I. Instructor: Christopher M. Shar, Ph.D., M.S.W., M.S.

Email: christopher.shar@angelo.edu
Phone: (325) 486-6426
Office: Health and Human Services Building, Office 224R
Office Hours: Tuesdays, Wednesdays, Thursdays, and Fridays 10:00 a.m. to 2:00 p.m.
Live WebEx Sessions: Tuesdays 3:00 to 4:00 p.m.

II. Course Information

Course Description
3357 Social Work Research Methods II (3-0). Presentation of selected statistical methods used in scientific inquiry, program evaluation, and knowledge of how statistical analysis informs social work practice. Focuses on the skills related to statistical analysis, interpretation, and application. Ethical, cultural, and professional value considerations in statistical analysis are emphasized.

Statement on Required Use of Masks/Facial Coverings by Students in Class at Angelo State University

As a member of the Texas Tech University System, Angelo State University has adopted the mandatory Facial Covering Policy to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

Statement on Food and Drink in the Health and Human Services Bldg.

Due to COVID-19, there will no food or drink allowed in any classrooms, seminar rooms, or public gathering areas in the Health and Human Services building until further notice. The only exception to this policy is a student may have bottled water or water in a container that able to be sealed and not spill or leak.
Course Credits
3 semester credit hours

Prerequisite and Co-requisite Courses
SWK 3355

Prerequisite Skills
Accessing Internet websites, working knowledge of the APA’s writing style, using ASU Library resources, using Blackboard, and proficiency with Microsoft Word, Excel, and PowerPoint are expectations of the course.

Program Outcomes
Competency 4: Engage In Practice-informed Research and Research-informed Practice
Social workers understand quantitative and qualitative research methods and their respective roles in advancing a science of social work and in evaluating their practice. Social workers know the principles of logic, scientific inquiry, and culturally informed and ethical approaches to building knowledge. Social workers understand that evidence that informs practice derives from multi-disciplinary sources and multiple ways of knowing. They also understand the processes for translating research findings into effective practice.

Student Learning Outcomes

<table>
<thead>
<tr>
<th>Student Learning Outcome</th>
<th>Assignments and Activities Validating Outcome Achievement</th>
<th>Mapping to Program Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Competency 4: Engage in Practice-informed Research and Research-informed Practice</td>
<td>Discussion boards; exams; peer-reviewed journal article summaries; program evaluation proposal</td>
<td>Understand quantitative and qualitative research methods and their respective roles in advancing a science of social work and in evaluating practice; know the principles of logic, scientific inquiry, and culturally informed and ethical approaches to building knowledge</td>
</tr>
</tbody>
</table>

Course Delivery
This is an online course offering. The course will be delivered via the Blackboard Learning Management System. The course site can be accessed at ASU’s Blackboard Learning Management System.
Required Texts and Materials


IBM SPSS Statistics Grad Pack 27.0 STANDARD DOWNLOAD
- 6-month license – Windows or Mac
- There are several vendors for students from which you can purchase the 6-month license. All are currently about $50.00.
- Most of these sites can be found at IBM’s website: [https://www.ibm.com/products/spss-statistics-gradpack/details](https://www.ibm.com/products/spss-statistics-gradpack/details).
- Students are responsible for purchase, download, and installation of the software. If difficulties with download and installation occur, contact the vendor’s technical support for assistance.

Note: All assignments submitted in this course are to be written in strict accordance with the *Publication Manual of the American Psychological Association* (7th ed.). If you do not already own the *Publication Manual*, this is a required text.

Technology Requirements
You will need access to Blackboard, Angelo State University’s learning platform. Access to examinations will be through Respondus™ Lockdown Browser and will be video recorded via Respondus™ Monitor. Use of another electronic device is prohibited.

If you have any technical problems associated with the test (i.e. webcam problems, lock down browser problems) you should contact the IT Department. The IT Service Department is open M-F from 8-5 and the number is (325) 942-2911. If you call any time after 5:00 p.m. or on the weekend, you may not receive assistance until the following weekday, so please plan accordingly.

