

FALL 2018

PLAN 5318: TECHNIQUES OF PLANNING ANALYSIS I

Instructor: Dr. Jianling Li
Monday, 7:00 – 9:50 pm
Room: ARCH109
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CONTACT INFORMATION

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Office hours: 4:30 ~ 6:30pm Monday and by appointment

COURSE DESCRIPTION AND OBJECTIVES

This course introduces students to analytical techniques used in urban and regional planning. The class will start with issues encountered by planners in practice and needs for information and data analysis for planning activities. It will then introduce students to basic concepts related to data and information, demographic analysis, economic base analysis, and a few other relevant techniques for various city and regional planning activities such as population projection, housing planning, economic policy formation, transportation and land use planning, etc. Geographic spatial aspects of the demographic and economic activities will be discussed. Specific attention will be given to the use of techniques in planning practices, including identification of data sources, data collection, data analysis, as well as interpretation and presentation of analytical results for planning needs. Ethic of using information will be discussed throughout the semester.

The major objectives of this course are to help students:

- become familiar with the concepts and application procedures of the analytical techniques covered in this class;
- understand the usefulness and limitations of these techniques;
- be able to apply the techniques to solve specific problems in planning practice.

MEASURABLE STUDENT LEARNING OUTCOMES

It is expected that after the class, students should be able to:

- demonstrating the understanding of basic concepts related to data, demographic and economic analysis techniques, as well as other relevant analysis techniques covered in this class;
- critically assess the applicability of these concepts and techniques in demographic projection, city and regional economic assessment, and planning project evaluation;

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- properly use these techniques to perform data collection, analysis, and presentation tasks for city and regional planning activities; and
- work effectively under both individual and group settings.

TEXTBOOKS

Required:

The Planner's Use of Information, by Hemalata C. Dandekar, ed., 2nd ed, APA Planners Press. 2003

Running the Numbers: A Practical Guide to Regional Economic and Social Analysis, by John Quintero, M.E.Sharpe, Inc., New York, 2014.

Additional journal articles, book chapters, reports, or other relevant manuscripts may be required or provided throughout the semester.

COURSE REQUIREMENTS

There are seven requirements for the class: (1) reading assignments, (2) lead discussion, (3) in-class exercises, (4) assignments, (5) an exam, (6) presentation, and (7) class attendance and participation.

Readings: Reading is essential for learning. Reading assignments from the required and some optional textbooks are included in the course schedule section. Students are expected to complete the reading assignments prior to each class session. Students are encouraged to read additional readings in the optional textbooks and other journal articles/textbooks related to planning techniques and applications. Weekly reading assignments should be posted on the blackboard by noon on Mondays. Students are encouraged to read the posts of their classmates and post questions or comments if there is any. No late assignments will be accepted after the deadline.

Lead discussion: Each student is responsible for leading one class discussion session on the topic of choice decided in the first week of the semester.

In-class exercises: Besides lectures, there will be in-class exercises throughout the semester. Students are expected to complete the exercises in class. The in-class exercises cover the essential elements of the planning techniques, and provide opportunities for students to gain hands-on experience with the elements.

Assignments: In addition to in-class exercises, there will be two individual assignments and one group assignment. The assignments are designed for students to experience planning and research process under both individual and group settings, using the knowledge and techniques learned through lectures and exercises in class. Specific requirements will be outlined in the assignments. All assignments will be evaluated according to the **Assignment Grading Rubric** posted on the class **blackboard**. All assignments must be turned in on time (see specific

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assignments for due dates). Assignments turned in past the due dates will be penalized 10% for each week late. No assignment will be accepted after **Dec. 10, 2018**.

Exam: There will be a final exam. The exam will include topics and techniques covered in readings, lectures, in-class exercises, and class assignments. The purpose of the exam is to help students get familiar with the primary concepts and common terminologies of planning techniques.

Presentation: Students should prepare to present to, and answer any questions from, a project evaluation committee consisting of experts in city and regional planning and development. Presentations will be evaluated according to the **Oral Communication Value Rubric** posted on the class **blackboard**.

Class Attendance: Regular class attendance is required. Unless there is a legitimate reason, no excused absence will be granted. A written note from an authority (e.g. doctor, employer, *etc.*) will be required for any legitimate absence. Each unauthorized absence will result in a 3% deduction from your total weighted score. Please refer to university drop policy if students wish to drop out from the class.

