**COURSE SYLLABUS:  Introduction to Social Research**
**SOCIOLOGY 331.01W**
**Fall, 2016**

**Instructor: Janet Ward**
**Instructor: Class Time:**   online

**Office Location:** Social Sciences 210

**Office Hours:**

**Office Phone:** 903-886-5332

**Office Fax:** 903-886-5330

**University Email Address:**

**Course website:**  http://online.tamuc.org  **[try this if the MyLeo portal is down]**

| COURSE INFORMATION |
|---|

**Materials – Textbooks, Readings, Supplementary Readings:**



*Textbook, Required***:**
 1]    Dixon, J., R. Singleton, and B. Straits. (2015). The Process of Social Research.
        New York:Oxford University Press. ISBN: 978-0199946754

**Course Description:**
     An introduction to the process, logic and skills of social science research inquiry.  The
     range of research designs, their strengths and weaknesses and the specific research tools
     needed for the collection of sociological data, and introductory analytical techniques are

examined.  Required of all majors and a prerequisite for Sociology 332 (Intermediate Methods of Sociological Analysis).

**Student Learning Outcomes:**
1.   Students will demonstrate their **comprehension** of major concepts and methodological techniques through scores on objective quizzes.
2.   Students will demonstrate their **comprehension** of using the library databases to gain access to peer reviewed literature
3.   Students will demonstrate their **comprehension** of citing peer-reviewed literature according to APA format
4.   Students will **synthesize** peer-review literature by writing a literature review
5.   Students will demonstrate their ability to **critique** the literature in written assignments
6.   Student will demonstrate the ability to **assess and evaluate** the merits of particular methodological techniques in written assignments
7.   Students will show their ability to **apply** social scientific logic, reasoning and theorizing through written assignments.

**Course Format:**
This course is designed with an emphasis on engaging students in scientific inquiry and critical analysis. I want you to leave this class with the ability to more than a consumer of information; but a person who asks questions about what is put before them and who is able to develop a plan to find answers. The course is organized around five broad themes: 1) the nature and process of research & science, 2) the specifics of methodological jargon and concepts, 3) the process of writing scientifically, 4) the process of collecting and interpreting research as well as 5) exposure to a wide range of research methodologies.  Throughout the semester, we will mix PowerPoint lecture with exercises, research and writing to gain experience with all phases of methodology

| COURSE REQUIREMENTS |
| --- |

**Instructional / Methods / Activities Assessments**
This will be a "hands-on" course, giving students the opportunity to gain experience in all phases and types of sociological and criminal justice research.  To accomplish this, the course utilizes short exercises which will be combined to complete a research proposal.  We will spend much of our time thinking through, discussing and formulating the approach to each section of this project.

Our course has been organized around 3 types of assignments.  Detailed instructions for each of these assignments follow:

| **1]   Quizzes:  4 @ 25 points each** |
| --- |

This assignment has been designed to meet Student Learning Objective #1: Students will demonstrate their **comprehension** of major concepts and methodological techniques through scores on objective quizzes.

**Assignment description:**

There will be a total of six quizzes, of which you will need to **complete FOUR** over the semester.  Each quiz is worth a total of **25 points**.  **Quizzes will always be open from Monday 11:59pm through Saturday at 11:59pm during the week assigned.**

Students will be required to complete the quiz within a set period of time accessible through eCollege.  You will receive an instant score on the multiple choice and true false questions, but will not be able to see the correct answers.  Any short answer questions will be graded separately; with your score on these items added to your original grade manually by your professor.  After all students have completed the quiz you will be able to go back into the quiz to see the questions you missed along with the correct answers.

Quizzes are open book & open notes, but will be timed.  You will not be able to take and do well on the quiz without having read and studied the material first.  Make sure that you are fully prepared and have done all the readings prior to logging on to attempt the quiz.  Should you run out of time, no additional minutes will be granted to you, and you will have to accept the grade based on your work completed.  If you find yourself continually referring to your notes or book during a quiz, this is an indication that you did not study nor comprehend the material well enough.  You will need to be more diligent in your preparation before the next quiz.

