### Course Syllabus

Jump to Today



To print: MAC users press "\mathbb{H}" + "P". PC users press "CTRL" + "P".



IBC 793: Completing the Applied Project

# Course and Faculty Information

**Course Description:** This is the third course in the Culminating Project series. Students enrolling in this course have already collected data for their culminating project and are ready to analyze and report on that data. The course is designed to assist students with analyzing the data collected in the study, completing their culminating project, and presenting the results of the study to key stakeholders in an integrated behavioral healthcare setting.

Credits: 3

**Prerequisites:** Department approval is required for this course along with a passing grade of a Y in CP1 & CP2 and all data must be collected. A request form must be completed in MyDBH for permissions. Please contact CHSGrad@asu.edu directly to be assigned the CP3 permission task in MyDBH.

Instructors:

Cady Berkel, PhD

Contact Info: Cady.Berkel@asu.edu (mailto:Cady.Berkel@asu.edu?tiq=t&c=1491000000asuo)

Office Hours: By appointment

Book an Appointment with Dr. Berkel

(https://outlook.office365.com/owa/calendar/CadyBerkel@arizonastateu.onmicrosoft.com/bookings/s/Onw3HUdGKUSdCAozDgc-MQ2)

Stephanie Trudeau, PhD

Contact Info: Stephanie.Trudeau@asu.edu (mailto:Stephanie.Trudeau@asu.edu?tiq=t&c=1491000000asuo)

Office Hours: By appointment

**Book an Appointment with Dr. Trudeau** 

(https://outlook.office365.com/owa/calendar/CadyBerkel@arizonastateu.onmicrosoft.com/bookings/s/wmYq3MREtEurv2dp96MRAg2)

# **Course Learning Objectives**

At the completion of this course, students will be able to:

- 1. Prepare and analyze dataset using a statistical package (Excel)
- 2. Accurately interpret statistical results of study data
- 3. Report the results of the data analysis
- 4. Critically analyze and evaluate the research design and implementation
- 5. Develop and present a persuasive presentation to key stakeholders
- 6. Create a final paper reflective of the research results and process in journal submission format

### **Textbooks**

American Psychological Association. (2020). Publication manual of the American Psychological Association (7th ed.). American Psychological Association.

Cottrell, R. R., & McKenzie, J. F. (2005). Health promotion and education research methods: Using the five chapter thesis/dissertation model. Jones and Bartlett Publishers.

Salkind, N. J. (2016). Excel statistics: A quick guide (3rd ed.). Sage.

Scott, I., & Mazhindu, D. (2014). Statistics for healthcare professionals: An introduction (2nd ed.). Sage.

### **Course Access**

Your ASU courses can be accessed by both <a href="my.asu.edu">my.asu.edu</a> (<a href="http://my.asu.edu?tiq=t&c=1491000000asuo">http://my.asu.edu?tiq=t&c=1491000000asuo</a>) and asu.instructure.com; bookmark both in the event that one site is down.

# Computer Requirements

This is a fully online course; therefore, it requires a computer with internet access and the following technologies:

- Web browsers (<u>Chrome (https://www.google.com/chrome)</u>, <u>Mozilla Firefox (http://www.mozilla.org/en-US/firefox/new/)</u>,
   or <u>Safari (http://www.apple.com/safari/)</u>)
- Adobe Acrobat Reader (http://get.adobe.com/reader/) (free) (http://get.adobe.com/flashplayer/)
- Webcam, microphone, headset/earbuds, and speaker
- Microsoft Office ( Microsoft 365 is free (https://myapps.asu.edu/app/microsoft-office-2016-home-usage? tiq=t&c=1491000000asuo) for all currently-enrolled ASU students)
- Reliable broadband internet connection (DSL or cable) to stream videos.

Note: A smartphone, iPad, Chromebook, etc. will not be sufficient for completing your work in ASU Online courses. While you will be able to access course content with mobile devices, you must use a computer for all assignments, quizzes, and virtual labs.

