

Abraham S. Fischler College of Education

Syllabus

I. BENCHMARK PREFIX, NUMBER, AND TITLE: DISR 8968 – Applied Dissertation 3: Proposal (3 credits)

II. CONTACT INFORMATION

A. Dissertation Committee Chair:

The student works directly with his/her dissertation committee chair to develop the dissertation proposal. The student should contact his/her dissertation committee chair for any questions regarding this benchmark.

B. Dissertation Support Services:

Please visit the Dissertation Support Services (DSS) website for further information:

<http://education.nova.edu/applied-research/dissertation-support-services.html>

III. DESCRIPTION

A. Catalog Description:

This is a continuation of the previous benchmark Applied Dissertation 2: Proposal Development, which is Chapters 1 and 2 of the dissertation. In this benchmark, the student will write Chapter 3. He/She will present the research methodology, clearly explaining the research design, sampling strategies, instruments used, data collection methods and the data analyses. In addition, the role of the researcher and the limitations of the study must be discussed. Chapters 1, 2 and 3 will form the Dissertation Proposal. The student will then complete the Institutional Review Board (IRB) protocol submission in the IRBManager system for approval to conduct the study. The student may NOT begin data collection until IRB approval is granted.

- Note:**
1. For all dissertation benchmarks, there is no Course in Blackboard. Instead, the student works directly with his/her dissertation committee.
 2. There are two different platforms for submitting documents:
 - a. The ADRIANA system (<https://www.adriana.nova.edu>) must be used for all communications between the student, the dissertation committee chair, the dissertation committee member, and other individuals that assist the student with the administration of the dissertation.
 - b. The IRBManager system (<https://www.nova.my.irbmanager.com>) must be used for all IRB protocol submissions and the IRB approval process. The

student, the dissertation committee chair, and the IRB representative will have access to this platform.

B. Prerequisite/s: DISR 8967 - Applied Dissertation 2: Proposal Development

IV. STUDENT LEARNING OUTCOMES

In DISR 8968, the student will:

1. Identify and describe the most appropriate methodology to address the research questions outlined in Chapter 2 and justify this methodological choice, citing relevant sources.
2. Identify and describe the research design, sampling procedures, participants, instruments, data collection procedures, data analyses strategies, and discuss the limitations of this study and the role of researcher.
3. Discuss the role of the researcher in this study that demonstrates ethical scientific research practices.
4. Demonstrate scholarly writing and self-editing skills that include mastery of the current APA style and the *FCE Format Guide for the Applied Dissertation*.
5. Review and abide by the NSU policies and the federal ethical regulations for research involving human subjects.
6. Complete an online IRB protocol submission in IRBManager which will include all ancillary documents (e.g. consent/ assent forms) needed to obtain IRB approval.

V. RECOMMENDED MATERIALS

Note: Based upon the student's specific study and methodology to be used, some of the materials below may prove useful. The student should seek the advice of the dissertation committee chair in identifying them.

Methodology

Burke Johnson, R., & Christensen, L. (2017). *Educational research: Quantitative, qualitative, and mixed approaches* (6th ed.). Los Angeles, CA: Sage.

- Creswell, J. W., & Poth, C.N. (2013). *Qualitative inquiry and research design: Choosing among five approaches* (4th ed.). Thousand Oaks, CA: Sage.
- Creswell, J. W. (2015). *Educational research: Planning, conducting, and evaluating quantitative and qualitative research* (5th ed.). Upper Saddle River, NJ: Pearson.
- Creswell, J. W., & Plano Clark, V. L. (2017). *Designing and conducting mixed methods research* (3rd ed.). Los Angeles, CA: Sage.
- Edmonds, A., & Kennedy, T. D. (2017). *An applied reference guide to research designs: Quantitative, qualitative, and mixed methods* (2nd ed.). Thousand Oaks, CA: Sage.
- Fink, A. (2003). *The survey handbook* (2nd ed.). Thousand Oaks, CA: Sage.
- Glesne, C. (2015). *Becoming qualitative researchers: An introduction* (5th ed.). Boston, MA: Pearson.
- Loseke, D. R. (2016). *Methodological thinking: Basic principles of social research design* (2nd ed.) Los Angeles, CA: Sage.
- Merriam, S. B. (1998). *Qualitative research and case study applications in education*. San Francisco, CA: Jossey-Bass.
- Moustakas, C. (1994). *Phenomenological research methods*. Thousand Oaks, CA: Sage.
- Plano Clark, V. L., & Creswell, J. W. (2008). *The mixed methods reader*. Thousand Oaks, CA: Sage.
- Saldaña, J. (2015). *The coding manual for qualitative researchers* (3rd ed.). Thousand Oaks, CA: Sage.

Smith, J. A., Flowers, P., & Larkin, M. (2012). *Interpretative phenomenological analysis*. Los Angeles, CA: Sage.