FOUR of your quiz grades will be used to calculate your final grade.  If you complete more than four quizzes, the highest scores will be recorded.  You may not use an additional quiz as extra credit in the course.  Quizzes cannot be made up or re-taken.

| Assignment. Complete any four | Dates | Time | Points |
|---|---|---|---|
| Quiz 1 | Open Monday, Sept. 12$^{th}$ through 11:59PM on Saturday | 20 minutes | 25 points |
| Quiz 2 | Open Monday, Sept. 19$^{th}$ through 11:59PM on Saturday | 20 minutes | 25 points |
| Quiz 3 | Open Monday, Oct 3rd through 11:59PM on Saturday | 20 minutes | 25 points |
| Quiz 4 | Open Monday, Oct 10$^{th}$ through 11:59PM on Saturday | 20 minutes | 25 points |
| Quiz 5 | Open Monday, Oct. 24th through 11:59PM on Saturday | 20 minutes | 25 points |
| Quiz 6 | Open Monday, Nov. 7th through 11:59PM on Saturday | 20 minutes | 25 points |

Any written work in this class is subject to turnitin review (including short answer questions on quizzes).  Turnitin.com is a website that checks for plagiarism and generates an originality report that notes which parts of a paper appear unattributed to other student papers, internet sources or articles and books.  Please make sure that you cite wherever appropriate.  If you need help or advice on how to do this, please contact your professor.

If you lose Internet connectivity during the exam, log back in immediately and continue on with the exam. Save your answers often (every 5-10 minutes). If you experience any issues while taking the exam, you must contact the eCollege Helpdesk immediately so that your issue is documented with a helpdesk ticket number. Considerations regarding exam issues will be made by the instructor on an individual basis based on the documentation.

**Avoid Being Timed Out**
MyLeo times out after 20 minutes. To avoid being kicked out of an eCollege course:

1. Login to MyLeo
2. Click on eCollege link

3. Access an eCollege course
4. Close (use X in right top corner) MyLeo

This will stop MyLeo from timing out. eCollege times out after "No Activity" for 45 minutes. As long as you are working in the eCollege course (not just having it Open), it should not time out. The Working in the eCollege course means; entering text in a Discussion, viewing grades in Gradebook, uploading assignments, taking an exam etc.

*Policy for Reporting Problems with eCollege*
Should students encounter eCollege-based problems while taking an online quiz, the following procedure **MUST** be followed.

• Students must report the problem to the help desk. You may reach the helpdesk at helpdesk@online.tamuc.org or 1-866-656-5511

• Students **MUST** file their problem with the helpdesk and obtain a helpdesk ticket number

• Once a helpdesk ticket number is in your possession, students should Email me to advise me of the problem and to provide me with the helpdesk ticket number

• At that time, I will call the helpdesk to confirm your problem and follow up with you

**PLEASE NOTE: Personal computer/access problems are not a legitimate excuse for filing a ticket with the helpdesk. I strongly encourage you to check for compatibility of your browser BEFORE the course begins and to take the eCollege tutorial offered for students who may require some extra assistance in navigating the eCollege platform. ONLY eCollege-based problems are legitimate.**

**Makeup Quizzes**
Makeup quizzes will NOT be given, and the instructor will not extend the due date of this assignment.

**Important notes:**
• Quizzes cannot count for extra credit
• Quizzes cannot be re-done, re-graded, or re-taken
• Quizzes are always open from Tuesday-Thursday

## 2]  Short written assignments 9 assignments:  points vary

This assignment has been designed to measure the following student learning outcomes:
2.  Students will demonstrate their **comprehension** of using the library databases to gain access to peer reviewed literature
3.  Students will demonstrate their **comprehension** of citing peer-reviewed literature according to APA format
4.  Students will **synthesize** peer-review literature by writing a literature review
5.  Students will demonstrate their ability to **critique** the literature in written assignments
7.  Students will show their ability to **apply** social scientific logic, reasoning and theorizing through written assignments.

### a) Assignment description

Each assignment will provide hands-on experience with some aspect of the research process: conceptualizing, researching, comprehending and critiquing the literature as well as gaining experience in the various techniques used by social scientists. Each of these assignments will accumulate and become part of the final research project due at the end of the semester. Detailed instructions will be provided in class, but an overview of each assignment and the corresponding due dates appear below.

