

**George Mason University**  
**College of Education and Human Development**  
**Elementary Education Program**

EDCI 559 A08 – Research and Assessment In Elementary Education

1 Credit, Spring 2020

2 Credits, Summer 2020

Thursdays 4:30-7:10

Robinson B Hall:222/Online Fairfax Campus

**Faculty**

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**Prerequisites/Corequisites**

Admission into elementary education graduate program; capstone course for degree must be taken last in programmatic sequence.

**University Catalog Course Description**

Provides teacher candidates an understanding of research paradigms utilizing systematic evidence to improve practice and further skills in assessment of learning outcomes. Emphasizes linking research and practice, making instructional decisions based on systematically collected data.

**Course Overview**

This course is designed to help teacher candidates understand various research paradigms, utilizing research, literature, and systematic evidence to improve teacher practice and to further their skills in the assessment of learning outcomes. The course emphasizes linking research and practice and making instructional decisions based on systematically collected data.

**Course Delivery Method**

This course includes multiple instructional strategies and formats including face to face and asynchronous online class sessions. Individual session formats vary and may include lecture, small group/large group discussion, hands-on, interactive work, student presentations, and cooperative learning. Practical applications of theory are explored in group activities.

**Under no circumstances, may candidates/students participate in online class sessions (either by phone or Internet) while operating motor vehicles. Further, as expected in a face-to-face class meeting, such online participation requires undivided attention to course content and communication.**

## Technical Requirements

To participate in this course, students will need to satisfy the following technical requirements:

- High-speed Internet access with a standard up-to-date browser, either Internet Explorer or Mozilla Firefox is required (note: Opera and Safari are not compatible with Blackboard).
- Students must maintain consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course.
- Students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of course requirements.
- The following software plug-ins for PCs and Macs, respectively, are available for free download:
  - Adobe Acrobat Reader: <https://get.adobe.com/reader/>
  - Windows Media Player: <https://windows.microsoft.com/en-us/windows/downloads/windows-media-player/>
  - Apple Quick Time Player: [www.apple.com/quicktime/download/](http://www.apple.com/quicktime/download/)

## COURSE EXPECTATIONS

**COURSE WEEK:** Our class will meet on Mondays as indicated on the Schedule of Classes.

**LOG IN FREQUENCY:** Students must actively check the course Blackboard site and their GMU email for communications from the instructor, class discussions, and/or access to course materials at least *twice* a week.

**PARTICIPATION:** Please see Item #1 under course assignments. Students are expected to actively engage in all course activities throughout the semester, which includes viewing all course materials, completing course activities and assignments, and participating in course discussions and group interactions.

**TECHNICAL COMPETENCE:** Students are expected to demonstrate competence in the use of all course technology. Students who are struggling with technical components of the course are expected to seek assistance from the instructor and/or College or University technical services.

**TECHNICAL ISSUES:** Students should anticipate some technical difficulties during the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.

**WORKLOAD:** Please be aware that this course is **not** self-paced. **Students are expected to meet specific deadlines and due dates listed in the Class Schedule section of this syllabus.** It is the student's responsibility to keep track of the weekly course schedule of topics, readings, activities and assignments due.

**INSTRUCTOR SUPPORT:** Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Those unable to come to a Mason campus can meet with the instructor via telephone or web conference. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.

**NETIQUETTE:** The course environment is a collaborative space. Experience shows that even an innocent remark typed in the online environment can be misconstrued. Students must always re-read their

responses carefully before posting them, so as others do not consider them as personal offenses. *Be positive in your approach with others and diplomatic in selecting your words.* Remember that you are not competing with classmates, but sharing information and learning from others. All faculty are similarly expected to be respectful in all communications.

**ACCOMMODATIONS:** Learners who require effective accommodations to insure accessibility must be registered with George Mason University Disability Services.

