

San José State University
Social Sciences/Justice Studies
JS 274, Applied Project, Section 80 Spring 2021

Course and Contact Information

Instructor:	Allison Martin, Ph.D.
Office Location:	Off campus
Email:	allison.martin@sjsu.edu
Office Hours:	Tuesday 9:00am-10:00am or by appointment Join from PC, Mac, Linux, iOS or Android: https://sjsu.zoom.us/j/2578144013
Class Days/Time:	online
Prerequisites:	Acceptance to M.S. Criminology program

Course Description

For this project, a substantial paper of a justice agency program, justice policy, and/or organizational issue is required. The contents will be determined by the student in consultation with the instructor, with whom the student meets regularly for supervision.

Course Format

This is an online graduate level course and is designed to emphasize critical thinking and developing analytical perspectives to an approved justice studies topic. The duration of the course will focus on completing sections of your Applied Project. You will also have the opportunity to present your research to the class and provide feedback on your colleagues' work.

Technology Requirements

Students are required to have an electronic device (laptop, desktop or tablet). SJSU has a free equipment loan program available for students (<https://www.sjsu.edu/learnanywhere/equipment/index.php>). Students are responsible for ensuring that they have access to reliable Wi-Fi during class. If students are unable to have reliable Wi-Fi, they must inform the instructor as soon as possible to determine an alternative. See Learn Anywhere website for current Wi-Fi options on campus.

This course will require access to Microsoft Office, specifically Word and PowerPoint. If you do not currently own Microsoft Office, the software (both PC and Mac) is available for free to students: <http://www.sjsu.edu/it/services/collaboration/software/instructions.php>

If you have technical difficulties at any point please contact Technical Support for Canvas. Email: ecampus@sjsu.edu. Phone: (408) 924-2337 <https://www.sjsu.edu/ecampus/support/>

MYSJSU Messaging

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on [Canvas Learning Management System course login website](http://sjsu.instructure.com) at <http://sjsu.instructure.com>. You are responsible for regularly checking with the messaging system through [MySJSU](http://one.sjsu.edu) on [Spartan App Portal](http://one.sjsu.edu) <http://one.sjsu.edu> (or other communication system as indicated by the instructor) to learn of any updates. For help using Canvas Resource page at http://www.sjsu.edu/ecampus/teaching-tools/canvas/student_resources.

Program Information

Justice Studies Department began as the “Police School” in 1930, offering the first complete college education program for future police officers as an academic program in a regular academic curriculum, otherwise known as a “college major;” this was the first major in the field called Criminal Justice. Through time, scholars found that criminal justice and social justice are intricately intertwined.

Course Learning Outcomes (CLO)

Upon successful completion of this course, students will be able to:

CLO 1. Independently explore and study a justice agency program, justice policy, and/or organizational issue.

CLO 2. Formally present their work in both oral presentations and written reports.

CLO 3. Constructively critique and discuss the work of others.

CLO 4. Evaluate and synthesize different points of view in understanding a justice agency program, justice policy, and/or organizational issue.

Required Texts/Readings

There are no assigned readings for this class. However, students are required to incorporate at least 40 scholarly sources (peer-reviewed journal articles and academic books) into their applied project. Textbooks are not considered scholarly material. Students may use the scholarly sources they used in previous classes as long as they are directly applicable to the topic under investigation. Students may incorporate non-scholarly sources in their applied project but they do not count towards the scholarly sources required.

Library Liaison

For help with library resources and library research (including the use of databases and online research materials—such as journal search engines), students are strongly encouraged to contact the Justice Studies Library Liaison: Nyle Craig Monday, MLK Librarian (408) 808-2041 or Nyle.Monday@sjsu.edu

Course Requirements and Assignments

The Applied Project is the culminating activity of the MS in Criminology program. It is an independent piece of work by the student that shows their familiarity with the subject matter, mastery of appropriate research methods and capacity for scientific expression. For this project, students are required to complete a substantial paper on a justice agency program, justice policy, or organizational issue. Applied projects must be completed within 8 weeks; please keep this in mind when selecting a project. Applied projects may incorporate secondary data, content analysis, program evaluations, and other forms of data. Applied projects may not involve “human subjects.” To increase student success, the applied project has been divided into several segments that will be completed over the duration of the course.

