RESEARCH DESIGN (ANTH 5812F AND 6002F)
FALL 2018 AND WINTER 2019 (0.5 credits)

Instructor: Donna Patrick
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Course meets: Roughly twice per month, throughout the year.
Wednesday 11:35 am – 2:25 pm in Loeb A 700
Sept. 12, 26, Oct. 3, 10, 31 and Nov. 21, 28, 2018
January 9, 23, February 6, 27, March 13, 27 and April 3, 2019. These dates are subject to modification.
Prerequisites and precluded Courses: This course is limited to MA and PhD students.

COURSE DESCRIPTION

This course will help graduate students design a research project that asks researchable questions and help students master the literature that the project will engage.
The course will cover: (1) how to ask good research questions; (2) how to write a grant proposal; (3) the literature that is required to master and carry out the research; (4) theoretical framework; (5) methods; and (6) the research proposal.

PLEASE REFER TO CULEARN WHERE DETAILED REQUIREMENTS ARE PROVIDED FOR EACH WEEK THAT WE MEET DURING THIS COURSE.

COURSE REQUIREMENTS & METHODS OF EVALUATION:

Final grade will be based on the exercises and discussion over the course of the year (50%) and a final take-home exam consisting of a draft proposal (50%). Since the discussions during the seminar constitute a major portion of the work for the class, missing more than two classes without a good reason results in automatic failure.

There is a slightly different evaluation scheme for doctoral students and MA students:

PH.D. STUDENTS:
PARTICIPATION: 10%: This includes submitting assignments to CULEARN, and preparation for group and in-class discussion.
GRANT PROPOSAL, PH.D. DUE Oct. 10: 5%
PRESENTATION 1, Nov 21 and 28: 10%
ANNOTATED BIBLIOGRAPHY: 15%
PRESENTATION 2: 10%
FINAL PROPOSAL: 50%
M.A.:
PARTICIPATION: 10%: This includes submitting assignments to CULEARN, and preparation for group and in-class discussion.
READING LIST FOR MA PROJECT, DUE Oct. 10: 5%
ANNOTATED BIBLIOGRAPHY: 20%
FINAL PRESENTATION 2: 15%
FINAL PROPOSAL: 50%

REQUIRED READINGS will be assigned on CU LEARN as the course progresses.

FALL SEMESTER
WEEK 1: Wednesday September 12: Course Introduction.
Preparation:
Come prepared to discuss your own research project that you wish to conduct with respect to your (1) interests (2) potential research questions (3) how you want to approach your research topic and (4) your goals for this class.

WEEK 2: Wednesday September 26: Topics, Questions, Problems, Sources
Preparation:
Overview of SSHRC and OGS proposal writing. Elements of the grant proposal.
Proposal samples to be distributed. Read them before class, paying attention to: (1) research questions; (2) literature review. What bodies of literature or conversations do the authors of the proposals want to address? (3) How is the research discussed in the proposal?
We will use the class time to discuss the following:
How can your research topic be framed in a grant proposal? What elements do you need to discuss and work on?

WEEK 3: Wednesday, October 3: Proposals: (1) understanding the genre; (2) using literature
Preparation: Produce and submit a 1-2 page DRAFT grant proposal to CU LEARN (DUE MIDNIGHT SEPTEMBER 30). Bring a copy of your proposal to class and be prepared to peer review and discuss. What are the gaps (both gaps in your research area that you wish to address and gaps in your proposal)? What are your goals to work on in order to write a good research proposal? What literature do you wish to master?

WEEK 4: Wednesday, October 10:
Preparation: Ph.D students: Submit a final draft of your proposal (5%) (Due Midnight, OCT. 10)
MA students: Submit a **list of the literature** (at least 5 references) that you wish to examine for your research project, **with one or two sentences for each work** explaining why this literature is important for your research project. *(Due Midnight, OCT. 10)*

All Students: Submit the following to CU LEARN by **Monday, Oct. 8, midnight**.

