

**ENG 6005, Sec. 1 (81773)- Dissertation Design in Texts and Technology (3 credits)
Fall 2021 Syllabus**

Instructor: Sonia Stephens

Class meeting date/time: Tuesday 6:00-8:50 pm

Office location: TCH 256A

Class meeting location: TCH 107

E-mail: sonia.stephens@ucf.edu or use Webcourses messaging

Zoom meeting room (for virtual meetings): <https://ucf.zoom.us/j/3449826637>

Virtual office hours: Monday 1:30-3:00, Tuesday 10:00-11:30. My office hours are virtual this semester, so this is when I'll have my personal Zoom meeting room open for you to "stop by" without an appointment. We can also meet by appointment, and you are always welcome to e-mail me with questions.

Phone: (407) 823-5596 (dept. office, messages only)

Course Description

Preparation for the initial stages of dissertation development, including planning, research question development, and methodology determination.

Prerequisite(s): ENG 6812 or ENC 6720 or DIG 6825 or HIS 6159 or C.I.

Course Objectives:

- To learn about what a dissertation is and isn't.
- To explore organization and project management strategies for dissertation writing.
- To build upon previous research methods training to gain depth in a specific method.
- To network with other students at the dissertation stage.
- To gain basic familiarity with seeking research funding.

Required Texts:

- Foss, Sonja K. 2015. *Destination Dissertation: A Traveler's Guide to a Done Dissertation*. 2nd edition. Lanham: Rowman & Littlefield Publishers.
- Miller, Alison B. 2009. *Finish Your Dissertation Once and for All!: How to Overcome Psychological Barriers, Get Results, and Move on with Your Life*. Washington, DC: American Psychological Association.
- Single, Peg Boyle. 2009. *Demystifying Dissertation Writing: A Streamlined Process from Choice of Topic to Final Text*. Stylus Publishing, LLC.
- Other readings will be shared on our Webcourses site.

General Policies: This course is designed to help you prepare for your dissertation prospectus, and to a large extent the value you get out of it will be determined by your preparation and engagement. Full preparation includes reading assigned material and writing or thinking about it, preparing course materials ahead of time, and participating in weekly writing activities. I expect you to participate in class discussions every week. That said, we are still in a pandemic, and Florida is likely to be a pandemic hotspot for much of the semester. Please *do not* attend class in person if you are not feeling well or have had close contact with someone who has COVID. I strongly encourage you to do your part to keep yourself and others safe by practicing healthy behaviors recommended by public health agencies, including getting vaccinated, wearing a mask, and staying home when sick.

As a matter of courtesy, arrive on time prepared to stay for the entire class. Be advised that we will cover materials in class that are not included on the syllabus; you are responsible for all material covered during your absence. All assignments are due by the announced date and time except in the

event of a medical, family, or personal emergency, or for one of the following types of excused absences, which you should notify me about ahead of time (or as soon as possible):

- Religious holiday (notify me about this during the first week of class)
- Authorized UCF/academic events (e.g., athletics, presenting work at an academic conference)
- Legal obligations (e.g., jury duty)

If you have a family or other personal emergency (including COVID-related issues), notify me as soon as possible so that we can discuss alternative arrangements. If you are a deployed active duty military student and will need an accommodation for this, contact me as soon as possible to discuss your circumstances.

I expect professionalism in all discussions. Sexist, racist, homophobic, or other derogatory remarks will not be tolerated. My top priority is to provide a safe environment for learning. You must have a KnightsMail account and check it regularly. I will use Webcourses messaging to contact the class on occasion, and I recommend you set it to forward e-mail to your KnightsMail account automatically.

Per Florida law, students may record course lectures for personal use without permission of the instructor. This course is based on discussion, rather than lecture. As a matter of courtesy to myself and your classmates, do not record class activities without prior written permission from me.

All assignments are due by the announced date and time except in the event of a medical or personal emergency, or the exceptions noted above. For non-excused late work, 10% (one letter grade) will be deducted for each 24-hour period late until a grade of F is reached.