Completed applied projects should be between 35 to 50 pages in length, typed, double-spaced, in Times New

Roman, with one-inch margins, and contain at least 40 scholarly sources. Papers should not exceed 70 pages. Students may incorporate other resources but they do not count towards the scholarly sources required. The use of .com websites is highly discouraged, unless there is preapproval by the instructor. APA format is required for the entire paper (from cover page to references/ appendices if used). Direct quotes should be kept to a minimum of one per page. Students should focus on paraphrasing all material to be cited in the project. In-text citations must accompany all material derived from other sources.

In order to receive credit for this class, students need to submit all assignments by the due date. Late assignments will not be accepted.

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week) for instruction, preparation/studying, or course related activities, including but not limited to internships, labs, and clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus.

Detailed Introduction Post

This assignment is meant for the class and the instructor, to get acquainted with you. You will respond to the prompt on Canvas by the end of the first week of class. The introduction post will be available to view throughout the duration of the semester.

Project Description Discussion Board with Peer-Reviews

In this assignment students are required to provide a brief discussion of their proposed topic for their Applied Project. This post should be structured and contain the following sections. You can simply copy/paste this into your discussion board post and fill in your responses.

Identification of Justice Problem or Research Question: In a 2 to 3 sentences, identify the topic/justice related problem you will be focusing on for your applied project.

Purpose of Project: In 2 to 3 sentences, succinctly describe the purpose of your applied project. Specifically state the goals of the project.

Methodology: Describe your proposed methodology (approximately 4 – 5 sentences). Be sure to answer the following questions: What type of methodology do you plan on using (content analysis, ethnography, semi-structured interviews, or program evaluation)? What data will be analyzed for this project? How will you access the data?

Human Subjects Statement: In 4 to 6 sentences, explain how your applied project does NOT involve “human subjects.” Incorporate information from “Lesson 2: What is Human Subjects Research?” and “Examples of Human Subjects Research.”

Note: due to the limited time you have to complete the applied project, you will not have enough time to get Institutional Board Approval. As such, your applied project cannot involve human subjects.

Peer-Reviews:

In responses to TWO other students’ Applied Projects, please provide substantive feedback on their proposed topics. Students may respond to aspects of the proposed project that intrigued them, highlight aspects they would like more clarification on, or continue the development of a thought/argument, etc. Be sure to provide feedback on the topic selected, aspects of the topic that should be considered, and the intended methodology. Comments may be based on opinion and do not need to, but may contain, empirical support.

Outline and References with Peer-Reviews

Outline

A detailed outline of the Applied Project is required for this course. For details regarding paper requirements please review the full assignment prompt. In this assignment students are expected to thoroughly detail the

sections of their Applied Projects. This outline should provide the reader with a blueprint; it should present the sections into which the paper will be divided and the type of content that will be included in each section. The outline provides an important opportunity for students to get feedback on their work to ensure they are on the right track. *Applied Projects will not be accepted if a detailed outline was not submitted.*

Outlines should follow APA format (see below) and more detail can be found on the [Owl Purdue Effective Outlines](#) website. Outlines will be detailed and have references throughout. They will be 5-10 pages in length, typed, single-spaced, paginated, in Times New Roman 12-point font, and have one-inch margins. First person is not appropriate for research papers. The outline should be structured, with headings and subheadings, as scripted below. Basic APA outline guidelines should use Roman numerals for main headings, Capital letters for sub-headings (A, B, C), followed by numerals (1, 2, 3) and lowercase letters, if needed (a, b, c).

This assignment should be submitted to the respective assignment tab on Canvas by the due date listed on the syllabus, in a .doc or .docx format. To ensure your anonymity during your peer-reviews, do not state your name on your assignment. Late assignments are NOT accepted.