(1) Prepare a list of some of the literature you wish to examine over the course of this year in order to situate your research project; Comment (one or two lines) about why or how this literature relates to your research project. Choose literature that you would like to read over the course of the year, in preparation for your annotated bibliography and final proposal.

(2) Prepare a 1-2 page discussion related to (i) your **topic area** and (ii) **theory** that includes where you would begin a literature search with respect to each—this could mean key articles or books, search terms, writers, and so on.

Bring copies of your **reading list** and **discussion** to class and be prepared to discuss in class.

**WEEK 5: Wednesday, October 31.** Topic, area and theory in an expanded anthropology and addressing the discipline.

Preparation:
- Think about how to enter conversations in anthropology. Read and be prepared to discuss (in general but also in terms of their implications for your own research):


**WEEK 6 and 7: Wednesday, November 21 and November 28**

Ph.D. students will present on their Literature review. Each doctoral student will assign one reading for the whole class to read. Submit the title of your reading at least two weeks before your presentation, to give everyone the opportunity to obtain and read the paper or chapter.
All students: Come prepared to discuss the progress of your literature search/review. Be prepared to discuss the following:

- Give an overview of what areas you are looking at and why.
- Have your topic, area, or theory changed or become more defined? In what ways?
- What are some of the main problems in the literatures you have defined/decided to explore?
- Think about the “So What” for your projects, and about the conversations your key interlocutors are involved in.

HAPPY HOLIDAYS!

WINTER SEMESTER

WEEK 1: Wednesday January 9:

Theoretically situating your research. What theoretical approaches do you wish to master for your graduate research project?


Think about how Kohn summarizes and characterizes the literature he discusses.

USE YOUR TIME THIS MONTH TO WORK ON YOUR ANNOTATED BIBLIOGRAPHIES DUE IN MARCH. PhD bibliographies will contain at least 10 items, MA bibliographies will contain at least 5 items. Examine the thematic organization of your chosen readings and what you would say about the work in a literature review.

WEEK 2: Wednesday, January 23:

Theoretical framework: Informal presentations discussing your theoretical frameworks.

Preparation: Produce a list of references relating to theory that you would like to examine in this class. Submit to CU LEARN by Monday, January 21, midnight. This list may include readings that will be in your annotated bibliography assignment. Come prepared to talk about the readings that you list and how you would use them in a literature review.

WEEK 3: Wednesday February 6:

Methods
What literature (articles, books, studies) have methodological implications for your research? Post references and comments to CU LEARN by February 5. Come prepared to discuss methods and methodological issues in class.

USE YOUR TIME THIS MONTH TO REVIEW SOME OF THE FINAL RESEARCH PROPOSALS POSTED ON CU LEARN.
WINTER BREAK (NO CLASS FEBRUARY 20)

WEEK 4: Wednesday, **February 27**: Ethics

**ANNOTATED BIBLIOGRAPHY IS DUE TUESDAY, FEB. 26, midnight.**

Thinking about doing the research: ethics and methods.

**Preparation:**
- Do the online ethics education module at Macquarie University (link on cuLearn) [https://www.mq.edu.au/ethics_training/login.php](https://www.mq.edu.au/ethics_training/login.php)
- Read sections by Rena Lederman and others that interest you from the AE forum on ethics regulation (posted on cuLearn).


WEEK 5: Wednesday, **March 13**: From literatures to proposals

**Preparation:**
Produce a DRAFT of your final proposal and submit it to CU LEARN before class. The drafts can be shorter than what you will submit as your final proposal. I.e. they can be shorter than the PhD proposal (approximately 20 pages) and the MA proposal (approximately 10 pages), but they should incorporate all the components of a proposal that you have examined in the examples given on CU Learn.

Come to class prepared to discuss your drafts and any gaps remaining in your proposals.