### Software

Data Analysis: Microsoft Excel. You WILL NEED to download "Excel Data Analysis ToolPak." Instructions are available at this link: <a href="https://support.microsoft.com/en-us/office/load-the-analysis-toolpak-in-excel-6a63e598-cd6d-42e3-9317-6b40ba1a66b4">https://support.microsoft.com/en-us/office/load-the-analysis-toolpak-in-excel-6a63e598-cd6d-42e3-9317-6b40ba1a66b4</a>

(https://support.microsoft.com/en-us/office/load-the-analysis-toolpak-in-excel-6a63e598-cd6d-42e3-9317-6b40ba1a66b4)

### Help

For technical support, use the Help icon in the black global navigation menu in your Canvas course or call the ASU Help Desk at 1+(855) 278-5080. Representatives are available to assist you 24 hours a day, 7 days a week through <a href="Live Chat"><u>Live Chat</u></a> (<a href="https://www.asu.edu/it/acadtech/LiveAgent/Canvas/launchChat.html?tiq=t&c=1491000000asuo">https://www.asu.edu/it/acadtech/LiveAgent/Canvas/launchChat.html?tiq=t&c=1491000000asuo</a>).

For assistance, with MyDBH: <a href="https://mydbh.health.asu.edu/Errors/Help">https://mydbh.health.asu.edu/Errors/Help</a> (<a href="https://mydbh.health.asu.edu/Errors/Help">https://mydbh.health.asu.edu/Errors/Help</a> (<a href="https://mydbh.health.asu.edu/Errors/Help">https://mydbh.health.asu.edu/Errors/Help</a>

### Student Success

To be successful:

- · check the course daily
- · read announcements
- · read and respond to course email messages as needed
- · complete assignments by the due dates specified
- · communicate regularly with your instructor and peers
- · create a study and/or assignment schedule to stay on track
- access ASU Online Student Resources (https://rb.gy/wvpxsn)

# Grading

The following grading system will be used for this course. The breakdown is to be followed strictly, utilizing standard rounding procedures. A Y grade is only provided by your chair once you have completed this course at Z level and received approval for all MyDBH CP 1, 2, & 3 tasks. Your chair will initiate a grade change once you have reached successful completion. This grade change may take up to a month to be reflected on your transcript.

	Failing: CP3 needs to be repeated	Progressing: You can move on to your CP review with your chair	Completion of <u>All</u> Culminating Project Requirements
Achievement:	< 85% in CP3	≥ 85% on CP3	Grades of ≥ 85% in CP1, CP2, and CP3 <u>AND</u> manuscript approval by your chair and committee <u>AND</u> successful defense
CP3 Grade earned:	"E"	"Z"	" <del>\</del> "
Grade entered by:	Dr. Berkel		Your chair

### **Submitting Assignments**

Final versions of assignments, unless otherwise announced, MUST be submitted to the designated area of Canvas. For most assignments, you will have the opportunity to submit 2 drafts. If a second draft is not needed (i.e., student received full marks on the first draft), the score from the first draft will be submitted a second time.

Assignment due dates follow Arizona Standard time. Click the following link to access the <u>Time Converter</u> (<a href="http://www.thetimezoneconverter.com/">http://www.thetimezoneconverter.com/</a>) to ensure you account for the difference in Time Zones. Note: Arizona does not observe daylight savings time.

# **Grading Procedure**

Grades reflect your performance on assignments and adherence to deadlines. Grades on assignments in the Gradebook will be available within one week of submission.

For most assignments, one revision will be permitted within a week of the original due date.

YellowDig: Credit for participating in YellowDig discussions can be tracked in YellowDig over the course of the semester. After Module 10, YellowDig will pass grades to Canvas for final grading.

## Late or Missed Assignments

Notify the instructor at least 24 hours **BEFORE** an assignment is due if an urgent situation arises and you are unable to submit the assignment on time.

If the original deadline is missed, students will still be able to submit the assignment as a revision, however, they lose the opportunity to revise the document for a higher grade.

