Instructor: Jessica Craig, Ph.D. 
Term: Fall 2017 
Class meeting: TR 12:30 PM – 1:50 PM 
Classroom: ART 219 

INSTRUCTOR’S CONTACT INFORMATION
Office location: Chilton 273L 
E-mail (preferred): Jessica.Craig@unt.edu 
Phone: 940-565-3464 
Office hours: Wednesdays from 9:30-11AM or by appointment 

GRADUATE STUDENT ASSISTANT’S CONTACT INFORMATION
Name: Chris Guerra 
E-mail: cg0254@unt.edu 
Office location: Chilton 273 
Office hours: Thursdays from 10AM-12PM or by appointment 

Email expectations: When sending an email, please put the COURSE NUMBER (CJUS 4700) in the subject line of the mail. I can only discuss grades over email if it was sent through your Eagle Connect email account (username@unt.edu). You can expect to receive a response within 48 hours during the week and 72 hours on the weekend. If you have not received a response within that time, please email me back as it may have gotten lost. 

COURSE DESCRIPTION
Research methods is designed to help students learn the various ways in which criminal justice questions can be answered. Many of these questions can be addressed in multiple ways, with multiple techniques, each having their own advantages and disadvantages. Discussing and evaluating these techniques for criminal justice-related questions is the overall focus of this course. Major topics related to this overall focus include research ethics and human participant guidelines, the nature of causation versus correlation, experimental and survey research designs, sampling, qualitative research, the advantages and disadvantages of experimental, survey, and qualitative research designs, and reliability and validity among others. 

This course is primarily designed as an introduction and evaluation of several research methods so that students become intelligent consumers of research. It is also geared toward those who desire a basis for graduate school and/or a foundation of research methods for their chosen occupation. This course is not limited to criminal justice topics, however, as all social science researchers (and all researchers in general) use the same or similar procedures and techniques for answering most research questions. As such, this course covers a wide variety of topics to help illustrate the research process. 

CLASS FORMAT
Team-Based Learning, which consists of Reading Assurance Tests (RATs), facilitated discussions, team activities, and some mini-lectures. 

LEARNING OBJECTIVES
Students who successfully complete this course will be able to:
1. Identify and examine the purposes and issues of conducting scientific research in criminal justice.
2. Evaluate the various forms of data collection and sampling techniques used in criminal justice research.
3. Explain issues in research design, including criteria for causality, types of validity, units of analysis, different types of research design, and stages in the research process.
4. Find and use resources for answering real world research questions.
5. Critically evaluate research based on knowledge of the research process.

**REQUIRED READINGS**

NOTE: If a student chooses to purchase anything other than the current edition of the assigned course text, it is their responsibility to ensure access to and familiarity with the most up-to-date course materials.

**COURSE NOTES AND RECOMMENDATIONS**
Please make sure to have your official UNT email forwarded to your preferred email address (if different) to receive important updates, changes, announcements, class cancellations (if applicable), and generally, so I can reach you if necessary.

**Before you email Dr. Craig or the GSA with a question, make sure to review this syllabus. Most questions are answered in this document.**

The announcement board in Blackboard, and email, will be used for primary communication to the class as a whole. I advise you check the announcements section frequently.

**Important:** It is your responsibility to utilize a computer system that works and is compatible with the UNT online system/Blackboard Learn.

**TEAM-BASED LEARNING**
This course will use a team-based learning approach that will provide students with opportunities to regularly practice skills that are essential to a liberal arts education. Students will be assigned to teams early in the semester and will work with those teams throughout the course. Course requirements are specifically designed to ensure that individuals are prepared for team work and that the team experience avoids typical problems of “group work” (e.g., free riders, dominant members, splitting up the work to avoid interaction, etc.). The responsibility for learning basic material is placed on individuals with work done outside of the class, while time in class is spent using that material in creative and sophisticated ways as both individuals and teams. All team work is done during class time. Course grades will be based on work from both individuals and teams. The following is a list of what will occur in your teams:

a. **You will take RATs** first as an individual, then with your team, to ensure that you understand the most important information that will be applied to the Team-Based Learning Activity. These RATs will take place at the beginning of each unit.
b. **You will solve specific problems**, aka Team-Based Learning Activities. You will be asked to generate your own solutions, and also work with your team members to come to a consensus about the solution, which you will report and defend as a team. These will be the basis for class discussions.