To participate in one of ASU’s distance education programs, you need this technology:
- A computer capable of running Windows 7 or later or Mac OS 10.8 or later.
- The latest version of Firefox or Safari web browser.
- Microsoft Office or a compatible software package.
- Adobe Acrobat Reader.
- High speed Internet access.
- An Ethernet adapter cable is required for online exams using Lockdown Browser. Wireless connections can drop during exams and also during online WebEx discussions.
- Webcam with microphone.
- Respondus Monitor and LockDown Browser software (available for download from the Technology Support tab in Blackboard).
Communication

All communication (email or phone) typically receives a response within 24 hours at the latest. Messages sent on weekends and evenings may receive a longer wait for responses than during morning or afternoon hours during the week. Email received after 6:00 p.m. may not be addressed until the following morning.

Ask questions and participate in all opportunities for course discussion. Graduate learning is dependent upon your synthesis of the material with your existing knowledge base. Active learning improves student outcomes as demonstrated by a well-established evidence base.

Utilize office hours as needed. If in-person office hours are inconvenient, I am happy to make an appointment to speak via phone, or through Webex, Zoom, or Blackboard Collaborate at a time convenient to both of our schedules. I encourage all students to take advantage of access as a resource for any and all course-related questions and concerns.

All course-related communication must be conducted in a civil, polite, professional manner. This encompasses any and all in-class, email, discussion board, or online communication. Individuals who violate this guideline will receive one (1) warning. Further violations will result in a failing grade for the course and possible expulsion from the MSW program [based on the severity and circumstances of the incident(s)].

Written communication via email: All e-mail will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line.

Virtual communication: Office hours and/or advising may be done via telephone, WebEx, email, etc.

III. Grading

Evaluation and Grades

Course grades will be determined as indicated in the table below.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Percent/Points of Total Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly WebEx Discussions &amp; Q&amp;A</td>
<td>10</td>
</tr>
<tr>
<td>Examinations</td>
<td>60</td>
</tr>
<tr>
<td>Exercises</td>
<td>30</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

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 = 90 to 100  B = 80 to 89  C = 70 to 79  D = 60 to 69
F = 59 and below
Teaching Strategies
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 clinical experiences with their peers.

Assignment and Activity Descriptions
Weekly WebEx Discussions and Q&A 10%
Weekly live online sessions will be held for students to ask questions about course material and to review the weekly readings and SPSS assignments. Attendance will be taken and students must log in via computer (no call-ins). Students are expected to have read course materials and bring questions.

Examinations 60%
There will be two (2) online, closed book exams in this course. Each of these examinations is worth 30% of your total course grade. You may have two attempts for each exam.

Exercises 30%
Student will be asked to complete various statistical exercises throughout the course using the Statistical package for the Social Sciences (SPSS).

Assignment Submission
All assignments MUST be submitted through the appropriate links on the Blackboard site. This is for grading, documenting, and archiving purposes. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, email me to inform me of the issue at Christopher.shar@angelo.edu and attach a copy of what you are trying to submit. Please contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab to report the issue. This lets your faculty know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. Once the problem is resolved, submit your assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work.

Late Work or Missed Assignments Policy
The course is set up on weekly modules. The week begins on Monday and ends on Sunday. Due dates are shown on the syllabus’ tentative schedule and posted within Blackboard. If changes are made to the due date, this will be posted on Blackboard and an email will be sent to the class. Failure to submit your assignments on the assigned date will result in a 5-point deduction for each day after the posted deadline. No papers or postings will be accepted more than 5 days past the assigned due date. Make-up examinations will be considered on a case-by-case basis and will only be allowed for university approved absences.

IV. General Policies Related to This Course
All students are required to follow the policies and procedures presented in these documents:

- Angelo State University Student Handbook
- Angelo State University Catalog
- Angelo State University Honor Code
- Angelo State University Statement of Academic Integrity
Student Responsibility and Attendance

The majority of this class is asynchronous, meaning you do not have to be on-line at a certain time. There are readings which you will have to complete to be able to adequately participate in individual and group assignments. There is also a weekly synchronous online discussion and Q&A session for which attendance will be taken and will constitute part of the overall grade. In order to complete this course successfully, students must participate in all course activities. 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.

