I: Course description

The aim of this course is the development of skills used by professional economists, including writing professional documents such as policy briefs and memos, data visualization, communication of economic ideas in non-technical terms, presentation skills, and team-based problem solving.

Economists are information workers. A professional economist needs to have the knowledge and the skills required to find, analyze, interpret and explain information. The aim of this course is to provide you with an opportunity to build skills, and gain knowledge, that will help you achieve professional success, whether it be as an economist, or in a related career.

There will be three broad components of this course:
   1) Instruction on writing for economics and presentation of empirical material;
   2) Instructor-led policy analysis application on the topic: effective selection of economic immigrants;
   3) Team-based policy analysis - topic chosen by student teams from list provide by instructor (or alternative approved topic). Teams will be chosen by instructor. Students will be given time in class to meet in their teams but should also expect to meet independently outside of lecture time.

Lectures will be divided roughly equally across these three components over the course of the term. Lecture attendance is mandatory.

II. Prerequisites: ECON 2030 with a grade of C+ or higher, ECON 2103 with a grade of C+ or higher, ECON 2210 (or equivalent) with a grade of C- or higher, and ECON 2220 (or equivalent) with a grade of C+ or higher.

III. Texts and readings: There is no required texts. Some written materials will be shared by the instructor electronically and up to 5 journal articles will be assigned over the course of the term primarily related to component 2) above.
IV. Evaluation:

<table>
<thead>
<tr>
<th>Component</th>
<th>Description</th>
<th>Date</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Class attendance and participation</td>
<td>Attendance in class, participation in team meetings in class</td>
<td>Throughout term. See sick note/absences policy</td>
<td>10%</td>
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<tr>
<td>Assignment 1</td>
<td>Policy analysis proposal</td>
<td>Oct. 12th</td>
<td>10%</td>
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<tr>
<td>Midterm</td>
<td>Based on lecture notes and readings related to components 1) and 2)</td>
<td>Oct. 19th, first half of lecture</td>
<td>25%</td>
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<tr>
<td>Poster presentation</td>
<td>Individual presentation of a poster related to a component of the Team’s Policy Analysis.</td>
<td>Nov 9th</td>
<td>10%</td>
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<tr>
<td>Assignment 2</td>
<td>Group policy paper on the team’s policy analysis project – maximum of 3000 words.</td>
<td>Nov 23rd</td>
<td>10%</td>
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<tr>
<td>Assignment 3</td>
<td>Individual preparation of a briefing note on the team policy analysis topic.</td>
<td>Dec 7th</td>
<td>10%</td>
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<tr>
<td>Final examination</td>
<td>The final exam will cover all material presented in the lectures and assigned readings.</td>
<td>As scheduled.</td>
<td>25%</td>
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<tr>
<td>Total</td>
<td></td>
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<td>100%</td>
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All written material submitted will be evaluated on the basis of the quality of economic reasoning, the quality of the background information used and the quality of the writing.

No course grades are final until approved by the Faculty Dean. Application to write a deferred final examination must be made at the Registrar’s Office.

Sick notes policy:

I only require sick notes in exceptional circumstances. You may miss up to three classes without a sick note.

If you are unable to write the midterm due to a valid documented illness, the weight of the midterm will be transferred to the final examination.

Other requests for accommodation due to, for example, bereavement or stress, will be evaluated on a case-by-case basis.

Late assignments policy:

The grade of any assignment that is handed in late will be reduced by 10 percentage points per day late. Please also see sick notes policy above.

VI. PLAGIARISM
The University Senate defines plagiarism as “presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one’s own.” This can include:
• reproducing or paraphrasing portions of someone else’s published or unpublished material, regardless of the source, and presenting these as one’s own without proper citation or reference to the original source;
• submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
• using ideas or direct, verbatim quotations, or paraphrased material, concepts, or ideas without appropriate acknowledgment in any academic assignment;
• using another’s data or research findings;
• failing to acknowledge sources through the use of proper citations when using another’s works and/or failing to use quotation marks;
• handing in "substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs."
Plagiarism is a serious offence that cannot be resolved directly by the course’s instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of "F" for the course.

VII. Requests for Academic Accommodations

Academic Accommodation
You may need special arrangements to meet your academic obligations during the term. For an accommodation request the processes are as follows:

Pregnancy obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details see the Student Guide https://carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf
Religious obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details see the Student Guide https://carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Academic Accommodations for Students with Disabilities: The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or pmc@carleton.ca for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your Letter of Accommodation at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally-scheduled exam (if applicable).