| Assignment | Due Date | Points |
|---|---|---|
| Research Proposal Worksheet | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Saturday, Sept. 3rd | 30 points |
| Database/Library Skills Assignment | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Saturday, Sept. 10th | 25 points |
| Citing the Literature | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Saturday, Sept. 10th | 20 points |
| Literature Review Exercise | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Saturday, Sept. 17th | 25 points |
| Critiquing the Literature | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Sept. 24th | 20 points |
| Content Files | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Saurday, Oct. 8th | 40 points |
| Survey Exercise | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Saturday, Oct. 22nd | 30 points |
| Content Analysis Exercise | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Saturday, Nov. 5th | 30 points |
| Observation Exercise | Submit as an attachment to the dropbox on eCollege no later than 11:59PM on Saturday, Nov. 19th | 30 points |

**b) Assessment**

A grading rubric will be used to determine a student's grade on each assignment. This will be made available on the assignment instructions, found on eCollege

**c) Important notes**
1) All written work is due by 11:59PM on SATURDAYS

2) Submit your work as a .doc or .rtf file, and save like so:
   **Smith/your last name_Observation Exercise.doc**
3) Late assignments will receive a 10% deduction in points
4) No written assignment will be accepted beyond one week of the original due date.
5) **Any written work in this class is subject to turnitin.** Turnitin.com is a website that checks for plagiarism and generates an originality report that notes which parts of a paper appear unattributed to other student papers, internet sources or articles and books. Please make sure that you cite wherever appropriate. If you need help or advice on how to do this, please contact your professor. See document sharing for guidelines on how to cite. **Students who plagiarize will receive a zero on the assignment in question.**

---

## 3]   Research Proposal:  1 @ 100 points

This assignment has been designed to measure student learning outcomes #6 & 7:
6.    Student will demonstrate the ability to **assess and evaluate** the merits of particular methodological techniques in written assignments
7.    Students will show their ability to **apply** social scientific logic, reasoning and theorizing through written assignments.

**a) Assignment description:**
        This written project will be the culmination and accumulation of all that we have learned about this semester!  You will be able to utilize most of your written assignments in crafting each section of the proposal.  More detailed instructions will be provided in class about this final project.  The proposal will consist of these sections:

- **INTRODUCTION**
   *Provide me with background on your topic (who, what, where, when and why).
   *How many people does it affect?
   *Define key topics that will be used
   *State your **research question**
   *Why is this problem of interest or importance—who cares?
   *[Feel free to integrate aspects of your RESEARCH HYPOTHESIS WORKSHEET for this section]*

- **LITERATURE REVIEW**
   *Cite and discuss the literature relevant to your topic- focus on peer-reviewed literature
   *What key studies (theories, methods, etc.) have used the concepts relevant to your study?
   *Group and categorize previous studies: what do they have in common?
   *What key findings from these studies have been useful for your study?
   *How are each of these studies important to your own research?
   *What's your "hook?"  Will you replicate, revise, expand, correct, replicate or challenge previous work?
   *[Feel free to integrate your LITERATURE REVIEW ASSIGNMENT & CONTENT FILES ASSIGNMENT for this section]*

- **METHODS**
   *What type of methods did you use?  (Survey, secondary data, observation, focus groups, content analysis, interviews, etc.)

* Why was this method chosen over other techniques?  (advantages/disadvantages)
*Describe your sampling strategy
*Include a discussion of how concepts were operationally defined or categorized, if necessary
*How will you ensure validity and reliability?
*Are there any limits to your study?
*Are there any ethical concerns?

- **BIBLIOGRAPHY**

*Cite your works cited in the professional format of your discipline
*Be sure to cite sources correctly in the text of the paper, as well.
*[Use what you have learned from the CITING THE LITERATURE ASSIGNMENT to cite your own literature]*

- **APPENDIX**

*Include copies of the survey or interview questions, and informed consent, if applicable.

**b) Assessment**

A detailed grading rubric will be provided along with the project instructions on eCollege.

**c) Important notes:**
   a. All written work is due by **11:59PM on Saturday, Dec. 10th**
   b. Submit your work as a .doc or .rtf file, and save like so:  Smith/your last name_Observation Exercise.doc
   c. Students must cite in-text using APA, ASA or another style they are familiar with
   d. Late assignments will receive a 10% deduction in points
   e.  No written assignment will be accepted beyond one week of the original due date.
   **f.** Any written work in this class is subject to turnitin.  Turnitin.com is a website that checks for plagiarism and generates an originality report that notes which parts of a paper appear unattributed to other student papers, internet sources or articles and books.  Please make sure that you cite wherever appropriate.  If you need help or advice on how to do this, please contact your professor.  See document sharing for guidelines on how to cite. **Students who plagiarize will receive a zero on the assignment in question.**