**WRITTEN WORK:** All assignments must be written in Times New Roman, 12 point font, double-spaced, and follow APA (6th edition) formatting guidelines (see <http://owl.english.purdue.edu/owl/resource/560/01/> for more information). Assignments should be submitted electronically via email and are due by class time on the date indicated in an appropriate format (i.e., Word document). **Assignments turned in late or in an inappropriate format will have a deduction of points. If there is an emergency, contact Dr. Bean as soon as possible.** All assignments should be submitted with the following naming convention: student’s last name and the title of the assignment. **For example: Bean\_LitReview**

**IN CLASS TECHNOLOGY POLICY:** *When you are using laptops or other electronic devices, please be respectful of your peers and your instructor and **do not engage in activities that are unrelated to class.** Such disruptions show a lack of professionalism and will impact your participation grade.*

**Learner Outcomes or Objectives**

This course is designed to enable students to do the following:

A.

1. Articulate the role of systematic evidence in the improvement of teaching and learning.
2. Use educational research literature as a basis for reflecting on and improving their teaching practice.
3. Make explicit linkages between research and assessment practice.
4. Distinguish between the purposes and methods of theoretical, applied, and action research as well as quantitative and qualitative research.
5. Explain the fundamentals of validity and reliability, and articulate the potential threats to validity within various research paradigms.
6. Critique the quality of research studies within various paradigms.
7. Describe the purpose and cycle of action research, specifically in relationship to assessment of their learners.
8. Design appropriate and authentic assessments and analyze student data.
9. Design an action research study based on research and student assessments.
10. Use technology to assist in locating, using, conducting research, and analyzing data.

B. Outcomes and Standards (see below)

| Learning Outcomes | NBPTS Propositions | NETS Standards | InTASC Standards     |
|-------------------|--------------------|----------------|----------------------|
| 1                 | 1, 3               | V              | 2, 3, 4, 5, 6, 9, 10 |
| 2                 | 1, 3, 4            | IV & V         | 9, 10                |

|    |         |        |          |
|----|---------|--------|----------|
| 3  | 1, 3, 4 | IV & V | 6, 9     |
| 4  | 4       | V      | 6,       |
| 5  | 4       | V      | 6        |
| 6  | 4       | V      | 6, 9, 10 |
| 7  | 1, 3, 4 | IV & V | 6, 7, 9  |
| 8  | 1, 3    | IV & V | 6        |
| 9  | 4       | IV & V | 6, 7, 9  |
| 10 | 4       | V      | 4        |

### Professional Standards

Upon completion of this course, students will have met the following professional standards:

#### ❖ INTASC

**Standard #2: Learning Differences.** The teacher uses understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.

**Standard #3: Learning Environments.** The teacher works with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self motivation.

**Standard #4: Content Knowledge.** The teacher understands the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates learning experiences that make the discipline accessible and meaningful for learners to assure mastery of the content.

**Standard #5: Application of Content.** The teacher understands how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.

**Standard #6: Assessment.** The teacher understands and uses multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the teacher's and learner's decision making.

**Standard #7: Planning for Instruction.** The teacher plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.

**Standard #8: Instructional Strategies.** The teacher understands and uses a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.

**Standard #9: Professional Learning and Ethical Practice.** The teacher engages in ongoing professional learning and uses evidence to continually evaluate his/her practice, particularly the effects of his/her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.

**Standard #10: Leadership and Collaboration.** The teacher seeks appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families,

colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.

❖ **National Board for Professional Teaching Standards**

**Proposition 1:** Teachers are committed to students and learning

**Proposition 3:** Teachers are responsible for managing and monitoring student learning

**Proposition 4:** Teachers think systematically about their practice and learn from their experience.

❖ **National Technology Standards**

**Standard IV:** Teachers apply technology to facilitate a variety of effective assessment and evaluation strategies.

**Standard V:** Teachers use technology to enhance their productivity and professional practice.

❖ **The [Virginia State Technology Standards for Instructional Personnel](#)**

1. Instructional personnel shall be able to demonstrate effective use of a computer system and utilize computer software.
2. Instructional personnel shall be able to apply knowledge of terms associated with educational computing and technology.
3. Instructional personnel shall be able to apply computer productivity tools for professional use
4. Instructional personnel shall be able to use electronic technologies to access and exchange information.

**Required Texts**

Mills, G. E. (2017). *Action research: A guide for the teacher researcher* (6<sup>th</sup> ed.). Boston, MA: Pearson.

**Course Performance Evaluation**

Students are expected to submit all assignments on time in the manner outlined by the instructor (e.g., Blackboard, Tk20, hard copy).