E-mail & contact: I encourage you to contact me via email or the Webcourses messaging system if you have any questions or concerns about the course. You should expect me to respond within 24 hours on weekdays, longer on weekends or holidays. You must have a KnightsMail account and check it regularly. I request that you use common-sense e-mail etiquette to demonstrate professionalism: e.g., include a salutation, use full sentences and capitalization, and be sure to sign your name. Use one e-mail account consistently: if I receive an unsigned e-mail from you and do not recognize the e-mail address, I may not respond to your message.

Academic Honesty: All work must be original by yourself for this course. Undocumented use of another's words, ideas, images, or other media is plagiarism, as is allowing someone else to write or edit your work for you. If you are caught plagiarizing, depending on the severity, you will fail the assignment. You also risk automatically failing the course, disciplinary referral to the appropriate dean, and possible expulsion from UCF. See the UCF Rules of Conduct (osc.sdes.ucf.edu/process/roc) for further information.

Financial Aid Activity: In order to document that you began this course, please complete the "Week 1" discussion post by Friday at 4:59 pm on the first week of class, or as soon as possible after adding the course. Failure to do so may result in a delay in the disbursement of your financial aid.

Course Accessibility Statement: UCF is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. Students who need accommodations must also be registered with Student Accessibility Services (sas.sdes.ucf.edu), Ferrell Commons Room 185, phone (407) 823-2371, sas@ucf.edu. For students connected with SAS, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential course access and accommodations that might be necessary and reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives and

the individual academic and course barriers experienced by the student. Further conversation with SAS, faculty, and the student may be warranted to ensure an accessible course experience.

Mandatory reporting and UCF Cares: As a professor, I have a mandatory reporting responsibility. This means that if you share information with me about sexual misconduct or crimes that may have occurred on campus, I am required to contact the appropriate UCF student support agency to notify them about your situation. If you prefer to remain anonymous and are seeking resources or support for yourself or a friend, you can also visit UCFCares.com for free services and information about a variety of student concerns. You can reach a UCF Cares staff member at ucfcares@ucf.edu or call (407) 823-5607 between 8am and 5pm. If you are in immediate distress, UCF offers counselors 24/7 at (407) 823-2811.

Campus Safety: In case of emergency, call 911. Know the evacuation routes from each of your classrooms and have a plan for finding safety in case of an emergency. For a medical emergency during class, the locations of building first-aid kits or AED (Automated External Defibrillator) are at: <https://ehs.ucf.edu/automated-external-defibrillator-aed-locations>. Our classroom should have an emergency procedure guide posted on a wall near the door. You can review the online version at emergency.ucf.edu/emergency_guide.html To stay informed about emergency situations, sign up for UCF text alerts at my.ucf.edu (“Student Self Service” > “Personal Information” > “UCF Alert”). If you have a special need related to emergency situations, please email me or talk to me during office hours. Consider viewing this UCF video about active shooter situations: <https://youtu.be/NIKYajEx4pk>.

Copyright: This course may contain copyright-protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, or distribute these items outside of the classroom environment. All copyright materials are credited to the copyright holder.

University Writing Center: The UWC is available for writing support for all students, via Zoom or in person. See <http://uwc.cah.ucf.edu/> for details.

Grading

Grading: Your grade will be determined by the following:

- *Writing log/journal/check-in (5%):* You will consistently write on your dissertation topic. This can take various forms, depending on your individual goals (e.g., write 5 or 7 days a week, achieve a specific word count, formal writing or freewriting, etc.) Writing will be logged in a Google Sheet linked from Webcourses.
- *10x weekly questions (10%):* In Week 1 plus 9 weeks of your choice, you will write 3 discussion questions about the shared readings for the week. This is due 3 hours before class time to allow me to collate questions (for Week 1, due Friday 4:59 pm).
- *Individual methods reading list (5%):* In consultation with your adviser and myself, you will compile a custom reading list that provides a deep grounding in the research method you intend to use in your dissertation.
- *Dissertation pre-proposal (10%):* You will write a 1-2 page pre-proposal explaining the problem, research question(s), research design, primary literature streams, significance, and chapter outline for your proposed dissertation.
- *Funding application (20%):* You will locate a funding opportunity appropriate to your dissertation and prepare an application. Examples include a fellowship, money to defray expenses such as participant incentives, or travel funds.
- *Methods presentation (10%):* You will present on your method and lead a discussion in Week 11, 12, or 13.

