

**University of North Texas at Dallas**  
**FALL Semester 2025**  
**SYLLABUS**

PLDR 5300 Data Analytics and Research Methods I			
3 Credit Hours			
Department of		Public Leadership	School of Liberal Arts & Science
Instructor Name:		Linwyse Joseph-Stanislaus, Ph.D.	
Office Location:		FH 245	
Email Address:		Linwyse.josephstanislaus@untdallas.edu	
Office Hours:		Wednesdays: 10:00 am – 12:00 noon on campus or by appt.	
Class Meetings:		Online	
Course Catalog Description:			
Prerequisites:		PLDR 5300	
Required Text:		Brown, M., & Hale, K. (2014) <i>Applied Research Methods in Public &amp; Nonprofit Organizations</i> . Jossey-Bass, San Francisco, CA.  Meier, K.J., Brudney, J. L., & Bohte, J. (2015). <i>Applied Statistics for Public and Nonprofit Administration, 9<sup>th</sup> Ed.</i> Publisher: ISBN-13: 978-1-285-73723-2	
Suggested Texts:		<i>Publication Manual of the American Psychological Association, 7<sup>th</sup> Edition</i> , American Psychological Association ISBN - 978-1-4338-3216-1	
Access to Learning Resources:		UNT Dallas Library: phone: (972) 780-1616 web: <a href="http://www.untdallas.edu/library">http://www.untdallas.edu/library</a> email: <a href="mailto:library@untdallas.edu">library@untdallas.edu</a>  UNT Dallas Bookstore: phone: (972) 780-3652 web: <a href="http://www.untdallas.edu/bookstore">http://www.untdallas.edu/bookstore</a> e-mail: <a href="mailto:untdallas@bkstr.com">untdallas@bkstr.com</a>	
Additional Online Resources		<i>ICAAP: Resources for Methods</i> <a href="http://gsociology.icaap.org/methods">http://gsociology.icaap.org/methods</a> <i>Online Evaluation Resource Library</i> <a href="http://oerl.sri.com/">http://oerl.sri.com/</a> <i>Research Methods Knowledge Base</i> <a href="http://www.socialresearchmethods.net/kb/index.php">http://www.socialresearchmethods.net/kb/index.php</a> <i>American Evaluation Association:</i> <a href="http://www.eval.org/">http://www.eval.org/</a> <i>Canadian International Development Agency:</i> <a href="http://documents.reflectlearn.org/Offline%20Docs%20for%20Your%20Introductory%20Guide%20to%20OA/OA%20Guide-E.pdf">http://documents.reflectlearn.org/Offline%20Docs%20for%20Your%20Introductory%20Guide%20to%20OA/OA%20Guide-E.pdf</a>	
Course Goals or Overview: The goals of this course are as follows -			
1.	To introduce students to the field of program evaluation – its methods, and professional standards; its role in nonprofit and public agencies; and		
2.	to provide students with practical experience in performing a program evaluation within the community.		
Learning Objectives/Outcomes: At the end of this course, students will be able to:			
1	Classify the key elements of administrative research and note why it is important.		
2	Produce information that shows understanding of the scientific method.		
3	Prepare a list of the goals of basic and applied research and to understand how these are related;		
4	Illustrate how to conduct, evaluate and critically evaluate research		

5	The course is designed to enhance critical thinking through inquiry and analysis and the creative linking of disparate or similar concepts.
6	The course is designed to enhance written, oral and reading skills to promote communication.
7	The course is designed to ensure UNT Dallas graduates use socially responsible research methods and professionally engage through enhanced knowledge of the value of research and its advantages, and through various design approaches underlying administrative leadership and policy.
8	The course promotes personal responsibility through discussions of ethical problems and reasoning in the public sphere.
9	Taken together, these general education objectives are designed to achieve the goal of the university, to provide a foundation and skills for you to continue learning long after you have left the university.

## Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated via Canvas announcement. Additional readings and activities may be added; these will be noted in the Readings and Activities/Assignments sections.

### Spring 2025

<b>Weeks</b>	<b>Calendar Date</b>	<b>Due Dates</b>
1	August 25- 30	Aug. 31
2	August 31-September 6	Sept.7
3	September 7- September 13	Sept. 14
4	September 14- September 20	Sept. 21
5	September 21- September 27	Sept. 28
6	September 28-October 4	Oct. 5
7	October 5- October 11	Oct. 12
8	October 12- October 18	Mid-term Due Oct. 19
9	October 19- October 25	Oct. 26
10	October 26- November 1	Nov.2
11	November 2- November 8	Nov. 9
12	November 9- November 15	Nov.16
13	November 16 -November 22	Nov.23
14	November 23 – November 29	Nov.30
15	November 30- December 6	Dec.7
16	December 7- December 13	Dec. 10 (Wednesday) 12: 00 NOON

## Weekly Schedule

See instructions for all assignments on Syllabus and/or Canvas Assignments.

