PERCS Certificate Description & Application

<div style="background:black;color:white">**GOALS & OUTCOMES**</div>

- Exhibit a clear understanding of ethnography and ethnographic methods
- Apply a thorough understanding of ethnography in a substantive field experience
- Demonstrate an understanding and use of ethical inquiry
- Produce an ethnographic project of high quality
- Submit a written description and reflection of how these goals have been met

See below for more complete descriptions of each category

<div style="background:black;color:white">**REQUIREMENTS**</div>

To earn a PERCS certificate, you must meet the requirements below.

- ☐ 8 s.h. of coursework from PERCS-designated courses (see below)
- ☐ PERCS Ethics Module
- ☐ CITI Certification
- ☐ IRB Approval *if needed*
- Production of an ethnographic project of high quality through **ONE** of the following:
  - ☐ 4 s.h. of 499 undergraduate research
  - ☐ 2 s.h. of 499 or 498 + internship
  - ☐ 2 s.h. of 499 or 498 + study abroad
  - ☐ 4 s.h. of extensive course-based work upon approval by PERCS committee
  - ☐ SURE: Summer Undergraduate Research Experience

> **To get started, please submit a PERCS Certificate Application (found at the end of this document) to the PERCS Director at apalmquist@elon.edu. We will review proposals between September and May on a monthly basis.**

DESCRIPTION

Exhibit a clear understanding of ethnography and ethnographic methods

Students will develop an understanding of ethnography both as a process and a product. This understanding should include key assumptions, functions, and goals of the ethnographic enterprise. These include but are not restricted to the following:

- Explain and implement ethnographic research techniques
- Develop an understanding of multiple ethnographic approaches
- Develop an understanding of the scope and appropriate uses of different types of interview and observation methods.
- Learn and apply multiple types of analysis such as event, content, spatial, interactive and performance.

Apply a thorough understanding of ethnography in a substantive field experience

Students will engage in significant ethnographic fieldwork whether in one or multiple field sites. All of the following aspects of ethnographic fieldwork must be conducted in an ethnical manner. (Please see PERCS website for modules on many of these issues as well as models and examples.)

- Design research project grounded in contemporary theory
- Establish rapport with a group of people for the purposes of research
- Conduct interviews
- Engage in participant observation and immersion
- Produce ethnographic fieldnotes that include the process of reflection
- Analyze field data
- Situate findings within current scholarship

Demonstrate an understanding and use of ethical inquiry

Ethnographers must have a thorough understanding and application of ethical modes of research, beginning with research design, continuing through fieldwork, and including decisions about the presentation and dissemination of the research (please see the ethics module on the PERCS website). Further, students should acquire a strong understanding of diversity and cultural variation when going into the field. The goal of ethnography is not to judge a culture but to better understand a culture; therefore, ethnographers must be trained to recognize their ethnocentric assumptions and biases when conducting research.

Produce an ethnographic project of high quality

Students will ultimately produce and disseminate their findings in an ethnographic project. This project might include, but is not restricted to, any of the following:

- Journal length article
- Visual ethnography
- Descriptive ethnographic writing
- Website or multi-media presentation
- Ethnographic materials for use within or by the community
- Performance based on ethnographic fieldwork

Submit a written description and reflection of how you have met these goals

Students will describe and explain how they met each of the requirements of the PERCS certificate. Specifically students must address:

- How their understanding of ethnography and the ethnographic process changed over the course of their work.
- The process of their ethnographic field project: the who, what, where, when, why and how of their projects.
- How they ensured their work was ethical, from the initial development of the project to the final product, dissemination and withdrawal from the community. Be sure to address how you applied the PERCS Ethics module to your work.

Students will also reflect on this process, considering the impact their work had on the community, on individuals within that community, on scholarship in the area in which they worked, and on their own personal growth.