Accommodations for Students with Disabilities

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 of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website. The employee responsible for reviewing and authorizing accommodation requests is Ms. Dallas Swafford, Director of Student Disability Services. Her office phone number is (325) 942-2047 and her University email address is dallas.swafford@angelo.edu.

Title IX

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manners:

- Online – www.angelo.edu/incident-form
- Face-to-Face – Mayer Administration Building, Room 210
- Phone – (325) 942-2022
- Email – michelle.boone@angelo.edu
Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State University’s policy, please visit ASU’s Title IX webpage.

**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. See ASU Operating Policy 10.19: Student Absence for Observance of Religious Holy Day for more information.

**Incomplete Grade Policy**

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. See ASU Operating Policy 10.11: Grading Procedures for more information.

**Academic Integrity**

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from Angelo State University. The Archer College of Health and Human Services adheres to the Statement of Academic Integrity.

**Plagiarism**

Plagiarism is a serious topic covered in ASU’s Academic Integrity Policy in the Student Handbook. 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. 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 Turnitin. Please consult the ASU Writing Center’s Academic Honesty resources for more information.

**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 on a daily basis.

**Student Evaluation of Faculty and Course**

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them.
Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs, and clinical experiences.

Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

**Tentative Course Schedule**

<table>
<thead>
<tr>
<th>Week and Dates</th>
<th>Week Topic, Assignments, and Assignments Due</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week One</strong></td>
<td></td>
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</tbody>
</table>
| 01/25 through 01/29     | **Topic:** Course Introduction  
**Readings:** Statistics for Social Workers - Chapter 1  
SPSS Demystified - Chapter 1  
**Assignments Due:** Syllabus and Course Readings |
| **Week Two**            |                                                                                                               |
| 02/01 through 02/05     | **Topic:** Frequency Distributions and Graphs  
**Readings:** Statistics for Social Workers – Chapter 2  
SPSS Demystified – Chapter 2 and 3  
**Assignments Due:** SPSS Demystified Exercises – Chapter 2 |
| **Week Three**          |                                                                                                               |
| 02/08 through 02/12     | **Topic:** Measures of Central Tendency  
**Readings:** Statistics for Social Workers – Chapter 3  
SPSS Demystified – Chapter 2  
**Assignments Due:** SPSS Demystified Exercises – Chapter 3 |
| **Week Four**           |                                                                                                               |
| 02/15 through 02/19     | **Topic:** Normal Distributions and Reliability  
**Readings:** Statistics for Social Workers – Chapter 4  
SPSS Demystified – Chapter 4  
**Assignments Due:** SPSS Demystified Exercises – Chapter 4 |
| **Week Five**           |                                                                                                               |
| 02/22 through 02/26     | **Topic:** Hypothesis Testing and Sampling Distributions  
**Readings:** Statistics for Social Workers – Chapter 5 and 6  
SPSS Demystified Exercises – Chapter 5 |
| **Week Six**            |                                                                                                               |
| 03/01 through 03/05     | **Topic:** t-Tests and the One-Sample t-Test  
**Readings:** Statistics for Social Workers – Chapter 7  
SPSS Demystified – Chapter 5  
**Assignments Due:** SPSS Demystified Exercises – Chapter 5 |
| **Week Seven**          |                                                                                                               |