- I. Introduction
 - A. State the topic you plan on researching. Why is this important to study?
 - B. Thesis statement: clear and concise sentence that “sums up” the crux of your paper
 - C. Any other important material you feel is best suited for the introduction (e.g., brief stats on the issue or definition of terms, etc.). See the Applied Project prompt for more detail.
- II. Review of Relevant Literature
 - A. Subsection I Title
 1. Focus of this section. Describe the main point that will be made
 - B. Subsection II Title
 1. Focus of this section. Describe the main point that will be made
 - C. Subsection III Title
 1. Focus of this section. Describe the main point that will be made
 - D. Theoretical Framework
 1. Describe how theory/theories contribute(s) to your topic
- III. Methodology
 - a. Data/Measures
 - b. Analytic Strategy
- IV. Results (you won’t be able to fill this in completely until you finish your Project)
 - a. First theme from data/analysis
 - b. Second theme from data/analysis
 - c. Third theme from data/analysis
- V. Discussion
 - a. Main ideas taken from the study and analysis (you won’t be able to fill this in completely until you finish your Project)
 - b. Limitations to study
- VI. Conclusion
 - A. Policy Implications
 - B. What are your suggestions for future research?

References

Along with your detailed outline, you will also submit a draft of your Reference page. You will find specific directions regarding the Reference page on the [Owl Purdue APA Reference List](#) website. Be sure to review the

APA Quick Guide I have posted to Canvas to check for common errors on APA citations. Some of these include:

- Only the first word, any words after a colon or any proper names in an article's title should be capitalized
- Names of journals are italicized, same as book titles
- Ensure you have all authors listed in the citation

Peer-Review of Outline

For this assignment you are to peer-review TWO other students' Applied Project outlines. Canvas will automatically assign you two peer-reviewers, once the due date of the assignment has passed. Reviewers and Reviewees will remain anonymous – in other words, you will not know who you are reviewing or who reviewed you.

Using the comment sidebar on Canvas, please type your comments for the student you are reviewing. Peer-reviews are expected to have detail regarding the Applied Project, point out specifics of the student's assignment, provide room for improvement in a thoughtful manner that deals specifically with the student's topic, is respectful of the student's work, and more. Keep in mind I expect to see much effort put in to providing your colleagues with substantive feedback in order for them to improve their work. You do not have to review their reference page, but it would be helpful to point out any major flaws you may see.

Here is a Canvas tutorial, if you need additional help in sending/receiving peer-reviews:

<https://community.canvaslms.com/docs/DOC-10651-421254363>.

Applied Project

*Please note that portions of the project will be due throughout the course. See the course schedule below for more information.

For this project, a substantial paper of a justice agency program, justice policy, and/or organizational issue is required. The contents will be determined by the student in consultation with the instructor, with whom the student meets regularly for supervision. Students may choose their topic based on their research interests.

You will expand on the knowledge you obtained in the Justice Studies program to develop your Applied Project. Papers should be 35-50 pages in length, typed, double-spaced, paginated, in Times New Roman 12-point font, and have one-inch margins. You must include a **minimum of 40** scholarly sources, which should be obtained from the library or library website, or from official reports found online. Direct quotations should be limited to one per page. Students should focus on paraphrasing authors' words; when this is done, remember to cite your sources. APA format is required for the entire paper. Visit Owl Purdue APA for assistance on APA formatting. First-person (I, me, in my opinion, etc.) is not an acceptable writing style for research papers. The use of .com websites is highly discouraged and will only be allowed with prior permission by the instructor. This is a formal research paper and will be graded based on the quality of your arguments, as well as the incorporation of academic research.

Throughout the semester you will be required to submit sections of your paper, along with reviewing other students' work. These assignments are meant for you to act as if you are in the real-world of academic research. Each assignment will have its own due date (see course syllabus). More information can be found on the respective assignment's details page on Canvas.

Format of your Applied Project

The format for your Research Paper should include the following. If you have additional questions about the format, please visit [Owl Purdue APA Headings](#) website for details.

Cover Page

Name, title of work, semester, etc.

Abstract

The abstract should describe the research problem, material and methods used, and the main results of the project. (The abstract will be further developed once you complete the entire project). The reader must be able to understand the abstract without having read the applied project. The sentences in the abstract must be complete. References and quotations must not be used, nor should there be anything in the abstract that does not appear in the applied project. The abstract should be as concise as possible: it is recommended that it does not exceed one single-spaced page (150-250 words).