## Grading

There are a total of 450 **points** in this course.  A breakdown of assignments and their point values is as follows:

| Assignment | Point Value |
|---|---|
| Quizzes | 4 @ 25 points = 100 points |
| Research Proposal Worksheet | 30 points |
| Database/Library Skills Assignment | 25 points |
| Citing the Literature | 20 points |
| Literature Review Exercise | 25 points |
| Critiquing the Literature | 20 points |
| Content Files | 40 points |
| Survey Exercise | 30 points |

| | |
|---|---|
| Content Analysis Exercise | 30 points |
| Observation Exercise | 30 points |
| Research Proposal | 100 points |
| **Total Points Possible** | **450 points** |

Your grade for the course will be calculated using the following scale:

**405 - 450 points**          **= 90% - 100%**        **= A**
**360 – 404 points**          **= 80% - 89%**         **= B**
**315 – 359 points**          **= 70%-79%**          **=C**
**270 – 314 points**          **= 60% - 69%**         **=D**
**0 - 225 points**          **= 0% - 59%**         **=F**

**Grades of Incomplete:**
        **I do not assign grades of incomplete in this course**.  Your grade will assigned based on the points you have earned from all completed work at that time.  It is your responsibility to finish assignments prior to their due dates or to make alternate arrangements for their completion.  Do not assume I can or will extend due dates or course requirements for your individual needs or preferences.

## TECHNOLOGY REQUIREMENTS

- To fully participate in online courses you will need to use a current Flash enabled internet browser. For PC and Mac users the suggested browser is Mozilla Firefox.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.

- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system.  The most current version of Java can be downloaded at: JAVA web site http://www.java.com/en/download/manual.jsp

- Current anti-virus software must be installed and kept up to date.

- Run a browser check through the Pearson LearningStudio Technical Requirements website. Browser Check   http://help.ecollege.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browset

Running the browser check will ensure your internet browser is supported.
    Pop-ups are allowed.
    JavaScript is enabled.
    Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - Adobe Reader  https://get.adobe.com/reader/
  - Adobe Flash Player *(version 17 or later)* https://get.adobe.com/flashplayer/
  - Adobe Shockwave Player  https://get.adobe.com/shockwave/
  - Apple Quick Time  http://www.apple.com/quicktime/download/

- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

- For additional information about system requirements, please see: System Requirements for LearningStudio    https://secure.ecollege.com/tamuc/index.learn?action=technical

## ACCESS AND NAVIGATION

# Pearson LearningStudio (eCollege) Access and Log in Information

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to myLeo and from the top menu ribbon select eCollege.  Then on the upper left side of the screen click on the My Courses tab. http://www.tamuc.edu/myleo.aspx

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu**.**

**Note**: It is strongly recommended you perform a "Browser Test" prior to the start of your course. To launch a browser test login to Pearson LearningStudio, click on the My Courses tab, and then select the Browser Test link under Support Services.

### Pearson LearningStudio Student Technical Support

Texas A&M University-Commerce provides students technical support for the use of Pearson LearningStudio.

Technical assistance is available 24/7 (24 hours, 7 days a week).

If you experience LearningStudio (eCollege) technical problems, contact the LearningStudio helpdesk at 1-866-656-5511 (toll free) or visit Pearson 24/7 Customer Support Site http://247support.custhelp.com/

The student help desk may be reached in the following ways:

- **Chat Support:** Click on *'Live Support'* on the tool bar within your course to chat with a Pearson LearningStudio Representative.

- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson LearningStudio Technical Support Representative.

**Accessing Help from within Your Course:** Click on the *'Tech Support'* icon on the upper left side of the screen inside the course.  Then you will be able to get assistance via online chat or by phone.

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

# Policy for Reporting Problems with Pearson LearningStudio

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure must be followed:

1. Students must report the problem to the help desk. You may reach the helpdesk at 1-866-656-5511.
2. Students must file their problem with the helpdesk and obtain a helpdesk ticket number
3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and provide me with the helpdesk ticket number.

4. I will call the helpdesk to confirm your problem and follow up with you

**PLEASE NOTE:** Your personal computer and internet access problems are not a legitimate excuses for filing a ticket with the Pearson LearningStudio Help Desk.  Only Pearson LearningStudio based problems are legitimate reasons to contact the Help Desk.

You strongly are encouraged to check for your internet browser compatibility **BEFORE** the course begins and take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform.