c. **You will evaluate your team members** in terms of preparation, flexibility, contributions and respect for the group (i.e., on-time and regular attendance). Peer evaluations are an integral part of TBL as they help to assure accountability among team members.

d. While attendance is not taken, it is highly recommended that you **attend class regularly**. Failure to attend class will result in lost participation points and reduced course engagement. Please arrive early or on time, as we will start promptly at 12:30 PM. On the days that you have a RAT, the RAT will be given at the beginning of the class period, and arriving late will earn you 0 points on the individual RAT, though you will earn Team RAT points. You may not make up that day’s i-RAT.

e. If for some reason you must **miss class**, please notify the instructor in order to be able to make up missed work. It is not possible to make up Team Activities.

**COURSE REQUIREMENTS AND GRADING**

Your final grade will be determined based on your performance on three written assignments, a final course project, several individual- and team RATs, group participation, and peer evaluations. There are a total of 1600 points that can be earned in this class.

Research Project Part 1: 150 points  
Research Project Part 2: 300 points  
Participant Observation Project: 150 points  
Final Course Project: 300 points  
Individual RAT: 5 @ 30 points each  
Team RAT: 5 @ 40 points each  
Class participation: 200 points total  
Peer evaluations: 150 points total

Grading Scale: 1440 – 1600 = A  
1280-1439 = B  
1120-1279 = C  
960-1119 = D  
959 or fewer points = F

**Research Project:** Over the course of the semester, students will work on an individual research project divided into two parts. Part 1 (worth 150 points) will require students to pick a research topic, write a research question, and discuss its importance. Part 2 (worth 300 points) will require students to write an annotated bibliography on research studies that have asked the same research question. Further details for both of these assignments will be covered later in the semester. Students may discuss this assignment with one another, but the final product is graded individually and should be unique to each student. Papers are due on the date listed in the course schedule and late papers will not be accepted.
Participant Observation Project: Each student will be responsible for conducting a participant observation activity. This assignment is worth 150 points and must include a 4-5 page detailed analysis with field notes attached. The details for this assignment will covered later in the semester.

Final Course Project: Students will have the choice between two types of assessment to submit for their final course project. Both options are worth 300 points. The first option is for students to take a cumulative exam on the final exam day. This exam will consist of multiple-choice, short answer, and essay questions. The second option is for students to write a research critique where they review the effectiveness of a criminal justice-related program or practice based on empirical evaluations. Further details for this paper will be covered later in the semester. Papers are due on the final exam day as listed on the course schedule.

RATs: These in-class tests assess students’ comprehension of assigned readings to ensure that they are adequately prepared to apply the knowledge from those readings to class activities. RATs are closed-book tests that are administered twice in the same day. First students take the test individually (i-RATs). Each i-RAT is worth 30 points. Once they turn in their individual responses, then students take the test again as a team (t-RATs). Team members discuss each question to obtain consensus about the answer. Each t-RAT is worth 40 points. The lowest i-RAT and t-RAT score for each individual will be dropped at the end of the semester to allow for absences. Make-ups for RATs will only be allowed for exceptional circumstances (see attendance policy below) upon prior approval by the professor.

Class Participation: Students should expect two graded in-class assignments during each unit. These assignments will not be announced in advance. They are designed to assess preparation for the class, measure understanding of course material, provide frequent feedback about student performance, and support the course learning goals. Some of these assignments will be individual assessments, while others will be team activities. Students should bring paper, pens, their iClicker REEF Polling device, and required readings and handouts to every class to be prepared for the in-class assignments. Each graded activity will be worth 20 points. The four lowest grades will be dropped from the calculation of this component of the final grade. Thus, the total points that can be earned for this section is 200 points. There are no make-up opportunities for these exercises, as they require class attendance to be completed.

