

Introduction to Research I (IDS 3913)
T-L.E.A.R.N.™ Program at UCF – Fall 2016
Thursdays, 4:30pm-5:45pm
Burnett Honors College, Room 0127

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Course Description:

This 1-credit course will introduce T-L.E.A.R.N. students to academic research and prepare them for engagement in undergraduate research as first-year UCF students in Science, Technology, Engineering, and Mathematics (STEM) disciplines. Additionally, the course will assist students in developing and applying strategies for success to appropriately adjust and succeed to the rigorous expectations of UCF and the academic research culture.

Course Requirements:

Attendance to scheduled class is mandatory. IDS 3913 is the foundational class of the T-L.E.A.R.N. program. Students have to participate in and pass this course (C or higher) in order to move into Introduction to Research II (IDS 4914) in the spring 2017 term, receive the T-L.E.A.R.N. scholarship, and continue their participation in the T-L.E.A.R.N. program.

Course Objectives:

At the end of this course, students will be able to

- Explore the definition of research across multiple disciplines
- Learn about research in a wide variety of STEM disciplines
- Highlight the basic expectations and requirements of the undergraduate researcher when conducting research with a faculty mentor or in a professional environment
- Discuss and apply research-based success strategies and skills to daily practices as a college student and undergraduate researcher
- Learn how to maximize their learning through self-awareness, self-motivation, and self-management
- Find information sources and determine the differences between primary and secondary literature
- Find literature related and relevant to your research apprenticeship
- Recognize and develop ideas for a research proposal
- Gain knowledge of the opportunities available to undergraduate researchers throughout their career at UCF

Attendance Policy

Reasons for acceptable absences may include illness, serious family emergencies, special curricular requirements (e.g., judging trips, field trips, professional conferences), military obligations, severe weather conditions, and religious holidays. Documentation is required for excused absences.

Participation

Participation grades will be based on arriving to class on time, participating in class activities and discussion, displaying engaged behavior, being prepared with course materials, using digital devices in the course appropriately, following instructions, collaborating and working with peers, and communicating with peers and instructors positively and professionally. Use of phones is prohibited, and using phones or other electronic devices during class will result in a reduction in your participation unless noted by instructor.

Late Assignments

Late submission of assignments will be accepted for each assignment. A deduction of 10% will be taken off of the final grade every 24 hours after the assignment deadline for up to five business days after the due date.

	Date	Topic	Assignment
Week 1	August 25	Syllabus Review In-Class Assessment	Class #1: STEM Interest Inventory (document involvement) Homework #1: LEARN Program Quiz (Due August 26, Fri by 11:59pm)
Week 2	September 1	What is Science and Academic Research	Homework #2: Transition Reflection (Due September 7, Wed)
Week 3	September 8	Getting Started: Being a successful STEM transfer student	Class #2: Semester At A Glance and Virtual Resource Tour Homework #3: Laboratory Safety Modules (Due October 3, Mon)
Week 4	September 15	Professional First Impressions, Finding Faculty Mentors, Email Etiquette, and OUR resources	Class #3: Email Activity Homework #4: LinkedIn Profile and Faculty and Research Review (Due September 28, Wed)
Week 5	September 22	Working with Faculty/Graduate Students & Laboratory Etiquette	
Week 6	September 29	Lab Tours (around campus)	Homework #5: Lab Site Reflection Worksheet (Due October 5, Wed)
Week 7	October 6	Laboratory Safety Guest Presenters <i>Location: TBD</i>	
Week 8	October 13	Research Skills Part I: Finding Literature Guest Presenter: Mr. Richard Harrison <i>Location: Library, 235C</i>	Class #4: Library Scavenger Hunt Worksheet Homework #6: Library Modules (Due October 19, Wed)
Week 9	October 20	Research Skills Part II - Reading Primary & Secondary Literature	Class #5: Reading Primary & Secondary Literature Homework #7: Finding Literature and Bibliography Worksheet (Due November 9, Wed)
Week 10	October 27	The Research Process – Asking Good Questions, Peer Review, Manuscripts, & Grants (Update: Finding mentors)	Homework #8: Proposal Topic Review Sheet & Research Literature Synthesis (Due November 16, Wed)
Week 11	November 3	Off- and On-Campus Research and Internship Opportunities	Final Exam Part I: Annotated Bibliography & Outlined Literature Review (Due December 9, Fri by 1:00PM)
Week 12	November 10	Graduate School 101	Homework #9: Graduate School Program Review (Due November 30, Wed)
Week 13	November 17	Creating a Portfolio- Resumes, Cover Letters, and Personal Statements	Final Exam Part II: Identify Summer Internship/Research Program and Submit Resume/Cover Letter Draft (Due December 9, Fri by 1:00PM)
Week 14	November 24	<i>No Class: Enjoy your holiday!</i>	
Week 15	December 1	Effective Communication, Best Practices of Undergraduate Researchers	
Final Exam	December 8	No Class: Submit Final Exam via Webcourses (Part I and II) Due December 9, Fri by 1:00PM	Final Exam: Focus Group Thursday, December 08, 2016 4:00 PM – 6:50 PM

