PLAN 710
RESEARCH DESIGN
Wednesdays 10:30-11:20, MS Teams

INSTRUCTOR:
Dr. Jennifer Dean
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Office Hours: Thursdays 1pm-3pm or by appointment
https://uwaterloo.webex.com/meet/jennifer.dean or x49107

COURSE OUTLINE

Calendar Description
The major philosophical and methodological approaches to research in a professional field of practice and related academic fields.

Prerequisite
Planning graduate students

Introduction
This course is designed to introduce graduate students in planning to the fundamental concepts of research design. Students will develop an understanding of multiple approaches to research and an awareness of the complementarities between them. They will also develop skills in reviewing, synthesizing and critiquing the literature, formulating research questions and selecting methods to effectively investigate those questions. While the main focus of the course will be on social science research, attention will also be paid to natural science and integrated research approaches.

Course Objectives
By the end of this course, students will have:

• Acquired an understanding of research design and the various methodological approaches to conducting research in planning
• Demonstrated competence in synthesizing and critically assessing both academic and grey literatures
• Developed the ability to design graduate-level research
• Completed two program milestones: development of the project proposal and the research plan presentation
• Honed their verbal and written communication skills

Learning Modes
In this seminar course, research design will be discussed in the context of thesis research and writing. Due to the COVID-19 pandemic, the three-hours of weekly contact time for this course will be held exclusively online through a combination of synchronous and asynchronous activities. Weekly, core elements of the course will include lectures, virtual activities, class discussions based on the readings, and small group collaboration to evaluate each other’s work. Student participation is crucial for an effective learning environment in this course. Students are expected to be active participants in the seminar by completing the necessary activities to receive peer feedback and providing constructive feedback on their peers’ work.

This course will use Learn to disseminate course material, communicate with the instructor, submit
assignments, and receive evaluative. Users can login to Learn using your WatIAM/Quest username and password via: http://learn.uwaterloo.ca/. Synchronous meetings will take place on MS Teams.

Required Reading
There is one required textbook for this course, available at the UW Bookstore. Required readings are available through the UW library databases or posted on Learn. Please note: there is a heavy reading load for this course and it is expected that students will participate in discussions and meetings having completed and comprehended the weekly reading.

**Textbook:**

**Additional Readings:**


Recommended resources:

For Research Design & Writing:
- Sage Research Database: [http://srmo.sagepub.com/](http://srmo.sagepub.com/)
- Academic Phrase bank: [www.phrasebank.manchester.ac.uk/](http://www.phrasebank.manchester.ac.uk/)
- UW Writing Centre for Grad students (appointments, workshops, boot camp, writing groups): [https://uwaterloo.ca/writing-and-communication-centre/current-graduate-students](https://uwaterloo.ca/writing-and-communication-centre/current-graduate-students)

For Assignment and Thesis Completion:
- SoP MA/MES Program Timeline: [https://uwaterloo.ca/planning/current-graduate-students/ma-and-mes](https://uwaterloo.ca/planning/current-graduate-students/ma-and-mes)
- Assignment Planner Tool: [https://lib.uwaterloo.ca/web/assignment-planner](https://lib.uwaterloo.ca/web/assignment-planner)
- UW’s Thesis Format and Regulation Site: [https://uwaterloo.ca/graduate-studies-postdoctoral-affairs/current-students/thesis-preparation](https://uwaterloo.ca/graduate-studies-postdoctoral-affairs/current-students/thesis-preparation)

SCHEDULES

Class Meetings
This remote course will include both synchronous and asynchronous elements. Students are expected to complete required readings and review lecture notes prior to the synchronous meetings on Wednesdays from 10:30am - 11:20am. Weekly assignments will be completed asynchronously and shared with group members for feedback.

Students should expect to spend approximately three hours per week on lectures (~30 minutes), meetings (~60 minutes) and weekly activities (~90 minutes). This is in addition to weekly preparation time (i.e., completing required readings, assignments).

Scheduled Office Hours
Professor Dean’s office hours are Thursdays from 1:00pm-3:00pm by phone 519-888-4567 x 49107 or on WebEx at [https://uwaterloo.webex.com/meet/jennifer.dean](https://uwaterloo.webex.com/meet/jennifer.dean). Meetings outside of this time can be scheduled by e-mail.

