Application to Conduct Research Involving the Intensive English and Orientation Program at Iowa State University

Top of Form

The Intensive English and Orientation Program encourages research on second language learning and teaching by faculty and graduate students. In order to maintain the instructional integrity of these courses and ensure that students and instructors are not distracted in their primary purposes of learning and teaching, we require that research involving any provision of staff time, class time or homework time be approved in advance. This includes larger projects that may involve in-class instructional treatments, as well as smaller-scale studies seeking only volunteers outside of class time.

Please do not approach IEOP instructors directly with requests to conduct research, but instead follow the procedures listed below. If you are currently an instructor in IEOP, you should likewise follow these procedures before beginning any studies in your own section(s) or other sections of the ESL courses, or allowing others to conduct research in your section(s).

Although research on any topic can be proposed, topics are more likely to be approved if they support instruction in the courses and work toward the program's ongoing evaluation and improvement efforts. IEOP’s research priorities are available on the IEOP website: <http://www.ieop.iastate.edu/>.

If you would like help in planning your project so that it supports ESL instruction in a given course, please communicate with Dr. Karina Silva (ksilva@iastate.edu).

Upon completion of the project, you will be expected to submit a brief report. Your report should include a title, the name(s) of the principal investigator(s), and sections addressing the study background, research questions, methods, results, and a discussion of the findings. Failure to submit a report will preclude further research in IEOP courses.

How to Apply

You will be asked to specify a particular skill and level or more than one skill/level combination. *Even if your study involves more than one skill / level, you will submit only a single application.*

Print and sign the form. After your major professor/faculty adviser instructor has also signed the form, give it to Karina Silva in LA 104. *Your research project must be approved by your major professor, faculty adviser, and/or the IRB.*

You will be notified via email once your research project has been approved by the IEOP Director. Once you receive this message, you may contact the IEOP teachers and students.

*Please note that participation from IEOP teachers and students is voluntary.*

Application Form

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| Project title:  |  |
| Lead investigator name: |  |
| Lead investigator email:  |  |
| Name(s) and email address(es) of additional investigators:  |  |
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I agree to share my research project with the IEOP faculty and staff. A brief report will be submitted upon the completion of the project. This report will include a title, the name(s) of the principal investigator(s), and sections addressing the study background, research questions, methods, results, and a discussion of the findings.

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|  | Approved by the IEOP Director on **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**  |  |
|  | IEOP Director’s signature |  |
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Project Information

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| Proposed dates:  |  |

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| Which IEOP skill(s) and level(s) does your study involve? Check all that apply. |

☐Grammar ☐Level 1-2 ☐Level 3-4 ☐Level 5-6

☐Reading ☐Level 1-2 ☐Level 3-4 ☐Level 5-6

☐Writing ☐Level 1-2 ☐Level 3-4 ☐Level 5-6

☐Listening/Speaking ☐Level 1-2 ☐Level 3-4 ☐Level 5-6

☐Other: ☐Exit Level Courses ☐Business Course ☐Level 5-6

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| What level of access to the IEOP courses does your project involve?  |

☐LEVEL 1: I would like course instructors to relay information about my study to students, who could choose to participate outside of class.

☐LEVEL 2: I would like to use class time to personally recruit participants for my study, which would take place outside of class.

☐LEVEL 3: I would like to have students participate in learning activities for my research during class time or as homework.

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| Does your project involve teachers as subjects? |

☐ Yes ☐ No

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| Provide a brief background to, and motivation for, your study. |

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| List your research question(s). |

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| Indicate the number of participants you wish to recruit: |  |

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| Provide a description of your instruments and/or materials.  |

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| Describe the specific data types you will collect and your data collection strategy.  |

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| How much time will you require from student participants in the study? Indicate how much in-class time your need to introduce your study and recruit participants. If your study involves teachers, how much time will you require from participating teachers? *Please indicate time in class and out of class separately. Include time for interviews.*  |

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| Describe the number, type, and duration of research activities you have planned, including recruitment procedures.  |

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| Describe what non-participating students will be expected to do while the participants are engaged in your research activities.  |

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| Provide a description of your instruments and/or materials. *Attach instrument.* |

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| Describe your data analysis plan.  |

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| Provide a timeline for your project. *Note: Projects that have taken account of the target course syllabus and timetable will be more favorably reviewed.* |

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| Explain how your study can benefit students, teachers, course, and/or the IEOP program.  |

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| Indicate the status of your IRB if required (e.g., to be submitted; pending; approved). *Note: you will not be able to collect data until your IRB has been approved. If no IRB is required, please indicate that.* |

*Thank you!*