Syllabus for SOC 3325 Social Research & Data Analysis (Fall 2017)

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(Use “SOC Res” in subject line)

Campus Office Hours:  
MWF 12-12:50pm,  
MW 9:30-10am & 2-2:50  
Online [Via BB] 4 hours T 9a-1 pm  
& By Appointment if necessary  
Virtual Contact: BB Forum or Email

COURSE DESCRIPTION

A review of the methods of social research, including both qualitative and quantitative approaches (with a brief introduction to elementary statistics, data analysis, and research software).

REQUIRED TEXTS AND MATERIALS

Methodological Thinking: Basic Principles of Social Research Design 2e by Donileen R. Loseke  

Note: Be aware that we may not cover every part of every chapter. I would like to allow you time to read some interesting articles, watch relevant videos, interact with data sets, and discuss your research questions.

OTHER REQUIRED MATERIALS

- Computer with MAC or Windows Operating System  
- High Speed Internet Access  
- Ethernet adapter cable highly recommended (wireless connections can drop during exams)  
- Webcam (esp. for exams)

STUDENT LEARNING OUTCOMES

<table>
<thead>
<tr>
<th>Student Learning Outcome</th>
<th>Assignment(s) or activity(ies) best validating outcome achievement:</th>
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</thead>
</table>
|                          | 1 & 2 Text, Videos, Articles  
1. Gaining factual knowledge | 3 & 5 Homework, Exams  
2. Learning fundamental principles, generalizations, or theories | 4 & 6 Learning Modules  
3. Learning to apply course material  
4. Developing skill in expressing oneself orally or in writing  
5. Learning how to find and use resources for answering questions or solving problems  
6. Learning to analyze and critically evaluate ideas, arguments, and points of view |
TEACHING STRATEGIES

- Students are encouraged to stay current on the readings and turn assignments in on time. This will benefit them and others as they seek to participate meaningfully in the course.
- Students are expected to be “active learners.” It is a basic assumption of the instructor that students will be involved (beyond the materials and lectures presented in the course) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and experiences with their peers.
- Students are asked to seek help early if they have problems, questions, or concerns during the semester. Every student has something unique to offer to the discourse. If students don’t come to class or refuse to engage others while in class, that decreases the diversity of the dialog for everyone.

GRADING SYSTEM

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes. The following grading scale is in use for this course:

- A = 500-450 points
- B = 400-449 points
- C = 350-399 points
- D = 300-349 points
- F = 0-299 points (Grades are not rounded up)

EVALUATION AND GRADES

Graded assignments, activities and percent of the overall course grade:

<table>
<thead>
<tr>
<th>ASSIGNMENT</th>
<th>POINTS</th>
<th>% OF GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-3 Tests</td>
<td>150</td>
<td>30%</td>
</tr>
<tr>
<td>Homework</td>
<td>200</td>
<td>40%</td>
</tr>
<tr>
<td>Research Paper</td>
<td>150</td>
<td>30%</td>
</tr>
<tr>
<td>TOTAL COURSE GRADE</td>
<td>500</td>
<td></td>
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</tbody>
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ASSIGNMENT/ACTIVITY DESCRIPTIONS

- **Learning Modules/Textbook** are designed to give you an opportunity to learn, engage, clarify, and grapple with the basic concepts & principles of sociological research methodology.

- **Videos/Articles/PPTs** are presented to help clarify and enrich your understanding of sociological research methods.

- **Homework** is designed to make you think critically about how course concepts relate to one another and to you. What forces have shaped who you are, what you believe, and how you live? How might your perspective differ from others? Do you strongly agree or disagree with this or that statement? Explain why you (dis)agree and support your own statements with good data, not just personal experience.

- **Exams** are designed to test your competence in the essential concepts & principles of sociological research methods AND your ability to apply those concepts & principles to real world questions. These are open-book.
COMMUNICATING WITH THE PROFESSOR
In most cases, Dr. Simpson will respond to your email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

Written communication via Blackboard: There is a discussion on the forum to ask questions.

Written communication via email: All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. Please start your subject line with “SOC Res” so your message does not get buried. I can search by that term instead of sifting through 300-400 emails.

STUDENT RESPONSIBILITY & ATTENDANCE
Students are expected to engage in course activities and submit work by due dates and times. The hope is that students will make substantive contributions which reflect integration of assigned materials as well as any outside readings as appropriate. Scholarly contribution is an expectation. For planning purposes, this class will probably require a minimum of 6-9 study hours per week on average.

ASSIGNMENT SUBMISSION
In this class, you must complete all of your work (except in-class exams) online through forum entries, Turnitin assignment submissions, or Blackboard practice quizzes. It is your responsibility to use a reliable computer (especially for quizzes) with a reliable connection and give yourself plenty of time to avail yourself of the multiple attempts offered. Since you have 2 attempts for tests and plenty of time to make forum entries, issues with technology should not affect your progress in this course. If a technology issue does occur that affects your progress, and you did not wait until the last minute to start a test or assignment, email the professor at shirley.simpson@angelo.edu explaining the issue. Attach a copy of the forum message you are trying to submit and/or a screen capture of any quiz-related error messages received if you have one. The professor is not under any obligation to reset quizzes.