| 03/08 through 03/12     | **Topic:** The Independent t-Test and the Dependent t-Test  
**Readings:** Statistics for Social Workers – Chapter 7  
SPSS Demystified – Chapter 5  
**Assignments Due:** SPSS Demystified Exercises – Chapter 5 |
<table>
<thead>
<tr>
<th>Week and Dates</th>
<th>Week Topic, Assignments, and Assignments Due</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week Eight</strong></td>
<td><strong>Topic:</strong> Examination One</td>
</tr>
<tr>
<td>03/15 through 03/19</td>
<td><strong>Opens:</strong> Wednesday, March 17th, 9:00 a.m. CST</td>
</tr>
<tr>
<td></td>
<td><strong>Closes:</strong> Friday, March 19th, 9:00 p.m. CST</td>
</tr>
<tr>
<td></td>
<td><strong>Notes:</strong> Closed book, two attempts, covering Weinbach textbook Chapters 1 through 7</td>
</tr>
<tr>
<td><strong>Week Nine</strong></td>
<td><strong>Topic:</strong> Analysis of Variance (ANOVA) and the One-Way Between Subjects ANOVA</td>
</tr>
<tr>
<td>03/22 through 03/26</td>
<td><strong>Readings:</strong> Statistics for Social Workers - Chapter 7, SPSS Demystified - Chapter 8</td>
</tr>
<tr>
<td></td>
<td><strong>Assignments Due:</strong> SPSS Demystified Exercises – Chapter 8</td>
</tr>
<tr>
<td><strong>Week Ten</strong></td>
<td><strong>Topic:</strong> The One-Way Within Subjects ANOVA and the One-Between-One-Within Subjects ANOVA</td>
</tr>
<tr>
<td>03/29 through 04/02</td>
<td><strong>Readings:</strong> SPSS Demystified – Chapters 10 and 11, SPSS Demystified Exercises – Chapters 10 &amp; 11</td>
</tr>
<tr>
<td><strong>Week Eleven</strong></td>
<td><strong>Topic:</strong> The Two-Way Between Subjects ANOVA</td>
</tr>
<tr>
<td>04/05 through 04/09</td>
<td><strong>Readings:</strong> SPSS Demystified – Chapter 9, SPSS Demystified Exercises – Chapter 9</td>
</tr>
<tr>
<td><strong>Week Twelve</strong></td>
<td><strong>Topic:</strong> The Independent t-Test and the Dependent t-Test</td>
</tr>
<tr>
<td>04/12 through 04/16</td>
<td><strong>Readings:</strong> Statistics for Social Workers – Chapter 7, SPSS Demystified – Chapter 5, SPSS Demystified Exercises – Chapter 5</td>
</tr>
<tr>
<td><strong>Week Thirteen</strong></td>
<td><strong>Topic:</strong> The Chi-Square Test of Association/Independence</td>
</tr>
<tr>
<td>04/19 through 04/23</td>
<td><strong>Readings:</strong> Statistics for Social Workers – Chapter 8, SPSS Demystified – Chapter 16, SPSS Demystified Exercises – Chapter 16</td>
</tr>
<tr>
<td><strong>Week Fourteen</strong></td>
<td><strong>Topic:</strong> The Chi-Square Goodness of Fit Test</td>
</tr>
<tr>
<td>04/26 through 04/30</td>
<td><strong>Readings:</strong> SPSS Demystified – Chapter 15, SPSS Demystified Exercises – Chapter 15</td>
</tr>
<tr>
<td><strong>Week Fifteen</strong></td>
<td><strong>Topic:</strong> The Chi-Square Test of Association/Independence</td>
</tr>
<tr>
<td>05/03 through 05/07</td>
<td><strong>Readings:</strong> Statistics for Social Workers – Chapter 8, SPSS Demystified – Chapter 16, SPSS Demystified Exercises – Chapter 16</td>
</tr>
<tr>
<td>Week and Dates</td>
<td>Week Topic, Assignments, and Assignments Due</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------------------------------------------------------------------</td>
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</tbody>
</table>
| Week Sixteen – Finals Week 05/10 through 05/14 | Topic: Examination Two  
Opens: Monday, May 10th, 9:00 a.m. CST  
Closes: Wednesday, May 12th, 9:00 p.m. CST  
Notes: Closed book, two attempts, covering Weinbach textbook Chapters 8 through 11 |

VI. Referenced Hyperlinks

ASU Blackboard LMS  
https://blackboard.angelo.edu

ASU Catalog  
https://www.angelo.edu/content/files/26596-2019-2020-graduate-catalog-archive

ASU Distance Education  
https://www.angelo.edu/online-education/index.php

ASU Honor Code  
https://www.angelo.edu/dept/writing_center/academic_honesty/php

ASU Operating Policy 10.19: Student Absence for Observance of Religious Holy Day  
https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of

ASU Statement of Academic Integrity  
https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php

ASU Student Handbook  
https://www.angelo.edu/student-handbook/

ASU Title IX webpage  
https://www.angelo.edu/TitleIX

ASU Writing Center’s Academic Honesty resources  
https://www.angelo.edu/dept/writing_center/academic_honesty.php

Student Disability Services website  
https://www.angelo.edu/ADA