*Slight changes in the schedule might occur. Students will be given advance notice of any changes.

Evaluation Procedures:

Grade Category	Description of the Requirements	Due Date and Time	Point Value
Class Attendance (15)	Attendance is required for both the class and research apprenticeship. <i>Missing classes without a valid excuse jeopardizes your grade in the course and status in the program.</i>	NA	15
Class Participation (15)	Full participation in the class is essential. This includes, but is not restricted to, in-class discussions, class activities, field trips, group work etc.	NA	15
Class Assignments (20) No makeup assignments	#1 In-Class Assessment	In class	4
	#2 Semester at a Glance & Virtual Resource Tour		4
	#3 Email Activity		4
	#4 Library Scavenger Hunt Worksheet		4
	#5 Reading Primary and Secondary Literature		4
Homework Assignments (30)	#1 L.E.A.R.N. Program Quiz	August 26	1
	#2 Transition Reflection	September 7	2
	#3 Laboratory Safety Modules	October 5	5
	#4 LinkedIn Profile & Faculty and Research Review	September 28	4
	#5 Lab Site Reflection Worksheet	October 3	3
	#6 Library Modules	October 19	6
	#7 Finding Literature and Bibliography Worksheet	November 9	3
	#8 Proposal Topic Review Sheet & Research Literature Synthesis	November 16	5
	#9 Graduate School Program Review	November 30	1
Final Exam (20)	Part 1: Summer Internship/Research Program Resume and Cover Letter Draft	December 9	10
	Part 2: Annotated Bibliography and Outlined Literature Review	December 9	10

Email Communication

All course communication must come from your Knights email account. Your subject line should include IDS 1911, YOUR NAME, SUBJECT OF EMAIL (i.e., IDS 1911, John Doe, Library Modules Issue). The body of the email should address Mrs. Smith and/or Dr. Schneider, include your message/questions, and signature.

Ethics Statement

As reflected in the UCF creed, integrity and scholarship are core values that should guide our conduct and decisions as members of the UCF community. Plagiarism and cheating contradict these values and are very serious academic offenses. Penalties can include a failing grade in an assignment or in the course, or suspension or expulsion from the university. Students are expected to familiarize themselves with and follow the University's Rules of Conduct (see <http://osc.sdes.ucf.edu/process/roc>).

Disability Access Statement

The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the professor to request accommodations. Students who need accommodations must be registered with Student Disability Services, Ferrell Commons Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.

Documenting Student Academic Engagement in Webcourses@UCF for Financial Aid Requirement

All faculty are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the following academic activity by the end of the first week of classes or as soon as possible after adding the course. The quiz is worth 1 point of the total points for the course. Failure to do so may result in a delay in the disbursement of your financial aid.

Submit the *LEARN Fall 2016 Program Quiz* by Friday, August 26 (11:59pm) through Webcourses.

Questions about grading?

You have **seven days** from the day your assignment grade is posted on Webcourses to resubmit work for re-grading. After re-grading, please visit our office hours or set up an appointment to further discuss problems with the grade. All resubmissions are subject to a 100% review, not just specific questions (meaning we will review the ENTIRE assignment again). This is not a forum for complaints without justification. Please only resubmit work under two circumstances: (1) We have added up points wrong on an assignment; We are human so this is bound to happen from time to time. (2) You have strong written justification for why points should not have been taken off of your work. You must be able to back this up with a reference to notes, assignment instructions, etc.

Special Note: *The instructor reserves the right to make changes to the syllabus and/or assignment schedule at any point during the semester. It is your responsibility to ensure you have the most up-to-date copy of the course syllabus and note changes when announced. If changes are made to the syllabus when you are not in class, it is your responsibility to check with your peers if changes were made. At the instructors' discretion, we will make available an up-to-date copy online for download.*