

# HUM 4912 - UG Research Fine Arts

Summer A, 2021 Meeting Time: TBD

Location: Online & In Person

## Instructor

Jeffrey Pufahl

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Office Hours: by appointment.

## Course Description

In this course students will work together to craft research articles for publication. Students will use information gathered from their research in Applied Theatre II to create their articles and submit them to journals.

## Course Topics

1. Data Analysis and Communication
2. Writing for academic publications
3. Editing & Revision
4. Submission procedures

## Objectives

1. Students identify and discuss academic writing strategies
2. Students propose a research article
3. Students craft a research article
4. Students edit and revise a research article
5. Students identify journals for submission

## Course Format

Students will meet weekly for 120 mins to collaborate and work on their article.

Students will complete a series of how-to readings on academic writing.

Students are expected to work outside of the meeting time on their article for at least 2hrs/week.

## Required Materials

All materials will be provided by the course instructor on Canvas.

## Course Schedule

Week 1: Meeting 1: Determine meeting time, discuss projects, assign readings

Week 2: Meeting 2: Discuss readings and article content

Week 3: Meeting 3: Draft 1 complete – discuss drafts

Week 4: Meeting 4: Draft 2 complete – discuss drafts

Week 5: Meeting 5: Final Draft complete

Week 6: Meeting 6: Article Submission

**Assignments**

<ol style="list-style-type: none"> <li>1. <b>Draft 1: Students submit a first draft of their paper</b></li> <li>2. <b>Draft 2: Students submit a revised draft of their paper</b></li> <li>3. <b>Final Article: Students will present a polished journal article ready for submission.</b></li> </ol>
<ol style="list-style-type: none"> <li>4. <b>Participation: Theatre is a highly collaborative art form and students will navigate the inherent difficulties of group collaboration throughout the semester. Attending and actively participating in all classes is very important. Each class (6) is worth 20 points.</b></li> </ol>

**Grading**

1. <b>1<sup>st</sup> Draft Submitted</b>	<b>50 points</b>
2. <b>2<sup>nd</sup> Draft Submitted</b>	<b>50 points</b>
3. <b>Final Article</b>	<b>100 points</b>
4. <b>Participation Grade:</b>	<b>120 points</b>

**TOTAL** **340 points**

**Grading Scale**

Letter Grade	% Equivalency	GPA Equivalency
A	94-100	4.00
A-	91-93.99	3.67
B+	88-90.99	3.33
B	84-87.99	3.00
B-	81-83.99	2.67
C+	78-80.99	2.33
C	74-77.99	2.00
C-	71-73.99	1.67
D+	68-70.99	1.33
D	64-67.99	1.0
D-	61-63.99	.67
E	60 or below	0.00

**Please note that a C- is no longer an acceptable grade for any course in which a 2.0 GPA is required, for example, any course in the major.** UF grading policy website: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx-calculatinggpa>

**Course Policies:**

1. Attendance: Class attendance is expected. **Each unexcused absence will result in an 20 point reduction from the “active participation” grade.** Excused absences are consistent with university policies in the undergraduate catalog. (<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>) and require appropriate documentation.
2. Submission of late work: Late work will only be accepted in the event of an excused absence or with prior permission from the instructor, and only within five days of the deadline. **Late work will be subject to a deduction of 5 points.** Extenuating circumstances will be considered on a case by case basis.
3. Communication: It is the student’s responsibility to communicate with the instructor promptly concerning any circumstances that might affect his or her participation in the course. Please do not let any questions or concerns you have go unattended. It is the instructor’s intention to respond to all e-mail communication within 48 hours, excluding weekends.

4. Spontaneity: Due to the experiential nature of this course, the instructor retains the right to alter this syllabus as needed to accommodate class pace, interests, and/or special challenges or opportunities that may arise.
5. Use of technology: In order for all of us to have a positive experience in this course, we must all demonstrate respect for each other and maintain appropriate attention within the course. No texting will be permitted during class, and phones, laptops, iPads, or other devices may be used only when indicated by the instructor.
6. **ZOOM ETIQUETTE**
  - Come prepared to turn your camera on during discussion. Use a virtual background if possible.
  - Come to class as if you were on campus; clear your personal area of distractions
  - Refrain from using other digital devices during class
7. All assignments submitted via E-Learning, including quizzes, must be submitted by the time specified on the Canvas due date.
8. Adhere to standards of academic honesty per university guidelines (below)
9. Our class sessions may be audio visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

## UF Policies

### UF Policies for Getting Help

For issues with technical difficulties for E-learning in Canvas, please contact the UF Help Desk at:

- [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu)
- (352) 392-HELP - select option 2
- <https://lss.at.ufl.edu/help.shtml>

\* \*\*\*Any requests for make-ups due to technical issues MUST be accompanied by the ticket number received from LSS when the problem was reported to them. The ticket number will document the time and date of the problem. You MUST e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

### Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the [Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

### Course Evaluation

Students are expected to provide feedback on the quality of instruction in this course by completing [online evaluations](#). 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 on the [Gator Evals page](#).

### University Honesty Policy

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." [The Honor Code](#) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic

misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

#### Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

#### Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see the [Notification to Students of FERPA Rights](#)

#### Campus Resources:

##### Health and Wellness

**U Matter, We Care:**

If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) or 352 392-1575 so that a team member can reach out to the student.

**Counseling and Wellness Center:** [counseling.ufl.edu/cwc](http://counseling.ufl.edu/cwc), and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

**Sexual Assault Recovery Services (SARS)**

Student Health Care Center, 392-1161.

**University Police Department** at 392-1111 (or 9-1-1 for emergencies), or [police.ufl.edu](http://police.ufl.edu).

##### Academic Resources

**E-learning technical support**, 352-392-4357 (select option 2) or e-mail to [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu).

**Career Resource Center**, Reitz Union, 392-1601. Career assistance and counseling.

**Library Support**, Various ways to receive assistance with respect to using the libraries or finding resources.

**Teaching Center**, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.

**Writing Studio**, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.

**Student Complaints Campus**

**On-Line Students Complaints**