Instructor  
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E-mail.  annenordberg@uta.edu  As a general rule, emails received Monday through Friday (not including Holidays) will be returned within 24 hours. Emails received Saturdays, Sundays and Holidays will be returned by the next business day.  

Office Hours.  Via email (annenordberg@uta.edu) or contact the professor for a phone, face-to-face, or video chat appointment.  

Class Descriptions  
Council on Social Work Education (CSWE) Educational Policy  
Qualitative and quantitative research content provides understanding of a scientific, analytic, and ethical approach to building knowledge for practice. The content prepares students to develop, use, and effectively communicate empirically based knowledge, including evidence-based interventions. Research knowledge is used by students to provide high-quality services; to initiate change; to improve practice, policy, and social service delivery; and to evaluate their own practice.  

Course Catalog Description  
Arrangements may be made for a directed and supervised tutorial in a select area of special interest to the student.  

Detailed Course Description  
This course is designed to provide the student with the necessary guidance to complete a dissertation.  

Student Learning Outcomes  
Upon completion of this course, the student will have contributed towards completion of:  
1. Worked towards the completion of a research proposal with attention to:  
   a. Ethical treatment of human subjects (IRB training and application)  
   b. Research previously conducted (Literature review)  
   c. Competent research design (Quantitative: Internal/External Validity and Reliability; and/or Qualitative: Genre choice, Credibility and Extrapolation)  
2. Defended dissertation proposal to dissertation committee  

Required Readings  
Textbooks and scholarly journal articles will be assigned on a case-by-case basis relevant to student’s intended dissertation topic.  

Recommended Textbook  
http://www.socialresearchmethods.net/kb/  

Descriptions of Major Assignments  
Instructor and student will negotiate a directed and supervised tutorial in a select area of special interest to the student.
Grade Scale:
Pass or Fail
No incomplete grades will be granted.

Course Syllabus and Due Date Modifications
Modifications to assignments and the class schedule may be necessary. Modifications to these items and the course syllabus, if needed, will be made after consultation with students.

UTA Policies
Withdrawal
To avoid receiving a failing grade due to absences, it is the student's responsibility to drop the class according to university guidelines and time frames.

Adding and Dropping Courses
Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://wweb.uta.edu/ses/fao).

Americans with Disabilities Act
The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the Americans with Disabilities Act (ADA). All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

Academic Integrity
At UT Arlington, academic dishonesty is completely unacceptable and will not be tolerated in any form, including (but not limited to) “cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts” (UT System Regents’ Rule 50101, §2.2). Suspected violations of academic integrity standards will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University.

Student Support Services Available
UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may contact the Maverick Resource Hotline by calling 817-272-6107, sending a message to resources@uta.edu, or visiting www.uta.edu/resources.
E-Culture Policy
UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php.

Student Feedback Survey
At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory will be asked to complete an online Student Feedback Survey (SFS) about the course and how it was taught. Instructions on how to access the SFS system will be sent directly to students through MavMail approximately 10 days before the end of the term. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback data is required by state law; student participation in the SFS program is voluntary.