An abstract should contain the following information:

- topic of applied project
- purpose of study
- research methodology
- main results
- conclusions and possible recommendations

Introduction

Papers should commence with a statement pertaining to why the research topic is important. Students could cite statistics, incorporate a short narrative, discuss the history of the topic, etc., to convey the importance of the topic. A clear objective or thesis statement should be found in this section.

Review of Relevant Literature

In this section, students should present details to help the reader thoroughly understand the dynamics of the subject under investigation. For example, if the Applied Project is on the effectiveness of a program for juveniles on probation, the student should discuss the rate of juveniles being taken into custody, the rate of juvenile detention, the demographics of juvenile probationers (e.g., age, gender, race/ethnicity, educational attainment, etc.), the types of offenses for which juveniles are traditionally detained, the types of programs implemented to help juveniles on probation, etc.

The bulk of this section should summarize past research. This paper should NOT be written as an annotated bibliography. Make certain that you synthesize studies that complement each other in one paragraph. Do NOT simply describe one study after another via a series of paragraphs or blocks of text. Students should guide the reader through this section using subheadings in APA format. The “Review of Relevant Literature” section should be divided into 3 to 4 subsections. The outline for the research paper will be of immense help in this section, in order to organize your thoughts; each main idea should be supported by several scholarly sources. One of the sub-sections in the “Review of Relevant Literature” section should be the “Theoretical Framework” section.

Theoretical Framework

Select and describe one or more theory/theories that will be incorporated into the Applied Project. Detail the components of the theory/theories selected and discuss why this/these theory/theories do the best job of explaining the subject under investigation. For instance, what do these theories take into consideration that other theories do not. For the above-mentioned topic, students could theorize about the reasons young people engage in delinquency and the factors that may help them desist. Think about the role of friends, family, socioeconomic

factors, structural factors, psychological factors, and all the theories you learned from your other JS classes. Be sure to connect the research you discuss in this section to the components of the theory selected.

Methodology

Describe the methodology/design you plan to use. Are you using a content analysis, ethnography, semi-structured interviews, or program evaluation? Why is this the best methodology for your project? Be sure to detail your methodology step by step. Think about this section as a recipe; you need to be that specific. Be sure to obtain peer-reviewed journal articles to support your intended methodology. In other words, you should be relying on past research to develop your own methodology and cite accordingly. Chances are, that a topic very similar to yours has been published.

Detail your overarching research questions. Research questions are not survey items that you will pass out to interviewees, but instead describe the overall objective of your study. For example, “What services do juveniles need to desist from delinquency?” or “How effective is X program at helping juvenile probationers abstain from delinquency?”

Discuss the process you will use in detail. Where will you obtain your data? How will you obtain your data? If you are interviewing employees of a program, what questions will you ask them (provide a copy your interview guide—this should be incorporated into the appendix of the applied project—final paper)? How will you invite people to participate in your study (provide a sample of your recruitment material: email, flyer, script for phone conversation)? Will you audio record your interview? Do you have a consent form (if yes, provide a sample)? Will you transcribe your interview yourself? If yes, how long did it take? Will you be doing a content analysis on newspaper articles? If yes, what newspaper? How will you access the archives? What range of time will you be looking at? Why was this range of time selected? What search terms will you use? How will you download the data? How will you analyze the data? *Details, details, details.*

How much data did you analyze? Speak about the number of interviews, observations, newspaper articles, laws, etc. that you will analyze for this project. What is your analysis strategy? How long will analysis take? How could you be sure that you will be accurately analyzing the data? What are the strengths and weaknesses of your methodology? Why did you select this methodology over others? Remember to *cite, cite, cite.*

Results

The Results section represents the core findings of your study. It presents these findings in a logical sequence without bias or interpretation from the author, setting up the reader for later interpretation and evaluation in the Discussion section. A major purpose of the Results section is to break down the data into sentences that show its significance to the research question(s). This section answers the basic question “What did you find in your research?” The Results section should include the findings of your study and ONLY the findings of your study.

The findings include:

- A contextual analysis of this data explaining its meaning in sentence form
- Data that corresponds to the central research question(s)
- Secondary findings (secondary outcomes, subgroup analyses, etc.)
- Data presented in tables, charts, and graphs (this is optional and should only be done if it is necessary. APA format is required when including tables, charts, and graphs).