<b>Schedule</b>	<b>Topic</b>	<b>Activities</b>	<b>Due Date</b>
Week 1	Overview of Course Syllabus & Assignments  The Research Process Ethics and Institutional Review Boards	Brown & Hale: Chapter 1	<b>Chapter 1 Discussion Questions &amp; Research Process Outline</b> Due Saturday, August 30 <sup>th</sup> , 11:59 p.m.  <b>Assignment: Research Process online worksheet</b> <b>Due: Sunday, August 31<sup>st</sup></b>
Week 2	Asking Good Research Questions Using Literature & Building Theory Theories Of Change & Logic Models	Brown & Hale: Chapter 2	<b>Chapter 2 Discussion Questions</b> Due: Saturday, September 6 <sup>th</sup> , 11:59 p.m.  <b>Assignment: Topic Selection &amp; Annotated Bibliography</b> Due, Sunday, September 7 <sup>th</sup> , 11:59 p.m.

Week 3	Research Design Experiment, Quasi- Experimental & Non- Experimental Sampling	Brown & Hale: Chapter 3	<b>Chapter 3 Discussion Questions</b> Due Saturday, August 13 <sup>th</sup> , 11:59 p.m.  <b>Assignment: Research Design</b> Due Sunday, September 14 <sup>th</sup> , 11:59 p.m.
Week 4	Validity, Reliability, & Error in Qualitative Research Conducting Field Research Interviews, Focus Groups, Direct Observation, Content Analysis, Case Studies	Brown & Hale: Chapter 4	<b>Chapter 4 Discussion Questions</b> Due Saturday, September 20 <sup>th</sup> , 11:59 p.m.  <b>Data Collection Part A</b> Due Sunday September 21 <sup>st</sup> , 11:59 p.m.
Week 5	Survey Research Process Survey Design Problems in Survey Research	Brown & Hale: Chapter 5	<b>Chapter 5 Discussion Questions</b> Due Saturday, September 27 <sup>th</sup> , 11:59 p.m.  <b>Assignment: Data Collection Part B</b> Due Sunday, September 28 <sup>th</sup> , 11:59 p.m.
Week 6	Context and Descriptive Analysis Qualitative Analysis Quantitative Analysis	Brown & Hale: Chapter 6	<b>Chapter 6 Discussion Questions</b> Due Saturday, October 4 <sup>th</sup> , 11:59 p.m.
Week 7	General Tips for Writing Types of Writing Presentations	Brown & Hale: Chapter 7	<b>Chapter 7 Discussion Questions</b> Due Saturday, October 11 <sup>th</sup> , 11:59 p.m.  <b>Sunday 12<sup>th</sup>, Exam Given</b>
Week 8	Research Design & Methods	Brown & Hale Chapters 1 - 7	<b>Mid-Term Exam Return</b> Due Sunday, October 19 <sup>th</sup>
Week 9	Measurement Measurement Reliability Levels of Measurement	Meier: Chapter 2	<b>Quiz 1 – Levels of Measurement</b> Due Sunday October 26 <sup>th</sup> , 11:59 p.m.
Week 10	Descriptive Statistics Frequency Distributions Measures of Central Tendency	Meier: Chapter 4 & 5	<b>Quiz 2– Frequency Distributions</b> Due Saturday, November 1 11:59 p.m.  <b>Quiz 3 – Measures of Central Tendency</b> Due Sunday, November 2 <sup>nd</sup> , 11:59 p.m.
Week 11	Measures of Dispersion Standard Deviation Measures of Dispersion & Central Tendency	Meier: Chapter 6	<b>Quiz 4 – Measures of Dispersion</b> Due Sunday, November 9, 11:59 p.m.
Week 12	Normal Distribution z-Scores	Meier: Chapter 7	<b>Quiz 5 – Normal Probability &amp; Z Scores</b> Due Sunday, November 16 <sup>th</sup> , 11:59 p.m.
Week 13	Inferential Statistics	Meier: Chapter 10	<b>Quiz 6 – Introduction to Inference</b> Due Sunday, November 22 <sup>nd</sup> , 11:59 p.m.
Week 14	Hypothesis Testing Null Hypothesis One- and Two-Tailed Test Introduction to Regression Analysis	Chapter 11& 17	<b>Quiz 7 – Hypothesis Testing</b> Due Sunday, November 30 <sup>th</sup> , 11:59 p.m. <b>Due Quiz 8<sup>th</sup>, Tuesday, December, 2</b>
Week 15	Project Week		Reading week
Week 16		<b>Final Project</b>	<b>Final Project: Research Paper</b>  <b>Due Wednesday, December 10<sup>th</sup> by 11:59 p.m.</b>

