**SOC 331.71W—INTRODUCTION TO SOCIAL RESEARCH
COURSE SYLLABUS: FALL 2018**

INSTRUCTOR INFORMATION

Instructor: Damon J. Bullock, PhD
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Office Hours: Virtual
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Preferred Form of Communication: Email
Communication Response Time: e-mail responses within 24 hours. Please include your class number SOC 331 in the subject line in all e-mails.

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required
W. Lawrence Neuman. *Social Research Method.* 7th Ed. Publisher: Pearson, 2009
ISBN-10: 0205615961; ISBN-13: 978-0205615964. (required). It can be
purchased through Amazon for the 7th edition.
**Amazon: https://www.amazon.com/Social-Research-Methods-Qualitative-Quantitative/dp/0205615961/ref=sr_1_3?s=books&ie=UTF8&qid=150275391
5&sr=1-3&keywords=SOCIAL+RESEARCH+METHODS**
Additional materials will be posted on the course website.

Course Description

Introduction to Social Research. Three semester hours. An introduction to the process, logic, and skills of social science research inquiry. The range of research designs, their strengths and weaknesses, 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.

The *syllabus/schedule are subject to change.*

Student Learning Outcomes (Should be measurable; observable; use action verbs)

1. Understand the relationship between theory and research as they apply to social science as well as to public policy;
2. Demonstrate a wide variety of research techniques and design issues that are utilized in social science research;
3. Describe survey instrumentation and be able to develop a quality survey questionnaire;
4. Enable to use appropriate techniques to answer research questions;
5. Identify the components of and be able to construct a research proposal;
6. Identify as well as evaluate a variety of reference materials, including journals and valid internet sites that are used in social science research endeavors.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Assume approximately **5-7 hours per week of active work** in the course.
-- Complete the learning modules within a 1 week time-frame. -- Check the course site on d2l and your e-mail at least **4 days per week** to stay current with course work, as well as any changes or developments in the schedule. Remember, I will be able to monitor how many times you long on each week. Your active participation in discussion posts and group book report work will also be taken into consideration.

Instructional Methods

This course will involve a combination of assigned readings, discussions, exams, class activities, and peer evaluation.

Student Responsibilities or Tips for Success in the Course

Students are expected to participate in class. Both the readings assigned via the textbook as well as other modes of information; videos, discussions and group project activities are important elements of learning in the course. Students are expected to actively engage in the course and demonstrate developing mastery of the materials by participating on a consistent basis, keeping up with deadlines, and being an active learner.

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GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%
B = 80%-89%
C = 70%-79%
D = 60%-69%
F = 59% or Below

A= 359-398
B= 319-358
C= 279-318
D= 239-278
F= below 239

Assessments

Virtual Discussion/Poster	30
Assignments	75
Research Proposal	100
Chapter Quizzes	30
Exam Practice	18
Midterm Exam	60
Final Exam	80
Literature Search	5
Total	398

Participation- Students are required to participate in online activities assigned by the instructor. *Students will have from Monday at 8:00am until Saturday at 11:59pm to complete online assignments.*

Writing of a Research Proposal- As part of the course work students must complete a research proposal. It is based on your cumulative knowledge and skill of social research learned in this course. You must demonstrate your understanding of your research topic. The instructor will provide assistance through email and, if necessary, through telephone communication. *Students will have from Monday at 8:00am until Saturday*

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at 11:59pm to complete the research proposal assignment. The research proposal assignment is due on December 8 by 11:59pm.

Assignments and Quizzes – Assignments will include reading chapters, writing reading summary, and doing chapter exercises, etc. Doing these exercises helps understand class material and prepare the exams. Assignments are due on specific dates, as assigned. You will have a plenty of notifications sent by emails. If you know you are going to be out of town and unable to access a computer, plan ahead. Late submission will cause a minimum 20% deduction of penalty for the first week, and then additional 10% each subsequent week late (up to 50 % deduction). No late submission will be accepted by the day and after taking the exams. *Students will have from Monday at 8:00am until Saturday at 11:59pm to complete assignments, quizzes, and exams.*

Online quizzes will be given to evaluate what have been covered in the weekly readings. The style of quizzes will be multiple choices, true/false. Make-ups will be given for students who have extraordinary circumstances.

