

Doctoral Core 3: Dissertation Preparation

DCP 6931 – Section 205E – 3 credits
Fall 2018
Tuesdays 9:35am-12:35pm
ARCH 213

Dr. Kathryn Frank
ARCH 458
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Office hours by appointment

Course Overview

This course assists doctoral students with multiple aspects of their career, with an emphasis on preparing the dissertation and writing a scholarly journal article manuscript. Topics include developing a research agenda, writing the dissertation, preparing grant proposals and article manuscripts, giving and responding to peer review, and communicating with a general audience. Students will hone their skills by analyzing examples, writing, presenting, assisting their classmates, and managing their time. This course is required for all doctoral students in the College of Design, Construction, and Planning.

Course Objectives

At course conclusion, a student will

- Be ready to
 - Submit a journal article manuscript
 - Give a presentation at an academic conference
- And have the skills, experience, and confidence to
 - Finish their dissertation
 - Write professional research reports and articles for a general audience
 - Consider alternative products and formats for scholarly communication

Prerequisites

DCP 7911 (Advanced Design, Construction and Planning Research 1)

Course Format

The course is a blend of seminars, guest speakers, and classroom presentations and exercises, including writing prompts. Graded assignments are hands-on, analyzing real-world examples and applying lessons to create academic deliverables related to the student's research, such as the dissertation.

The course has a Canvas site containing assignments, online readings, and grades. Office hours are by appointment. Email is the best initial contact: kifrank@ufl.edu.

This syllabus is subject to minor change with advance notice to students.

Readings

Required book

- Becker, H. S. (2010). *Writing for social scientists: How to start and finish your thesis, book, or article*.

Selected chapters of the following required will be provided in course reserves via Canvas

- Flyvbjerg, B. (2001). *Making social science matter*. Cambridge University Press.
- Krathwohl, D. R., & Smith, N. L. (2005). *How to prepare a dissertation proposal: Suggestions for students in education and the social and behavioral sciences*. Syracuse University Press.
- Bolker, J. (1998). *Writing your dissertation in fifteen minutes a day: A guide to starting, revising, and finishing your doctoral thesis*. Holt Paperbacks.
- Olson, R. (2010). *Don't be such a scientist: talking substance in an age of style*. Island Press.

Additional articles will be directly available online through Canvas.

Assignments and Grading

Assignment	% of Grade	Due (Mon 5pm)
Class participation	20%	
Analyze examples		
Research article	10%	Sep 17
Conference abstract	5%	Sep 24
Class conference session		
Write conference abstract	5%	Oct 8
Presentation and script	10%	Oct 23
Writing deliverable		
Scope and journal	10%	Sep 10
Full draft	15%	Nov 5
Review classmate's draft	10%	Nov 19
Respond to classmate's review	5%	Nov 26
Final draft	10%	Dec 11

Grading rubrics are provided for each assignment.

Attendance policy. Attendance is required. Readings listed for each week below should be completed prior to class that week. Attendance will be taken randomly throughout the semester. If you miss a class, check Canvas and inquire with classmates. Absence can be waived for UF-excused reasons with prompt documentation.

Late assignments will be marked down 10% of the total grade if they are not turned in by the deadline, and then an additional 10% for each week they are late (including weekends).

Missed class and *makeup work* are allowed with acceptable, documented, and prompt reasons for absence, with communication to the instructor as early as possible:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>. The terms of making up missed work will be determined by the instructor in discussion with the student.

The relationship between letter grades and numeric grades is: (≥ 94.0), A- (≥ 90.0), B+ (≥ 87.0), B (≥ 83.0), B- (≥ 80.0), C+ (≥ 77.0), C (≥ 73.0), C- (≥ 70.0), D+ (≥ 67.0), D (≥ 63.0), D- (≥ 60.0), and E (<60.0). Where A=4.0, A-=3.67, B+=3.33, B=3.0, B-=2.67, C+=2.33, C=2.0, C-=1.67, D+=1.33, D=1.0, D-=0.67, E=0.0.

Accommodation for Students with Disabilities

Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation and assistance with providing reasonable accommodation.