Submission of Materials

Projects will be submitted to the PERCS committee for review and approval. Materials must be submitted at least 2 weeks before the end of the semester in which the student is completing her or his work and include the following:

- Final Report Submission Form
- Final Product
- Description and Reflection
- CITI Certificate

PERCS Designated Courses

Please check the current Elon catalog for additional courses that may be PERCS designated. Other courses may be reviewed for inclusion by the PERCS committee upon written request.

- ANT 215 Qualitative Methods
- ANT 230 Folklore
- ANT 323 Video Ethnography
- ANT 383 Faces of Welfare
- ANT 310 Cultures of the South
- ANT 325 Culture, Health, & Illness
- ANT 481 Anthropology Senior Seminar
- ART 371 Photography of Social Critique
- GST 265 London's Immigrant Communities
- GST 442 Food, Health, and Society in Global Perspective
- REL 361 Women, Religion and Ethnography

PERCS Ethics Module

The PERCS ethics module can be found on the PERCS website under Resources. You should read though the module carefully and refer to it throughout the development of your own ethnographic project. Be sure you address how you applied the module to your own project when writing up your reflection at the end of the process.

CITI Certification

To earn your CITI certification, please go to Elon's IRB homepage at: http://www.elon.edu/e-web/academics/special_programs/irb/. There you will find a link on the left for the CITI Course in the Protection of Human Research Subjects. Follow the instructions to complete your training. You should complete the "Social and Behavioral Responsible Conduct of Research, Basic Course." Print out your certification to submit with your final materials.

IRB Approval

Most likely, your research will require IRB approval. Students cannot serve as the Principal Investigator on an IRB application, so please work with your mentor to submit this application. For more information, please visit Elon's IRB homepage at: http://www.elon.edu/e-web/academics/special_programs/irb/.

PERCS Certificate Application

Today's Date: _____   Expected Date of Graduation: _____
Name: _____
Mailing Address: _____
Email Address: _____   Phone Number: _____
Major(s) _____
Minor(s) if applicable: _____

PLAN FOR COMPLETING REQUIREMENTS

8 s.h. of coursework from PERCS-designated courses (please check course availability with Elon catalog and department chair if necessary to ensure course is offered when you plan to take it. If you have already completed a course, fill it on as in line one in the chart below.)

Course Name & Number	# of credit hours	Faculty Name (if known)	Semester Planned	Semester Completed
e.g. ANT215 Qualitative Methods	*4*	*Idris*	*Fall 2012*	*Fall 2012*
e.g. REL361 Women, Religion & Ethnography	*4*	*Allocco*	*Spring 2014*	
TOTAL	8			

Have you been CITI certified?
　　If yes, please provide date: _____   If no, please provide expected completion date. _____

Have you received IRB approval if needed?
　　If yes, please provide date: _____
　　If no, please provide expected completion date or explain why IRB is not required: _____
　　_____
　　_____

Check 1 of the following to indicate your planned process:
　　☐ 4 s.h. of 499 undergraduate research
　　☐ 2 s.h. of 499 or 498 + internship
　　☐ 2 s.h. of 499 or 498 + study abroad
　　☐ 4 s.h. of extensive course-based work upon approval by PERCS committee
　　☐ SURE: Summer Undergraduate Research Experience (*Please note that SURE is competitive and not guaranteed*)

Plan for Ethnographic Project: Describe your plans for completing and disseminating your ethnographic project. This may be fairly tentative, but please provide as much detail as possible. Please be sure to include the following:

- Basics: Provide the basic idea for your ethnographic project.
- Feasibility of your Project: Proximity to fieldsite, access to people, etc.
- Timeline: When you will take 499, 498, or SURE; when you will begin fieldwork; when you will apply for IRB, etc.
- Audience: who you plan to share the results of your project with.

—see next page—

REQUIRED SIGNATURES

Student _____   Date_____

Faculty Mentor_____   Date_____

Academic Advisor_____   Date_____

Please email the completed application to: PERCS Director: Tom Mould at tmould@elon.edu and submit one hard copy with completed signatures to Tom Mould, Campus Box 2035.

For Office Use Only:

Date Received: _____

Suggestions/Comments:

Faculty/Staff to consult:

Recommendation for approval: