

Central Michigan University
College of Graduate Students
Master of Science in Administration

Master Course Syllabus

MSA 699 Applied Research Project in Administration 3 (Spec)
Design. No. Title Credit (Mode)

I. Bulletin Description:

Research project on a practical organizational administrative issue and/or problem integrating theoretical, methodological, and applied knowledge from core and concentration coursework with student's professional experience. This course is approved for offering in a distance learning format.

II. Prerequisites, Pre/Co-requisites, Co-requisites, Recommended:

MSA 600, MSA 602 or MSA 634 or MSA 635, MSA 603 or MSA 640 all with a grade of C or better; 24 hours of graduate credit

III. Rationale for Course Level:

This is a required course specifically designed for graduate students in the MSA program. It is a rigorous course that requires students to synthesize knowledge and skills learned in previous MSA courses. The amount and complexity of work in the course is appropriate only for graduate level students.

IV. Suggested Textbooks:

Student Guide to the MSA Capstone Project; published by Central Michigan University

(and)

Publication Manual of the American Psychological Association (APA); latest edition

V. Other Requirements and/or Materials for the Course:

For online delivery, the students and teaching faculty must have access to computers with a reliable, high-speed Internet connection. CMU Online provides ongoing technical support for both instructors and students.

No other requirements for face to face offerings.

VI. Student Learning Course Objectives:

Upon successfully completing this course, the student will be able to:

1. Conduct applied research in the field of Administration.
2. Analyze administrative issues and problems critically and creatively.
3. Identify, collate, synthesize, and use primary scholarly research sources to generate research questions to examine a professional work-related problem.

4. Apply quantitative and/or qualitative research methods to examine a professional work-related problem.
5. Develop research findings and make recommendations based on literature and data analysis.
6. Effectively present findings and recommendations to solve or improve upon a professional work-related problem.
7. Present and defend their research when it comes under scholarly and/or professional scrutiny.

VII. Suggested Course Outline:

Overview: This course fulfills the Plan B requirement for the Master of Science in Administration degree. The majority of course time is taken up with students writing their Plan B project independently through consultation with their MSA 699 instructor. However, two formal mandatory class sessions are held during the semester. These are outlined below:

Session One: Held at the beginning of the semester (12 hours)

- I. Administrative Research Writing (4-6 hours)
 - a. Introductions
 - b. Review of syllabus
 - c. Overview of capstone project experience
 - d. Overview of the Student Guide to the MSA Capstone Project
 - e. Overview of the Research Review Application process and the IRB process
 - f. Review of plagiarism
 - g. Review of APA writing style
 - h. Proposal writing: organization and contents
 - i. Strategies for success
 - j. Review of grading rubric
- II. Individual One-on-One Meetings (6-8 hours)

Session Two: Held prior to the midway point of the semester (12 hours)

Progress Report

- a. Instructor and student(s) will discuss progress towards completion of the Plan B project.
- b. Identification of common concerns
- c. Identification of shared resources
- d. Peer review

The online version follows a similar format over the first 8 weeks of the semester. After that, students work independently on the capstone project.

Module 1	<u>Administrative Research Writing</u> <ul style="list-style-type: none"> • Introductions • Review of syllabus
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	<ul style="list-style-type: none"> • Overview of capstone project experience • Overview of the Student Guide to the MSA Capstone project • Overview of the Research Review Application process and the IRB process
Module 2	<ul style="list-style-type: none"> • Review of plagiarism • Review of APA writing style • Proposal writing: organization and contents • Strategies for success • Review of grading rubric
Module 3	Individual One-on-One sessions between instructor and student
Module 4	Individual One-on-One sessions between instructor and student
Module 5 and 6	Individual One-on-One sessions between instructor and student Wimba conference with all students <ul style="list-style-type: none"> • Progress Report <ol style="list-style-type: none"> a. Instructor and student(s) will discuss progress towards completion of the Plan B project. b. Identification of common concerns c. Identification of shared resources d. Peer review
Module 7	Individual One-on-One sessions between instructor and student
Module 8	Individual One-on-One sessions between instructor and student

Instructors in this course will use an interactive computer mediated learning environment. As a result, students may expect any number of instructional methodologies, including technology-based instruction, online discussion forums, presentations, lectures with enhanced audio and video introductions and explanations, web resources, and individual projects.

Students will be required to familiarize themselves with the current software protocols for interactive online activities. The computer-based course will include student/teacher interaction via live classroom and presentations, discussion forums, virtual office hours, document sharing, e-mail, etc.

- A. Course content will be posted in a Blackboard course shell. This content will be the syllabus, assignments, articles/assigned readings, multimedia presentations, discussion questions, and websites that support the learning objectives.
- B. Online PowerPoint presentations will be provided in lieu of face to face lectures and will be supplemented with an audio track narration (provided with transcripts) that elaborates on the concepts presented. Each of these "lectures" will be accompanied by a posted on-line discussion forum that will be graded.
- C. Individualize assignments will be submitted through the "assignments" area of the Blackboard course shell.
- D. Written reflections based upon assigned readings will be posted through the assignments area and also conducted through discussion boards and/or scheduled real-time chats.

VIII. Suggested Course Evaluation:

A grading rubric will be provided to students. The MSA 699 capstone project will be graded based on the standards set forth in the rubric including adherence to APA format, evaluation per each of the 5 chapters, references, writing and formatting.

IX. Bibliography:

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- Reynolds, R. A., Woods, R., & Baker, J. D. (Eds.). (2007). *Handbook of research on electronic surveys and measurements*. Hershey, PA: Idea Group Reference.
- Shi, L. (2008). *Health services research methods*. Clifton Park, NY: Thomson/Delmar Learning.
- Willan, A. R., & Briggs, A. H. (2006). *Statistical analysis of cost-effectiveness data*. Chichester, England: John Wiley.

Syllabus Prepared By:

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11/15/10
Date