**myLeo Support**
Your myLeo email address is required to send and receive all student correspondence. Please email helpdesk@tamuc.edu or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at myLeo.  https://leo.tamuc.edu

**Learner Support**
The One Stop Shop was created to serve you by providing as many resources as possible in one location. http://www.tamuc.edu/admissions/onestopshop/

The Academic Success Center provides academic resources to help you achieve academic success. http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/

## FREE Mobile APPS

The Courses apps for phones have been adapted to support the tasks students can easily complete on a smaller device.  Due to the smaller screen size course content is not presented.

The Courses app is free of charge. The mobile Courses Apps are designed and adapted for different devices.

| PEARSON COURSES | **App Title:** | **iPhone – Pearson LearningStudio Courses for iPhone** <br> **Android – LearningStudio Courses - Phone** |
|---|---|---|
| | **Operating System:** | **iPhone** - OS 6 and above <br> **Android** – Jelly Bean, Kitkat, and Lollipop OS |
| | **iPhone App URL:** | https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8 |
| | **Android App URL:** | https://play.google.com/store/apps/details?id=com.pearson.lsphone |

Once downloaded, search for Texas A&M University-Commerce, and it should appear on the list. Then you will need to sign into the myLeo Mobile portal.

The Courses App for Android and iPhone contain the following feature set:

• View titles/code/Instructor of all Courses enrolled in online
• View and respond to all discussions in individual Courses
• View Instructor Announcements in individual Courses
• View Graded items, Grades and comments in individual Courses
• Grade to Date
• View Events (assignments) and Calendar in individual Courses
• View Activity Feed for all courses
• View course filters on activities
• View link to Privacy Policy
• Ability to Sign out
• Send Feedback

# LearningStudio Notifications

Students can be alerted to course activities via text on their mobile phones or up to two email addresses.

Based on their preferences, students can automatically receive a push notification with every new: course announcement, threaded discussion post, grade, and/or assignment without having to login to the course. Enrolled students will automatically receive email notifications for announcements and can <u>opt out</u> of this feature. To receive text notifications, students must opt in.

To begin setting up notifications, go into your course in LearningStudio and click on the bell-shaped Notifications icon on the main menu ribbon.

By default the student's university email address will appear. This cannot be changed in LearningStudio. Additional email addresses may be added by clicking the Add button. After all of the other selections are completed be sure to click the Save and Finish button.

| COMMUNICATION AND SUPPORT |
|---|

**Interaction with Instructor Statement:**

***Participation & Communication:*** I expect each of you to be active and thoughtful participants within the learning environment (eCollege) and your learning community. You may expect the same of me.

1.   <span style="color:red">Email is the best way to reach me as I check it daily</span>.  If you do not hear from me within 24 hours, please resend your message as there is a good chance it was lost in cyberspace.

<span style="color:red">Check your MyLeo email account regularly for announcements about our class!!!  I will send course-related emails to myleo accounts only.</span>

| COURSE AND UNIVERSITY PROCEDURES/POLICIES |
|---|

**Course Specific Procedures**
  ***Attendance & Participation:***
    This is an online class.  Although attendance will not be taken, it is crucial that you regularly visit the eCollege website and work independently to keep up with reading assignments.  Regularly check your MyLeo email account for notifications about our class, too.

  ***Late Work:***

Written work is due by the day and time assigned.  Late work will result in a loss of points, usually 10%.  See specific assignment for details.

***Statement on Student Behavior:***
As stated in the Student Handbook:  "All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment."  (See Student's Guide Handbook, Policies and Procedures, Conduct, for more information).

***Academic Honesty:***
Academic honesty is fundamental to the activities and principles of a university.  All members of the academic community must work to provide an environment in which each student has the opportunity to be evaluated fairly on the basis of his/her own performance.  University regulations regarding academic dishonesty will be strictly enforced.  **At a minimum, any student found to be in violation of academic honesty policies will receive a zero on the exam or assignment involved.**  ALL instance of academic dishonesty will be reported to both the Department Head as well as the Dean of the College of Humanities, Social Sciences & Art.  These offices may also wish to evaluate the case and decide punishment independent of this professor's actions.  In short, cheating, plagiarizing and engaging in unethical student behavior carries a high price for such short-term rewards—don't do it!

