and the Policy on Academic Misconduct which can be found online at:

[https://www.csuohio.edu/sites/default/files/StudentCodeOfConduct.pdf](https://www.csuohio.edu/sites/default/files/StudentCodeOfConduct.pdf)
CLASS SCHEDULE
UST 405: Methods of Urban Research and Evaluation
Spring 2017

Please note that this schedule is subject to change. Please watch your CSU e-mail and Blackboard announcements for updates and other changes.

The instructor will conduct class from either Lakeland Community College or Lorain County Community College on a schedule to be determined (subject to change and weather conditions).

Week 1 – Jan 18: Introduction to urban research

Class Topics and Activities

✓ Course overview and logistics
✓ Using Blackboard
✓ Lecture: Introduction to urban research

Reading

● An Introduction to Scientific Research Methods in Geography - Chapter 1
● Research Methods Knowledge Base - Chapter 1

Week 2 – Jan 25: The Research process

Class Topics and Activities

✓ Lecture: Research Process - Topics, problems, and questions

Reading Assignment and What's Due

● BCW [The Craft of Research, required textbook] – Chapters 3 and 4
● ROBSON [How to Do a Research Project, required textbook] – Chapter 3, pages 47-54

Week 3 – Feb 1: Finding, using, and engaging background sources

Class Topics and Activities

✓ Lecture: Using and engaging sources

Reading Assignment and What's Due

● BCW – Chapters 5 and 6
● ROBSON – Chapter 3, pages 54-64

● Homework #1 is due (Writing Your Research Topic)
**Week 4 – Feb 8: Approaches to research design**

Class Topics and Activities

- Lecture: Approaches to research

Reading Assignment and What's Due

- ROBSON – Chapter 2
- Homework #2 is due (Finding and Using Sources)

**Week 5 – Feb 15: Sampling**

Class Topics and Activities

- Lecture: Sampling

Reading Assignment and What's Due

- An Introduction to Scientific Research Methods in Geography - Chapter 8

**Week 6 – Feb 22: Measurement and Data Collection**

Class Topics and Activities

- Lecture: Measurement and data collection (*)

Reading Assignment and What's Due

- Research Methods for the Behavioral Sciences – Chapter 4
- ROBSON – Chapter 4
- Assignment #1 is due (Using Background Research and Developing Research Hypotheses)

**Week 7 – Mar 1: Survey research**

Class Topics and Activities

- Lecture: Survey research

Reading Assignment and What's Due

- Research Methods Knowledge Base - Chapter 4
Week 8 – Mar 8: Article Review Presentations

- Group Presentations
- Assignment #2 is due (Research Article – Written Review)

Week 9 – Mar 15: No Class – Spring Break

Week 10 – Mar 22: Evaluation research

Class Topics and Activities

- Lecture: Evaluation research

Reading Assignment

- Program Evaluation and Performance Measurement - Chapter 1

What's Due

- Due date for Major Assignment #1 – Research proposal reports

Week 11 – Mar 29: Team Work Session

- Homework #3 is due on Friday, Mar. 31 (Program Selection and Rationale)

Week 12 – Apr 5: Interpreting Your Findings

Class Topics and Activities

- Lecture: Interpreting your findings

Reading Assignment and What's Due

- ROBSON – Chapter 6
- Homework #4 is due on Friday, Apr. 7 (Program Overview)
Week 13 – Apr 12: Presenting Findings and Working with Data

Class Topics and Activities

✓ Lecture: Communicating evidence visually
✓ Review of Instructions for Assignment #4

Reading Assignment and What's Due

● An Introduction to Scientific Research Methods in Geography - Chapter 10
● ROBSON – Chapter 7
● BCW – Chapters 12, 13, 14, and 15

Weeks 14 and 15 – Apr 19 and 26: Evaluation Project Group Presentations

Class Topics and What's Due

● Group Presentations
● Assignment #3 is due (Evaluation Research Proposal Individual Paper)

Week 16 – May 3: Ethics in Research and Class Wrap-Up

Class Topics and Activities

✓ Lecture: Research ethics

Reading Assignment and What's Due

● Research Methods for the Behavioral Sciences – Chapter 3

Week 17 – Finals Week – Assignment #3 is due on May 10th

What's Due

● Assignment #4 is due (Portraits of Metropolitan Change Report) - Due no later than Wednesday, May 10th at 8:00pm
## GRADE WORKSHEET

### UST 405: Methods of Urban Research and Evaluation
Spring 2017 - Dr. Yin

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points Possible</th>
<th>Enter Your Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Getting Your Research Started Project</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Homework #1: Writing Your Research Topic</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Homework #2: Finding and Using Sources</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Assignment #1: Using Background Research and Developing Hypotheses</td>
<td>45</td>
<td></td>
</tr>
<tr>
<td><strong>Research Article - Review and Presentation</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Group Presentation</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Assignment #2: Research Article - Written Review</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td><strong>Evaluation Research Proposal Project</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Homework #3: Program Selection and Rationale</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Homework #4: Program Overview</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Group Presentation</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>Assignment #3: Evaluation Research Proposal Individual Paper</td>
<td>60</td>
<td></td>
</tr>
<tr>
<td><strong>Assignment #4: Portrait of Metropolitan Change Report</strong></td>
<td>30</td>
<td></td>
</tr>
<tr>
<td><strong>Attendance and Class Participation</strong></td>
<td>30</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL POINTS</strong></td>
<td><strong>300</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Letter Grading Scale:** (A) 282 points or higher, (A-) 270 to 281, (B+) 261 to 269, (B) 249 to 260, (B-) 240 to 249 (C+) 231 to 239, (C) 210 to 230, (D) 180 to 210, (F) 199 or lower.