Course Overview

UP505 and 508 is a sequence of two courses designed to ground students in common methods of urban planning analysis using both primary and secondary data. Although these courses are offered as a sequence (and there are benefits to taking both classes), you may elect to take either UP505 or UP508 separately (although both courses are required for MUP students).

Part 1 (UP505): The half semester (2 hour) course is designed to give you the knowledge and skills to define a region, and to describe and analyze a region’s demographic, social, and economic conditions using quantitative information assembled from secondary data sources. To this end, you will gain hands-on experience with the following:

- Key data sources for understanding local and regional demographic and economic change;
  - U.S. Census Bureau
  - Bureau of Economic Analysis
  - Bureau of Labor Statistics
  - U.S. Department of Housing and Urban Development
- Analysis at different levels of geography, including county and metropolitan geographies;
- Working with software and data management tools including spreadsheets, relational databases, and mapping applications;
- Methods for analyzing demographic change and economic structure;
- Writing to support planning and policy making;
- The effective design of supporting tables, figures, graphics, and maps.

Part 2 (UP508): The half semester (2 hour) course is designed to provide you with knowledge and skills around several primary data collection strategies that are often used by urban planners. While planners often rely upon secondary data sources to understand past and present conditions and to make recommendations about the future, at times additional data is needed to evaluate alternatives and inform the process of decision making. Within this class, you will become familiar with the following:

- The role of primary data and participatory practices within urban planning;
- Principles of survey design and analysis;
  - Population sampling principles and strategies
  - Validity of survey instruments
  - Survey design process
  - Descriptive and inferential analytical techniques for quantitative and qualitative responses
- Design, implementation, and analysis of focus groups;
- Ethics in carrying out participatory practices.
This course sequence entails learning by doing. In UP505, you will select a place in the United States, identify its region, and prepare two draft reports and one final professional-quality report. The first draft report, a demographic analysis, conveys an understanding of the place, including the region’s geography and demography. The second draft report, an economic analysis, describes the place and region’s labor market and economy. The final report integrates the demographic and economic analyses in a single overall profile of the place that links its current conditions to its history and economic and socio-demographic prospects. In UP508, you will then identify and focus in on a specific issue within the region and design a primary data collection strategy to inform regional decision-making around this issue. In the process of preparing the reports, you will learn data management, analysis, and other skills that are of great value in planning, public policy, and applied urban and regional research. To help you prepare to write your draft and final reports in UP505 and UP508, you will complete a series of five exercises in each course that introduce data, skills, and techniques gradually and that help you prepare crucial components of the draft and final reports which you will submit.

Professor Andrew Isserman’s paper, “Forecasting to learn how the world can work” lays out the overall perspective on analysis, forecasting, and planning underlying UP 505. Even if you are only taking UP508, I strongly encourage you to read and to re-read the paper and to revisit it often. Incidentally, the book in which the paper appears, Lew Hopkins' and Marisa Zapata's Engaging the Future: Forecasts, Scenarios, Plans, and Projects, is well worth reading and owning. It is full of contributions from people at Illinois or with close ties to Illinois (as well as other talented folks), and the papers in it explore various aspects of evidence-based, deliberative, and continuing planning processes, a perspective on plans and planning that is reflective of the work of many DURP faculty, students, and alumni.

Prerequisites
While there are no formal prerequisites for UP 505 and 508, these courses draw on concepts and theories covered in UP 504 (Urban History and Theory). If you are uncertain about your qualifications, please see me to discuss.

Schedule and Readings
The sequence of lectures and labs is designed to help you complete the exercises and reports. Mandatory reading assignments are few. Course resources including assignments, slide sets, recommended readings, and support materials are available in one convenient location on the course’s COMPASS 2g site (https://compass2g.illinois.edu). You are expected to tap the materials as needed to fill gaps in your knowledge about techniques, software, and concepts. You are also expected to seek out additional sources of information as necessary. Please note that the schedule is subject to change and new materials may be posted in order to provide you with additional guidance. Slide sets for lectures are normally posted on the day of the lecture (I reserve the right to learn new things up to the point at which I convey a set of concepts or techniques to you).
**Required Equipment**

**Data Storage**
You will want a secure place to store the data that you will be working with. The UIUC Box.net platform provides 50 gigabytes of free cloud-based storage space for your use (uofi.app.box.com). I recommend that you make use of this space or a similar storage site for your data and analysis in this class. Alternately, a thumb drive or a portable hard drive is a good investment for this class.

**Software**
This class devotes some instructional time to hands-on work with data. The DURP computer lab (TBH 227) contains computers equipped with all the software that you will need to complete course assignments. Many students may prefer to work on their own personal computers. DURP has a cloud computing application that will allow you to access DURP lab software from your personal computer (on or off campus). All software is available via the UIUC Webstore (webstore.illinois.edu) to be downloaded to your personal computer:

- Microsoft Office (we will use Excel and Access)
- ESRI ArcGIS 10.2
- SPSS
- Adobe Acrobat Professional (for converting documents to PDF for uploading)

Given our enrollment numbers, we will have to squeeze tightly into TBH Room 227 for our class lab sessions. Some students may wish to use their personal computer instead of working on one of the lab computers.

