

Sample Syllabus

COLLEGE FOR DESIGN AND SOCIAL INQUIRY
SCHOOL OF URBAN AND REGIONAL PLANNING
TERM

URP 4978 HONORS PLANNING PROJECT

Credits:	3
Meeting time & place:	To be decided
Instructor:	SURP full-time faculty
Telephone:	(561) 297-4279
E-mail:	To be decided
Office hours:	To be decided
	Suite 284, Social Sciences Building, Boca Raton
	Or by appointment

COURSE DESCRIPTION

Completion of an individual project involving student research and analysis of a problem or issue in planning and/or urban design. Refinement of writing, graphic or oral presentation. Emphasis on systematic work with regular deadlines and ongoing feedback from the instructor.

Note of Honors Distinction: *URP 4978 Honors Planning Project is a required course in the undergraduate Honors-in-the-Major Program in Urban and Regional Planning or Urban Design designed to fulfill the requirements for supervised honors planning project research. This course differs substantially from the non-Honors version. First, and most importantly, the course is an agreement between the student and instructor that they will work together collaboratively to ensure a significantly enriched learning experience in a manner consistent with other Honors-designated courses at FAU. Students admitted to the Honors-in-the-Major Program will complete an individual project involving student research/ analysis of a problem or issue in planning and/or urban design. This means the course will produce substantive work that reflects an interdisciplinary approach and meaningful connections among academic fields, research and direct access to sources of knowledge pertinent to the field, leadership, creative and critical thinking, and engagement with the world outside the university. Secondly, the writing component of the Honors Planning Project course will be much more demanding because it involves refinement of writing, graphic and oral presentation skills, and systematic work with regular deadline and ongoing feedback from the instructor.*

COURSE OBJECTIVES

The course is conducted as a seminar/discussion/workshop. The instructor will discuss the requirements for completing each of the project components including introduction, literature review, planning context, problem statement, research methodology, analysis and findings, and the proposed plan. Students should always be prepared to discuss their project in front of their peers and assist peers with comments and suggestions.

Upon completing this course, students should be able to:

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- Frame a research statement and design a research proposal
- Prepare a literature review to support their research statement
- Discuss and apply a proposed research methodology
- Apply the planning tools learned throughout their undergraduate studies to provide appropriate solutions to the planning and/or design problem
- Communicate effectively and coherently their deliverables

COURSE TEXTBOOK AND READINGS:

There is one required textbook for the course:

Leedy P. D. and Ormrod J. E., *Practical Research: Planning and Design, 9th Edition*. 2009.

In addition to the textbook, students are expected to visit the library and research planning books and materials relevant to their projects.

ASSESSMENT

Assessment of student learning outcomes in URP 4978 Honors Planning Project will cover three key areas with formal feedback from the instructor:

- Critical and analytical thinking skills
- Written communication
- Graphics skills and oral communication and presentation

All written assignments must be submitted as a hard copy at the beginning of the class in which they are due. The following grading system will be used to determine the final grade:

Item	Percentage
Draft research proposal	10
Six draft chapters of the research project (5 pts each)	30
Final Research Project	30
Final Poster	10
Planning Portfolio	10
Final Presentation/ Defense	10
Total	100

A grading rubric will be provided to the students for each assessment item. If you are pursuing Honors-in-the Major in Urban & Regional Planning or Urban Design, you need to obtain a minimum grade of B to pass this course. Final grades will be assigned as follows:

A	94 and higher
A-	90 - 93
B+	87 - 89
B	84 - 86
B-	81 - 83
C+	77 - 79
C	74 - 76
C-	70 - 73
D+	67 - 69

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F-	Less than 60
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Grades that fall in between letter grade assignments will be rounded according to the following criteria: Grades that end with 0.5 or above will be rounded up and grades that end with any value below 0.5 will be rounded down. For example 93.50 will be rounded to 94, which is A. 93.47 will be rounded to 93, which is A-.

COURSE WEBPAGE AND COMMUNICATION

A course website is available at FAU Blackboard (<http://blackboard.fau.edu/>) Course syllabus and necessary materials will be posted there. All course updates will be added on blackboard as an announcement. The instructor will use your FAU address to communicate with you. Check your FAU email regularly.

CODE OF ACADEMIC INTEGRITY POLICY STATEMENT

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the University mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others' academic endeavors. Academic dishonesty is also destructive of the University community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. For more information, see the Code of Academic Integrity in the University Regulations at <http://www.fau.edu/regulations/chapter4/4.001 Code of Academic Integrity.pdf>

Incompletes. You may be given an incomplete if you have carried a course successfully until near the end of the semester but, because of illness or other unusual and substantiated cause beyond your control, have been unable to take or complete the final examination or to complete some limited amount of course work. An incomplete is not given unless you prove to the instructor that you were prevented from completing the course for just cause as indicated above.