**TK20 Performance-Based Assessment Submission Requirement**

Every student registered for any Elementary Education course with a required performance-based assessment is required to submit these assessments, Action Research Report and Critical Incident Reflection, to Tk20 through Blackboard (regardless of whether the student is taking the course as an elective, a onetime course or as part of an undergraduate minor). Evaluation of the performance-based assessment by the course instructor will also be completed in Tk20 through Blackboard. Failure to submit the assessment to Tk20 (through Blackboard) will result in the course instructor reporting the course grade as Incomplete (IN). Unless the IN grade is changed upon completion of the required Tk20 submission, the IN will convert to an F nine weeks into the following semester.

**ASSIGNMENTS Spring 2020:**

| Assignment   | Points                             |
|--|------------------------------------|
| <b>1. Attendance and Participation</b> [Outcomes 1, 2, 3, 4, 5, 6, 7, 8, 9, 10]  | 20                                 |
| <b>2. Component Drafts:</b> [Outcomes 1, 2, 3, 4, 5, 6, 7, 8, 9, 10]<br><b>a. Part One:</b> Rationale and Research Question(s)<br><b>b. Part Two A:</b> Annotated Bibliography 1<br><b>c. Part Two B:</b> Annotated Bibliography 2<br><b>d. Part Three:</b> Context and Instructional Change<br><b>e. Part Four:</b> Data Collection and Student Assessment Plan | 5 points<br>EACH<br><br>(25 total) |
| <b>Total</b>   | <b>45</b>                          |

**ASSIGNMENTS Summer 2020:**

| Assignment  | Points                             |
|---|------------------------------------|
| <b>1. Attendance and Participation</b> [Outcomes 1, 2, 3, 4, 5, 6, 7, 8, 9, 10]   | 20                                 |
| <b>2. Data Collection and Analysis Activity</b>   | 20                                 |
| <b>3. Component Drafts:</b> [Outcomes 1, 2, 3, 4, 5, 6, 7, 8, 9, 10]<br><b>a. Part Five:</b> Data Analysis Plan<br><b>b. Part Two A:</b> Reflection on AR | 5 points<br>EACH<br><br>(10 total) |
| <b>4. Final Action Research Proposal (PBA)</b> [Outcomes 1, 2, 3, 4, 5, 6, 7, 8, 9, 10]   | 36                                 |
| <b>5. Action Research Presentation</b> [Outcomes 1, 2, 3, 7]  | 14                                 |
| <b>Total</b>  | <b>100</b>                         |

**1. Attendance and Participation Expectations (20 points)**

This course operates with the assumption that knowledge is socially constructed and the most meaningful learning opportunities are those where you have the opportunity to offer and explore diverse perspectives with peers. To do this **it is expected that you attend all scheduled classes (both in person and online)** outlined within the syllabus. Absence from class to observe a religious holiday, to serve jury duty, or to participate in required military service, and medical emergencies are exceptions to the above policy. If you anticipate being absent for any of these reasons, please make arrangements at least 48 hours in advance. In addition, **you are expected to be on time to class** each week unless advance notice has been provided to the instructor.

**You are expected to contribute to both class and online discussions and activities** as well as genuinely listen to peers as they do the same. In addition, **you are expected to be prepared for**

**each class**, which means having completed all assigned readings and tasks for that class. Cell phones are for emergency use only and **it is expected that you will not use cell phones in class** for purposes such as texting, social media, or phone calls.

All written papers are expected to be double-spaced, with 1" margins, and in 12-point font (Times New Roman, Calibri, or Arial). APA format is expected. If you do not have a current edition APA manual, the OWL at Purdue is an excellent resource.

<http://owl.english.purdue.edu/owl/resource/560/01/>

Please Note: The GMU Writing Center offers online support via email. They will provide feedback on your writing within one hour. Graduate and professional writing can be difficult; I encourage you to take advantage of this service. [http://writingcenter.gmu.edu/?page\\_id=177](http://writingcenter.gmu.edu/?page_id=177)

It is expected that all class assignments will be submitted on time to the correct location; therefore, **late assignments will not receive full credit**. Assignments turned in late will receive an automatic deduction of one letter grade making the highest possible score equivalent to 80%(B). All assignments must be submitted on the due date stated within the syllabus (see below) and should be submitted in the format outlined below.