Findings should be presented in well-developed themes. A minimum of three and maximum of four themes should be presented in the Results section. One theme may be divided into sub-themes, though this is not necessary. To identify themes in your data, you should look for trends in the information you collected. For help in developing themes, please read “Identify Themes in Qualitative Data,” review the information you learned in

your methodology class, and search for peer-reviewed journal articles that provide instruction on this. You may also review results section of articles you are using for this project for examples of well-developed themes.

There is no right or wrong answer when it comes to your themes or results. The Results section can however be more or less informed. The amount of time spent analyzing the data, identifying themes, and determining where your data is consistent with or diverges from the information currently available in scholarly sources determines how well informed your Results section will be.

Discussion

The purpose of the Discussion is to interpret and describe the significance of your findings in light of what was already known about the topic being investigated and to explain any new understanding or insights that emerged as a result of your study of the topic. The discussion will always connect to the introduction by way of the research questions you posed and the literature you reviewed, but the discussion does not simply repeat or rearrange the first parts of your paper; the discussion clearly explains how your study advanced the reader's understanding of the topic from where you left them at the end of your Review of Relevant Literature. For detailed instructions about writing the Discussion section, please read "Organizing your discussion" website posted to Canvas. Finally, students should present the policy implications of their research in this section.

Conclusion

Your Applied Project should end with a well-constructed conclusion. The conclusion is somewhat similar to the introduction. You restate your aims and objectives and summarize your main findings and evidence for the reader. You can usually do this in one paragraph with three main key points, and one strong take-home message. You should not present any new arguments in your conclusion. You can raise some open questions and set the scene for the next study. This is a good place to state your thoughts about possible future work. Try to explain to your readers what more could be done? What do you think are the next steps to take? What other questions warrant further investigation? Remember, the conclusion is the last part of the Applied Project that your reader will see, so spend some time writing the conclusion so that you can end on a high note. Try to avoid using first-person in this section.

References

APA format must be used throughout the paper. A References/Bibliography section, containing all the sources used in the paper, must appear at the end of the paper.

Deviations from these requirements are not suggested and will result in a failing grade.

Evaluation

Although this is a pass/fail course, your papers will still be "graded," based on several criteria:

1. Following the aforementioned paper guidelines and in APA format.
2. Strong literature review with evidence of sophisticated, novel, and insightful interpretations of past research.
3. Developing astute conclusions.
4. Mechanics. Please PROOFREAD your work. Incorrect sentence structure, misspellings, grammatical errors, incorrect citation, and other writing mistakes will adversely affect your evaluation for this Project.
5. Implementing APA format. APA format is required throughout the paper and in the references/bibliography.
6. Incorporating at least 40 scholarly sources, without using many direct quotes.

Four common paper errors include (PAY ATTENTION to these):

1. APA format not followed (in paper and/or references section)
2. Poor mechanics and organization
3. Underdeveloped "Review of Relevant Literature" section, without several sources
4. Weak conclusion

This assignment should be submitted to the respective assignment tab on Canvas by the due date listed on the syllabus, in a .doc or .docx format. Late assignments are NOT accepted.

A final note about plagiarism: Because you are using scholarly sources to develop ideas for your paper, the act of plagiarism (copying one's work or paraphrasing without a citation) can be tempting. Instances of academic dishonesty will not be tolerated. Please know that I have come across every type of plagiarism you could imagine and I do not take these cases lightly. If you are unclear about whether or not you should cite, then contact me, or simply cite the work.

Good luck and Happy Writing ☺

Grading Information

This is a credit/no-credit (CR/NC) course. In order to receive credit, students must complete ALL assignments/requirements associated to the applied project, including peer-reviews. If all requirements are not met, students will receive NC—unless they make prior arrangements with the professor to finish with an incomplete (I) and sign a “Contract of Incomplete.” The professor may refuse to assign an incomplete (I).

“Classroom” Protocol

Mutual respect and civility will be the foundation in this course. Every student will have an optimum opportunity for learning and gaining knowledge; differences of opinion are welcomed in a positive and encouraging manner. Some topics covered in this course may be considered sensitive, so please be respectful of all students' backgrounds and personal opinions.

