HDCC 209D: Practicum in Digital Cultures and Creativity
Research Practices
Spring 2013

Instructor:
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Office Hours: Wednesdays 10-11 am or by appointment
Office Location:
Maryland Institute for Technology In the Humanities, 0301 Hornbake Library
Directions: Enter Non-Print Media (basement level) and hang left past the DVDs.

Class Times: Mondays 4-6:00 pm
Class Location:
Maryland Institute for Technology In the Humanities, 0301 Hornbake Library
Course Website: http://www.mith.umd.edu/dccresearch

Course Description: This two-credit research practicum serves as the culmination of the two years of coursework that you have done in the Digital Cultures and Creativity Program. The course is designed to support your work in completing your capstone project by exploring the major issues associated with conducting a research project in digital cultures and creativity. Importantly, then this course will include a research component in addition to the development of other skills needed when completing a digital project. We'll explore issues including refining one's topic, completing an environmental scan, writing for differing types of audiences, constructing a publicity campaign, copyright and citations, as well as how to present oneself in a professional research environment.

Learning Outcomes:
- Students will receive focused exposure to the special topic of research practices within the broad purview of digital cultures and creativity.
- They will explore the methodologies and tools useful to conducting research through readings, critical thought, and practical, hands-on development of their capstone project.
- Students will be able to discuss major issues and debates in the areas of citation/attribution, copyright, environmental scans, and project development.
- Students will synthesize insights from one another as well as the instructor and their readings in order to produce a final project that displays real depth of creativity and insight in the area of selected research topic of their choice.
- Students will conclude the seminar with a focused base of knowledge that they can use as a foundation for other project related courses within the university, as well as working relationships with the instructional faculty and other students with kindred interests.

Goals: Students will

- Demonstrate understanding of methods, skills, tools and systems that can be used in completing a research project
- Demonstrate the ability to choose and use appropriate technologies to communicate about their final project.
- Demonstrate critical analysis of arguments and evaluation of their projects' major assertions, its background assumptions, the evidence used to support its assertions, and its explanatory utility
- Communicate effectively, through written and oral communication and through other forms as appropriate.
- Demonstrate understanding of the interconnections of knowledge production within and across disciplines and digital forms.
- Delineate and describe the importance of conducting research within an academic environment.

Expectations and Attendance: HDCC209D is a small seminar class that relies on engaged student participation. This is not a lecture course; it is a class where you, as a student, will be expected to be actively engaged in class discussions and assignments. We will meet only once a week. As a result, your presence is instrumental to the success of the course for all students. Attendance will be taken at the start of each class. If you are aware that you will be absent, it is your responsibility to notify the instructor and to work with your classmates to make sure that you are aware of any assignments made during the class. I will be available during office hours to discuss any missed assignments; however, I will not recap class discussion for you. Students are expected to be familiar with the University policy on attendance: one absence is allowed for a medically-necessitated reason per course per semester provided the student supplies a written note attesting to the date of the illness, that the information is true and correct, and that they understand that providing false information to the instructors is a violation of the Code of Student Conduct. Students with repeated absences or with a major prolonged absence due to illness or other major emergencies will need to provide the instructors with written documentation from a licensed non-familial health care provider. Repeated tardiness or leaving early will constitute an absence. Students will be provided with at least one short break during the class to stretch their legs and use the restroom.

Academic Integrity: All students are expected to be familiar with the university code of academic integrity as outlined by the University of Maryland in its *Code of Academic Integrity*. It is important to understand that any instances of plagiarism, cheating, or other violations of the code can result in the failure of the course and possible expulsion from the university. Cheating includes: reusing portions of coursework for credit, allowing others to prepare work, and utilizing external aids including commercial term paper and internet companies. If you have a question regarding any of the above or the code in general, consult immediately with one of the instructors.

Plagiarism and Citations: The definition of plagiarism is broader than commonly assumed. Plagiarism includes: direct quotation, paraphrasing, summarization, and fabrication of materials. All quotations taken from other authors, including paraphrasing and all sources from the Internet (including Wikipedia, blogs, and forums) and other digital media, must be indicated by quotation marks and properly referenced. When writing a blog or blog comment, cite at

least the author's name and enough information for a reader to find the work on their own (e.g. a hyperlink if available); for short papers and the final project, please use MLA style when citing your sources (Purdue Online Writing Lab MLA Formatting and Style Guide). Some of the works we'll be reading may not be covered by the MLA style guide (e.g. project development); if this is the case, please give at least the work's title, author, date of publication, and the web address for the work (if any). If you are ever uncertain about your need to cite something or how to do so, please contact the instructor *before* turning in your work.

Grading Policy: As this course is a research practicum, all assignments are designed to contribute to your final project. The assignments will be as follows:

> Finalized Proposal Revision with Workplan: 25 points
> Weekly Work plan Updating: 50 points
> Permissions and Copyright Assessment: 25 points
> Annotated Bibliography: 25 points
> Publicity Campaign: 25 points
> Presentations: 25 points
> Evaluation of other's Presentations: 25 points
> Final Workplan Report/Criticism Updates: 20 points
> Final Project: 100 points
> Group Discussion Leading: 15 points
> Participation: 15 points

Expectations for participation include having read all of the day's pertinent required readings prior to their assigned due date, active and thoughtful engagement during discussion, and quality engagement with others in class and on the course website. Attendance alone does not guarantee an A in class participation.

Late Assignments: All assignments are due by the time and date noted on the syllabus. Late assignments will be docked one full letter grade per 24 hours up to three days late (A to D). Assignments will not be accepted more than 72 hours late unless there is a legitimate excuse as noted under the absence policy. If you know you will be late in turning an assignment in or absent on the day the assignment will take place, you are expected to turn that assignment in *prior* to your absence to receive full credit. Lack of access to, or technical difficulties with, computers are unacceptable excuses for late or missed assignments.