*Note: I reserve the right to add, alter, or omit any assignment as necessary during the course of the semester. You will always receive advanced notice of any modifications.*

## **2. Qualitative and Quantitative Data Collection & Analysis Assignment 20 points Due May 21<sup>st</sup>**

For this assignment you will collect and analyze quantitative and qualitative data in the form of a survey and one 10-minute interviews or one 30 min observation. The survey should have 10-12 questions from at least 15 people. You will write a brief report of this exercise explaining what you did and what you found.

Steps to completing this assignment:

1. Create a research question that can be addressed with a survey and an interview or an observation
2. Decide on the methods
3. Create a protocol (the survey questions you will ask, the interview questions you will ask or the format for your observation notes)
4. Have your instruments and protocols peer reviewed
4. Collect the data
5. Prepare the data for analysis (transcribe the interviews)
6. Analyze the data
7. Interpret the data (how does it address your question?)
8. Consider implications (what do your results mean for others?)

Your report will include the following:

- An introduction
  - Describe your research question
- Short description of the methods

- What did you do?
- Describe the protocol
- Describe the participant(s)
- Describe how you analyzed the data
- Results
  - What did you find?
  - What is the answer to your question based upon your data?
- Implications
  - What does this mean for others?
  - What should be done next?
- Reflection
  - What did you learn about qualitative and quantitative data analysis from this project?
  - If you did this again, what would you do differently?

### **3. Component Drafts (1-6) (35 points)**

These sections will be submitted throughout the semester for formative feedback. These drafts **MUST** be submitted by their syllabus due dates. They are worth 5 points each.

Part One: Rationale and Research Question(s) (Due Feb 2)

Part Two A: Annotated Bibliography #1 (Due Feb 23)

Part Two B: Annotated Bibliography #2 (Due March 1)

Part Three: Context and Instructional Change (Due March 29)  
Describe your school, community, classroom and student population; and  
Describe the instructional change

Part Four: Data Collection Plan and Student Assessments Plan (Due April 12)  
Describe how you will collect data to answer your research question(s). This includes formative and summative assessments designed to gather that data.

Part Five: Data Analysis Plan (Due May 10)  
Describe how you would analyze your data and discuss potential implications of your study

Part Six: Reflection on AR (Due May 17)  
What did you learn from creating your action research proposal? What might you do with your proposal in the future – in other words, what aspects might be applicable to future work? How did the action research experience inform your teaching during the spring semester? What will you take from this process into your teaching career?



**4. Action Research FINAL Proposal (36 points) —PBA Due June 4<sup>th</sup>**

This is the major assignment for this class and is the Performance Based Assessment (PBA) for the course. The final written report will include the sections above and a final implications section for a total of seven sections.

Points will also be earned for quality of writing and use of APA style in FINAL REPORT. See attached rubric.

- Part One: Rationale and Research Question(s)
- Part Two: Annotated Bibliography
- Part Three: Context and Instructional Change
- Part Four: Proposed Data Collection Plan and Student Assessments
- Part Five: Proposed Data Analysis Plan
- Part Six: Reflection

**5. Action Research Presentation (14 points)**

You will present your Action Research to our class. This presentation will be based on your written final report (see above) and the data collection and analysis activities that you complete in the summer session. You will prepare a brief (10 minute) presentation and will respond to peer questions. Date: Thursday, June 4<sup>th</sup>. Location: TBA.

**COURSE EXPECTATIONS**

**COURSE WEEK:** Our class will meet on Thursdays as indicated on the Schedule of Classes.

**FREQUENCY:** Students must actively check the course Blackboard site and their GMU email for communications from the instructor, class discussions, and/or access to course materials at least *twice* a week.