Stake, R. E. (1995). *The art of case study research*. Thousand Oaks, CA: Sage.

Stake, R. E. (2006). *Multiple case study analysis*. New York, NY: The Guilford Press.

Yin, R. K. (2013). *Case study research: Design and methods* (5th ed.). Thousand Oaks, CA: Sage.

Literature Review

Galvan, J. L., & Galvan, M.C. (2014). *Writing literature reviews: A guide for students of the social and behavioral sciences* (7th ed.). Glendale, CA: Pyrczak.

Harris, R. A. (2017). *Using sources effectively: Strengthening your writing and avoiding plagiarism* (5th ed.). Glendale, CA: Pyrczak.

Joyner, R. L., Rouse, W. A., & Glatthorn, A. A. (2012). *Writing the winning thesis or dissertation: A step-by-step guide* (3rd ed.). Thousand Oaks, CA: Corwin Press.

IRB

IRBManager Instructions: <http://www.nova.edu/irb/irbmanager/index.html>

IRBManager: <https://nova.my.irbmanager.com/>

CITI Assistance: <http://www.nova.edu/irb/training.html>

Collaborative Institutional Training Initiative (CITI) Homepage:
<http://www.citiprogram.org>

IRB Form Templates: <http://education.nova.edu/applied-research/irb-resources.html>

IRB Dissertation Café: Every Tuesday 7-10pm (EST/ EDT) with Dr. Ashley Russom

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/884830929>

APA, Formatting and Writing

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington DC: Author. Retrieved from <http://sherman.library.nova.edu/auth/index.php?aid=880>

Nova Southeastern University, Abraham S. Fischler College of Education. (2016). *Format guide for the applied dissertation*. Retrieved from <http://education.nova.edu/applied-research/forms/FGAD%20May%202016.pdf>

Alvin Sherman Library, Research, and Information Technology Center. (n.d.). *Plagiarism-learn what it is and how to avoid it*.

Retrieved from <http://nova.campusguides.com/plag>

SharkWrites: The Abraham S. Fischler College of Education Writing Resource Center. (2015). Retrieved from <http://sharkwrites.nova.edu/>

APA Style CENTRAL at <https://sherman.library.nova.edu/auth/index.php?aid=1550>

American Psychological Association. (2014). *Basics of APA style tutorial*. Retrieved from <http://flash1r.apa.org/apastyle/basics/index.htm>

American Psychological Association. (2015). *What's new in the sixth edition of the publication manual*. Retrieved from <http://www.apastyle.org/learn/tutorials/brief-guide.aspx>

American Psychological Association. (2016). *APA style*. Retrieved from

<http://www.apastyle.org/>

The Iris Center. (2016). *IRIS modules*. Retrieved from

<http://iris.peabody.vanderbilt.edu/> [Special Education Resources]

The Purdue Online Writing Lab. (1995-2016). Retrieved from

<http://owl.english.purdue.edu/>

Warlick, D., & The Landmark Project. (2000–2016). *Son of citation machine*.

Retrieved from <http://citationmachine.net/>

VI. DESCRIPTION OF ACTIVITIES

Students will submit all documents to their dissertation committee chair using the ADRIANA system. Please make sure all submissions adhere to the [Format Guide for the Applied Dissertation](#) and current APA style.

A. Develop a timeline for successful completion of this benchmark.

B. Write Chapter 3: Methodology

1. Chapter 3 should include:

- a. Defense of choice of methodology
- b. Participant selection
- c. Description and use of instrument/s
- d. Data collection procedures
- e. Data analysis methods
- f. Ethical considerations and role of the researcher
- g. Limitations

(The sections above are required in Chapter 3. However, based upon the study, there could be other sections such as philosophical worldviews, delimitations of the methodology, confidentiality and security, trustworthiness and rigor, etc.)

2. When submitting Chapter 3 as part of this benchmark to the dissertation committee chair, the student will also complete and submit the Checklist for Chapter 3 (see Appendix A). The student is responsible for noting the page number for each item to verify that item was completed. This checklist and the entire proposal (including abstract and table of contents) must be uploaded to ADRIANA for approval.

- 3 The student will complete the Alignment Chart (see Appendix B) to show alignment of the problem statement, purpose statement, and research questions.

C. Complete the IRB Process

1. The student will complete the CITI training, choosing *FCE student and Research in the Social/Behavioral Sciences*. The website is www.citiprogram.org
2. The student will review and follow the instructions related to completing an IRB protocol submission:
<http://www.nova.edu/irb/irbmanager/index.html>. Click on the tabs listed below and follow the directions for each:
 - a. Create an IRBManager Account
 - b. Complete the Researchers Qualification Form
 - c. Submit a New Study

Depending on the study, the following documents may need to be uploaded: administration approval letter, data collection instruments, consent and assent forms. All templates for these documents are located at <http://education.nova.edu/applied-research/irb-resources.html>. All consent and assent forms require Fischler College of Education letterhead, which can be obtained directly from Dr. Ashley Russom.