Student Honor Code and Academic Honesty

Students MUST follow the University's Honor Code, which includes issues of cheating, plagiarism, and honesty. Please see <http://www.correspondencestudy.ufl.edu/students/handbook/Plagiarism/PlagiarismAlert.html> for guidance to avoid plagiarism and other Honor Code violations. *I will screen all assignments for plagiarism using the text-matching tool Turnitin (<http://turnitin.com/static/index.html>).* Students must submit work that is original to this course, i.e., not the student's work from another course, unless it is used as a reference and properly cited.

About Professor Frank

Kathryn Frank received a doctorate in City and Regional Planning from Georgia Tech, and a master's degree in Community and Regional Planning from the University of Oregon. Her undergraduate majors were chemical engineering and mathematics.

She specializes in environmental, coastal, rural, and participatory planning for sustainability and resilience. Her doctoral dissertation examined the impacts of collaborative planning processes for the Everglades ecosystem. At the University of Florida, she has led \$1 million in funded research projects. Recent publications have appeared in the *Journal of Planning Education and Research* and *International Planning Studies*. She previously worked as a planning consultant and environmental engineer.

Schedule

Aug 28 Introduction

Topics Syllabus
 Class introductions
 Scholarship
 Discipline and home country specific aspects
 Purpose of dissertation, publishing, other writing
 Dissertation and journal article preparation
 Writing
 Relationship to research design and methods
 Support
 Team building

Sep 4 Writing aims and process

Topics Making a contribution to knowledge
 Research, reading, and writing habits
 Efficiencies and synergies
 Staying organized and focused
 Drafts and revisions
 Expectations
 Publishing in journals

Readings Bolker Ch 3
 Becker Preface, Ch. 1-3
 Flyvbjerg Ch 1

Sep 11 Writing quality

Topics Non-fiction writing styles
 Effective writing: audience and message
 Tables and figures

Readings Becker Ch. 4-6
 Flyvbjerg Ch 2

Assignments Scope of deliverable and target journal

Sep 18 Research and writing ethics and laws

Topics Your voice
 Attribution: Quotes, citations, and references
 Avoiding plagiarism
 Copyright
 Ethics of human subjects information

	Readings	Becker Ch 7-10 Flyvbjerg Ch 3 Online style manual for your discipline (APA, MLA, Chicago)
	Assignment	Analyze a research article
<i>Sep 25</i>	<i>Collaboration</i>	
	Topics	Working with your advisor and committee Research collaborators and co-authors Reviewers, responding, and rejection
	Readings	Bolker Ch 2 Adams “Collaborations: The rise of research networks” (link in Canvas) Shaikh “A brief guide to research collaboration for the young scholar” (link in Canvas)
	Assignment	Analyze a conference abstract
<i>Oct 2</i>	<i>Conferences</i>	
	Topics	Community of scholars Scope of a conference presentation Presentation, paper, and poster
	Readings	Olson Introduction and Ch 1
<i>Oct 9</i>	<i>Research proposals</i>	
	Topics	Dissertation designs and proposals Concept map Three paper option Qualifying exams Funding and grant proposals
	Readings	Krathwohl and Smith Ch 1-2, 14
	Assignment	Write a conference abstract
<i>Oct 16</i>	<i>Article and dissertation writing: part 1</i>	
	Topics	Introduction Literature review Methodology Tables and figures

	Readings	Krathwohl and Smith Ch 3
Oct 23	<i>Class presentations</i>	
	Assignments	In-class conference presentation Note: ACSP conference is Oct 25-28
Oct 30	<i>Article and dissertation writing: part 2</i>	
	Topics	Results Discussion Conclusion Abstract
	Readings	Bolker Ch 5
Nov 6	<i>Completing the article or dissertation</i>	
	Topics	Whole document revisions Editorial assistance Life balance Revising doctoral goals
	Readings	Bolker Ch 8
	Assignments	Full draft deliverable
Nov 13	<i>Professional reports and the popular press</i>	
	Topics	From knowledge to action Writing for clients and professional audiences Writing for general audiences Recall non-fiction writing styles Accessible and engaging communications
	Readings	Olson Ch 3
Nov 20	<i>Continue or review topics as needed</i>	
	Assignment	Review classmate's draft
Nov 27	<i>Alternative formats</i>	
	Topics	Creative works Visuals and audio Internet, email, and social media
	Assignment	Respond to classmate's review

Dec 4 Conclusion

Topics	Results of peer reviews Course conclusion What's next?
Assignments	Final draft of deliverable (due Dec 12)