Student Evaluations: In order to ensure that students do their share of the team work, each individual’s contributions to the team will be evaluated by the team members at the midpoint and end of the semester. The average of these two scores will count toward each individual’s final grade and be worth 150 points.

Extra Credit: If an opportunity for extra credit presents itself, it will be discussed in class and available to the entire class at the discretion of the instructor. There will be no individual opportunities for extra credit.

CLASS POLICIES
iClicker REEF Polling
We will use iClicker REEF Polling regularly throughout this course to facilitate active participation by students and to provide instant feedback on course content. We will register the devices to the course in the first week of class. Every student must bring to class a registered iClicker REEF Polling device (i.e. smart phone, laptop, etc.) every day. Students who do not bring their device to class will not receive any credit for any in-class assignments conducted that day. There are no exceptions. If you do not own a device that can be used with iClicker REEF Polling, contact the UNT Library system as they can check you out a device for the course.

**Attendance Policy**
The course is specifically designed to make the most of the time we spend together as a class. As such, students are expected to attend every class. Since this is an active-learning course, it is much more difficult to keep up with the class when you do not attend. There are graded assignments in every class. The professor will only make accommodations for missed assignments for students under exceptional circumstances. This includes illnesses lasting over one week, illness or death of family member, or major religious observances. These will be extremely rare events and will require proper documentation.

Students are expected to manage all other absences, such as minor illnesses, travel, car trouble, etc., as they would in a professional work environment. You are given a fixed number of excused absences for in-class assignments (four). You should use these like personal days in a work environment. When you must miss a class due to such circumstances, then you can miss these assignments for that day without any documentation or approval from the instructor. Note that these excused absences only apply to these particular graded components and not to papers or exams. Keep in mind that this is a fixed number so you should use them judiciously. In order to be fair to all students, no other accommodations will be made except in the exceptional circumstances discussed above.

Students that have fallen behind, are failing and/or choose to not complete the coursework for the semester are responsible for officially withdrawing themselves from the course; failure to do so will result in a performance grade of “F.” Last day to withdraw with a grade of “W” or “WF” is November 6, 2017.

**Make-Up Policy**
There will be no opportunities to make up any missed coursework with the exception of authorized absences according to University policies prescribing authorized absences in certain situations. I reserve the right to consider extreme circumstances and modify this rule. Students should notify me prior to missing an assignment, if possible. Those in athletics, those who are absent for religious holidays, and/or those involved in other school supported activities that require being absent from class will be allowed to make up assignments if proper procedures are followed in requesting an excused absence. I must have written documentation in advance that you will be away from class for the absence to be excused.

**Student Behavior and University Policy**
Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the
classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.unt.edu/csrr

Additionally, disruptive behaviors such as arriving late, having a conversation while someone else is talking, profanity, sleeping, text messaging, using laptops/tablets for anything other than course related activities, cell phones going off during class, etc. are not acceptable. Students repeatedly engaging in any of these behaviors may be asked to leave the classroom.

Additional policies:

- Recording devices are not allowed in the classroom unless specifically approved by the instructor.
- Tobacco products of any kind (including e-cigs) are not allowed in the classroom.
- Cell phones, pagers, or any other electronic device that makes noise should be turned off before class.
- Due to liability concerns and the content of course discussions, children are not permitted in the classroom at any time.
- Laptops and similar devices can be used during class as long as they are used for taking notes and/or other related classroom functions. If used for surfing the web, instant messaging, sending emails or otherwise, they will not be allowed in the classroom.

To be successful at learning and understanding the material in this class, it is essential that you read and complete the assigned material and engage in thoughtful discussions both in class and online. Your active participation, along with your willingness to engage in thoughtful discussions will be taken into account at all times during the semester.