- *Annotated bibliography (10%)*: You will develop an annotated bibliography of the sources on your custom reading list.
- *Methods section of prospectus (30%)*: You will write a draft methods section for your dissertation prospectus, clearly articulating your proposed method for research, data collection, and analysis.

Grade Scale (%): 94-100 = A 93-90 = A- 89-87 = B+ 86-83 = B 82-80 = B- 79-77 = C+ 76-73 = C 72-70 = C- 69-67 = D+ 66-63 = D 62-60 = D- >60 = F

No Incompletes or extra credit will be given in this course.

Written Grading Standards:

- An A text is exceptional. It presents sophisticated and significant critique and is guided by a meaningful argument. It contains the required elements of the assignment, is written in an engaging style, is arranged in a logical manner, is memorable, and is visually appealing. It is free of mechanical errors.
- A B text is strong. It contains all required elements of the assignment. It is generally above average in terms of the criteria mentioned above, but falls short of excellence in one or more category. It has only minor mechanical errors.
- A C text is competent. It contains all required elements of the assignment. It is generally average in terms of the major criteria listed above. It has a few mechanical errors.
- Low C or D work is weak. It does not include the required elements of the assignment and it falls below average in terms of one or more of the major criteria.
- F work fails in terms of one or more of these criteria.

Note: *The schedule of readings below may change. Changes to the syllabus or schedule will be made at my discretion and will be announced in class and posted to Webcourses.*

Week	Date	Topic/activity	Reading	Assignment due
1	8/24	what do I mean by dissertation design?	Single Ch 1 Foss & Waters Ch 1 Miller Ch 1	intro discussion post: ID a dissertation
2	8/31	what is a dissertation?	Davis & Parker Chs. 2 & 3 (pdf) + read an example dissertation, focus on structure & methods	methods reading list due
3	9/7	defining scope and topic	Single Ch 2 Foss & Waters Chs 2 & 3 + read about 3 articles or 60% of a book from your methods list	
4	9/14	writing a preproposal	Single Chs 5 & 6 Foss & Waters Ch 4 + read about 3 articles or 60% of a book from your methods list	

Week	Date	Topic/activity	Reading	Assignment due
5	9/21	developing a funding proposal	Carlson "Some frank advice" Connor "Rhetorical grants" Dunnivant "Unspoken benefits" Gokpinar-Shelton & Asomani-Adem + read about 3 articles or 60% of a book from your methods list	
6	9/28	writing a prospectus	Foss & Waters Ch 6 Leonard "Finished prospectus" VanBuren "Path to prospectus" + read about 3 articles or 60% of a book from your methods list	
7	10/5	reviewing the literature	Single Chs 3 & 4 Foss & Waters Ch 5 + read about 3 articles or 60% of a book from your methods list	preproposal due
8	10/12	analyzing data	Foss & Waters Ch 7 Saldaña Ch 1 (pdf) Software introductions (see links on Webcourses home page) + read about 3 articles or 60% of a book from your methods list	
9	10/19	project management	Miller Chs 4 & 5 Davis & Parker Ch 9 (pdf) + read about 3 articles or 60% of a book from your methods list	funding application due
10	10/26	maintaining a writing strategy	Single Chs 7 & 8 Miller Ch 6 Silvia "Care and feeding" + read about 3 articles or 60% of a book from your methods list	
11	11/2	methods presentations	-	
12	11/9	methods presentations	-	
13	11/16	methods presentations	-	annotated bibliography due
14	11/23	self-care	Foss & Waters Chs 11 & 12 Miller Ch 3 Rockquemore "Advice"	
15	11/30	summing up	TBA	-
finals	12/7	finals week (7:00-9:50 pm)	-	methods section due

Other deadlines: Add/drop/swap 8/27; Withdrawal 10/29