**Data Sources**
You will download large data files from the websites of several federal agencies. Primary data sources are the decennial census, the American Community Survey, the population estimates program, and County Business Patterns (CBP) from the U.S. Bureau of the Census, U.S. Department of Commerce; commuting data and the Regional Economic Information System (REIS), 1969-2006 from the Bureau of Economic Analysis, U.S. Department of Commerce; and Local Area Unemployment Statistics (LAUS) from the Bureau of Labor Statistics, U.S. Department of Labor, as well as data from the U.S. Department of Housing and Urban Development (HUD).
Assignments and Grading
Grading criteria include creativity and resourcefulness, technical competence, quality of writing and graphics. An “A” means outstanding work. A “B” means good, solid professional work. A “C” means that work needs some significant revision or rethinking. Improvement over time, assistance to fellow classmates, contributions to class, and other achievements may lead to adjustments in course grades. As often in professional practice, the product counts most. Your course grade will consist of the following assignments and exercises:

UP 505
- 20 Percent  
  Exercises 1-4 (5 percent each)
- 15 Percent  
  Report Draft Part 1, Demographic Analysis
- 15 Percent  
  Report Draft Part 2, Economic Analysis
- 50 Percent  
  Final Report, Place Profile

UP 508
- 25 Percent  
  Exercises 1-5 (5 percent each)
- 25 Percent  
  Draft Analysis and Strategy
- 50 Percent  
  Final Analysis and Strategy

All assignments should be submitted as a PDF file (unless otherwise noted in the assignment) via the course COMPASS 2g assignment dropbox by the time specified on the individual assignment. Late assignments will only be accepted with my prior written permission, and will be automatically graded down 5 points per day (starting from the specified time the assignment is due). The deadlines for your end of course assignments are hard deadlines- late assignments will not be accepted.

Your full participation and presence in all class sessions is expected. Excused absences will be granted on a case-by-case basis, but must be approved by me prior to the course session which you are absent from. For each course session that you are absent from (excluding excused absences) 2 percent will be deducted from your final course grade.

Honor Code and Learning Environment
The Illinois Student Code states: “It is the responsibility of the student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions.” Note that you are subject to the Honor Code, as well as procedures for addressing violations to the Code, regardless of whether you have read it and understand it. According to the Code, “ignorance is no excuse.”

To meet this standard in this course, note the following: in written work, all ideas (as well as data or other information) that are not your own must be cited. Note that ideas that require citation may not have been published or written down anywhere. While you are free—and indeed encouraged—to discuss assignments with your peers, all of your data collection, analysis, and writing should be your own. The consequence for violating these expectations may include receiving no credit for the assignment in question, and at the discretion of the instructor, may include automatic failure of the course.
The Department of Urban and Regional Planning (DURP) is committed to maintaining a learning environment that is rooted in the goals and responsibilities of professional planners. By enrolling in a class offered by the Department of Urban and Regional Planning, students agree to be responsible for maintaining an atmosphere of mutual respect in all DURP activities, including lectures, discussions, labs, projects, and extracurricular programs. See Student Code Article 1-Student Rights and Responsibilities, Part 1. Student Rights: §1-102.

Course Schedule
You will find a summary of our course schedule below. Please consult the course Compass site for a more detailed course schedule, including readings and assignments in PDF format.

UP 505 Course Schedule

1/20/2015  Overview, Goals and Assignments
1/22/2015  Lab: Mapmaking in ArcGIS
1/27/2015  Defining Regions
           Exercise 1 Due
1/29/2015  Lab: Analyzing Journey To Work Data
2/3/2015   Demographic Data Sources and Guides to Analysis
           Exercise 2 Due
2/5/2015   Lab: Working Session and Exercise 3 Q and A
2/10/2015  Reasoning With and Writing About Numbers and Data
           Exercise 3 Due
2/12/2015  Draft Report Part 1 Peer Review and Discussion
           Draft Report Part 1 Due 5pm, 2/13
2/17/2015  Economic Data Sources and Identifying Economic Specialization
2/19/2015  Analyzing Regional Economic Structure and Growth
2/24/2015  Lab: Working Session on Economic Analysis Using Swifty Shifty
           Exercise 4 Due
2/26/2015  Draft report Part 2 Peer Evaluation and Class Discussion
3/3/2015  Introduction to Projecting and Forecasting
Draft Report Part 2 Due 3/3 by 5pm
3/5/2014  Lab: Work time and advising
3/10/2015  Lab: work time and advising
3/12/2015  Course Wrap-up and Discussion
Final Report Due 3/16 by 5pm

UP 508 Course Schedule

3/17/2015  Course Overview and Introduction
3/19/2015  Primary and Secondary Data, Survey Process, Ethics
Exercise 1 Due: (3/20 by 5:00 pm)

Spring Break

3/31/2015  Primary Data Collection Strategies
Exercise 2 Due: (4/3 by 5:00pm)

4/2/2015  Sampling Strategies and Questionnaire Design

4/7/2015  Lab: Intro to SPSS
Lynda.com SPSS Tutorial (Part 1, Part 3, Part 4)

4/9/2015  No Class: Urban Affairs Association Conference

4/15/2015  Descriptive Analysis of Quantitative Data
Exercise 3 Due: (5:00 pm)

4/16/2015  Lab: Descriptive Analysis of Quantitative Data
Lynda.com SPSS Tutorial (Part 5)
Draft Analysis Due (4/17 by 5:00 pm)
4/21/2015  Analysis of Qualitative Data
Lynda.com SPSS Tutorial (Part 6)
Exercise 4 Due (5pm)

4/23/2015  Lab: Analysis of Qualitative Data

4/28/2015  Using Primary Data to Inform Decision-Making
Exercise 5 Due (5pm)

4/30/2015  Lab: Independent Work Day

5/5/2015  Course Wrap-Up and Discussion
Final Proposal Due: May 11, 2015 at 5pm