



NHERI



University of Colorado Boulder

CONVERGE TRAINING MODULES SAMPLE ASSIGNMENT



Course: SOC 309: Research Methods

Description: 3 credits, undergraduate upper-division course offered through the Department of Sociology, University of Colorado Boulder

Instructor: Adenife Modile, Coordinator and Assistant Professor, Department of Sociology, Coker University

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Session: Fall 2023

Due: Varies (see below for specific dates)

RESEARCH METHODS TRAINING MODULE ASSIGNMENT: EXPLORING THE IRB AND RESEARCH ETHICS

Overview:

This assignment* introduces students to professional online training modules developed through the National Science Foundation-funded [CONVERGE facility](#), located at the Natural Hazards Center at the University of Colorado Boulder. You will complete the [CONVERGE Institutional Review Board \(IRB\) Procedures and Extreme Events Research Training Module](#) to strengthen your knowledge of ethical research methods and approaches in social science, particularly as they relate to hazards and disaster research.

**Note: Portions of this assignment are directly adapted from an assignment originally created by Dr. Lori Peek for her SOC 1001: Introduction to Sociology course, which is gratefully acknowledged.*

Why This Assignment Matters:

Academic and professional training opportunities, like online modules from research organizations such as the Natural Hazards Center, can enhance your educational career, expose you to learning opportunities tailored to your specific interests, and demonstrate your commitment to advanced learning. Additionally, these free training opportunities (and the additional credentials they provide) augment your resume by showcasing your dedication to personal and professional development.

At-a-Glance Assignment Checklist:

- Read these guidelines in their entirety.
- Visit the [CONVERGE Training Modules](#) page and click “register here” to create an account.
- Choose the “**Institutional Review Board (IRB) Procedures and Extreme Events Research**” module to complete. This will take approximately 60 minutes, perhaps longer, so please plan accordingly.
- At the end of the module, you must complete the 10-question quiz. To receive your completion certificate, you must successfully answer **at least 8 of the 10 questions**.
- Submit a PDF version of your completion certificate by **September 15, 2023**. (worth 25/100 points).
- Prepare and submit to D2L a 1-page reflection paper linking the training, 3 class readings, and your professional or academic goals. The reflection is due **October 20, 2023**. (worth 75/100 points).



Assignment Submission:

It is your responsibility to ensure you have uploaded the correct version of each assignment to D2L on time and in a format I can grade. Only PDF and Word documents will be accepted via D2L. Emailed submissions will not be accepted for any reason. Please make sure to submit your work on time!

Late Submissions:

10% per day will be deducted from submissions received after 7:00 p.m. ET. This late deduction is not meant to punish you. It is a rule I have established to be fair to your classmates who submit on time and to honor my own schedule; I will begin grading these soon after the initial submission deadline passes.

Evaluation:

Your final grade will be based on your ability to follow the guidelines; the clarity, creativity, and connectedness of content in your reflection; and how well you do relative to your peers in the writing portion of this assignment. I will use the rubric at the end of this document to grade your assignment. Please know that the grading items in the table at the end of this document are **not** checkboxes; each row reflects a spectrum of points from zero to the maximum number of possible points. The cells that have higher point possibilities indicate the most important elements of the assignment.

Elements of the Training Module Assignment:

You will work on two individual parts for this assignment. Below, I offer more guidance on completing this work.

- Part 1: The Training Module Certificate:** Each student should register for the CONVERGE Institutional Review Board (IRB) Procedures and Extreme Events Research Training Module here: <https://converge.colorado.edu/resources/training-modules>. Once you have registered for an account, you will need to login before you can access the training modules. I encourage you to take notes while working on the training module so you can refer to them **later when writing your reflection**.

*To complete the training module, you need to progress through all topics in the training material—including the knowledge checks—until you arrive at the final quiz. You may begin the module at one point in time and complete it at another point in time by logging back into the account you created. Once you complete the module and arrive at the final quiz, you must get 8 out of 10 questions correct to earn your certificate. You may take the quiz multiple times, but this will add more time to completing the assignment. **Please submit the PDF of your certificate of completion by 7:00 p.m. ET on September 15, 2023.***

- Part 2: The One-Page Reflection:** In addition to completing the training module and submitting the certificate, you will also submit a 1-page, single-spaced document that includes:
 - Your first and last name
 - The title of your reflection paper – points for creativity!
 - A well-developed reflection that:
 - * Is written in a professional, accessible tone that someone with little knowledge about you, your interests, or this class can understand.
 - * Is concise and efficient; the best reflections will be focused and use language that is not “fluffy.” Put another way, this assignment is biased in favor of writers who get to the point, write in an active voice, and stay on topic.
 - * Links together your personal academic or career interests. The essay should describe how the training 1) relates to your academic major, broader education, and your future career/academic goals and 2) connects to any three class sources that relate to the training. You may use only one chapter from the book; please cite it so I know which chapter you used (this will help me plan the course in the future so I can focus on areas that are more interesting to my students). The other two sources may come from any week or combination of weeks. You may use more class sources if you want, but only one chapter and two non-book sources will count toward your grade.
 - References
 - * Include the list of references you used in your one-page reflection paper. You may use whatever citation format you know best. I only ask that you stay consistent in your format.



* References do not count against your page length and may continue onto a second page.

- **Ensure your final paper has 1" margins, is single spaced, and uses 12pt. Times New Roman Font.**

Your final submitted reflection should be concise and focused. Use paragraphs to organize your thoughts. This assignment is intentionally short to help you practice efficient communication. **All summaries longer than one page will lose 5 points from their total grade. Make sure to submit your one-page reflection by 7:00 pm ET on October 20, 2023.**

Grading Rubric:

Research Methods: Exploring the IRB and Research Ethics Assignment Rubric	Possible Points	Actual Points
CONVERGE Training Module Completion		
Certificate uploaded to D2L	25	
Subtotal	25	
One-Page Reflection		
Clear link between academic/career goals, training, and course material	20	
Overview - quality and thoroughness of the submission	18	
Quality of spelling/grammar	16	
Organization and flow of reflection	10	
Inclusion of 3 course references	9	
Creativity of title	2	
Subtotal	75	
All Points	100	

