GEOG 5229 Emerging Topics in GIS: Mapping Census – Spring 2019 Syllabus

Meeting Time and Location: MW 2:20 – 3:40pm, Derby Hall 140

Instructor Name and Email: Dr. Yang Song, song.630@osu.edu
- Office Hours and Location: By appointment only. My office is Derby 1120.

Teaching Associates:
- TA: Sohyun Park, park.2627@osu.edu
  Office Hours and Location: R 4:00pm-6:00pm at Derby Hall 0160, or by appointment

Course Description: This is a seminar class that surveys the research field of mapping the census. This class is designed to help students understand key issues associated with the application of census data and develop critical skills of using census data. The first part of this course is specifically focused on data collecting and management. The second part of the course examines a wide range of topics from literature.

Materials:
No textbook is required. Lab and reading materials can be downloaded from Carmen.

Evaluation:
- Labs – 30%
  - There will be 3 labs, each with a lab report to submit (20 points, 40 points and 20 points). All lab reports will count toward your final grade of the course.
  - All lab reports will be submitted via Carmen. Lab reports are usually due *one week after the lab session (6:00pm of the due day)*. Please refer to the course schedule for detailed information.
  - Do not expect to finish all lab work during the scheduled lab time. You will need to work outside of class to complete your labs.
- Course project – 20%
  - The course project includes a proposal (5pts) and a final project report (15pts).
  - You need to pick a topic, decide the methods employed to address the topic and collect data needed to finish the proposal for the project by the end of February. As you finish the project, a final report is required by the end of the semester.
  - More details can be found from "Course_project_information.pdf" from Carmen.
- Leading a discussion – 10%
  - Two or three journal papers will be discussed during each meeting from Jan 28.
  - Each student will lead the discussion once during the semester. You need to choose a paper and sign up before Jan 16 via Carmen. Carefully read the paper, make slides and prepare an in-class presentation (25-30min) introducing the content of the paper you picked. You can organize the presentation the way you are comfortable with (interacting with audience by raising paper related questions, or initiate a short discussion on a method employed by the paper etc.), but it should be formal and professional. An example for presentation slides can be found in Carmen.
  - After the presentation, audience has 5 minutes to ask questions related to the paper. Do your best to answer them with what you have learned from the paper or other material used when you prepared the presentation.
- Reading summaries – 25%

- As one student will be the discussion leader for one paper, all students need to read all papers in advance and submit reading summaries weekly. For example, if four papers will be discussed next week (two for each meeting), you should read all of them in advance, and pick two of them (one from each meeting's papers) to write a reading summary. Use 300-400 words for *each paper* you picked for the reading summary to briefly introduce its content, address your thoughts on the research (data, methods, output etc.), what you have learned from the paper, and raise (two or three) questions you want to ask regarding the research presented by the paper.
  - A reading summary (5 points) is always due on the Friday before the week of associated papers being discussed. For example, if four papers will be discussed on Jan 28 and Jan 30. Associated reading summary is due on Jan 25.
- Attendance – 15%
  - Attendance is required and will be recorded at all meetings. An attendance sheet will be passed around during lab sessions, and you are responsible for remembering to sign it. If you forget to sign the attendance sheet during the scheduled class time, you will be marked absent (unexcused).
  - Absences:
    - Unexcused absences:
      - You may miss 2 meetings without penalty. Additional unexcused absences will result in a 1.5 point deduction from your attendance grade. No more than 15 points can be deducted from lab attendance.
    - Excused absences:
      - Please email the instructor for excused absences (e.g. due to illness, car trouble, conference attendance, required job training, passing away of a loved one, etc.) Proper documentation (e.g. doctor's note, bill from a mechanic, proof of conference registration, email from a supervisor, obituary, etc.) must be provided.
- Grading Scale (OSU standard scale):

A	93-100%	B-	80-82%	D+	67-69%
A-	90-92%	C+	77-79%	D	60-66%
B+	87-89%	C	73-76%	E	0-59%
B	83-86%	C-	70-72%		

  - Your final grade as seen on the course website will be rounded to the nearest whole number (e.g. an 89.49 is a B+ while an 89.50 is an A) before being submitted to the University Registrar at the end of the semester.

