

Doctoral Core 3: Dissertation Preparation

DCP 6931 – Section 205E – 3 credits
Fall 2019
Wednesdays 9:35am-12:35pm
FAC 208

Dr. Kathryn Frank
ARCH 464
kifrank@ufl.edu
Office hours by appointment

Course Overview

This course assists DCP doctoral students with preparing their dissertations and scholarly publications. Topics include writing habits and techniques, components of a dissertation and dissertation proposal, components of journal articles, identifying a contribution to knowledge, working with the doctoral committee, presenting at academic conferences, selecting journals, and giving and responding to peer review. Students will hone their skills by analyzing examples, writing, presenting, and assisting their classmates.

Course Objectives

At course conclusion, students will ready to

- Give a paper presentation at an academic conference
- Submit a journal article manuscript
- Finish their dissertation proposal and implement it

Prerequisites

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

Course Format

The course is a blend of seminars, guest speakers, and student 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*. University of Chicago Press.

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 Tue 11:59pm
Class participation	20%	
Analyze examples		
Research article	10%	Sep 10
Conference abstract	5%	Sep 17
Class conference session		
Write conference abstract	5%	Oct 1
Presentation and script	10%	Oct 15
Writing deliverable		
Scope and journal	10%	Sep 3
Full draft	15%	Nov 5
Review classmate's draft	10%	Nov 12
Respond to classmate's review	5%	Nov 19
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.

Course/Instructor Evaluations

Students in this class are participating in the pilot evaluation of the new course evaluation system called GatorEvals. The new evaluation system is designed to be more informative to instructors so that teaching effectiveness is enhanced and to be more seamlessly linked to UF's CANVAS learning management system. Students can complete their evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Please note your other classes this semester may be evaluated in the current GatorRater online evaluation system at <https://evaluations.ufl.edu>. Thank you for serving as a partner in this important effort.

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.

Doc Core 3 – Schedule

Aug 21 Introduction

Topics Syllabus and class introductions
Purpose of dissertation, publishing, other writing
Discipline and home country specifics

Aug 28 Research and writing aims and process

Topics Research, reading, and writing habits
Making a contribution to knowledge
Drafts and revisions
Publishing in journals

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

Sep 4 Research and writing quality

Topics How to approach social science
Non-fiction writing styles
Effective writing: audience and message
Effective visuals: tables and figures
Editing techniques

Readings Flyvbjerg Ch 1-2
Becker Ch. 4-6

Assignment Scope of deliverable and target journal

Sep 11 Research and writing ethics and laws

Topics Your voice and social-psychological factors
How to complete the job
Attribution: Quotes, citations, and references
Ethics and laws of social science and publishing

Readings Becker Ch 7-10
Online style manual for your discipline (APA, MLA, Chicago)

Assignment Analyze a research article

Sep 18 Collaboration

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” Shaikh “A brief guide to research collaboration for the young scholar”
	Assignment	Analyze a conference abstract
Sep 25	Conferences	
	Topics	Community of scholars Scope of a conference presentation Presentation, paper, and poster
	Readings	Olson Introduction and Ch 1
Oct 2	Dissertation proposals	
	Topics	Dissertation designs and proposals Three paper option Qualifying exams Funding and grant proposals
	Readings	Krathwohl and Smith Ch 1-2, 14
	Assignment	Write a conference abstract
Oct 9	Dissertation and article writing: part 1	
	Topics	Introduction Literature review Methodology
	Readings	Krathwohl and Smith Ch 3
Oct 16	Class presentations (Week before ACSP conference)	
	Assignment	In-class conference presentation
Oct 23	No class – Travel to ACSP or attend approved research presentation	
Oct 30	Dissertation and article writing: part 2	
	Topics	Results Discussion Conclusion Abstract

And debrief ACSP and research presentations

Readings Bolker Ch 5

Nov 6 Completing the article or dissertation

Topics Whole document revisions
Editorial assistance
Revising doctoral goals

Readings Bolker Ch 8

Assignment Full draft deliverable

Nov 13 Dissertation proposal workshop

Topics Individualized assistance with the proposal

Assignment Review classmate's draft

Nov 20 Deliverable workshop and open topics

Topics Individualized assistance with the deliverable
Continue other course topics as needed

Assignment Respond to classmate's review

Nov 27 No class – Thanksgiving break

Dec 4 Conclusion

Topics Results of peer reviews
Course review

Assignment Final draft of deliverable (due Dec 11)