Course title: Directed Independent Research (in English)
Course code: INDR 3003 SCGC
Programs offering course: Accelerated Chinese Language, Business, Language and Culture, China in a Global Context
Language of instruction: English
U.S. semester credits: 3.00
Contact hours: 45.00
Term: Spring 2021

Course Description
Directed Independent Research is for qualified students who have demonstrated academic rigor and curiosity towards a particular research topic. Independent research topics will be approved by CIEE Resident Director and home institution and must reflect a topic that is relevant to Shanghai or China. To be accepted into this course, students must submit a structured proposal with topic of exploration, significance of research topic as it relates to Shanghai/China, methodology, a literature review, and a schedule of research milestones. Upon research completion, students will present their findings to a panel of academics.

Learning Objectives
By completing this course, students will:
- Conduct ethical research.
- Analyze primary and secondary source materials and extrapolate relevant content.
- Exchange ideas with professionals in prospective fields.
- Generate scholarly research with defensible arguments, supported by evidence and accurate citations.
- Make contributions to current research and suggest additional research to be conducted in prospective fields.

Course Prerequisites
None

Methods of Instruction
Students will meet with faculty advisors frequently a total of 15 hours. This will ensure academic integrity and direction throughout the research process. Additionally, students will conduct approximately 100 independent research hours. Students may choose to do field research through service learning.

Assessment and Final Grade
1. Faculty Advisor Meetings 20%
2. Research Paper & Annotated Bibliography 30%
3. Mid-term Progress Report 10%
4. Final Presentation 20%
5. Research Field Notes 20%
TOTAL 100%

Course Requirements

Faculty Advisor Meetings
During the meetings, students receive feedback and advisement on their projects. Students will collaborate with faculty to schedule appropriate meeting times. To structure projects a research schedule with project milestones will be outlined at the first meeting.

Research Paper & Annotated Bibliography
Students will conclude the term with a research paper that evidences their proposed project. In addition, the paper will include a literature review, a methodology and suggestions for future research. The word limit for this paper must be between 3000 and 6000 words, but the exact scope and scale will be agreed to by student and faculty mentor.

The annotated bibliography must be between 750 and 1600 words.

**Mid-term Progress Report**

Students will present their progress to one or more faculty representatives in an 8-minute presentation, excluding time for questions. The presentation should include progress toward meeting previously-set milestones, challenges faced so far, and any adjustments that have been made to the original plan. Faculty will provide feedback on both the content of the report as well as the format of the report in order to help prepare the student for the final presentation.

**Final Presentation**

Students will present their findings in a presentation of 15 minutes, excluding questions. Each presentation will address the main question or impetus for the project, milestones and final results. A panel of academics will provide feedback.

**Research Field Notes**

To better organize, each student will keep a well-documented journal of their notes and findings. This will be submitted to faculty advisors and will be graded on organization and progress of research.

**Attendance**

Regular class attendance is required throughout the program, and all absences will result in a lower participation grade for any affected CIEE course. Due to the intensive schedules for Open Campus and Short Term programs, absences that constitute more than 10% of the total course will result in a written warning.

Students who transfer from one CIEE class to another during the add/drop period will not be considered absent from the first session(s) of their new class, provided they were marked present for the first session(s) of their original class. Otherwise, the absence(s) from the original class carry over to the new class and count against the grade in that class.

For CIEE classes, excessively tardy (over 15 minutes late) students must be marked absent.

Attendance policies also apply to any required co-curricular class excursion or event, as well as to any required field placement. Students may not miss placement/work hours at an internship or service learning site unless approved in advance by the Academic Director and placement supervisor. All students must complete all of the requisite 100 minimum work hours on site at the internship or service learning placement to be eligible for academic credit.

Students who miss class for personal travel, including unforeseen delays that arise as a result of personal travel, will be marked as absent. No make-up or re-sit opportunity will be provided.

Attendance policies also apply to any required class excursion, with the exception that some class excursions cannot accommodate any tardiness, and students risk being marked as absent if they fail to be present at the appointed time.

Absences for classes will lead to the following penalties:
<table>
<thead>
<tr>
<th>Percentage of Total Course Hours Missed</th>
<th>Minimum Penalty</th>
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<tbody>
<tr>
<td>Up to 10%</td>
<td>Participation graded as per class requirements</td>
</tr>
<tr>
<td>10 – 20%</td>
<td>Participation graded as per class requirements, 3% grade penalty &amp; written warning</td>
</tr>
<tr>
<td>More than 20%</td>
<td>Automatic course failure, and possible expulsion</td>
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N.B. Course schedule is subject to change due to study tours, excursions, and local holidays. Final schedules will be included in the final syllabus provided to students on site.

**Weekly Schedule**

**Week 1**
Class:  
1. Research Proposal with Annotated Bibliography  
2. Establish research milestones to be achieved throughout the independent study

**Week 2**
Class:  
1. Track progress toward reaching milestones  
2. Field notes  
3. Weekly critical question

**Week 3**
Class:  
1. Establish research methodology  
2. Field notes  
3. Weekly critical question

**Week 4**
Class:  
1. Research update with advisor  
2. Field notes  
3. Weekly critical question

**Week 5**
Class:  
1. Field notes  
2. Weekly critical question

**Week 6**
Class:  
1. Mid-term Progress report
2. Adjust research methodology according to advisor feedback

**Week 7**

Class: 

1. Field notes
2. Weekly Critical question

**Week 8**

Class: 

1. Field notes
2. Weekly Critical question

**Week 9**

Class: 

1. Research update with advisor
2. Field notes
3. Begin first draft of final paper

**Week 10**

Class: 

1. Go over first draft of final paper with advisor
2. Edit paper and prepare for final presentation

**Week 11**

Class: 

1. Turn in Final paper
2. Prepare for final presentation

**Week 12**

Class: 

1. Final Presentation

**Course Materials**

**Readings**

Materials will be determined in conversation between student and faculty member. During the first week, the student will propose an initial list of materials to investigate; faculty mentor will amend and approve. Readings will further develop throughout the term.