Field Work

INTL 5300 Field Work

INTL 5300 Field Work provides an opportunity for students to actively involve themselves in field research, which may be of a qualitative or quantitative nature. All work performed for the purpose of satisfying the requirements of INTL 5300 Field Work must in some way relate to the field of International Relations.

**INTL 5300 Field Work** (3-6 credit hours): INTL 5300 Field Work requires prior approval by the Head of International Relations and can only be taken once the student has completed 24 credit hours. INTL 5100 Research Methods and Perspectives is a prerequisite for this course. 5300 Field Work cannot be substituted for INTL 6000 Capstone in International Relations or INTL 6250 Thesis. The course may be repeated for credit once if content differs, but those who enroll in INTL 6250 Thesis can only take INTL 5300 Field Work for 3 credits in total.

Upon completing INTL 5300 Field Work, students will be able to:

- Investigate a well-defined research question;
- Collect data pertaining to the topic under study; and
- Relate the findings of their field work to an existing body of scholarly research.
Guidelines

1.) Students are responsible for identifying a research question that requires data collection in the field. They are encouraged to discuss their interest with the Head of International Relations in the first instance.

2.) Each student needs to receive approval from the Head of International Relations by completing and submitting the Field Work Application Form. To complete INTL 5300 Field Work and receive a grade, the student must make sure to submit the Field Work Evaluation Form to the Head of International Relations. Students are responsible for following up with the Head of International Relations to confirm receipt. Forms should be addressed as follows:

   Webster University, Department of History, Politics, and International Relations,  
   Attention: Head of International Relations, Dr. Kristen Anderson, 470 East Lockwood Avenue, St. Louis, MO 63119, United States; telephone: (314) 246-7065; email: kanderson80@webster.edu

3.) Field work is not permitted in a place of business where the student is regularly employed.

4.) The student is required to work in the field 20 hours per week for at least 8 weeks (160 hours) to earn 3 credit hours. There is some flexibility in how these hours are concentrated, but they should be in significant concentrations of time rather than as single hours per day.

5.) Students will be expected to:

   - Keep daily records of activities and submit weekly summaries to the Head of International Relations by email. The student and the Head of International Relations should agree upon the specific material and format of this ahead of time. For field work that is conducted where regular access to the Internet is problematic, alternative arrangements must be made with the Head of International Relations prior to the beginning of the field work.

   - Meet (by telephone, email, or within WorldClassRoom) with the Head of International Relations every 2-3 weeks on a scheduled basis. Students are responsible for initiating and fulfilling this requirement.

   - Complete the field work requirements in the relevant semester and turn in all required materials in order to receive a grade. The grade will be based upon the student’s performance and the Field Work Evaluation Form that is submitted to the Head of International Relations.
Field Work Application Process

1.) The **Field Work Application Form** must be submitted to the Head of International Relations for approval prior to registration so that there is ample time for the approval process. Copies of the form will be retained in the student’s file and given to the student. It is the student’s responsibility to make sure that she or he receives written approval from the Head of International Relations.

2.) The student will complete a field work application form that specifies:

   - The student’s biographical details, including level of completion;
   - Starting and finishing dates for the field work;
   - Days and times proposed for the field work; and
   - Detailed answers to a series of questions related to the proposed research.
Field Work Application Form

(This form must be completed and submitted to the Head of International Relations. Once approved, the student can proceed to register for INTL 5300 Field Work.)

Please Type.

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Student’s Name _______________________________ _________________________________________

Site: Webster University Worldwide, World Headquarters, St. Louis-Online

Head of International Relations: Dr. Kristen Anderson.

Department: History, Politics, and International Relations

Course Information: INTL 5300 Field Work

Credit Hours (3-6) ____________________________________________

Level of Completion (have you completed 24 credit hours for the Master of Arts (MA) in International Relations, including INTL 5100 Research Methods and Perspectives?)

______________________________________________________________________________

Starting Date __________________________ Finishing Date ______________________

Days and times proposed for the field work ______________________________________

Title: Field Work at

______________________________________________________________________________

1.) What is your proposed research question?
2.) Why is your proposed research question important? What gaps do you expect your field work to fill in the exiting body of scholarly research?

3.) How do you propose to conduct your field work? What research methodology will you adopt, and why?
4.) Have you apprised yourself of the potential need for prior ethics approval by Webster University’s Institutional Review Board (IRB), http://www.webster.edu/irb/? If your proposed research does require prior ethics approval by the IRB, you must work with the Head of International Relations to obtain this before beginning your field work.

5.) What challenges do you expect to face in conducting your field work? How will you address them?
6.) What prior courses have you taken that you can bring to bear upon your proposed research?

7.) What skills do you hope to develop through your field work experience?
8.) How do you propose to disseminate your research findings?

9.) What impact do you anticipate that your field work will have on your overall graduate program objectives?

Signature

____________________________________________________________________________

Student Date

Head of International Relations __________________________Date ________________

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Field Work Evaluation Form

The student must make sure that he or she returns the completed form to the Head of International Relations after the field work has been completed. This step is necessary in order for the student to receive a final grade for INTL 5300 Field Work.

Student ____________________________________________________________

Field Work at ______________________________________________________

1.) Articulate your research findings (in one page, single-spaced).
2.) Was the research methodology that you adopted appropriate for your field work?

3.) What challenges did you face in conducting your field work? How did you address them?
4.) What skills did you develop through your field work experience?

5.) What steps are you taking to disseminate your research findings?
6.) What impact do you anticipate that your field work will have on your overall graduate program objectives?

7.) Any other comments?

Signature

___________________________________________________________________________  ____________
Student                                                                                       Date

Head of International Relations ________________________________ Date _________________________

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