Follow the appropriate University policies to request an <u>accommodation for religious practices</u>

(<a href="http://www.asu.edu/aad/manuals/acd/acd304-04.html?tiq=t&c=1491000000asuo">http://www.asu.edu/aad/manuals/acd/acd304-04.html?tiq=t&c=1491000000asuo</a>) or to accommodate a missed assignment <a href="http://www.asu.edu/aad/manuals/acd304-02.html?tiq=t&c=1491000000asuo">http://www.asu.edu/aad/manuals/acd304-02.html?tiq=t&c=1491000000asuo</a>).

### Preferred Modes of Course Communication

#### Canvas Inbox

Canvas Inbox is the best way to contact me so that your email will not get lost or buried.

### Canvas Assignments

If you want to provide information about a specific assignment, you can post a message on the assignment itself. It's very helpful to place reminders to me there - for example, if you obtained permission to submit an assignment late or if you had to modify an assignment based on your specific study design, you can add a message. If you need clarification on my feedback, this is also a helpful place to communicate. If you put a note here that you need me to see right away, you may wish to also send a message through the inbox as canvas doesn't make it easy to see these notes unless you are looking for them.

#### Email

ASU email is an <u>official means of communication (http://www.asu.edu/aad/manuals/ssm/ssm107-03.html?tiq=t&c=1491000000asuo)</u> among students, faculty, and staff. Students are expected to read and act upon email in a timely fashion. Students bear the responsibility of missed messages and should check their ASU-assigned email regularly.

All email correspondence will be sent to your ASU email account.

### Yellowdig

This course uses Yellowdig for both assigned discussions as well as general questions and comments about the course. Prior to posting a question or comment, check the syllabus, announcements, and existing posts to ensure it's not redundant. You are encouraged to respond to the questions of your classmates. Credit is given for participation in Yellowdig.

Email questions of a personal nature to your instructor. You can expect a response within 72 hours.

#### Other Modes of Communication Which Are NOT Used

Notes in the Gradebook are not monitored daily by your instructor. We do not use chat in this course.

### **ASU Online Course Policies**

View the <u>ASU Online Course Policies (https://asuonline-dev.asu.edu/qm-template/CanvasQM/qm-policies.html?</u> tiq=t&c=1491000000asuo)

# Inclusion and Accessibility Statements

View the **Accessibility section** to review accessibility statements for common tools and resources used in ASU Online courses.

View the Statement of Inclusion policy listed in the <u>ASU Course Policies</u> (<a href="https://asuonline-dev.asu.edu/qm-template/CanvasQM/qm-policies.html?tiq=t&c=1491000000asuo">https://asuonline-dev.asu.edu/qm-template/CanvasQM/qm-policies.html?tiq=t&c=1491000000asuo</a>) page.

# Health, Equity and Inclusion

The College of Health Solutions is on a mission to improve the mental and physical health of our larger and immediate communities by better understanding the challenges that individuals and populations face, while striving to be part of the solution. The college is committed to the idea that every member of our society should have the opportunity for good health and wellness throughout their lifespans. In an effort to actualize this ideal, we embrace and support greater justice, diversity, equity, and inclusion in everything we do, including teaching, research, service and clinical practice.

# Indigenous Land Acknowledgement

Arizona State University's four campuses are located in the Salt River Valley on ancestral territories of Indigenous peoples, including the Akimel O'odham (Pima) and Pee Posh (Maricopa) Indian Communities, whose care and keeping of these lands allows us to be here today. We acknowledges the sovereignty of these nations and seeks to foster an environment of success and possibility for Native American students.

# Syllabus Disclaimer

The syllabus is a statement of intent and serves as an implicit agreement between the instructor and the student. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. Remember to check your ASU email and the course site often.