Sequence of Course Topics
This course is designed using a scaffolding approach. Activities and assignments build on each other in order for students to successfully meet the program milestones. Students are responsible for all of the topics listed below. Please note that slight adjustments may be made to this schedule.
LECTURE SCHEDULE

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic</th>
<th>Required Readings</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Jan. 13</td>
<td>Conducting research in planning: topics, issues and problems</td>
<td>Farthing- Ch. 1, Blanco et al., 2009 (Intro), Fischler, 2012</td>
<td>Introduction</td>
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<tr>
<td>2</td>
<td>Jan. 20</td>
<td>Understanding paradigms and cultures in planning research</td>
<td>Farthing- Ch. 2, Cresswell- Ch. 1, Forsyth, 2012, Grix, 2002 (optional)</td>
<td>Topic selection</td>
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<tr>
<td>3</td>
<td>Jan. 27</td>
<td>Justifying research: literature reviews</td>
<td>Farthing- Ch. 4, Pajos-Ch. 3</td>
<td>Search strategy</td>
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<tr>
<td>4</td>
<td>Feb. 3</td>
<td>Dissecting the evidence base: knowledge claims, gaps, and uncertainties</td>
<td>Farthing- Ch. 3, Ewing- Ch. 3, Siemiatycki, 2012</td>
<td>Literature review matrix</td>
</tr>
<tr>
<td>5</td>
<td>Feb. 10</td>
<td>Creating research questions and objectives</td>
<td>Farthing- Ch. 5, 6</td>
<td>Identifying RQs</td>
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<tr>
<td>6</td>
<td>Feb. 17</td>
<td>READING WEEK</td>
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<td>7</td>
<td>Mar. 3</td>
<td>Understanding ethical research and research ethics</td>
<td>Farthing- Ch. 9</td>
<td>TCPS2 tutorial</td>
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<td>Assignment 1 Due</td>
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<td>8</td>
<td>Mar. 10</td>
<td>Designs and Methodologies: Case studies</td>
<td>Bryman-Ch. 2, Patton-Module 29, Flyvbjerg, 2006</td>
<td>Manuscript review</td>
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<td>9</td>
<td>Mar. 17</td>
<td>Quantitative Methods &amp; Analysis</td>
<td>Farthing- Ch. 7 (p123-131; 140-end); Ch. 8 (163-end)</td>
<td>SAGE search: data collection</td>
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<tr>
<td>10</td>
<td>Mar. 24</td>
<td>Qualitative Methods &amp; Analysis</td>
<td>Farthing- Ch. 7 (131-140; 149-163); Ch. 8 (until 162)</td>
<td>SAGE search: data analysis</td>
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<tr>
<td>11</td>
<td>Mar. 31</td>
<td>Data sources, sampling, rigor</td>
<td>Green- Ch. 7, Patton-Module 30, 40</td>
<td>Sampling strategy</td>
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<td>Assignment 2 Due</td>
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<td>Peer evaluations</td>
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<td>12</td>
<td>Apr. 7</td>
<td>Research Management: data storage, timelines, processes</td>
<td>Farthing- Ch. 11</td>
<td>Gantt Chart</td>
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<td>Assignment 3 Due</td>
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ASSIGNMENTS

Student success in the course will be evaluated through individual assignments as well as participation in the weekly activities, designed to help you meet the course milestones. Brief descriptions of these are provided below. Detailed guidelines for assignments will be posted on Learn and discussed throughout the term. We will use Turnitin® for all assignments via Learn dropbox.

Student Evaluation

Assignment 1- Literature Review (due February 26th) 25%
Comprehensive assessment of the existing literature in topic area. Areas of consensus and knowledge gaps identified.

Assignment 2- Presentation (due March 28th) 15%
Recorded presentation of your research proposal for peer evaluation and feedback.

Assignment 3- Full Research Proposal (due April 18th) 35%
A detailed plan for your thesis research including introduction, literature review, research questions, methodology and methods, timeline and expected findings

**Seminar Participation** (throughout term) 25%
Attendance, preparation and participation in weekly activities

**Referencing / Citations:**
The School of Planning has adopted a single standard referencing system for all papers and assignments submitted in Planning courses. The format is the APA (American Psychological Association) style for all formatting, in-text citations and reference lists. The complete style outline can be found in the *Publication Manual of the American Psychological Association*, located in the reference section in Dana Porter Library, call number BF76.7.P83 1994, or at the UW Bookstore. On the web you can find some other quick references for formatting and writing at the following URLs:
APA Frequently asked Questions - [http://www.apastyle.org/learn/faqs/](http://www.apastyle.org/learn/faqs/)
Purdue University Online Writing Lab (OWL): [https://owl.english.purdue.edu](https://owl.english.purdue.edu)
University of Wisconsin-Madison Writing Centre: [http://www.writing.wisc.edu](http://www.writing.wisc.edu)

**Requirements, Grade Penalties and Special Considerations:**
Readability and Clarity: Students are expected to present well organized, and properly written work using a computer. Penalties of up to 25% may be applied in cases where readability and/or clarity are inadequate.

Lateness penalty: all assignments are due on the date set by the professor and should be submitted to the dropbox on Learn. A 10% penalty applied for each additional day late. Assignments more than four days late will not be accepted and a grade of zero will be recorded. **Students are strongly encouraged to proactively seek extensions to avoid late penalties.**

Requests for exemptions or compassionate considerations: Student requests are to be discussed with the professor in advance or as soon as possible. Decisions are at the discretion of the professor and/or Graduate Officer.

**IMPORTANT INFORMATION**

**Note for students with disabilities:** AccessAbility Services, located in Needles Hall, Room 1401, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with AccessAbility Services at the beginning of each academic term.