Course Policies:
- Email correspondence policy
  - You are responsible for all course related emails, so be sure to check your inbox on a daily basis.
  - When emailing your instructor or TA, please always begin the subject of the email with the course number (GEOG5229) and your name (first name followed by last name). This is important as your instructor and TA teach multiple classes and need to know to which class you are referring. A proper email subject should be like this:
    - GEOG5229_John Smith_Questions on XXXX
- Course website policy

- You are responsible for all announcements, additional readings, assignments and other material posted on the course website. Be sure to check it frequently.
- You may find that it helps to update your notifications. You can do this by going to Account > Notifications. There are four notification options, and I suggest that you turn on "Notify me right away" or at least "Send daily summary" for everything until you figure out which notifications are most beneficial to you.
- There is a Canvas app available for iPhone and Android, which you may find beneficial for keeping up with the course website.
- Late submission policy
  - Late submissions of lab reports and course project proposal will be penalized 10% for each day late.
  - Late submissions of reading summaries and course project final report within 2 days of the due date will be accepted with a penalty of 10% for each day late.
  - Extensions will not be granted due to lost work; be sure you back up and keep all your work.
- Disability services policy
  - Students with disabilities that have been certified by the Office for Disability Services (SLDS) will be appropriately accommodated and should inform the instructor as soon as possible of their needs. The Office for Disability Services is located in 098 Baker Hall, 113 W. 12th Ave, Columbus, OH 43210; telephone 614-292-3307; http://slds.osu.edu/.
  - Registration with SLDS does not grant accommodations automatically. You need to bring the accommodation form provided by SLDS to the instructor to work out a plan for accommodations. Please contact the instructor as soon as you are registered with SLDS for attendance, assignment and/or exam accommodations.
- Academic Misconduct policy
  - It is the responsibility of the Committee on Academic Misconduct (COAM) to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term "academic misconduct" includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct: http://studentlife.osu.edu/pdfs/csc_12-31-07.pdf.
  - Collaboration for the purposes of troubleshooting is highly encouraged in this course, but everyone is expected to submit their own unique work. If you have any questions or concerns about acceptable/unacceptable actions, ask your instructor for clarification/permission.
  - Do NOT leave any of your work saved on the lab computers, as this presents data security and academic integrity concerns
  - All open-ended responses to questions, prompts, etc. must be written entirely, nearly entirely, or at least in majority using your own words. Use credible sources, and cite all sources, including those only referenced, those indirectly paraphrased, and those directly quoted, being sure to use quotation marks to identify excerpts from these credible sources. This expectation to cite all of your sources also extends to the textbook, the lab instructions, lecture slides, other course materials, online resources, etc. Please contact Center for the Study and Teaching of Writing (CSTW, https://cstw.osu.edu/writing-center) or the instructor if you have difficulties organizing language for assignments.

Classrooms:

If you need to return to the computer lab outside of class time, please be aware that the building maybe locked at night, over weekends, and on holidays, so be sure to plan accordingly. When you do return to the computer lab outside of class time, there may be a class in session. Please attempt to avoid interrupting classes that are in session, and if there is a class in session, check the computer lab across the hall in Derby 140. It has the same software as Derby 135, and it is usually available.

If you would like to check the schedules for Derby 135 and 140, you can check the Room Matrix:
https://delegated.osu.edu/psp/csosuda_1/EMPLOYEE/CAMP/c/OSR_CUSTOM_MENU.OSR_ROOM_MATRIX.GBL

- Enter DB0135 for Derby 135 or DB0140 for Derby 140.
- Select the date under "Show Week of".
- Click "Refresh Calendar".