## Course Summary:

Date	Details	Due
Mon Jan 10, 2022	Module 1: Learning Materials	to do: 11:59pm
	Module 1: Overview	to do: 11:59pm
	Module 1: Yellowdig Discussion Post	to do: 11:59pm
	Welcome to IBC 793: Culminating Project!	to do: 11:59pm
Wed Jan 12, 2022	CP3 Weekly Webinar 1 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697799&include_contexts=course_103496)	4pm to 5pm

Date	Details	Due
	<b>№ Weekly Webinar Information</b> (Wednesdays 4-5pm AZ Time)	to do: 4pm
	Module 0: Submit APA Citation Style Credential (https://asu.instructure.com/courses/103496/assignments/2699868)	due by 11:59pm
	Module 0: Verify Dataset in Excel (https://asu.instructure.com/courses/103496/assignments/2699869)	due by 11:59pm
	Module 0: Academic Integrity  Agreement  (https://asu.instructure.com/courses/103496/assignments/2699859)	due by 11:59pm
	Module 0: Approved CP PROPOSAL (https://asu.instructure.com/courses/103496/assignments/2699865)	due by 11:59pm
	Module 0: Confirm Analysis ToolPak in  Excel  (https://asu.instructure.com/courses/103496/assignments/2699866)	due by 11:59pm
Sun Jan 16, 2022	Module 0: Course Essentials Quiz (https://asu.instructure.com/courses/103496/assignments/2699860)	due by 11:59pm
	Module 0: CP Completion Plan (https://asu.instructure.com/courses/103496/assignments/2699867)	due by 11:59pm
	Module 0: Syllabus Quiz (https://asu.instructure.com/courses/103496/assignments/2699861)	due by 11:59pm
	Module 1: Assignment: Implementation Section (https://asu.instructure.com/courses/103496/assignments/2699871)	due by 11:59pm
	Module 1: Assignment: Set up CP3 outline (https://asu.instructure.com/courses/103496/assignments/2699872)	due by 11:59pm
	Module 1: Quiz: Writing Concisely  (https://asu.instructure.com/courses/103496/assignments/2699858)	due by 11:59pm
	Module 2: Learning Materials	to do: 11:59pm
Mon Jan 17, 2022	Module 2: Overview	to do: 11:59pm
	Module 2: Yellowdig Discussion Post	to do: 11:59pm
Wed Jan 19, 2022	CP3 Weekly Webinar 2 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697801&include_contexts=course_103496)	4pm to 5pm

Date	Details	Due
Sun Jan 23, 2022	Module 3: You Tube Video: Making APA  Tables (https://asu.instructure.com/courses/103496/assignments/2699862)	due by 11:59pm
	Module 2: Assignment: Data  Exploration (https://asu.instructure.com/courses/103496/assignments/2699873)	due by 11:59pm
	Module 2: Quiz: Types of Variables (https://asu.instructure.com/courses/103496/assignments/2699864)	due by 11:59pm
	Module 3: Assignment: Variable  Descriptives  (https://asu.instructure.com/courses/103496/assignments/2699874)	due by 11:59pm
	Module 3: Learning Materials	to do: 11:59pm
Mon Jan 24, 2022	Module 3: Overview	to do: 11:59pm
	Module 3: Yellowdig Discussion Post	to do: 11:59pm
Wed Jan 26, 2022	CP3 Weekly Webinar 3 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697803&include_contexts=course_103496)	4pm to 5pm
Sun Jan 30, 2022	Module 3: Hypothesis Testing Output  (https://asu.instructure.com/courses/103496/assignments/2699875)	due by 11:59pm
	Module 4: Learning Materials	to do: 11:59pm
Mon Jan 31, 2022	Module 4: Overview	to do: 11:59pm
	Module 4: Yellowdig Discussion Post	to do: 11:59pm
Wed Feb 2, 2022	CP3 Weekly Webinar 4 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697805&include_contexts=course_103496)	4pm to 5pm
Sun Feb 6, 2022	Module 4: Correlation and Causality  Quiz  (https://asu.instructure.com/courses/103496/assignments/2699863)	due by 11:59pm
	Module 4: Hypothesis Testing Write-Up (https://asu.instructure.com/courses/103496/assignments/2699876)	due by 11:59pm
Mon Feb 7, 2022	Module 5: Learning Materials	to do: 11:59pm
	Module 5: Overview	to do: 11:59pm