CLASSROOM RULES AND POLICIES

The syllabus contains a set of deadlines intended to help timely completion of the planning project. The semester is short and some of the deadlines are close. Meeting the deadlines is essential for the successful completion of a research project. Make sure to run spelling and grammar check before you hand in your drafts, number the pages, and have a header or footer that shows at least the date and the title of your project. It is important to properly format and edit your papers before each scheduled submission.

Coming to class sessions, keeping up with the readings, turning in assignments that are complete and on time, and abiding by the policies of academic integrity will help you do

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well in the course. Attendance is mandatory, and will be reflected in your class participation grade. **Time to work in groups in the classroom is not a dismissal time.** All work must be submitted by the due date. Work not submitted on time (written) work will automatically be downgraded one full letter. Anything handed in more than a week late will result in an F for that part of the course. If you have any special circumstances or problems, please contact me as soon as possible. Due to the participatory nature of this course, please communicate any expected or unexpected absences with the instructor as early as possible. Every effort will be made to work with students with unusual or unexpected obligations outside the course. Late works will be accepted as normal only if you are experiencing a major emergency (medical, death in the immediate family, etc.). In this case, you have to notify the instructor before the assignment due date. For medical emergencies, you need to provide a document from the doctor.

In this course, you will consult outside sources while doing your assignments. Be very careful how you cite the sources. *Do not copy from any source or give direct quote without giving credit. Submitted papers will be included as source documents in the SafeAssign.com reference database solely for the purpose of detecting plagiarism of such papers.*

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COURSE SCHEDULE

Week	Date (subject to change)	Required readings	Homework due
1	6-Jan	Introduction and Course Overview Discussion of Course Assignments and Evaluation Criteria	
2	13-Jan	Leedy and Ormrod, 2012 <u>Chapter 1: What is Research?</u>	
3	20-Jan	Leedy and Ormrod, 2012 <u>Chapter 6: Writing the Research Proposal</u>	One-page summary of the research topic.
4	27-Jan	Leedy and Ormrod, 2012 <u>Chapter 4 Review of the Related Literature</u>	Draft Research Proposal Due
5	3-Feb	Leedy and Ormrod, 2012 <u>Chapter 2: Tools of Research</u>	Visualization tools Class workshop
6	10-Feb	Leedy and Ormrod, 2012. <u>Chapter 3: The Problem: the Heart of the Research Process</u> Planning context, ethics and values	<u>DUE: Literature review</u> A minimum of 10-page paper describing and explaining the essence of existing studies, reports, legislation, articles, papers, books etc.
7	17-Feb	Leedy and Ormrod, 2012. <u>Chapter 5: Planning Your Research Project</u> Planning Approaches	<u>DUE: Planning Context</u> A minimum of 10-page paper reviewing the planning context of the place assigned to plan for (status of plans, special studies, identification of needs, etc.), complete with figures, charts, tables and maps)
8	24-Feb	Leedy and Ormrod, 2012. <u>Chapter 12. Technical Details: Style, Format, and Organization of the Research Report</u>	<u>DUE: Problem Statement and Research Methodology</u> 3-10 pages. Methodology and detailed work program.
9	3-Mar	Spring Break	
10	10-Mar	Discussion and feedback from the instructor	<u>DUE: Analysis and Findings</u> A minimum of 5 pages describing the results of the analysis

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11	17-Mar	Discussion and feedback from the instructor	<u>DUE: Chapter 6. The Plan</u> A minimum 10-page paper that contains your proposed plan/design.
12	24-Mar	Discussion and feedback from the instructor	<u>DUE: Introduction</u> A minimum 10-page paper reviewing the subject of your planning project (what is the rationale, why are you researching this topic, what is your argument)
13	31-Mar	Discussion and feedback from the instructor	
14	7-Apr	Discussion and feedback from the instructor	The final draft of the document, revised chapters, acknowledgements, appendices, list of figures and tables etc.
15	14-Apr	Discussion and final feedback from the instructor	Final comments back from Instructor
16	21-Apr		Final Project Due
17	28-Apr	Final Presentation/ Defense	Final Poster Due Planning Portfolio Due

USE OF ELECTRONIC DEVICES IN THE CLASSROOM

In order to enhance and maintain a productive atmosphere for education, personal communication devices, such as cellular phones and pagers, are to be disabled in class sessions.

STUDENTS WITH DISABILITIES

In compliance with the Americans with Disabilities Act (ADA), students who require special accommodation due to a disability to properly execute coursework must register with the Office for Students with Disabilities (OSD) and follow all OSD procedures. OSD has offices across three FAU's campuses—Boca Raton, Davie and Jupiter—however disability services are available for students on all campuses

RELIGIOUS HOLIDAYS

This course has been arranged so that there will be no classes on religious holidays, such as Christmas or Yom Kippur. Please advise the instructor if you need accommodations for other religious holidays.

SAFEWALK - Night Owls

Boca Raton 561-297-6695 Davie 954-236-1902 Ft. Lauderdale 954-762-561 Jupiter 561-799-8700. Campus security will escort individuals, day or night. Call ahead or go to their offices at Room 155 in the LA Building, Davie to make appropriate arrangements.