WEEK 6 and 7: Wednesday, **March 27** and **April 3**

Final Presentations on Research Proposals. Each student will present for roughly 20 minutes on their final proposal produced for this class.

**PROPOSAL FINAL DRAFTS DUE APRIL 24 AT MIDNIGHT**

In accordance with the Carleton University Undergraduate Calendar Regulations, the letter grades assigned in this course will have the following percentage equivalents:

- A+ = 90-100
- A  = 85-89
- A- = 80-84
- B+ = 77-79
- B  = 73-76
- B- = 70-72
- C+ = 67-69
- C  = 63-66
- C- = 60-62
- D+ = 57-59
- D  = 53-56
- D- = 50-52
- F    = Below 50
- WDN = Withdrawn from the course
- DEF = Deferred (See above)

**Academic Regulations, Accommodations, Plagiarism, Etc.**

University rules regarding registration, withdrawal, appealing marks, and most anything else you might need to know can be found on the university’s website, here: [http://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/](http://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/)
You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes are as follows:

**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 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*).

*The deadline for contacting the Paul Menton Centre regarding accommodation for final exams for the Fall 2018 (December) exam period is November 9, 2018. The deadline for contacting the Paul Menton Centre regarding accommodation for final exams for the Winter 2019 (April) exam period is March 15, 2019.*

**For Religious Obligations:**
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: www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

**For Pregnancy:**
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: www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

**For 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: www.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.


Plagiarism

Plagiarism is the passing off of someone else's work as your own and is a serious academic offence. For the details of what constitutes plagiarism, the potential penalties and the procedures refer to the section on Instructional Offences in the Undergraduate Calendar. Students are expected to familiarize themselves with and follow the Carleton University Student Academic Integrity Policy (See https://carleton.ca/registrar/academic-integrity/). The Policy is strictly enforced and is binding on all students. Academic dishonesty in any form will not be tolerated. Students who infringe the Policy may be subject to one of several penalties.

What are the Penalties for Plagiarism?
A student found to have plagiarized an assignment may be subject to one of several penalties including but not limited to: a grade of zero, a failure or a reduced grade for the piece of academic work; reduction of final grade in the course; completion of a remediation process; resubmission of academic work; withdrawal from course(s); suspension from a program of study; a letter of reprimand.

What are the Procedures?
All allegations of plagiarism are reported to the faculty of Dean of FASS and Management. Documentation is prepared by instructors and departmental chairs. The Dean writes to the student and the University Ombudsperson about the alleged plagiarism. The Dean reviews the allegation. If it is not resolved at this level then it is referred to a tribunal appointed by the Senate.

Plagiarism and cheating at the graduate level are viewed as being particularly serious and the sanctions imposed are accordingly severe.

Assistance for Students:
Academic and Career Development Services: http://carleton.ca/sacds/
Writing Services: http://www.carleton.ca/csas/writing-services/
Peer Assisted Study Sessions (PASS): https://carleton.ca/csas/group-support/pass/

Important Information:
- Student or professor materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).
- Students must always retain a hard copy of all work that is submitted.
- Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be
subject to revision. No grades are final until they have been approved by the Dean.

- Carleton University is committed to protecting the privacy of those who study or work here (currently and formerly). To that end, Carleton’s Privacy Office seeks to encourage the implementation of the privacy provisions of Ontario’s Freedom of Information and Protection of Privacy Act (FIPPA) within the university.

- In accordance with FIPPA, please ensure all communication with staff/faculty is via your Carleton email account. To get your Carleton Email you will need to activate your MyCarletonOne account through Carleton Central. Once you have activated your MyCarletonOne account, log into the MyCarleton Portal.

