PLEASE NOTE THAT SOME CHANGES COULD BE MADE TO THIS OUTLINE
UP TO JANUARY 22, 2021
Carleton University
Department of Economics

ECON 3920C/ECON 4990A– Professional practice of economics

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Lecture and meeting time:  Thursday 2:35pm-5:25pm.

Prerequisite(s):  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. A grade of C+ or higher is required to qualify for ECON 4905.

Students who believe they have taken a similar background course or courses from another university must provide appropriate documentation to the Department of Economics Undergraduate Administrator, Renee Lortie.

DEF(erre)red final grade status at the end of this course precludes (continued) in any other course for which the former is a prerequisite.

Course delivery during COVID-19:

The first lecture will be given live on BigBlueButton but will also be recorded. It will explain the functioning of the course. The following weeks will be devoted to individual group meetings. I will meet with individual groups on BBB during lecture time as well as at other agreed upon prearranged times. During those meetings, students will be able to show their work and ask questions. Extensive use will also be made of CuLearn.

Course Objectives:

The objectives of this course are:
   a)  to learn how to analyze and critically evaluate relevant economic literature;
   b)  collect and analyze relevant economic data with appropriate statistical and econometric techniques;
   c)  pursue a research project, clearly and meaningfully summarize, tabulate and explain the findings in a written report;
   d)  learn about writing techniques for developing a final report/paper;
   e)  learn how to collaborate in a team.
Recommended Textbooks:


Course requirements

There will be a preliminary lecture to explain the functioning of the class. The objectives of the course will be fulfilled mainly by writing a research paper in a team.

During the first week of classes, you are also expected to choose a topic, form a team (of 4 students) and get organized to start your research projects. (The exact timetable for the project will be provided on Cu Learn.)

During the rest of the course, you and your team will work on your project and meet with me and the TA.

Details pertaining to the research paper will be provided during the first lecture.

Teams: You must do your project in a team of 4 persons. The work should be equally shared among team members and will be subject to peer evaluations. The teams will be guided towards the achievement of this goal with the help of regular meetings with me and the TA.

Topic: You will select your topic from a list that I will provide.

Timetable for the research paper:

The task of conducting the research project will be undertaken in steps with specific deadlines, as outlined below:

1. The team composition and the choice of a general topic to be approved by the instructor (one week, January 21)
2. Submission of a research proposal on your chosen topic (two weeks, February 11)
3. Submission of the first draft of your paper (four weeks, March 11)
4. Revision of the first draft following comments by myself and the T.A. (approximately two weeks)
5. Submission of the final draft of the paper (April 14, last day of winter term classes.)

E-mail submissions to both myself and the TAs are required.

Each step of the timetable and its components (including instructions for the Bibliography) will be explained in greater detail during the first lecture and will be posted on CuLearn.

Course Evaluation:

<table>
<thead>
<tr>
<th>Assignment(s)</th>
<th>20%</th>
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<tbody>
<tr>
<td>Proposal (due February 11)</td>
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<tr>
<td>First Draft (due March 11)</td>
<td></td>
</tr>
<tr>
<td>Final paper (due April 14)</td>
<td>40%</td>
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The deadlines may be changed and students will be advised accordingly in class or via CuLearn.
Each student will be evaluated individually. Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by an instructor may be subject to revision. No course grades are final until approved by the Faculty Dean.

Re-marking:

Any request for the remarking of assignments or papers must be submitted in writing within two weeks of that assignment or paper first being returned to the class. The request should contain a detailed explanation of why you feel you should receive a higher mark. Please note that remarking will apply to the entire assignment or paper, and not just to the contentious question. As a result, the revised mark may be higher than, lower than or the same as the original mark.

Course Requirements:

Students must fulfill all course requirements in order to achieve a passing grade (D- or higher).

CuLearn and e-mail:

This course will make use of CuLearn. It is each student’s responsibility to check this website for posted material. If you do not have a CuLearn account, please visit: www.carleton.ca/culearn

Lecture notes, references to readings and any other material will be posted on CuLearn. Class announcements will be sent by e-mail using CuLearn.

It is each student’s responsibility to check this website for posted material as well as the Carleton University email system for correspondence. If you do not have a CuLearn account, please visit: www.carleton.ca/culearn.

Intellectual Property Rights Regarding Course Material:

Please note: “Classroom teaching and learning activities, including lectures, discussions, presentations, etc., by both instructors and students, are copy protected and remain the intellectual property of their respective author(s). All course materials, including PowerPoint presentations, outlines, and other materials, are also protected by copyright and remain the intellectual property of their respective author(s). Students registered in the course may take notes and make copies of course materials for their own educational use only. Students are not permitted to reproduce or distribute lecture notes and course materials publicly for commercial or non-commercial purposes without express written consent from the copyright holder(s).” (See https://carleton.ca/provost/2015/calendar-dates-and-course-materials-sharing-website/)

Plagiarism:

Please be aware that plagiarism is a serious offence at Carleton and should be recognized and avoided. For further information on how to do so, please see “Pammett on Plagiarism and Paraphrasing” at www.carleton.ca/economics/courses/writing-preliminaries.

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.

Requests for 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:

Please contact your instructor 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, visit the Equity Services website: carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Religious obligation:

Please contact your instructor 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, visit the Equity Services website: 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 documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (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). You must also contact the PMC 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 your instructor as soon as possible to ensure accommodation arrangements are made. carleton.ca/pmc

Survivors of Sexual Violence:

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and is survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: carleton.ca/sexual-
violence-support

Accommodation for Student Activities:

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor 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. https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf

For more information on academic accommodation, please contact the departmental administrator or visit: students.carleton.ca/course-outline.