**\*\*\*If in doubt, check with your professor on citing procedures, format and style.  See notes above about the use of turnitin.com in this class.  See also the handout "how to cite" in document sharing for guidelines.  Feel free to use any citation style you are familiar with:  APA, MLA, ASA, and Chicago are all acceptable.**

**University Specific Procedures:**

# Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.  The Code of Student Conduct is described in detail in the Student Guidebook.
http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: Netiquette http://www.albion.com/netiquette/corerules.html

# TAMUC Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13stude nts/academic/13.99.99.R0.01.pdf

# Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work.  For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13stude nts/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Graduate Student Academic Dishonesty 13.99.99.R0.10

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13stude nts/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf

# ADA Statement

### Students with Disabilities
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

*Office of Student Disability Resources and Services*
Texas A&M University-Commerce
Gee Library- Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: StudentDisabilityServices@tamuc.edu

Website: Office of Student Disability Resources and Services

http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

# Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

# Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

---

| COURSE OUTLINE / CALENDAR |
|---|

Reading & writing assignments are scheduled tentatively at this time.  They may be changed, but advanced notice will be given in class.  You are expected to read the assigned material <u>prior</u> to its discussion in class.

**Print off this course outline and post near your computer for reference through the semester**

| Date | Topic | Reading | Assignment |
|---|---|---|---|
| Aug 29-Sept 4 | Formulating Hypotheses; Deductive versus Inductive approaches to research | Dixon Chapter 1 & 2<br><br>Review PowerPoint Lecture | 1)  Introduce yourself in the ungraded discussion board by Wednesday, February 5th<br>2)  Research Proposal Worksheet Due by 11:59PM on Saturday, Sept 3rd |
| September 5-11 | What is this thing called "peer-reviewed literature?" Research Designs | Dixon Chapter 14:  Reading and Writing Social Research Chapter 4- Research Designs | 1)Database/Library Skills exercise  due by 11:59PM on Saturday, Sept. 10th<br>2)Citing the literature exercise due by 11:59PM on Saturday, Sept. 10th |
| Date | Topic | Reading | Assignment |
| September 12-18 | Learning to see the unseen: Conceptualization & Measurement | Chapter 5:  Conceptualization, Operationalization and Measurement<br><br>Review PowerPoint | 1) Quiz 1- open from Monday through 11:59PM on Saturday<br>2) Literature Review Exercise due by 11:59PM on Saturday, |

| | | | |
|---|---|---|---|
| September 19-25 | Sampling Techniques | Chapter 6: The Logic of Sampling<br><br>Review PowerPoint | 1) Quiz 2- open from Monday through 11:59PM on Saturday<br>2) Critiquing the literature exercise due by 11:59PM on Saturday, Sept. 24th |
| September 26-Oct 2 | Experiments | Chapter 7 Experiments | You should be working on the Introduction and Literature Review section of your RESEARCH PROPOSAL |
| October 3-9 | Protecting Human Subjects: Ethics, IRB and informed consent | Chapter 3: Ethics and Politics of Social Research | 1) Quiz 3- open from Monday through 11:59PM on Saturday<br>2) Content Files due by 11:59PM on Saturday, Oct. 8th |
| October 10-16 | Surveys & Questionnaire Construction | Chapter 8: Survey Research Review PowerPoint | Quiz 4 – open from Monday through 11:59PM on Saturday |
| October 17-23 | Work Week | Work Week | Survey exercise due by 11:59PM on Saturday, Oct. 22nd |
| October 24-30 | Unlearning science and turning it on its head: the inductive approach | Chapter 9: Qualitative Field Research | Quiz 5 – open Monday through 11:59PM on Saturday |
| October 31-Nov 6 | Content Analysis | "Three Approaches to Qualitative Content Analysis" on eCollege<br>Chapter 10 Existing Data | Content Analysis exercise due by 11:59PM on Saturday, Nov. 5th |
| November 7-13 | Qualitative Data | Chapter 13: Qualitative Data Analysis | Quiz 6 – open from Monday through 11:59PM on Saturday, Nov. 12th |
| November 14-20 | Quantitative Data | Chapter 12: Quantitative Data | Observation exercise due by 11:59PM on Saturday, Nov. 19th |
| November 21-27 | THANKSGIVING | | |
| November 28-Dec 4 | Work Week | Additional readings may be added | |
| **December 10th FINALS WEEK** | **Submit Final Research Project by 11:59PM on Saturday, December 10th** | **Submit final research project by 11:59PM on Saturday, December 10th** | **Submit final research project by 11:59PM on Saturday, December 10th** |