

Department of Social Work and Sociology
SWK 3355: Social Work Research Methods I
Fall Semester 2022 – Section D10



I. Instructor: Dr. Christopher M. Shar

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Office Hours: M-W-F 10:00 a.m. to 1:00 p.m. and by appointment

II. Course Information

Course Dates, Times, and Location

Summer Semester, 2022 – July 11th through August 12th, 2022

Voluntary Online Q & A – Tuesdays 4:00 p.m. to 5:00 p.m. (Voluntary sessions provide time for students to ask questions about material that may be confusing or problematic. Sessions will be recorded and posted for those who are not able to attend. Content is solely based on the questions students bring to these sessions.)

Course Description

This course presents the methods and procedures used in scientific inquiry as well as practice and program evaluation. The structure of material follows the cycle of how scientific evidence informs social work practice and how social work practice informs scientific evidence. The skills related to conducting research and practice evaluation are of primary focus. Ethical, cultural, and professional value considerations in the research process are also emphasized.

Course Credits

3

Prerequisites

Formal admission to the BSW program and SWK 2307

Prerequisite Skills

This course requires students to have an existing understanding of the values, ethics, skills, and knowledge base of the profession as well as the general intervention model and how to apply it to social work practice.

General skill-based requirements of this course include: basic computer proficiencies (e.g., accessing Internet websites, using online and on-campus library resources, and familiarity with Microsoft Office programs) and the ability to understand and apply the formatting and style guidelines of the **Publication Manual of the American Psychological Association** (7th ed.).

Student Learning Outcomes

Student Learning Outcome By completing all course requirements, students will be able to do the following	Assignments and Activities Validating Outcome Achievement	Mapping to Program Outcomes
Competency 4: Engage in Practice-informed Research and Research-informed Practice	Exams; journal article summaries; research proposal	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
Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities	Exams; journal article summaries; research proposal	Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks to engage with clients and constituencies
Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities	Exams; journal article summaries; research proposal	Apply knowledge of human behavior and the social environment, person-in-environment, and other multidisciplinary theoretical frameworks in the analysis of assessment data from clients and constituencies
Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities	Exams; journal article summaries; research proposal	Use inter-professional collaboration as appropriate to achieve beneficial practice outcomes
Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities	Exams; journal article summaries; research proposal	Apply evaluation findings to improve practice effectiveness at the micro, mezzo, and macro levels

Course Delivery

This section of SWK 3355: Social Work Research Methods I is an online course with learning resources and supplemental materials posted in Angelo State University's Blackboard Learning Management System, which can be accessed at [ASU's Blackboard System](#).

Required Texts and Materials

Yegidis, B. L., Weinbach, R. W., & Myers, L. L. (2018). *Research methods for social work* (8th ed.). Pearson. ISBN: 97800134512563

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). American Psychological Association. ISBN: 9781433832178 (spiralbound)

Recommended Texts

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

To successfully complete this course, students **must** have access to the following devices, software, and services:

- A computer capable of running Windows (7 or later), or Mac OSX (10.8 or later)
- The latest version of Microsoft Edge, Mozilla Firefox, or Mac Safari web browsers
- Microsoft Office Suite (or a compatible Open Office Suite)
- Adobe Acrobat Reader (or similar PDF reader)
- High Speed Internet access and an Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- 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 48 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. Emails received after 6:00 p.m. may not be addressed until the following morning.

Ask questions and participate in all opportunities for course discussion. Undergraduate 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 communication (i.e., email, Flip posts, and WebEx discussions). 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 BSW program** [based on the severity and circumstances of the incident(s)].

III. Grading

Evaluation and Grades

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

<i>Course Assignments</i>	<i>Percentage of Total Grade</i>
<i>Flipgrid Collaboration Groups</i>	20%
<i>Examinations</i>	40%
<i>Research Proposal</i>	40%
Total	100%

Grading System

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

Grading Scale

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

Rubrics for all assignments and activities are located on the Blackboard course website.

Flip Collaboration Groups

20%

Students will be assigned to groups in which they will work collaboratively throughout the semester. Collaboration groups are meant to foster student communication and discussion about the material that might be difficult, unclear, and/or confusing. Participation will include weekly video posts and responses to group members. Students will grade one another on their overall semester participation in their collaboration groups. More information and group assignments can be found on the Blackboard course site.

Research Proposal

40%

Students will write a proposal for either a practice or a program that contains the following elements:

- A description of the practice or program to be evaluated
- A rationale for the evaluation to be conducted
- A competent literature review
- A discussion of proposed evaluation methods (including sampling, instrumentation, and analysis)
- A proposed timeline and proposed budget to conduct the evaluation

A more detailed description of the assignment can be found on the Blackboard course website.

Examinations

40%

Three timed exams will be administered over the course of the semester. Each exam will cover materials from the textbook, class assignments, and video lectures. A more detailed description of the assignment can be found on the Blackboard course website. Exams are NOT cumulative in terms of the material they cover. However, it is important to note that concepts build upon one another; understanding of later concepts requires understanding of initial ones.

Assignment Submission

All assignments **MUST** be submitted through the Assignments links on the Blackboard site. This is for grading, documenting, and archiving purposes. Emailed submissions will **NOT** be accepted unless prior arrangements have been made with the instructor.

Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, you must complete all of the following steps in order to receive credit for your assignment submission.

1. Email me at my ASU email address (christopher.shar@angelo.edu) and attach a copy of what you are trying to submit. This lets me know that you completed the assignment on time and are just having problems with the online submission feature in Blackboard.
2. **Next, you must contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab in Blackboard to report the issue.** If you do not contact the IT Service Center and receive an email that acknowledges the receipt of your report, **your submission will not be accepted.** This receipt will be forwarded to me as proof of the Blackboard submission issue.
3. 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.

Note: All assignments, including the outline for the policy presentation, must be written in accordance with the *Publication Manual of the American Psychological Association* (7th ed.).

Late Work or Missed Assignments Policy

Late assignments are not accepted. Accommodations **may** be made on a case-by-case basis, but **only for extreme circumstances** of University-approved or instructor-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

This section of SWK 3355: Social Work Research Methods is taught in online format. It is especially important for you to be a motivated and active learner to succeed in this course. In order to complete this course successfully, **you must participate in all course activities**. This includes reading and studying the textbook. Students are expected to engage in course assignments and submit work on or before the assignment's deadline. Grades are dependent in part on students' abilities to make **substantive contributions** reflecting an integration of course-related material. **Scholarly contribution** is an expectation. Generally, you should expect to spend a **minimum** of six to nine hours of studying the assigned readings, completing course assignments, and consuming other course-related material.

As an undergraduate student, you are expected to read all of the assigned chapters and watch each of the video lectures to be adequately prepared for satisfactory completion of course assignments and exams.

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 Miller, 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.miller@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 previously produced work, ideas, etc., and presenting it as new. 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 the student's responsibility to be aware of what plagiarism is, including **self-plagiarism**. 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, Blackboard SafeAssign, or similar software. 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.

V. Tentative Course Schedule

<i>Week/Dates</i>	<i>Topics, Required Readings, and Assignments</i>
Week 1 07/11 to 07/15	<p><i>Themes:</i> Introduction to Social Work Research Social Science Research Ethics Hypotheses – Formulation and Assessment</p> <p><i>Readings:</i> Syllabus Chapters 1, 2, 3, and 14 of the textbook</p> <p><i>Assignments:</i> Read the chapters, review the PowerPoint slides, watch the video lectures, and post to the Flip group</p>

Week/Dates Themes, Required Readings, and Assignments	
<p>Week 2 07/18 to 07/22</p>	<p>Themes: Starting the Research Process Typical Practitioner Research: Practice and Program Evaluation</p> <p>Readings: Chapters 4, 5, 7, and 8 of the textbook</p> <p>Assignments: Read the chapters, review the PowerPoint slides, watch the video lectures, and post to the Flip group</p> <p>Examination One opens on Thursday, July 21, and closes on Sunday, July 24 (Chapters 3, 4, and 5 of the textbook)</p>
<p>Week 3 07/25 to 07/29</p>	<p>Themes: Steps to Perform Data Gathering</p> <p>Readings: Chapters 9, 10, and 11 of the textbook</p> <p>Assignments: Read the chapters, review the PowerPoint slides, watch the video lectures, and post to the Flip group</p> <p>Examination Two opens on Thursday, July 28, and closes on Sunday, July 31 (Chapters 7, 8, and 9 of the textbook)</p>
<p>Week 4 08/01 to 08/05</p>	<p>Themes: Analyzing the Data, Interpreting the Results, and Disseminating the Findings</p> <p>Readings: Chapters 12, 13, and 14</p> <p>Assignments: Read the chapters, review the PowerPoint slides, watch the video lectures, and post to the Flip group</p> <p>Examination Three opens on Thursday, August 4, and closes on Sunday, August 7 (Chapters 10, 11, and 12 of the textbook)</p>
<p>Week 5 08/08 to 08/12</p>	<p>Theme: Tying Everything Together with the Research Proposal</p> <p>Assignments: Review the chapters and course material necessary to address and complete the Research Proposal</p> <p>Research Proposal due Wednesday, August 10, by 5:00 p.m. via Blackboard</p>

VI. List of Hyperlinks Referenced Within This Syllabus

ASU Blackboard LMS

<https://blackboard.angelo.edu>

ASU Catalogs (Undergraduate and Graduate)

<https://www.angelo.edu/academics/catalog/>

ASU Honor Code

<https://www.angelo.edu/forms/pdf/honorcode5.pdf>

ASU Operating Policy 10.19: Student Absence for Observance of Religious Holy Day

<https://www.angelo.edu/live/files/14206-op-1019-student-absence-for-observance-of>

ASU Statement of Academic Integrity

<https://www.angelo.edu/live/files/27603-student-handbook-2020-21#page=96>

ASU Student Handbook

<https://www.angelo.edu/current-students/student-handbook/>

ASU Title IX webpage

<https://www.angelo.edu/current-students/title-ix/>

ASU Writing Center's Academic Honesty resources

https://www.angelo.edu/current-students/writing-center/academic_honesty.php

Student Disability Services website

<https://www.angelo.edu/current-students/disability-services/>