University Policies

Per [University Policy S16-9](http://www.sjsu.edu/senate/docs/S16-9.pdf) (<http://www.sjsu.edu/senate/docs/S16-9.pdf>), relevant university policy concerning all courses, such as student responsibilities, academic integrity, accommodations, dropping and adding, consent for recording of class, etc. and available student services (e.g. learning assistance, counseling, and other resources) are listed on [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo) (<http://www.sjsu.edu/gup/syllabusinfo>), which is hosted by the Office of Undergraduate Education. Make sure to visit this page to review and be aware of these university policies and resources.

Justice Studies Department Reading and Writing Philosophy

The Department of Justice Studies is committed to scholarly excellence. Therefore, the Department promotes academic, critical, and creative engagement with language (i.e., reading and writing) throughout its curriculum. A sustained and intensive exploration of language prepares students to think critically and to act meaningfully in interrelated areas of their lives—personal, professional, economic, social, political, ethical, and cultural. Graduates of the Department of Justice Studies leave San José State University prepared to enter a range of careers and for advanced study in a variety of fields; they are prepared to more effectively identify and ameliorate injustice in their personal, professional and civic lives. Indeed, the impact of literacy is evident not only within the span of a specific course, semester, or academic program but also over the span of a lifetime.

JS 274 / Applied Project, Spring 2021

*The instructor reserves the right to alter this schedule at any time during the semester. Logging into Canvas multiple times a week will ensure that you are abreast of any changes that are made.

Course Schedule

<u>Module</u>	<u>Dates</u>	<u>Topic</u>	<u>Assignments Due</u>
1	1/27 – 1/31	Introduction	<ul style="list-style-type: none"> • Read Syllabus • Read All Requirements • Complete Detailed Introduction Post
2	2/1 – 2/7	Project Description with peer-reviews	<ul style="list-style-type: none"> • Describe your project in detail through discussion board post due Friday 2/5 • Respond to two students' project descriptions due Sunday 2/7
3	2/8 – 2/14	Outline and references with peer-reviews	<ul style="list-style-type: none"> • Outline your Project and provide list of References in APA due Friday 2/12 • Peer-review two students' outlines due Sunday 2/14
4	2/15 – 2/21	Intro and Literature Review	<ul style="list-style-type: none"> • Intro and literature review of Project due Sunday 2/21
5	2/22 – 2/28	Methods, Results and Discussion	<ul style="list-style-type: none"> • Methods, results and discussion sections of Project due Sunday 2/28
6	3/1 – 3/7	Presentations with peer-reviews	<ul style="list-style-type: none"> • Voiced-over PowerPoint due Friday 3/5 • Peer-review two students' presentations due Sunday 3/7
7	3/8 – 3/14	Peer-Reviews of Projects	<ul style="list-style-type: none"> • Submit draft of your Applied Project due Wednesday 3/10 • Peer-review two students' Applied Projects due Sunday 3/14
8	3/15 – 3/19	APPLIED PROJECT DUE	<ul style="list-style-type: none"> • Applied Project Final Paper due FRIDAY 3/19 at 11:59pm

For those of you who are more visual, here is a calendar layout of the assigned due dates:

FEB2021

SUN	MON	TUE	WED	THU	FRI	SAT
31	01	02	03	04	05	06
Introduction Post due					Project Description Discussion Board	
07	08	09	10	11	12	13
Peer-reviews of Project Description					Outline with References due	
14	15	16	17	18	19	20
Peer-reviews of Outline						
21	22	23	24	25	26	27
Intro and Lit Review due						
28	1	2	3	4	5	6
Methods and Results due					PowerPoint Presentation due	

MAR2021

SUN	MON	TUE	WED	THU	FRI	SAT
	01	02	03	04	05	06
					PowerPoint Presentation due	
07	08	09	10	11	12	13
Peer-reviews of Presentations			Draft of Project due			
14	15	16	17	18	19	20
Peer-reviews of Projects due					Final submission of Project	
21	22	23	24	25	26	27
28	29	30	31			