

ITRN 601, Research and Analysis for International Commerce and Policy,  
Winter/Spring 2003, Mondays, January 27 – May 12, 7:20-10:00 pm, Room 242

Dr. Daniel Gaske, Instructor, 703-613-6957, dgaske @ earthlink.net  
Office Hours: Before and After Class, by Appointment

Welcome! I hope this course provides research and analysis methods and techniques that will be valuable during your course of studies here at ICP and in your careers.

### Course Requirements

Students are required to complete 4 graded activities in the course:

1. A short research paper on an instructor-selected topic in late February;
2. A take-home exercise on obtaining, preparing and interpreting data and tables in late March,
3. A take-home exercise on statistical calculations in late April, and
4. A “briefing” of the class on a student-selected topic in May; this assignment may be done individually or in a pair.

Details on requirements for each assignment are distributed during the course.

Performance on these activities form basis for course grade, as follows. Deductions are assigned based on various shortfalls in meeting the requirements of the assignment, such as poor organization of paper/presentation, weak documentation of use of sources, incorrect format for presentation of materials, errors in calculations, etc. Course grade will be based on the number of these errors cited, as follows: 0-3=A, 4-6=A-, 7-9=B+, 10-12=B, 13-15=B-, 16-18=C, >18=F. Half-point totals between two grades receive lower grade. More precise grading criteria are to be provided with each assignment.

### Course Materials

Five printed resources, available in the Bookstore, are used in course: 1. *The Craft of Research*; 2. *A Manual for Writers of Papers, Theses, and Dissertations*; 3. *Guide to Economic Indicators: Making Sense of Economics*; 4. *Numbers Guide: The Essentials of Business Numeracy*; and 5. *Understanding the Calculations of Key Economics and Business Statistics*. Materials for the course also are provided through the LAN in the classroom, the web, and regular handouts. Use of materials is detailed below.

### Course Schedule

#### I - Basics of Research

Jan 27 Defining and Doing a Research Project  
Resource Materials: *The Craft of Research*; pp. 26-30, 46-47, 64-84, 94-106, 166-170  
**First Homework Assignment; due Feb 24**

Feb 3 Information Sources for International Commerce and Policy Research (Dr. Van Schaik)  
Resource Materials: Provided by Dr. Van Schaik

Feb 10 Writing a Research Report  
Resource Materials: *The Craft of Research*, pp. 149-198, 250-254; *Manual for Writers*

Feb 17 Consultation on First Homework Assignment

## II - International Economic and Business Performance Indicators

Feb 24 Domestic Economic and Financial Performance Indicators  
Resource Materials: *Economic Indicators* 1,3,4,5,6,7,8,12,13

Mar 3 International Financial Performance Indicators  
Resource Materials: *Economic Indicators* 10,11

Mar 10 No Class

Mar 17 Indicators of Economic Structure and International Trade  
Resource Materials: *World Development Report*, Statistical Annex; World Trade Atlas

Mar 24 Sectoral Indicators and Company Balance Sheets and Income Statements  
Resource Materials: *Economics Indicators*, 9  
**Second Homework Assignment; due Mar 31**

## III - Calculating and Presenting International Economic/Business Performance Indicators

Mar 31 Review/Overview of Excel and PowerPoint  
Resource Materials: Files on Room 242 LAN – excelbasics.ppt and pwrptbasics.ppt

Apr 7 Ratios, Shares, Deflators, and Changes over Time  
Resource Materials: *Numbers Guide* 1,4; *Economic Indicators* 2; *Understanding the Calculation of* 1-2,4-5  
**Selection of Final Project**

Apr 14 No Class

Apr 21 Different Currencies and Exchange Rates; Effectively Creating Tables and Charts  
Resource Materials: *Numbers Guide* 1,4; *Economic Indicators* 2; *Understanding the Calculation of* 1-2,4-6  
**Third Homework Assignment; due Apr 28**

Apr 28 Descriptive Statistics; Regression Analysis  
Resource Materials: *Numbers Guide* 1,4; *Economic Indicators* 2; *Understanding the Calculation of* 3

May 5 and 12 **Final Project Presentations**