- Please note that you will be able to link your MyCarletonOne account to other non-MyCarletonOne accounts and receive emails from us. However, for us to respond to your emails, we need to see your full name, CU ID, and the email must be written from your valid MyCarletonOne address. Therefore, it would be easier to respond to your inquiries if you would send all email from your connect account. If you do not have or have yet to activate this account, you may wish to do so by visiting https://students.carleton.ca/

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**Important Dates**

**Fall 2018**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>August 29</td>
<td>All Fall term syllabi must be posted</td>
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<tr>
<td>September 3</td>
<td>Labour Day – University Closed.</td>
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<td>September 5</td>
<td>Classes start.</td>
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<tr>
<td>September 14-16</td>
<td>Summer term deferred examinations will be written.</td>
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<tr>
<td>September 19</td>
<td>Last day for registration and course changes in Fall and Fall/Winter courses.</td>
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<td>September 30</td>
<td>Last day to withdraw from fall term and fall/winter courses with a full fee adjustment. Withdrawals after this date will result in a permanent notation of WDN to appear on the official transcript.</td>
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<tr>
<td>October 5</td>
<td>December exam schedule available online.</td>
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<td>October 8</td>
<td>Thanksgiving Day – University closed.</td>
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<td>October 22-26</td>
<td>Fall break, no classes.</td>
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<tr>
<td>November 23</td>
<td>Last day for summative tests or final examinations, or formative tests or examinations totaling more than 15% of the final grade in Fall term courses before the official examination period.</td>
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<tr>
<td>December 7</td>
<td>Classes follow a Monday schedule.</td>
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<td>Fall term ends. Last day of classes. Last day for academic withdrawal from Fall term courses. Last day for take-home examinations to be assigned (except those that conform to the Academic Regulations of the University in the Undergraduate Calendar/General Regulations of the Graduate Calendar). Last day for handing in term work and the last day that can be specified by a course instructor as a due date for Fall term courses.</td>
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December 9-21  December exams: Final examinations for Fall courses, mid-terms for Fall/Winter courses. Exams are normally held all seven days of the week.

December 21  All take-home exams are due except those that conform to the Academic Regulations of the University in the Undergraduate Calendar/General Regulations of the Graduate Calendar.

December 24  All Winter term syllabi must be posted

December 25 - January 1  University closed

**Winter 2019**

January 7  Winter term classes begin.

January 15  Deferred final assignments and/or take-home examinations for Fall Term 0.5 credit courses are due.

January 18  Last day for registration and course changes in Winter term classes.

January 18-20, 25-27  Fall term deferred examinations will be written.  Last day to withdraw from Winter term and Winter portion of Fall/Winter courses with full fee adjustment. Withdrawals after this date will result in a permanent notation of WDN to appear on the official transcript.

January 31  Last day for summative tests or final examinations, or formative tests or examinations totaling more than 15% of the final grade in Winter term courses before the official examination period.

February 15  April exam schedule available online.

February 18-22  Winter Break, classes suspended.

March 26  Last day for academic withdrawal from Fall/Winter and Winter term courses. Last day for take-home examinations to be assigned (except those that conform to the Academic Regulations of the University in the Undergraduate Calendar/General Regulations of the Graduate Calendar). Last day for handing in term work and the last day that can be specified by a course instructor as a due date for term work for Fall/Winter and Winter term courses.

April 9  Winter term ends. Last day of Fall/Winter and Winter term classes. Last day for academic withdrawal from Fall/Winter and Winter term courses. Last day for take-home examinations to be assigned (except those that conform to the Academic Regulations of the University in the Undergraduate Calendar/General Regulations of the Graduate Calendar). Last day for handing in term work and the last day that can be specified by a course instructor as a due date for term work for Fall/Winter and Winter term courses.

April 12-27  Final Examinations for Winter and Fall/Winter courses. Exams are normally held all seven days of the week.

April 19-21  Statutory Holiday, University closed

April 27  All take-home examinations are due except those that conform to the academic Regulations of the University in the Undergraduate Calendar/General Regulations of the Graduate Calendar.

April 30  All summer term syllabi must be posted