## Course Evaluation Methods

### 1. Brown & Hall Assignments/ Linked Assignments

See Canvas for specific instructions

**7 Chapter Discussions Questions and 4 Linked Assignments:** *Applied Research Methods in Public & Nonprofit Organizations*.

## 2. Quizzes

- (1) See Canvas for specific instructions
- (2) Quizzes: *Applied Statistics for Public and Nonprofit Administration*

## 3. Online videos and reading materials

**Watch all videos, and read all assigned readings**

I: To help you understand the class materials and PPT.

II: Read the Chapter and PPT attached to each week's module

III: Complete all Discussion posts and Assignments per week based on readings.

## 4. Labs- Data Collection and Visualizations

- (1) Watch all videos and practice in excel
- (2) Complete assigned Labs

## 5. Assignment – Mid-Term

Research Process Outline Worksheet

[Chapter 1\\_Research Process Outline Worksheet.docx](#) [Download Chapter 1\\_Research Process Outline Worksheet.docx](#)

Select one of the articles below. (You may choose whichever article you find most interesting, only one article should be analyzed.)

Light, M. T., He, J., and Robey, J.P. (2020). Comparing crime rates between undocumented immigrants, legal immigrants, and native-born US citizens in Texas. *PNAS* 117: 32340–32347. <https://doi.org/10.1073/pnas.2014704111>[Links to an external site.](#)

Tolbert, C.J. and Mossberger, K. (2006), The effects of e-government on trust and confidence in government. *Public Administration Review*, 66: 354-369. <https://doi.org/10.1111/j.1540-6210.2006.00594.x>[Links to an external site.](#)

Fung, H. P. and Siow, H., (2014). Relationship between team satisfaction and project performance as perceived by project managers in Malaysia – a mixed methods study. *Open Journal of Social Science Research* 1(9):238-249 DOI: 10.12966/ojssr.12.02.2013, Available at SSRN: <https://ssrn.com/abstract=2540012>[Links to an external site.](#)

Complete the Research Process Online worksheet based upon the information you discovered in the article. Be sure to read all the instructions in the book to help you organize your responses. Refer to edits/comments I made on the Research Process Outline Worksheet you submitted for Chapter 1. Also, refer to the example I provided. Pay attention to the details to ensure you have included all aspects of the information to provide robust and correct information.

Following the research process outlined in Chapter One of your textbook (Brown, M., & Hale, K. (2014) *Applied Research Methods in Public & Nonprofit Organizations*. Jossey-Bass, San Francisco, CA), lay out the components in the worksheet attached.

## **Grading Assessments & Grading Matrix**

1. There will be **homework assignments** throughout this course.
  - Students are required to submit their homework on time.
2. There will be **discussion posts** and **quizzes** throughout the course.
  - Students are required to submit their discussion posts and quizzes on time.
3. Students are required to attend class and participate in class discussions.

- Students are required to participate in class discussions/pop quizzes on reading chapters.
4. There will be **one midterm**.
- Students will be given a take-home exam and allow one week to complete and submit on time.
5. Lastly, there will be a **final project**. Students will submit the final project by the deadline.
- Students are required to work as a team and submit their work on time.

### Grading Matrix

Activities/Assignments	Points	Value (percentages)
<b>Research Methods – Total of 600 pts</b>		
Brown & Hall Assignments	200	16.7
Ch1 (50 pts) + Ch. 2 – 7 (25 pts)		
Linked Assignments (4 @ 50 pts ea.)	200	16.7
Labs (4 @ 25 pts)	100	8.3
Mid-term	100	8.3
<b>Data Analytics – Total of 600 pts.</b>		
Quizzes (8 @ 50 pts ea.)	400	33.2
Final project	200	16.7
<b>Total:</b>	<b>1200</b>	<b>100%</b>

### Grade Determination

**A = 90% or better**

**B = 80 – 89 %**

**C = 70 – 79 %**

**D = 60 – 69 %**

**F = less than 60%**

### Assignments/Final Project Policy:

Assignments in this class must reflect the following format:

- Font: Times New Roman, Size 12
- Cover Page with Assignment Title, Class Title, Date, and Student Name
- Margins should be 1.25 inches (Top, Bottom, Left, and Right). Most MS Word programs have 1.25 inches as a default.
- Doubled spaced.
- No more than 15 pages, not including references.