**PARTICIPATION:** Please see Item #1 under course assignments.

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**WRITTEN WORK:** All assignments must be written in Times New Roman 12 point font, double-spaced, and follow APA (newest edition) formatting guidelines (see <http://owl.english.purdue.edu/owl/resource/560/01/> for more information). Assignments should be submitted electronically via email and are due by class time on the date indicated in an appropriate format (i.e., Word document). ***Assignments turned in late or in an inappropriate format will be eligible for only 50% of the available points. If there is an emergency, contact me as soon as possible.*** All assignments should be submitted with the following naming convention: student's last name and the title of the assignment. **For example: Groth\_Rationale**

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## Technical Requirements

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- Students must maintain consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course.
- The following software plug-ins for PCs and Macs, respectively, are available for free download:
  - Adobe Acrobat Reader: <https://get.adobe.com/reader/>
  - Windows Media Player:

<https://windows.microsoft.com/en-us/windows/downloads/windows-media-player/>

- Apple Quick Time Player: [www.apple.com/quicktime/download/](http://www.apple.com/quicktime/download/)

### Grading Scale

|            |            |            |           |           |              |
|------------|------------|------------|-----------|-----------|--------------|
| 94-100 = A | 90-93 = A- | 88-89 = B+ | 81-87 = B | 70-80 = C | Below 70 = F |
|------------|------------|------------|-----------|-----------|--------------|

### Professional Dispositions

Students are expected to exhibit professional behaviors and dispositions at all times. (See Elementary Education Program Handbook).

### Class Schedule

| Date               | Readings  | Topics and Activities   | Assignment Due                                    |
|--------------------|---|---|---|
| <b>1/16</b>        | Mills Ch 1:<br>Understanding<br>Action Research           | <b>Face to face - GMU</b> <ul style="list-style-type: none"> <li>- Introductions and Syllabus</li> <li>- Review Teacher Research</li> <li>- Critical Friends Groups</li> <li>- Rationale and Research Question</li> <li>- Reviewing the Literature</li> </ul> |   |
| <b>1/23</b>        | Mills Ch 3:<br>Deciding on an<br>area of focus            | Online - asynchronous <ul style="list-style-type: none"> <li>- Rationale and research question(s)</li> <li>- Annotated bibliography</li> </ul>  | Individual conferences as needed                  |
| <b><u>1/30</u></b> | Mills Ch 5: Data<br>Collection<br>Techniques              | <b>Face to face - GMU</b> <ul style="list-style-type: none"> <li>- Designing your study</li> </ul>  | Feb 2: Part 1: Rationale and Research Question(s) |
| <b>2/6</b>         | Mills Ch 4:<br>review of<br>Related<br>Literature         | Online asynchronous <ul style="list-style-type: none"> <li>- Work on Annotated bibliography</li> </ul>  |   |
| <b><u>2/13</u></b> | Review Mills Ch<br>5<br><br>Data Collection<br>techniques | <b>Online synchronous</b> <ul style="list-style-type: none"> <li>- Qualitative Data Collection and Analysis</li> <li>- Quantitative Data Collection and Analysis</li> </ul>   |   |
| <b>2/20</b>        |   | Online asynchronous <ul style="list-style-type: none"> <li>- Work on annotated bibliography</li> </ul>  | Feb 23: Part 2A:<br>Annotated Bibliography:       |

|             |  |  |  |
|-------------|--|--|--|
|             |  |  | 5 research articles related to your topic                                |
| <u>2/27</u> | Mills Ch 6<br>Data Collection considerations<br>Chapters | <b>Face to Face GMU</b> <ul style="list-style-type: none"> <li>- Ensuring Trustworthiness</li> <li>- Validity, Reliability, Generalizability</li> <li>- Evaluating the Quality of Action Research</li> <li>- Context and Change overview</li> </ul>                    | March 1: Part 2B:<br>Annotated Bibliography:<br>5 MORE research articles |
| 3/5         |  | Online asynchronous<br>Work on Context and change<br>*Data Collection Plan<br>Student Assessments  |  |
| 3/12        |  | <b>GMU Spring Break – no class</b>   |  |
| 3/19        |  | <b>No Class – writing/revising sections 1-4</b><br>-   |  |
| 3/26        |  | <b>No Class – writing/revising sections 1-4</b>  | March 29: Part 3:<br>Context and Change                                  |
| 4/2         |  | <b>Online Synchronous using Blackboard Collaborate:</b> <ul style="list-style-type: none"> <li>• Overview of Course Changes</li> <li>• Reframing questions to practice data collection</li> <li>• Introduction to Revised Data Collection/Analysis Activity</li> </ul> |  |
| 4/9         |  | <b>No Class – FCPS Spring Break</b>  | April 12: Part 4: Data Collection Plan and Student Assessments           |
| 4/16        |  | <b>Asynchronous – revising sections 1-4; data collection activity</b>  |  |
| 4/23        |  | <b>Asynchronous – revising sections 1-4; data collection activity</b>  |  |
| 4/30        | Mills Ch 7:<br>Data analysis and interpretation          | <b>Online Synchronous using Blackboard Collaborate:</b> <ul style="list-style-type: none"> <li>- Overview of Data Analysis Plan and Implications</li> </ul>  |  |
| 5/7         |  | <b>Asynchronous – revised data analysis activity and writing the data analysis section of your proposal</b>  | May 10: Part 5: Data Analysis  |