A classroom, especially during times of discussion, is a place to express ideas, opinions, and engage in thoughtful discussions. Students will respect the views and opinions of others at all times or their status in the course will be examined. In sum, simply be appropriate during all interactions. Each student brings unique insight and perspectives, and that can make for a very interesting and lively discussion forum, but just please be appropriate and respectful of others. Please review the undergraduate catalog concerning conduct which adversely affects the university community.

Authorized Absences
Absences are authorized only in cases of participation in school sponsored activities and/or religious holidays. For an excused absence due to a school sponsored activity, students must be approved in advance by the department chair and academic dean. Within three days after the absence, students must obtain authorized absence cards from the Dean of Students for presentation to instructor. Students who wish to request an excused absence for religious holidays can do so and will be excused from class as long as they make a request within the required time frame set by the University (see the most recent undergraduate catalog). Notification must be in writing so that I may have it for my records. You must arrange to make up any work missed during the excused religious absence or school sponsored activity.
**Academic Dishonesty/Integrity**

Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam. Additionally, the incident will be reported to the Dean of Students, who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

**Office of Disability Accommodation**

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student.

Students can access resources and information regarding disability accommodations in the Academic Support tab in Blackboard Learn. For additional information see the Office of Disability Accommodation website at [http://www.unt.edu/oda](http://www.unt.edu/oda). You may also contact them by phone at 940.565.4323.

**Student Evaluation of Instruction**

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. This short survey will be made available at the end of the semester to provide you with an opportunity to evaluate how this course is taught.

**Syllabus Changes**

I reserve the right and have the discretion to change this syllabus. While every effort will be made to follow this syllabus as closely as possible, it is sometimes the case that the syllabus must be modified. In the case that the syllabus needs to be adjusted, I will announce such adjustments
to the class. I will make every effort to ensure that any changes to the syllabus benefit the class as a whole. It is the student’s responsibility to check announcements/email so that any and all syllabus changes are documented. Failure to obtain syllabus changes because of failure to check and read announcements does not constitute a defense against missed assignments, test dates, and other applicable changes.

**Succeed at UNT**
UNT endeavors to offer you a high-quality education and to provide a supportive environment to help you learn and grow. And, as a faculty member, I am committed to helping you be successful as a student. Here’s how to succeed at UNT: Show up. Find Support. Get advised. Be prepared. Get involved. Stay focused. To learn more about campus resources and information on how you can achieve success, go success.unt.edu/.

**Emergency Notification & Procedures**
UNT uses a system called Eagle Alert to quickly notify you with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). The system sends voice messages (and text messages upon permission) to the phones of all active faculty staff, and students. Please make certain to update your phone numbers at my.unt.edu. Some helpful emergency preparedness actions include: 1) know the evacuation routes and severe weather shelter areas in the buildings where your classes are held, 2) determine how you will contact family and friends if phones are temporarily unavailable, and 3) identify where you will go if you need to evacuate the Denton area suddenly. In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials.

**Retention of Student Records**
Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Blackboard online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university’s policy in accordance with those mandates at the following link: essc.unt.edu/registrar/ferpa.html

**Miscellaneous:**
The material posted online is my personal intellectual property or that of the University of North Texas. You may not utilize the material for other than class purposes.

A variety of resources services are available to students in the Academic Support tab in Blackboard Learn.
# Academic Calendar

[NOTE: Read the assigned reading for each day prior to coming to class; additional readings may be added and these will be announced in class and on Blackboard]