### Late Policy:

Students are expected to turn in all assignments on the due date posted in this syllabus. Late work will receive a grade penalty of 15% regardless of cause or will receive no credit at all after 48 hours from the due date. Late submission is strongly discouraged, and it is in everyone's interest to meet the stipulated deadlines for the various assignments.

**Mid- Term Exam Policy:** Mid-term will be taken at home and allow 1 week to complete, please check your syllabus for the due date, this exam will be submitted via Turnitin, any plagiarism, or the use of **AI over 15% results in zero**. Any similarities with another student results in a zero. All work must be your original idea. **No late mid-terms will be accepted. No retakes.** Submission is due on the date specified by this syllabus.

**Final Project:** Students will be given a dataset. **No late project will be accepted.** This is an individual effort. Also, this will be ongoing throughout the semester as the weeks progress. More details will be given in class.

## University Policies and Procedures

**Students with Disabilities (ADA Compliance):**

## **Chapter 7(7.004) Disability Accommodations for Students:**

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodation at any time; however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see [Disability Services Office](#). You may also contact them by phone at 972-338-1777; by email at [UNTDDisability@untdallas.edu](mailto:UNTDDisability@untdallas.edu) or at Building 2, room 204.

### Canvas Instructure Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. [Canvas Instructure Accessibility Statement is also provided.](#)

**NOTE:** Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. My Lab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

### **Course Evaluation Policy:**

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

### **Academic Integrity:**

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at <http://catalog.untDallas.edu/content.php?catoid=26&navoid=2077#academic-integrity> for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

### **The Use of Generative AI**

The use of generative AI tools such as ChatGPT, DALL-E, etc., are permitted in this class to complete your assignment but must be as a guide therefore, any use of AI tools for work in this class must be cited using the prompts that you indicated. Only 10% of citations and prompts will be accepted by me. Examples will be given in class of what is accepted and what is not accepted.

Web-based Plagiarism Detection: *All assignments will be submitted via Turnitin, a web-based plagiarism detection service.*

### **Online Policies**



Online participation through discussions is expected to encourage shared learning experience and because essential information not in the textbook will be discussed online. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed discussions and assignments. Please participate in all discussions on board, which is essential to the integration of course material and your ability to demonstrate proficiency in this course. Students are responsible for notifying the instructor if you are stumbling on assigned labs and assignments. Students are also responsible for making up any work covered in class.

### **Online Attendance and Participation:**

The University attendance policy is in effect for this course. Class attendance in the Canvas classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency.

Attendance for this online course is considered when you are logged in and active in Canvas, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to [UNT Dallas' Registrar](#) for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course.

**Inclement Weather and Online Classes:** Online classes may or may not be affected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.

### **Online "Netiquette":**

In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, Discussion Board messages and/or any other forms of written communication in the online environment should use proper "netiquette" (i.e., no writing in all caps (usually denotes yelling), no curse words, and no "flaming" messages (angry, personal attacks).

Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.

Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University's policies and procedures. Refer to [UNT Dallas Student Code of Conduct](#). Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.

### **Diversity/Tolerance Policy:**

Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

**Technology Assistance:** To successfully access the materials in an online, UNT Dallas advises that your computer be equipped with the minimum system requirements listed on the first page of the syllabus.

If you have trouble accessing or using components of the course, try using Google Chrome browser. If you still experience technical difficulties, first, notify your instructor.

If the problem is still not resolved, call Student Assistance (Distance Learning) at the phone number listed on the first page of the syllabus. Also, no matter what browser you use, always enable pop-ups. For more information see:

- [UNT Dallas Canvas Technical Requirements](#)
- [Canvas Instructure Supported & Unsupported Operating Systems](#)

**Incompletes:**

A semester grade of incomplete will be given only under extreme and unusual situations. More importantly, an incomplete will only be granted for students who are in good standing within the class (A/B grade) and have completed all work (except for the final) at semester's end. An incomplete is not a substitute for a poor grade.