



**EDAD 698 – Qualitative Research Methods
01W
Fall 2016**

INSTRUCTOR INFORMATION

Instructor: Dr. Shari Farris

Office Location: Remote by Appointment

Office Hours: Remote by Appointment

University Email Address: Shari.farris@tamuc.edu

Preferred Form of Communication: Email/Phone by Appointment

Communication Response Time: within 24 hours

Course Information

Materials – Textbooks, Readings, Supplementary Readings:

Required Texts:

American Psychological Association. (2010). *Publishing manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

Saldana, J. (2016). *The coding manual for qualitative researchers* (3rd ed.). Thousand Oaks, CA: Sage Publications.

Marshall, C., & Rossman, G. B. (2016). *Designing qualitative research* (6th ed.). Thousand Oaks, CA: Sage Publications.

Creswell, J. W. (2013). *Qualitative inquiry & research design: Choosing among five approaches* (3rd ed.). Thousand Oaks, CA: Sage.

Course Description

This is a research tools course. Using the foundation of the following qualitative research approaches: critical ethnography, phenomenology, case studies, grounded theory, and defining cultural themes and patterns, as a basis of all thick description, this course moves into the sociological/anthropological roots of qualitative research. It assists students in understanding

how the problem statement must be related to the methodology and the outcome of the research, assists students in selecting proper qualitative methods, and allows students to pursue those methods within the general framework of the class. Students are urged to develop solid conceptual frameworks from the social sciences and to formulate reasonable research questions based on those frameworks. The development of doctoral proposals within the qualitative methodology is of major concern as is the development of qualitative methodology as a practical method of knowing and administering an educational organization.

Student Learning Outcomes

The purpose of the doctoral program is to produce a graduate who has developed breadth of vision, a capacity for interpretation, and the ability to carry out critical investigations. The doctoral student is expected to gain many new concepts, zeal for adding to the sum of human knowledge, and developing the ability to conduct original research and to think clearly and independently. The student must also develop the professional competencies necessary for giving application of knowledge in the essential areas of human and public interest. Guidance toward extended reading and research is an integral part of graduate study. To assist students in achieving the state purposes of the doctoral program, the following goals/objectives have been developed for this course. Upon successful completion of this course, students will,

1. Develop an understanding of and uses for qualitative data collection methods.
2. Analyze how qualitative research procedures compare to quantitative procedures.
3. Be able to select appropriate data collection and analysis methods.
4. Design and conduct a qualitative study.
5. Examine ethical research issues.
6. Demonstrate how to move from research idea, to research implementation, to the analysis and reporting of data

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Examples include: Using the learning management system, using Microsoft Word and PowerPoint, using presentation and graphics programs, etc.

Instructional Methods

This section describes how the learning process will be conducted (delivery modalities, course structure, Getting Started and types of learning activities and assessments).

Student Responsibilities or Tips for Success in the Course

Examples include: Regularly logging into the course website, amount of weekly study and participation time expected, etc.

Grading

Qualitative Study (65% of grade) Following instructor approval, conduct a qualitative study. Interview at least five people in person and tape record the individual sessions; the sessions should each last *at least* 1 hour. Prepare an article-length paper (20-25 pages with abstract, not including title page, references, or appendices) that adheres to the publication guidelines of the approved journal. The article will include the following sections: introduction, review of literature, methods, data collection, data analysis, conclusions, findings, recommendations for

further research, summary, and references. Occasionally, journals will ask for submissions of less than the length required for class. In that instance, follow class page length guidelines. Use Times New Roman font, 12-point type, APA format, and one-inch margins. Do not include excessive, long quotes. *All* interview questions and transcribed interview responses with names and identifiers removed will be included as appendices. Be prepared to discuss your progress in class. Make sure you do not include extra spaces in the header/footer. Make sure there is no automatic spacing between sections and paragraphs. If you turn in a paper less than the required length, be prepared for a substantial point reduction that will be applied *before* the grading rubric is applied. Late work will not be accepted. This is not intended to be an assignment that uses work from other courses with a couple of pages of new information added. You may use a few pages of your own literature review; all other information should be new. Turn It In will be used. Plagiarized work will earn a grade of 0. The following activities must be submitted and approved before you can submit your journal article.