Computing Policy:
This course relies heavily on the use of computing technologies. We ask students to bring an iPad or laptop to class each day as we will use the course blog and other digital destinations throughout the class. If you do not have access to an iPad or laptop, please let the instructors know immediately and MITH will provide access to an iPad or laptop during class hours. Students are encouraged, if they do not have access to a computer of their own, to familiarize themselves with the various campus labs.

Digital Projects Technologies:
You will be asked to make available a weekly updated version of your project to the class via the course website no later than week 6. You'll be asked to update your workplan on a weekly basis to reflect work completed.

Grade Protest Policy:
To ask the instructors to consider a grade change, the procedure is as follows: Within one week of the hand-back date the student must provide in writing to Jennifer Guiliano a detailed description of the complaint including *why* the grade is considered insufficient. The student will then schedule a specific individual meeting with the instructors to discuss the grade. Grades will not be discussed prior to or following any class, nor will they be discussed during office hours without prior notice to the instructors. If there is a question about improving one's grade or the grading metrics used, then the student is encouraged to make an appointment during office hours.

CommentPress Policy:
I understand people have different levels of comfort with writing publicly. However, an important component of this course is writing for a public audience throughout all stages of your project in a thoughtful, professional manner. We'll discuss on the first day what that means. If you have concerns, come see me in office hours or send me an email.

Special Needs:
If you have a registered disability and wish to discuss accommodations, please email the instructors by the end of the second week of class. Disabilities can be registered through Disability Support Services (4-7682 or 5-7683 TTY/TDD).

Religious Observance:
It is the student's responsibility to inform the instructor by email of any religious observances that will conflict with your attendance, assignment deadlines, or final exam. The student should provide emailed notification to the professor by the end of the second week of the term; the notification must identify the religious holiday(s) and the date(s). If this notification is not given to the instructor by this date, all missed assignments, quizzes, and exams are subject to grade penalties.

Campus Closings:
Information regarding official University closings is available at http://www.umd.edu/emergencypreparedness/weather_emer or via 301-405-7669. If a campus closing or emergency occurs, the instructor will contact you via your university email address to tell you how to proceed. Always assume that deadlines have not been cancelled unless the weather emergency is so catastrophic that both the University and local businesses are closed.

Syllabus Subject to Change:
This syllabus is subject to change; any changes will be sent out to your university email address, announced in class, and posted to our course website.

Week 1: January 28
4-4:30 pm: Introductions
4:30-5 pm: Introduction to the Class and its Goals
5:15-6 pm: Formulating your existing questions as a research question

Assignment for Next Week:
> Reading: Booth, *The Craft of Research*, Part III, 3.0-4.4 (pgs. 40-71)
> > Fitzpatrick, *Planned Obsolescence*, CommentPress (pgs. 109-120)

Week 2: February 4
4-4:30 pm Best practice principles of designing your first project
4:45-5:30 pm Concrete Products
5:30-6 pm Discussion (Group 1 leads)

Assignment for Next Week:
> Reading: Cohen, *Doing Digital History*, "Owning the Past?"(pgs 189-219)

Week 3: February 11
4-4:30 pm   Completing your Environmental Scan or What the competition looks like?
4:45-5:30 pm Citations, Attributions, and Permissions
5:30-6 pm Discussion (Group 2 leads)

Assignment for Next Week:
> Reading: Knott, "A Guide to Writing an Annotated Bibliography"

Week 4: February 18
4-4:45 pm Building Your Workplan and Tracking your Results
5-5:30 pm Designing your publicity campaign
5:30-6 pm Discussion (Group 3 leads)

Assignment for Next Week:
> Reading: Manovich, "The Practive of Everyday Media Life" (2008) and
> > "Interaction as an Aesthetic Event" (2007)

Week 5: February 25
4-4:45 pm: Designing for Inclusion and Visual Aesthetics
5-5:30 pm Discussion (Group 4 leads)
> visit http://www.w3.org/WAI/users/Overview.html prior to class

Beginning in Week 6, the class will split into 2 groups. Each group will receive an hour of individual discussion and lab time. Group A will meet from 4-5 pm and Group B will meet from 5-6 pm. Students will be assigned a group based on the type of project that they will be working on.

Week 6: March 4

    InClass Lab: Fall Proposal Revision including Workplan creation
    Assignment Due Sunday March 10: Finalized Proposal Revision with Workplan

Week 7: March 11

    InClass Lab: Source Assessment, Permissions, and Copyright
    Assignment due Friday March 15: Permissions and Copyright Assessment

Week 8: March 25

    InClass Lab: Annotated Bibliography
    Assignment Due Sunday March 31: Annotated Bibliography

Week 9: April 1

    InClass Lab: Designing your publicity/marketing campaign
    Assignment Due Sunday April 7: Publicity Campaign Proposal

Week 10: April 8

    InClass Lab: Public Presentations of your Semi-Final Project
    Assignment Due Sunday April 15: Evaluating other's presentations

Week 11: April 15

    InClass Lab: Revising your project using constructive criticism
    Assignment due Sunday April 21: Final Workplan report and Reporting on the changes you made to your project

Week 12: April 22

    InClass Lab: Finalizing your Project

Week 13: April 29

    InClass Lab: Finalizing your Project
    Assignment due May 5: Self-Assessment

Week 14: May 6

    InClass Lab: Packaging your Project

Final Project Due: Thursday May 9th by noon
Capstone Event: Thursday May 9th (time TBA)