

Guide to assignments and due dates The Energy Vulnerability Lab - Spring 2020

All **weekly reading responses** are due by 2PM ET on Tuesdays and are to be posted in the respective week channel. For example, your response to the reading assigned for Week 1 should be posted in the Week 1 channel.

All **Artifact+Analysis assignments** are due by 11pm ET on Fridays. These should be uploaded to housingenergy.info **AND** you should post a link to your artifact in the Artifact Channel in MS Teams.

You will submit grades for yourself three times this quarter, Friday 4/24, Friday 5/15, and Friday 6/12. You will submit your grades via the Assignment link in MS Teams.

Week/ Class Day	Assignments	Due	Where to submit
Week 1 4/7	a) Reading Response #1	a) Tuesday 4/7 by 2pm ET	a) MS Teams Channel Week 1
Week 2 4/14	a) Reading Response #2 b) Artifact + Analysis #1	a) Tuesday 4/14 by 2pm ET b) Friday 4/17 by 11pm ET	a) MS Teams Channel Week 2 b) Post your Artifact+Analysis on housingenergy.info and post a link to your Artifact+Analysis in the Artifact Channel.
Week 3 4/21	a) Reading Response #3 b) Artifact + Analysis #2 AND #3 c) Submit Grades for Week 1-3	a) Tuesday 4/21 by 2pm ET b) Friday 4/24 by 11pm ET c) Friday 4/24 by 11pm ET	a) MS Teams Channel Week 2 b) Post your Artifact+Analysis on housingenergy.info and post a link to your Artifact+Analysis in the Artifact Channel. c) Via the Assignment Link in MS Teams
Week 4 4/28	a) **Research Questions & Project Matrix** b) Reading Response #4 c) Artifact + Analysis #4	a) Monday 4/27 by 2pm ET b) Tuesday 4/28 by 2pm ET c) Friday 5/1 by 11pm ET	a) Via the Assignment Link in MS Teams b) MS Teams Channel Week 4 c) Post your Artifact+Analysis on housingenergy.info and post a link to your Artifact+Analysis in the Artifact Channel.
Week 5	a) Reading Response #5 b) Artifact + Analysis #5 AND #6	a) Tuesday 5/5 by 2pm ET b) Friday 5/8 by 2pm ET	a) MS Teams Channel Week 5 b) Post your Artifact+Analysis on housingenergy.info and post a link to your Artifact+Analysis in the Artifact Channel.

Week 6	a) Reading Response #6 b) Artifact + Analysis #7 c) Submit Grades for Week 4-6	a) Tuesday 5/12 by 2pm ET b) Friday 5/15 by 11pm ET c) Friday 5/15 by 11pm ET	a) MS Teams Channel Week 6 b) Post your Artifact+Analysis on housingenergy.info and post a link to your Artifact+Analysis in the Artifact Channel. c) Via the Assignment Link in MS Teams
Week 7	a) Reading Response #7 b) aArtifact + Analysis #8	a) Tuesday 5/19 by 2pm ET b) Friday 5/22 by 11pm ET	a) MS Teams Channel Week 7 b) Post your Artifact+Analysis on housingenergy.info and post a link to your Artifact+Analysis in the Artifact Channel.
Week 8	a) Primary Data Artifact b) Reading Response #8 c) Artifact + Analysis #9	a) Monday 5/25 by 11pm ET b) Tuesday 5/26 by 2pm ET c) Friday 5/29 by 11pm ET	a) Via the Assignment Link in MS Teams b) MS Teams Channel Week 8 c) Post your Artifact+Analysis on housingenergy.info and post a link to your Artifact+Analysis in the Artifact Channel.
Week 9	a) Reading Response #9	a) Tuesday 6/2 by 2pm ET	a) MS Teams Channel Week 9
	b) Artifact + Analysis #10	b) Friday 6/5 by 2pm ET	b) Post your Artifact+Analysis on housingenergy.info and post a link to your Artifact+Analysis in the Artifact Channel.
Week 10	a) Reading Response #10 b) PECE Essay c) Submit Final Course Grade	a) Tuesday 6/9 by 2pm ET b) Friday 6/12 by 2pm ET c) Friday 6/12 by 11pm ET	a) MS Teams Channel Week 10 b) Post your PECE Essay on housingenergy.info and post a link to your Essay in the Artifact Channel. c) Via the Assignment Link in MS Teams

FAQs

Q: Why are there so many components to this class? MS Teams, housingenergy.info, all the paperwork... Seems like a lot.

Excellent observation! There is a lot of administration and a lot of different components to this class. That's because it is a research class. By design, the process of doing research involves a lot of paperwork and organization. In this class you have to learn a new topic area (energy vulnerability), research design and methods, and then you have to actually do research. Honestly, it's a lot. It also means that you'll have to spend a lot of your own time reading about

energy vulnerability and designing a project related to energy vulnerability; we'll only spend a small slot of class each week discussing it.

If you are feeling like there are a lot of components to this class it's because data management requires a lot of administration. The housingenergy.info site is our tool for data management. Data management requires a lot of protocols and rules, which as a student in this class you have to learn too.

Then there is the actual research: understanding ethics and equity in research; designing a project and developing data collection tools (interview questions and surveys for example); and then actually doing the research and making sense of it (analysis).

Few classes like this are offered at Drexel because they are very challenging to pull off for the reasons listed above: you have to learn methods, data management, a new topic, and conduct research all in nine weeks. I think it is do-able and achievable, but you have to be OK with the complexity of it. If you are confused about anything ever, please let Briana or I know immediately. We are here to make this easier for everyone.

Q: Why are the reading responses due at 2PM ET on Tuesday?

A: So that I have time to read and respond to them before class at 6PM ET. I have an undergraduate class that runs from 12:00-2:00pm ET on Tuesdays, so after I get out of that class, I start reading and responding to your posts for the week.

Q: Why are other assignments due at 11PM ET?

Because I don't have to read these before class, and because in the past students have asked for night deadlines because that's when they like to work.

Q: Sometimes there are multiple assignments due on one day (such as Friday 4/24). Isn't that asking too much of us?

I think that this is a very personal thing. Only you know whether something is too much for you. Look at the schedule. If you see that there are weeks where multiple assignments are due (weeks 3, 4, 6, and 8) plan in advance. Schedule time to work on these things earlier in the week, or the week before so you are not crunching on your Friday night. Feel free to turn things in DAY EARLY. It is amazing how good that can feel. If you are the type of person who likes to work up to a deadline, I'm sorry these are due Friday night! Every day of the week has its pros/cons. Best thing to do: Make your own submission schedule based on your needs!

Q: Why do I have to post a link to my Artifact+Analysis submission in the Artifact Channel in MS Teams?

I am asking you to post a link to your Artifact+Analysis submission so that other people in the class can look at it, comment on it, and use it in their own projects. The PECE platform is designed to leverage collaborative research.