

**Introduction to Research I (IDS 1911)**  
**L.E.A.R.N.™ Program - Fall 2016**  
**Tuesdays & Thursdays, 11:30AM-1:20PM**  
**Hercules Programming Center**

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**Course Description:**

This 2-credit course will introduce 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 college and the academic research culture. There are two parts to this class, 1) regularly scheduled class meetings and 2) three-hour weekly research apprenticeship sessions for five weeks. The research apprenticeship will continue in the spring semester for another seven weeks as part of Introduction to Research II course.

**Course Requirements:**

Attendance to both the scheduled class and the apprenticeship is mandatory. IDS 1191 is the foundational class of the 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 in the spring 2016 term, receive the L.E.A.R.N. scholarship, and continue their participation in the 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

At the end of the apprenticeship, students will be able to

- Meet graduate students engaged in research
- Gain knowledge of how research is conducted in each student's specific discipline
- Learn about the general day-to-day routines of a research laboratory
- Learn about their graduate mentor's research project

## Class Schedule\*

This course will focus on the following four areas:

- Area 1: Preparing to be a successful STEM student
- Area 2: Preparing for research and the apprenticeship
- Area 3: Academic research skills
- Area 4: Presenting yourself and preparing for future opportunities

	Date	Topic	Assignment
Week #1	August 23	Syllabus Review and survey Area 2: What is Science and Academic Research	Homework #1: LEARN Program Quiz (document involvement) ( <b>Due August 26 Fri by 11:59PM</b> ) Class #1: What is Research?
	August 25	Area 1: Getting Started- Making the Most Of Your UCF Experience	Class #2: Transition Reflection Class #3: UCF Creed & Your Future
Week #2	August 30	Area 1: Living Learning Strategies Roommate agreements	
	September 1	Area 1: Academic Campus Resources	Class #4: Semester At A Glance Homework #2: Laboratory Safety Modules ( <b>Due September 19, Mon by 11:59PM</b> )
Week #3	September 6	Area 4: First Impressions and Learning Styles	Class #5: VARK Assessment Homework #3: Email Activity ( <b>Due September 12, Mon by 11:59PM</b> )
	September 8	Area 2: Working with Faculty/Graduate Students & Laboratory Etiquette	
Week #4	September 13	Area 1: Writing as an undergraduate: Plagiarism, Misuse of Sources, and APA Formatting	Homework #4: Plagiarism Activity ( <b>Due September 19, Mon by 11:59PM</b> )
	September 15	Area 4: Academic Advising & Degree	Homework #5: Schedule Advising Appointment & MyPlan Assessment ( <b>Due October 3 by 11:59PM</b> )
Week #5	September 20	Area 2: Laboratory Safety Practical- Group 1 Guest Presenters <i>Location: TBD</i>	
	September 22	Area 2: Laboratory Safety Practical- Group 2 Guest Presenters <i>Location: TBD</i>	
Week #6	September 27	Area 2: Lab Tours <i>Meet at the Reflection Pond</i>	Homework #6: Lab Site Reflection Worksheet ( <b>Due October 5, Monday by 11:59PM</b> )
	September 29	Area 3: Research Skills Part I: Finding Literature Guest Presenter: Mr. Richard Harrison <i>Location: Library, 235C</i>	Class #6: Library Scavenger Hunt Homework #7: Library Worksheet & Modules ( <b>Due October 10, Mon by 11:59PM</b> )
Week #7	October 4	Area 4: Setting Effective Goals and MyPlan	Class #7: SMART Goals
	October 6	<b>No Class</b>	