GRADING

Course grading will be based on the following components:

1. Reading assignments	10%
2. Lead discussion	10%
3. Individual assignment #1	15%
4. Individual assignment #2	15%
5. Group assignment	15%
6. Final exam	20%
7. Presentation	5%
8. Team effort evaluation:	10%

Total: 100%

LIBRARIAN TO CONTACT

Mitch Stepanovich, 817-272-2945, STEPANOVICH@uta.edu

USEFUL INFORMATION ABOUT THE UT ARLINGTON LIBRARY

Library Home Page	http://www.uta.edu/library
Writing Center	http://www.uta.edu/owl/index.php
APA Style Guides	https://owl.english.purdue.edu/owl/resource/560/01/
Subject Guides	http://libguides.uta.edu
Library Tutorials	http://www.uta.edu/library/help/tutorials.php
Ask A Librarian	http://ask.uta.edu
Connecting from Off- Campus	http://libguides.uta.edu/offcampus
Critical safety information	police.uta.edu/activeshooter

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OUTLINE OF COURSE CONTENTS, SCHEDULE, AND READING ASSIGNMENTS

Date	Topics	Readings	Exercises/Assignments
Introduction			
8/27	Course overview		
9/3	Labor Day Holiday (no class)		
9/10	Planning, Data, Information, Analytical Techniques & Ethics: An Overview	Dandekar, "Introduction," "A Planning Case Study", & pp.237-239	Exercise #1
Demographic Analysis			
9/17	Fundamentals of Demographic Analysis & Census Data	Quintero, Ch. 1 & 5 Dandekar, Ch. 10 & pp.79-94	Exercise #2
9/24	Population Transition: Theories & Applications	Handout #1	Exercise #3
10/1	Population Projection Techniques	Handout #2	Exercise #4
10/8	Population Projection Techniques (cont.)	Dandekar, Ch. 9 Handout #3	Individual Assignment #1
Regional Economic Analysis			
10/15	Economic Growth: Theories, Measurements, & Data Sources	Quintero, Ch. 2 & 3	Exercise #5
10/22	Assessment of Economic Conditions	Handout #4	Exercise #6
10/29	Analysis of Economic Base	Quintero, Ch. 6 & Handout #5	Exercise #7
11/5	Evaluation of Economic Prospect	Handout #6	Exercise #8
11/12	Introduction to Cost/Benefit Analysis	Handout #7 Quintero, Ch. 4	Group Assignment
Putting All Together			
11/19		Quintero, Ch. 10	
11/26	Group Assignment Preparation	Dandekar: Ch. 8 (Review Ch. 9 & 10)	
12/3	Presentation, Review, & Reflection		Individual Assignment #2
12/10	Final Exam		

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course.

ADDENDUM TO COURSE SYLABUS

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://wweb.uta.edu/aao/fao/>).

Americans with Disabilities Act: The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

Title IX Policy: The University of Texas at Arlington ("University") is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.*

Academic Integrity: Students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

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UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

Student Support Services: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include [tutoring](#), [major-based learning centers](#), developmental education, [advising and mentoring](#), personal counseling, and [federally funded programs](#). For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

The IDEAS Center (2nd Floor of Central Library) offers **free** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.

The English Writing Center (411LIBR): [Optional.] The Writing Center Offers free tutoring in 20-, 40-, or 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Our hours are 9 am to 8 pm Mon.-Thurs., 9 am-3 pm Fri. and Noon-6 pm Sat. and Sun. Register and make appointments online at <http://uta.mywconline.com>. Classroom Visits, workshops, and specialized services for graduate students are also available. Please see www.uta.edu/owl for detailed information on all our programs and services.

The Library's 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library's hours of operation. <http://library.uta.edu/academic-plaza>

Electronic Communication: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

Student Feedback Survey: At the end of each term, students enrolled in classes categorized as "lecture," "seminar," or "laboratory" shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student's

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feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

Final Review Week: A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Emergency Exit Procedures: Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

UTA Police Department

Emergency: 817-272-3003

Non-Emergency: 817-272-3381

Email: policedepartment@uta.edu

Additional safety information: police.uta.edu/activeshooter.