|                      |  |  |   |
|----------------------|--|--|---|
| <b>5/14</b>          |  | <b>Asynchronous – revised data analysis activity</b>                                       | May 17: Part 6: Reflection                |
| <b>5/21</b>          | Mills Ch 9:<br>Writing Up<br>Action Research | <b>Synchronous</b><br><br>- Considering collected data<br>- Work on presentation materials | May 21: Data Collection/Analysis activity |
| <b>5/28</b>          |  | Asynchronous – preparing final papers and presentations                                    |   |
| <b>6/4 on campus</b> |  | <b>Synchronous</b><br><br>- Sharing Symposium<br>- Location TBD                            | Final Proposal due to TK20 by 6/4         |

Note: Faculty reserves the right to alter the schedule as necessary, with notification to students.

### Core Values Commitment

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: <http://cehd.gmu.edu/values/>.

### GMU Policies and Resources for Students

#### POLICIES

Students must adhere to the guidelines of the Mason Honor Code (see <http://oai.gmu.edu/the-mason-honor-code/>).

Students must follow the university policy for Responsible Use of Computing (see <http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>).

Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students **solely** through their Mason email account.

Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see <http://ods.gmu.edu/>).

Students must follow the university policy stating that all sound emitting devices shall be silenced during class unless otherwise authorized by the instructor.

#### CAMPUS RESOURCES

Support for submission of assignments to Tk20 should be directed to [tk20help@gmu.edu](mailto:tk20help@gmu.edu) or <https://cehd.gmu.edu/aero/tk20>. Questions or concerns regarding use of Blackboard should be directed to <http://coursessupport.gmu.edu/>.

The Writing Center provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support students as they work to construct and share knowledge through writing (see <http://writingcenter.gmu.edu/>).

The Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops and outreach programs) to enhance students’ personal experience and academic performance (see <http://caps.gmu.edu/>).

The Student Support & Advocacy Center staff helps students develop and maintain healthy lifestyles through confidential one-on-one support as well as through interactive programs and resources. Some of the topics they address are healthy relationships, stress management, nutrition, sexual assault, drug and alcohol use, and sexual health (see <http://ssac.gmu.edu/>). Students in need of these services may contact the office by phone at 703-993-3686. Concerned students, faculty and staff may also make a referral to express concern for the safety or well-being of a Mason student or the community by going to <http://ssac.gmu.edu/make-a-referral/>.

**Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:**

As a faculty member, I am designated as a “Responsible Employee,” and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason’s Title IX Coordinator per University Policy 1202. If you wish to speak with someone confidentially, please contact one of Mason’s confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance from Mason’s Title IX Coordinator by calling 703-993-8730, or emailing [titleix@gmu.edu](mailto:titleix@gmu.edu).

