

# Syllabus

Course: Master's Report

Course & Section: FES6916

Instructor: Jeffrey Lindsey, PhD, PM, CFO, EFO  
Office Rinker School of Construction Management

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353-273-1199

Office Hours: Scheduled

Prerequisites: Permission from Advisor and Director of Masters Programs

Material and Supply Fee: \$0

Textbook: Independently determined as per student's research topic and approved by the designated Thesis committee.

Software: N/A

Readings: N/A

## **Attendance:**

As arranged with Advisor. Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

## **Course objective:**

- Requires demonstration of mastery of all aspects of previous emergency services disaster management education.

- Requires individual student to articulate and engage a project entirely of their own definition.
- Requires individual student to convincingly define significant aspects of emergency services disaster management, and employ these aspects in design or research.
- Provides opportunity for individual student to make contribution to the exploration and development of the discipline of disaster management.

Note: It is strongly advised that the student have the following before registering for this course. 1) Advisor; 2) Full Advisory Committee; 3) Data Analysis complete; 4) Thesis half written

All MSFES students are required to complete a master's report. The report demonstrates the ability to:

- identify and construct a problem/thesis statement
- identify and utilize source materials and precedents
- carry out research
- analyze data
- develop defensible conclusions
- make a persuasive argument

The report should make an original contribution to knowledge in the field of Emergency Disaster Management. There is no predetermined length, but most theses range between 75 and 150 pages (typed, double-spaced).

## **CHOOSING A TOPIC**

Students should begin thinking of possible report topics, or at least specific areas of interest, early in their MSFES program, preferably in the first semester. Ideally, the topic should be related to the student's area of specialization (guided electives in addition to the core required coursework) and should also fit with the student's intellectual interests and career aspirations.

## **REPORT CHAIR AND COMMITTEE**

Students should consult with the FES Coordinator on the proposed topic concerning the feasibility of the topic.

In addition to the report chair, the report committee will include one additional faculty member from the graduate school.

## **REPORT PROPOSAL**

Students submit a report proposal no later than the beginning of the semester. The proposal should explain the problem/issue to be addressed in the report, identify preliminary research materials, specify the contribution the report is intended to make, and provide a preliminary plan for research, writing, and other activities. This should be accomplished in the Methods of Research course.

The FES Coordinator should approve the proposal and make suggestions for further research and writing.

## **CONDUCTING RESEARCH**

Students should begin reading about their report area(s) and exploring potential resources early in the MSFES program. Taking courses related to and writing course papers on the report topic will facilitate completion of the project. Report research may involve field-based study, library-based study, or most likely, some combination. The kind of research most appropriate to the report will vary by topic and discipline. Students should consult closely with the FES Coordinator throughout the process.

## **COMPLETION AND PRESENTATION OF THE REPORT**

Students should consult with the FES Coordinator about their research and writing schedule. Normally students will submit drafts of individual chapters to the FES Coordinator as they are completed.

## **Grading**

The final grade will be an S/U

**Satisfactory/Unsatisfactory:** Grades of S and U are the only grades awarded in courses numbered 6916 (Master's Report).

A grade of S is equal to a C (2.0) or better. Grades earned under the S-U option do not carry grade point values and are not computed in the University of Florida grade point average. Courses with a grade of S will count as credits earned in a degree program. Such grades are included in your permanent academic record and are reflected on the transcript.

**Accommodations:**

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, [www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/)) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

**Evaluations:**

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.”