VIII. GRADING CRITERIA

At the beginning of each academic semester, the student and his/her dissertation committee chair will establish a set of expectations that leads to the submission of at least one agreed upon written product. The student must submit this written product to the dissertation committee chair by the end of the 10th week of the semester in the ADRIANA platform. A grade will be issued at the end of the term:

Pass (P) - Student has completed Chapters 1, 2, and 3 and received IRB approval. And, the benchmark has been approved in ADRIANA system by both the dissertation committee chair and the dissertation committee member.

In Progress (PR) - Student is in the process of working on Chapters 1, 2, and 3 of the dissertation and demonstrates measurable progress.

No Progress (NPR) – Student has failed to demonstrate measurable progress

Appendix A
Proposal Checklist (Chapter 3)

Chapter 3: Methodology	
Item	Page number/Comment
<p><u>1) Introduction</u></p> <ul style="list-style-type: none"> a) Overview of the chapter b) Description of chosen approach c) Restatement of the research questions 	<ul style="list-style-type: none"> a) b) c)
<p><u>2) Research Design</u></p> <ul style="list-style-type: none"> a) Appropriateness of methods to address the problem and to answer research questions is justified b) Details of methodological design with support from the literature 	<ul style="list-style-type: none"> a) b)
<p><u>3) Participants</u></p> <ul style="list-style-type: none"> a) Description of the target population including demographics b) Description of the sample c) Sampling method delineated and defended 	<ul style="list-style-type: none"> a) b) c)
<p><u>4) Instruments</u></p> <ul style="list-style-type: none"> a) All data-gathering instruments are cited b) Review of psychometric characteristics provided c) Source of instruments are described with proper citation d) Copy of instruments developed by student included as appendices 	<ul style="list-style-type: none"> a) b) c) d)
<p><u>5) Procedures</u></p> <ul style="list-style-type: none"> a) Clear, precise, and sequential description of how the study will be conducted b) Explanation of consent procedures c) Explanation of how the study could be replicated 	<ul style="list-style-type: none"> a) b) c)
<p><u>6) Role of the Researcher</u></p> <ul style="list-style-type: none"> a) Discussion of the relationship between the researcher and participants b) Discussion of possible ethical issues 	<ul style="list-style-type: none"> a) b)
<p><u>7) Data Analysis</u></p> <p>Explain methods to analyze data, either qualitatively, quantitatively, or mixed methods with support from the literature</p>	
<p><u>8) Limitations</u></p> <ul style="list-style-type: none"> a) All anticipated shortcomings of study are presented b) Possible threats to the internal validity are included c) Threats to external validity are explored 	<ul style="list-style-type: none"> a) b) c)

Complete Proposal	
<p><u>9) References</u></p> <ul style="list-style-type: none"> a) Accurate and consistent with text citations b) Peer-reviewed research is utilized c) APA style is used 	<ul style="list-style-type: none"> a) b) c)
<p><u>10) Appendices</u></p> <ul style="list-style-type: none"> a) If an instrument was created by the student, include it here. If the instrument was created by another researcher or commercially available, get written permission prior to including it here. b) All necessary information included c) Conforms with <i>Format Guide for the Applied Dissertation</i> d) Includes NO IRB documents (e.g. consent forms/advertisements) 	<ul style="list-style-type: none"> a) b) c) d)
<p><u>11) Overall</u></p> <ul style="list-style-type: none"> a) Consistent with APA style and the <i>Format Guide for the Applied Dissertation</i> b) Shows alignment between problem statement, purpose statement, research questions, and choice of methodology c) Has an acceptable Turnitin Similarity Index as agreed upon by your dissertation committee 	<ul style="list-style-type: none"> a) b) c)

IRB	
<p><u>12) IRB Submission via IRBManager</u></p> <ul style="list-style-type: none"> a) Complete CITI training b) Create a profile in IRBManager c) Complete Researchers Qualification Form d) Complete the IRB submission form e) Include all required documents in the IRB submission form (in IRBManager) (e.g. administration letter, data collection instruments, consent and assent forms) f) Uses current FCE letterhead for consent and assent forms g) Obtain an NSU IRB Approval Memo 	<ul style="list-style-type: none"> a) b) c) d) e) f)

**Appendix B
Alignment Chart**

Problem Statement (Copy and paste it here)		
Purpose Statement (Copy and paste it here)		
Research Questions	Data Collection Instrument or Method (What instruments or artifacts will be used to answer each RQ? Give the name of the survey, interview instrument or describe the documents.)	Item/s on that Instrument (Which question/s on the instrument in the column to the left will be used to answer each RQ? For example "Survey Question 3 and 9" or "Interview Question 2".)
RQ1		
RQ2		
RQ3		