Exams- There will be two exams during the semester. These exams are multiple choice questions based on assigned readings and those quizzes you have taken. These exams will be taken online. The final exam is not cumulative and will cover the lectures presented after the midterm exam. Students will be provided with a study guide prior to the exams. Make-ups will be given for students who have extraordinary circumstances. *Students will have from Monday at 8:00am until Saturday at 11:59pm to complete assignments, quizzes, and exams.*

TECHNOLOGY REQUIREMENTS

Browser support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

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Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

Desktop Support

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

Tablet and Mobile Support

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or **point** release of that major version) and the previous major version of iOS (the latest minor or **point** release of that major version). For example, as of June 7, 2017, D2Lsupports iOS

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Device	Operating System	Browser	Supported Browser Version(s)
			10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

- 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.

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/

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- 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.

ACCESS AND NAVIGATION

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: 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.

COMMUNICATION AND SUPPORT
Brightspace Support

Need Help?
Student Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words "click here" to submit an issue via email.

System Maintenance

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST.

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Interaction with Instructor Statement

In this course, email is an essential corresponding method and a supplement to lectures. This means that you can expect to hear from the instructor via emails regularly throughout the semester, such as using email for reminders, clarifications, last-minute notifications, etc. Needless to say, students are expected to check email regularly in daily fashion (a couple of times a day). Conversely, you should feel free to contact the instructor via email with questions, requests or problems that might not be addressed clearly in online lessons. The expectation is that I will respond to emails within 24 hours and 48 hours on weekends. However, I check my email very frequently and most often respond to students in a timely manner. Correspondence emails may not be returned as promptly as usual because of military duty. I will inform the class when this occurs.

You may access to your email account via myLeo - all my emails sent from D2L (and all other the university's emails) will go to this account. Conversely, you are to email me via the D2L email system or your personal email address. Email sent to the instructor should be with a subject to "SOC 331"

If you are having problems in class, please contact the instructor immediately. Please understand that you should not contact the instructor only at the end of the semester being unhappy with your grade, asking for a way to change it.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Students should contact the instructor before or right after assignment due date to discuss assignment make up requirements.
Any unexcused late work will be deducted 10% of its grade per each day it is late. Excused late work should be submitted within three days after the assignment is due. Students who miss more than two assignments in a row need to provide a valid documentation (e.g., doctor's notes) that adequately explains the reason (determined by the instructor) for missing work before make-up privilege is granted.

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.

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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/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx

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/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

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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 162
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.

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COURSE OUTLINE / CALENDAR

The course schedule is tentative and somewhat subject to change. Although this course will follow the schedule, it is possible that some adjustments will be made as we progress through the semester.

Week	Dates	Topic	Readings
1	Aug.27-Sep. 1	Introduction to the course outline and syllabus. Science and research.	Ch. 1
2	Sep.3-8	Dimensions of Research	Ch. 2
3	Sep.10-15	Theory and Research.	Ch. 3
4	Sep.17-22	How to Write a Research Proposal.	Ch. 4
5	Sep.24-29	The Literature Review and Ethical Concerns	Ch. 5
6	Oct.1-6	Qualitative and Quantitative Research Designs.	Ch. 6
7	Oct.8-13	**Review for Mid-term exam**	Ch. 1-6
8	Oct.15-20	***** Mid-term exam*****	Ch. 1-6
9	Oct.22-27	Qualitative and Quantitative Measurement.	Ch. 7
10	Oct.29-Nov.3	Qualitative and Quantitative Sampling.	Ch. 8
11	Nov.5-10	Experimental Research.	Ch. 9
12	Nov.12-17	Survey Research.	Ch. 10
13	Nov.19-24	Nonreactive research and Secondary Analysis.	Ch. 11
14	Nov.26-Dec.1	Field Research.	Ch. 13
15	Dec.3-8	**Review for Final Exam, Submit Research Proposals.**	
16	Dec.10-14	*****Final Exam*****	Ch. 7- 13

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