Week #8	October 11	Area 3: How to be a Good Research Mentee Apprenticeship Overview & Assignments (11:30am-12pm) Area 2: Graduate Research Mentor Meet & Greet (12pm-1pm)	
	October 13	Area 3: How to be a Good Research Mentee Apprenticeship Overview & Assignments  <i>Guest Speaker: Aubrey Kuperman, Coordinator, Office of Undergraduate Research</i>	<u>Class #8</u> : Preparing to be Mentees Worksheet <u>Homework #8</u> : Mentor Biography Worksheet and Vignettes ( <b>Due October 17, Mon by 11:59PM</b> ) & Contact Graduate Research Mentor to Arrange Apprenticeship Time <u>Homework #9</u> : Midterm Grades Check-In on Webcourses ( <b>Due October 17, Mon by 11:59PM</b> )
Week #9	October 18	<i>No Class: Apprenticeship Week #1</i>	<u>Apprenticeship Log</u> : Week #1 ( <b>Due October 24, Monday by 11:59PM</b> )
	October 20	Area 1: A Focus on Your Strengths and Motivation; procrastination and task management	<u>Homework #10a</u> : Research Literature Synthesis ( <b>Due November 21, Mon by 11:59PM</b> )
Week #10	October 25	<i>No Class: Apprenticeship Week #2</i>	<u>Apprenticeship Log</u> : Week #2 ( <b>Due October 31, Monday by 11:59PM</b> )
	October 27	Area 3: Research Skills Part II - Reading Primary & Secondary Literature	<u>Class #9</u> : Reading Primary Literature
Week #11	November 1	<i>No Class: Apprenticeship Week #3</i>	<u>Apprenticeship Log</u> : Week #3 ( <b>Due November 7, Monday by 11:59PM</b> ).
	November 3	Area 1: Decision Making Area 4: Knowing Yourself – True Colors	
Week #12	November 8	<i>No Class: Apprenticeship Week #4</i>	<u>Apprenticeship Log</u> : Week #4 ( <b>Due November 14, Monday by 11:59PM</b> )
	November 10	Area 3: The Research Process - Peer Review, Manuscripts, & Grants Proposal Overview Part I	<u>Homework #10b</u> : Reading Primary & Secondary Literature ( <b>Due November 21, Mon by 11:59PM</b> )
Week #13	November 15	<i>No Class: Apprenticeship Week #5</i>	<u>Apprenticeship Log</u> : Week #5 ( <b>Due November 21, Monday by 11:59PM</b> )
	November 17	Area 4: On-Campus Research and internships Area 3: Proposal Overview Part II <b>Apprenticeship Makeup Week</b>	<u>Homework #11</u> : Proposal Topic Review Sheet ( <b>Due November 28, Mon by 11:59PM</b> )
Week #14	November 22	<i>No Class: Enjoy your holiday!</i>	<u>Apprenticeship Log</u> : Make-Up Week ( <b>Due November 28, Monday by 11:59PM</b> )
	November 24		
Week #15	November 29	Area 4: Off-Campus Research Area 4: Creating a Portfolio- Resumes, Cover Letters, and Personal Statements	<u>Final Exam Part I</u> : Annotated Bibliography & Outlined Literature Review ( <b>Due December 9, Fri by 1:00PM</b> )

Week #15	December 1	Area 4: Creating a Portfolio- Resumes, Cover Letters, and Personal Statements, Cont'd	<b>Final Exam Part II:</b> Identify Summer Internship/Research Program and Submit Resume/Cover Letter Draft <b>(Due December 9, Fri by 1:00PM)</b>
Final Exam	December 9	No Class: <b>Submit Final Exam via Webcourses (Part I and II) by 1:00PM</b>	<b>*Study Day* December 5, Mon</b>

\*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
<b>Class Attendance (10)</b>	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	10
<b>Class Participation (10)</b>	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	10
<b>Apprenticeship (30)</b>	Attendance	NA	10
	Participation	NA	10
	Log	See Schedule Above	10
<b>Class Assignments (15)</b> No makeup assignments	#1 What is Research?	In class	1
	#2 Transition Reflection		2
	#3 UCF Creed & Your Future and Welcome Expo		1
	#4 Semester At A Glance		2
	#5 VARK Assessment		2
	#6 Library Scavenger Hunt		2
	#7 SMART Goals		2
	#8 Preparing to be Mentees Worksheet		1
	#9 Reading Primary Literature		1
<b>Homework Assignments (30)</b>	#1 L.E.A.R.N. Program Quiz	August 26	1
	#2 Laboratory Safety Modules	September 19	3
	#3 Email Activity	September 12	1
	#4 Plagiarism Activity	September 19	1
	#5 Schedule Advising Appointment with Mr. Sunski & Complete MyPlan Career Assessment	October 3	2
	#6 Lab Site Reflection Worksheet	October 5	3
	#7 Library Worksheet and Library Modules	October 10	6
	#8 Mentor Biography and Vignettes	October 17	2
	#9 Midterm Grades Check-In on Webcourses	October 17	1
	#10a-b Research Literature Synthesis and Secondary Literature and Reading Primary Literature	November 21	5
	#11 Proposal Topic Review	November 28	2
<b>Final Exam (5)</b>	Part 1: Summer Internship/Research Program Resume and Cover Letter Draft	December 9	5
	Part 2: Annotated Bibliography and Outlined Literature Review	December 9	5

**Total points for course: 101**

**Grading Scale (NOTE: a grade of C or higher is necessary to continue in the L.E.A.R.N. program):**

90-100% = A; 80-89% = B; 70-79% = C; 60-69% = D; >60% = F

## **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.

## **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.

## **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.

## **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.*