Testing via Respondus™ Monitor
Access to quizzes and exams will be through Respondus™ Lockdown Browser and will be video recorded via Respondus™ Monitor Use of another electronic device is prohibited.

There are two practice quizzes: a) one is a Webcam test and b) a short 10 question practice quiz over ASU trivia that is not graded. These tools will be available to the student to assure accessibility. Students are highly encouraged to go through these practice quizzes in advance of taking a graded quiz. This process will allow you to become familiar with the technology associated with testing and improve the testing environment. These quizzes, instructional videos, and more information regarding Respondus Monitor can be found under the Respondus Monitor Help tab in your Blackboard course.

As you may know, Respondus Monitor is a companion tool to Respondus LockDown Browser. Monitor is a tool to proctor the online exam. Here is some more information regarding Respondus LockDown Browser and Monitor:

http://www.respondus.com/products/lockdown-browser/

LATE WORK OR MISSED ASSIGNMENTS POLICY

Homework & Online Tests: Late work will not be accepted. Missing homework or online quizzes/exams grades will convert to a zero after the deadline. Do not wait until the last minute to upload assignments or take exams. If something goes wrong, I can’t help you.

In-Class Exams: If you miss an In-Class Exam AND you have written documentation that the absence was unavoidable, you MUST do a make-up exam within 7 days of the absence or the grade will convert to a zero. Please be advised that you are only allowed to make-up ONE In-class exam. More than that defeats the purpose of in-class exams.

PROBLEM WITH A BLACKBOARD GRADE?

Check your grades regularly. If you do not have a score within a week of submission, receive a zero on an assignment you completed, or get a score you think is in error, please do NOT wait until the end of the semester to point it out. Send an email to me so I can check it for you.

Note: Since most of your assignments in this course will be digitally submitted, it is highly unlikely you will find errors on graded homework or tests.

GENERAL POLICIES RELATED TO THIS COURSE

All students are required to follow the policies and procedures presented in the following documents:

- Angelo State University Student Handbook located on the ASU website http://www.angelo.edu/student-handbook/
- ASU Undergraduate Catalog located on the ASU website https://www.angelo.edu/content/files/16795-201213-undergraduate-catalog

ACADEMIC HONESTY

Academic honesty is expected on all work. Students are expected to maintain complete honesty and integrity in their online experiences. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The Psychology & Sociology Department adheres to the academic honesty statement as set forth in the Angelo State University Student Handbook (2011-2012) http://www.angelo.edu/student-handbook/code-of-student-conduct/misconduct.php. The University "faculty expects all students to engage in all academic pursuits in a manner that is above reproach and to maintain complete honesty and integrity in the academic experience both in and out of the classroom setting and may initiate disciplinary proceedings against a student accused of any form of academic dishonesty, including but not limited to, cheating on an examination or other academic work, plagiarism, collusion, and the abuse of resource materials."

PLAGIARISM

Plagiarism at ASU is a serious topic. The Angelo State University’s Honor Code gives specific details on plagiarism and what it encompasses. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word for word without quotation marks and the source of the quotation. We use the APA Style Manual of the American Psychological Association as a guide for all writing assignments. Quotes should be used sparingly. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list. Papers are subject to be evaluated for originality via Bb Safe Assignment or Turnitin. Resources to help you understand this policy better are available at the ASU Writing Center http://www.angelo.edu/dept/writing_center/academic_honesty.php.
STUDENTS WITH DISABILITIES
1. “Angelo State University is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), and subsequent legislation.”

2. The Office of Student Affairs is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student’s responsibility to initiate such a request by contacting the Office of Student Affairs, University Center, Room 112 at (325) 942-2047 or (325) 942-2211 (TDD/FAX) or by e-mail at studentservices@angelo.edu to begin the process. The Office of Student Affairs will establish the particular documentation requirements necessary for the various types of disabilities.

Reasonable accommodations will be made for students determined to be disabled or who have documented disabilities.

INCOMPLETE GRADE POLICY (OP 10.11 Grading Procedures)
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required.

STUDENT ABSENCE FOR OBSERVANCE OF RELIGIOUS HOLY DAYS
“A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence.” Please see ASU Operating Policy 10.19.

COPYRIGHT POLICY
Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

SYLLABUS CHANGES
The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student’s responsibility to look for such communications about the course on a daily basis.

COURSE SCHEDULE
A weekly/daily schedule of all class activities, reading assignments, due dates, exam dates, and so forth will be given to students during the first week of class. It will also be uploaded to the course website for easy access.