<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC, READING ASSIGNMENTS, AND DUE DATES</th>
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<tbody>
<tr>
<td>8/29/17</td>
<td>Topic: Review Syllabus and Course Format&lt;br&gt;Readings: None</td>
</tr>
<tr>
<td>9/7/17</td>
<td>Topic: What Is Research and Why Does It Matter?</td>
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<tr>
<td>9/14/17</td>
<td>Topic: Measurement&lt;br&gt;Readings: Pg. 86-97 &amp; 104-110 of <em>The Practice of Research in Criminology and Criminal Justice</em>&lt;br&gt;<em>RAT 1</em></td>
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<tr>
<td>9/19/17</td>
<td>Topic: Measurement</td>
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<tr>
<td>9/21/17</td>
<td>Topic: Measurement</td>
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<tr>
<td>9/26/17</td>
<td>Topic: Measurement</td>
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<tr>
<td>9/28/17</td>
<td>Topic: Sampling&lt;br&gt;Readings: Pg. 115-137 &amp; pg. 142 of <em>The Practice of Research in Criminology and Criminal Justice</em>&lt;br&gt;<em>RAT 2</em></td>
</tr>
<tr>
<td>10/3/17</td>
<td>Topic: Sampling</td>
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<tr>
<td>10/5/17</td>
<td>Topic: Sampling&lt;br&gt;<em>Research Project Part 1 Due at 12:30 PM</em></td>
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<tr>
<td>10/10/17</td>
<td>Topic: Sampling&lt;br&gt;<em>Mid-Term Peer Evaluations due by 11:59 PM</em></td>
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<tr>
<td>10/12/17</td>
<td>Topic: Causality and Experimental Designs&lt;br&gt;Readings: Pg. 147-161, 167-170, 176-198, 200-202 of <em>The Practice of Research in Criminology and Criminal Justice</em>&lt;br&gt;<em>RAT 3</em></td>
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<td>10/19/17</td>
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<td>10/24/17</td>
<td>Topic: Causality and Experimental Designs</td>
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<tr>
<td>10/26/17</td>
<td>Topic: Nonexperimental Designs: Surveys</td>
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<tr>
<th>Date</th>
<th>Topic</th>
<th>Readings</th>
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<tbody>
<tr>
<td>10/31/17</td>
<td>Topic: Nonexperimental Designs: Surveys</td>
<td>Readings: Pg. 207-246 of <em>The Practice of Research in Criminology and Criminal Justice</em></td>
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<td><em>RAT 4</em></td>
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<td>11/2/17</td>
<td>Topic: Nonexperimental Designs: Surveys</td>
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<tr>
<td>11/7/17</td>
<td>Topic: Nonexperimental Designs: Surveys</td>
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<tr>
<td>11/9/17</td>
<td>Topic: Nonexperimental Designs: Qualitative Methods and Content Analysis</td>
<td>Readings: Pg. 251-281 &amp; pg. 293-297 of <em>The Practice of Research in Criminology and Criminal Justice</em></td>
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<td><em>RAT 5</em></td>
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<tr>
<td>11/14/17</td>
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<td>11/16/17</td>
<td>Topic: Nonexperimental Designs: Qualitative Methods and Content Analysis</td>
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<td>11/21/17</td>
<td>Topic: Nonexperimental Designs: Qualitative Methods and Content Analysis</td>
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<td><strong>Participant Observation Project Due at 12:30 PM</strong></td>
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<td>11/23/17</td>
<td><strong>NO CLASS- THANKSGIVING</strong></td>
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<tr>
<td>11/28/17</td>
<td>Topic: Nonexperimental Designs: Qualitative Methods and Content Analysis</td>
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<tr>
<td>11/30/17</td>
<td>Topic: Putting It All Together: Applied vs. Basic Science</td>
<td>Readings: Pg. 318-349</td>
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<td><em>RAT 6</em></td>
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<tr>
<td>12/5/17</td>
<td>Topic: Putting It All Together: Applied vs. Basic Science</td>
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<tr>
<td>12/7/17</td>
<td>Topic: Putting It All Together: Applied vs. Basic Science</td>
<td><strong>Research Project Part 2 Due at 12:30 PM</strong></td>
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<td><strong>Final Peer Evaluations due by 11:59 PM</strong></td>
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<tr>
<td>12/14/17</td>
<td><strong>Research Critique due at 10:30 AM (if doing)</strong></td>
<td><strong>Final Exam from 10:30 AM – 12:30 PM (if taking)</strong></td>
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