- **Journal/Manuscript Submission Criteria**
Each student will locate a *peer-reviewed* journal that accepts submissions of the topic/genre of your qualitative study
- **Qualitative Study Proposal**
Prepare and submit your study proposal
- **Interview Questions**
Develop Questions for your participants based on your research topic.
- **IRB Application (Mock)**
Complete and submit IRB paperwork including informed consent documents and interview questions.

Student Learning Outcome: Students will design and conduct a qualitative study and be able to select appropriate data collection and analysis methods.

Assessment Method: Your study will be graded using a Qualitative Study Rubric provided by the instructor.

Discussion Board Participation (15% of grade). Participate in two discussion boards about your assignments and reading.

PowerPoint Presentation (20% of grade). The final exam will consist of a PowerPoint presentation that will be due during the last week of class. Late work will not be accepted.

Student Learning Outcome: Students will demonstrate how to move from research idea, to research implementation, to the analysis and reporting of data.

Assessment Method: Your presentation will be graded using a Poster Presentation Rubric provided by the instructor.

While the final course grade is the sole judgment of the professor, the following scale will be used as a guide.

Manuscript Submission Criteria	5%
Qualitative Study Proposal	15%
Questions	5%
IRB Application	5%
Discussion Boards	15%
Article	35%
PowerPoint	20%

There are no provisions for late work.

A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

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](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#Browsset) http://help.ecollege.com/LS_Tech_Req_WebHelp/en-us/#LS_Technical_Requirements.htm#Browsset

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/) <https://get.adobe.com/reader/>
 - [Adobe Flash Player](https://get.adobe.com/flashplayer/) (version 17 or later) <https://get.adobe.com/flashplayer/>
 - [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/>
 - [Apple Quick Time](http://www.apple.com/quicktime/download/) <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) <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/) <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](http://myLeo.https://leo.tamuc.edu)


Learner Support

The [One Stop Shop](http://www.tamuc.edu/admissions/onestopshop/) 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](http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/) 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.

	App Title:	iPhone – Pearson LearningStudio Courses for iPhone Android – LearningStudio Courses - Phone
	Operating System:	iPhone - OS 6 and above 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 opt out 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

Please email me at shari.farris@tamuc.edu should you have questions regarding the course. You will receive a response within 24 hours. If you would like to set up an appointment to speak by phone email me possible days/times that work best for your schedule. It is important for you to check your MyLeo email frequently for important messages, updates, and reminders.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Late work is not accepted, unless prior approval received by the instructor. Points may be deducted. You will have plenty of notification and time to complete course assignments. If you know you are going to be out of town and unable to access a computer, plan ahead. See course semester outline at the bottom of this syllabus.

Attendance

This is an online class therefore attendance is up to you! You may be required to work as a team on various activities. The quality of your contributions and regular participation in weekly activities will be considered attendance. It is strongly encouraged that you attempt to log into the course each day – Monday through Friday. Please check your MyLeo email for messages in order to stay current

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

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 Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/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/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/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: Rebecca.Tuerk@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.

<p>Modules 1 & 2</p> <p>Chapter Readings APA6th Review/ Journal Information Assignment Due 9/11 by midnight (see Module 2 for an example) No late assignments accepted.</p>
<p>Modules 3 & 4</p> <p>See discussion under Module 4.</p> <p>Chapter Readings/ Discussion Assignment for Module 4 due 10/9 by midnight no late assignments accepted</p>
<p>Modules 5 & 6</p> <p>Chapter Readings/Videos No assignments due other than readings and videos. You should be working on your Qualitative Study Proposal. I will be checking in on your progress. Check your MyLeo email and course announcements frequently</p>
<p>Modules 7 & 8</p> <p>Qualitative Study Proposal, Interview Questions, IRB Form due 10/30 No late work.</p> <p>Chapter Readings, Videos, Interactive Exercises</p>
<p>Modules 9-12</p> <p>Discussion Post due for Module 10 (see under Module 10). Discussion due by 11/13 midnight (no exceptions)</p> <p>Complete all Chapter Readings/Videos I will do a checkpoint during these modules to make sure that you are on track with your Final Qualitative Paper and Power Point Presentation due Wed 12/14 no exceptions</p>
<p>Modules 13-16 7/25-8/10</p> <p>Complete all Chapter Readings/Videos. Work to complete your final Final Qualitative Paper and Power Point Presentation Due Wed 12/14 No exceptions.</p>