**For additional information on the College of Education and Human Development, please visit our website <https://cehd.gmu.edu/>.**

**For additional information on the College of Education and Human Development, Graduate School of Education, please visit our website [See <http://gse.gmu.edu/>].**

**EMERGENCY PROCEDURES**

You are encouraged to sign up for emergency alerts by visiting the website <https://alert.gmu.edu>. There are emergency posters in each classroom explaining what to do in the event of crises. Further information about emergency procedures exists on <http://gmu.edu/service/cert>

**Action Research Rubric**

| Levels/Criteria  | 3   | 2   | 1  |
|--|---|---|--|
| Introduction:<br>Describes the problem. Clear research question stated.<br>Significance of | The problem is described in details. The description fully leads the reader to the research question. The research question is clear. It is measureable. The significance of the problem is | The problem is adequately described. The description partially leads the reader to the research question. The research question is vague. It is measureable. The significance of the problem is | The problem is not adequately described. It does not lead the reader to the research question. The research question is unclear. It is not measureable. The significance of the problem is |

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| <p>problem is addressed.</p> <p><b>InTASC 9</b></p>   | <p>addressed fully. It is clear why this is an important problem to study.</p>   | <p>adequately addressed, but it is not clear as to why this is important.</p>  | <p>unfocused and rambles. It is not clear why this is an important topic to study.</p>   |
| <p>Annotated Bibliography: Research studies are used. Studies relate to the research question.</p> <p><b>InTASC 9</b></p>                             | <p>At least nine to ten research studies are used to support the literature review. These are from respectable journals. The studies are appropriate for the topic and research questions. Bibliography is in APA style with no errors.</p>  | <p>Five to eight research studies are used. At least one of them is from a respectable journal. The studies are somewhat appropriate for the topic and research question. Bibliography follows APA style with no more than two errors.</p>   | <p>Less than five research studies are used. The articles are not from respectable journals. The studies are not appropriate for the topic or research question.</p>   |
| <p>Context and Intervention Provided: Setting Described. Population identified. Intervention.</p> <p><b>InTASC 9</b></p>                              | <p>The setting is fully described. It includes, size of school, location, grade level, subject taught, etc. All pertinent information is included. The population is fully described. It includes number of students, gender and ethnic breakdown, grade levels, academic abilities, etc. Information relevant to the research is included. Intervention is fully described. It is clear what the intervention is and how it will be implemented. Intervention is realistic.</p> | <p>The setting is adequately described. Most information is included, but not all. The population is adequately described. Most information is included, but not all. Intervention is adequately described, but either the description of the intervention or the implementation is confusing.</p> | <p>Setting is not included or inadequately described. It is not clear where the research will be conducted. Population is not included or inadequately described. It is not clear who will be participating in the research study. There is no intervention or implementation explained or the intervention does not align with the research question.</p> |
| <p>Research Design: Design of study matches goals. Formative and Summative Assessments included. Data sources appropriate.</p> <p><b>InTASC 9</b></p> | <p>The methodology chosen (quantitative, qualitative, mixed methods) is appropriate for the research question. There is adequate time allowed for data collection. The treatment is reasonable and ethical. There is a mixture of formative and summative assessments included in the design. They are well-described or a copy is included. All data sources are</p>  | <p>Two of the three stated criteria are adequate. Formative and summative assessments are included in the design. Copies are not included and they are not well described. Most, but not all, of the data sources are appropriate.</p>   | <p>None or one of the criteria is adequate. The research is not ethical. Either formative or summative assessments are included, but not both. Copies are not included and they are not well described. The majority of the data sources are not appropriate for the research question. Data collected is not ethical.</p>                                 |

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|  | appropriate for the research question. The information collected will help answer the question.  |   |   |
| Analysis of Data:<br>Appropriate analysis for data collected.<br><b><i>InTASC 9</i></b>  | The entire analysis of the data is appropriate. The information gathered addresses the research question.  | The majority of the analysis is appropriate. However, it is not clear how other parts were analyzed.  | The analysis is inappropriate or not well-defined.  |
| Overall Style:<br>Clear, concise writing.<br>Grammar and punctuation.<br>Multiple levels of headings used to organize ideas.<br><b><i>InTASC 9</i></b> | The writing is very clear and concise. The reader can understand what the problem is and how the research will address it.<br>There are no grammar and punctuation errors.<br>There is evidence of multiple levels of headings. These are used appropriately in all instances. | The majority of the writing is clear and concise.<br>There are one to three grammar and punctuation errors.<br>There is evidence of multiple levels of headings. These are used appropriately in the majority of instances. | The majority of the reading is vague and unclear. The reader has difficulty seeing the connections between the various sections.<br>There are four or more grammar and punctuation errors.<br>There is no evidence of multiple levels of headings or these are used inappropriately in the majority of instances. |