**Mental Health:** The University of Waterloo, the Faculty of Environment and our Departments/Schools consider students' well-being to be extremely important. We recognize that throughout the term students may face health challenges - physical and / or emotional. **Please note that help is available.** Mental health is a serious issue for everyone and can affect your ability to do your best work. Counselling Services [http://www.uwaterloo.ca/counselling-services](http://www.uwaterloo.ca/counselling-services) is an inclusive, non-judgmental, and confidential space for anyone to seek support. They offer confidential counselling for a variety of areas including anxiety, stress management, depression, grief, substance use, sexuality, relationship issues, and much more.

**Religious Observances:** Students need to inform the instructor at the beginning of term if special accommodation needs to be made for religious observances that are not otherwise accounted for in the scheduling of classes and assignments.
Communications with Instructor: All communication with students must be through either the student’s University of Waterloo email account or via Learn. If a student emails the instructor from a personal account they will be requested to resend the email using their personal University of Waterloo email account.

Academic integrity: In order to maintain a culture of academic integrity, members of the University of Waterloo community are expected to promote honesty, trust, fairness, respect and responsibility. Check the Office of Academic Integrity for more information.

Discipline: A student is expected to know what constitutes academic integrity to avoid committing an academic offence, and to take responsibility for his/her actions. Check the Office of Academic Integrity for more information. A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about “rules” for group work/collaboration should seek guidance from the course instructor, academic advisor, or the undergraduate associate dean. For information on categories of offences and types of penalties, students should refer to Policy 71, Student Discipline. For typical penalties, check Guidelines for the Assessment of Penalties.

Appeals: A decision made or penalty imposed under Policy 70, Student Petitions and Grievances (other than a petition) or Policy 71, Student Discipline may be appealed if there is a ground. A student who believes he/she has a ground for an appeal should refer to Policy 72, Student Appeals.

Grievance: A student who believes that a decision affecting some aspect of his/her university life has been unfair or unreasonable may have grounds for initiating a grievance. Read Policy 70, Student Petitions and Grievances, Section 4. When in doubt, please be certain to contact the department’s administrative assistant who will provide further assistance.

Recording lecture: Use of recording devices during lectures is only allowed with explicit permission of the instructor of the course. If allowed, video recordings may only include images of the instructor and not fellow classmates. Posting of videos or links to the video to any website, including but not limited to social media sites such as: facebook, twitter, etc., is strictly prohibited.


Students should be aware that this course contains the intellectual property of their instructor, TA, and/or the University of Waterloo. Intellectual property includes items such as:
- Lecture content, spoken and written (and any audio/video recording thereof);
- Lecture handouts, presentations, and other materials prepared for the course (e.g., PowerPoint slides);
- Questions or solution sets from various types of assessments (e.g., assignments, quizzes, tests, final exams); and
- Work protected by copyright (e.g., any work authored by the instructor used by the instructor with permission of the copyright owner).

Course materials and the intellectual property contained therein, are used to enhance a student’s educational experience. However, sharing this intellectual property without the intellectual property owner’s permission is a violation of intellectual property rights. For this reason, it is necessary to ask the instructor, TA and/or the University of Waterloo for permission before uploading and sharing the intellectual property of others online (e.g., to an online repository).
Permission from an instructor, TA or the University is also necessary before sharing the intellectual property of others from completed courses with students taking the same/similar courses in subsequent terms/years. In many cases, instructors might be happy to allow distribution of certain materials. However, doing so without expressed permission is considered a violation of intellectual property rights.

Please alert the instructor if you become aware of intellectual property belonging to others (past or present) circulating, either through the student body or online. The intellectual property rights owner deserves to know (and may have already given their consent).

**Turnitin**: Text matching software (Turnitin®) may be used to screen assignments in this course. Turnitin® is used to verify that all materials and sources in assignments are documented. Students’ submissions are stored on a U.S. server, and are subject to the USA PATRIOT ACT, 2001; therefore, students can be given an alternative (e.g., scaffolded assignment or annotated bibliography) if they are concerned about their privacy and/or security. Students will be given due notice, in the first week of the term and/or at the time assignment details are provided, about arrangements and alternatives for the use of Turnitin® in this course.

**Research Ethics**: The University of Waterloo requires all research conducted by its students, staff, and faculty which involves humans as participants to undergo prior ethics review and clearance through the Director, Office of Human Research and Animal Care (Office). The ethics review and clearance processes are intended to ensure that projects comply with the Office’s Guidelines for Research with Human Participants (Guidelines) as well as those of provincial and federal agencies, and that the safety, rights and welfare of participants are adequately protected. The Guidelines inform researchers about ethical issues and procedures which are of concern when conducting research with humans (e.g. confidentiality, risks and benefits, informed consent process, etc.). If the development of your research proposal consists of research that involves humans as participants, the please contact the course instructor for guidance and see [https://uwaterloo.ca/research/office-research-ethics](https://uwaterloo.ca/research/office-research-ethics)