Date	Details	Due
	Module 5: Yellowdig Discussion Post	to do: 11:59pm
Wed Feb 9, 2022	CP3 Weekly Webinar 5 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697807&include_contexts=course_103496)	4pm to 5pm
Sun Feb 13, 2022	Module 5: Assignment: Unintended  Consequences (https://asu.instructure.com/courses/103496/assignments/2699877)	due by 11:59pm
	Module 6: Learning Materials	to do: 11:59pm
Mon Feb 14, 2022	Module 6: Overview	to do: 11:59pm
	Module 6: Yellowdig Discussion Post	to do: 11:59pm
Wed Feb 16, 2022	CP3 Weekly Webinar 6 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697809&include_contexts=course_103496)	4pm to 5pm
Sun Feb 20, 2022	Module 6: Complete Results Section (https://asu.instructure.com/courses/103496/assignments/2699879)	due by 11:59pm
	Module 7: Learning Materials	to do: 11:59pm
Mon Feb 21, 2022	Module 7: Overview	to do: 11:59pm
	Module 7: Yellowdig Discussion Post	to do: 11:59pm
Wed Feb 23, 2022	CP3 Weekly Webinar 7 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697811&include_contexts=course_103496)	4pm to 5pm
Sun Feb 27, 2022	Module 7: Discussion Section (https://asu.instructure.com/courses/103496/assignments/2699881)	due by 11:59pm
	Module 8: Learning Materials	to do: 11:59pm
Mon Feb 28, 2022	Module 8: Overview	to do: 11:59pm
	Module 8: Yellowdig Discussion Post	to do: 11:59pm
Wed Mar 2, 2022	CP3 Weekly Webinar 8 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697813&include_contexts=course_103496)	4pm to 5pm

Date	Details	Due
Sun Mar 6, 2022	Module 8: A3 Report (https://asu.instructure.com/courses/103496/assignments/2699878)	due by 11:59pm
	Module 8: Assignment: Abstract (https://asu.instructure.com/courses/103496/assignments/2699880)	due by 11:59pm
	Module 9: Overview	to do: 11:59pm
Mon Mar 7, 2022	Module 9: Yellowdig Discussion Post	to do: 11:59pm
	Module 9: Learning Materials	to do: 11:59pm
Sun Mar 13, 2022	Module 9: CP MANUSCRIPT (Formatting Check) (https://asu.instructure.com/courses/103496/assignments/2699882)	due by 11:59pm
	Module 10: Learning Materials	to do: 11:59pm
Mon Mar 14, 2022	Module 10: Overview	to do: 11:59pm
	Module 10: Yellowdig Discussion Post	to do: 11:59pm
Wed Mar 16, 2022	CP3 Weekly Webinar 10 (IBC 793: Completing Applied Project CP3 (2022 Spring)) (https://asu.instructure.com/calendar? event_id=697817&include_contexts=course_103496)	4pm to 5pm
Sun Mar 20, 2022	Reminder: CP Manuscript Submission to MyDBH for Advisor Review - Due by March 20th	to do: 11:59pm
	Modules 1-10: Yellowdig Discussion Assignment (Please check grades in Yellowdig) (https://asu.instructure.com/courses/103496/assignments/2699883)	due by 11:59pm
Mon Mor 24, 2022	Modules 11-15: Learning Materials	to do: 11:59pm
Mon Mar 21, 2022	<b>Modules 11-15: Overview</b>	to do: 11:59pm
Sun Apr 10, 2022	Reminder: PowerPoint & Zoom Recording to MyDBH for Advisor Review - Due by Apr 10, 2022	to do: 11:59pm
	<b>Module 15: Extra Credit</b> (https://asu.instructure.com/courses/103496/assignments/2699870)	