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**SOC 595 01W: Research Literature and Techniques**  
COURSE SYLLABUS: FALL 2023

**INSTRUCTOR INFORMATION**

Instructor: Dr. Nicole Farris, Professor

Office Location: BA Room 102

Office Hours: M/W: 8:00am to 9:00am; 11am to Noon on campus; Tuesday 10-11 am online and by appointment

Office Phone: 903-886-5169

Office Fax: 903-886-5330

University Email Address: Nicole.Farris@tamuc.edu

Preferred Form of Communication: **Email**

Communication Response Time: 24-48 Hours, Monday through Friday, 8am to 5pm

**COURSE INFORMATION**

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required

The Literature Review

A Step-by-Step Guide for Students

SECOND EDITION

Diana Ridley - Sheffield University, UK

None

Software Required

Access to course website- you need to have an active email username and password.

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Optional Texts and/or Materials

None

### **Course Description**

**COURSE DESCRIPTION:** This online graduate course focuses on the student going through the process of developing a research project which results in a professionally constructed research paper. The course allows the student to place into practice the information and knowledge gained from courses taken through the Sociology program, especially research methods (qualitative and quantitative) and applied data analysis. Students will write a formal research paper which will integrate the program coursework the student has accomplished. Developing this paper will permit each student to demonstrate her/his understanding of research methods and data analysis to culminate in the writing of a professional paper.

**Students will write an independent research paper based upon primary or secondary data. Prerequisites: Sociology 572, 573, 575, 576 or permission of the Department Head.**

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

Through readings and other materials, we will pursue the following course objectives.

1. Demonstrate ability to write a professional research paper proposal using information obtained from the course work within the master's program.
2. Demonstrate understanding of the American Sociological Association style of writing (particularly the citation format).
3. Demonstrate critical thinking while writing the professional research paper.

### **COURSE REQUIREMENTS**

#### **Minimal Technical Skills Needed**

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

#### **Instructional Methods**

**This course will be conducted entirely via the web. All components of this class are online. We will not meet any time as a class. This course is primarily administered through D2L. If you need help using D2L, please see the technology services staff for help.**

#### **Student Responsibilities or Tips for Success in the Course**

1. It will be very important that you all read regularly the syllabus and ALL Announcements posted at the home page of this course very carefully and follow all instructions about course objectives, grading procedures, etc. Ignorance about details given in the course

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syllabus and various announcements posted on the D2L web site cannot be accepted as excuse in any manner. I urge that you FULLY understand course requirements and grading procedures. That will be the key to doing well in the course. Also, please feel free to ask me questions about the course requirements through e-mails as needed.

2. This is an online course. Read instructions given under each week carefully.
3. All of your exams will be based on your text book.
4. You can e-mail me whenever you have challenges or questions, particularly those that you don't want to share with your class mates.

Please specify the following in your e-mail: your full name and the course # you are enrolled in so that I check your record before responding to your need or question. You can also get an appointment to see me before and after each class or through an e-mail to me.

Read all announcements posted at the Home Page of the course and read all e-mails sent by me at your My Leo account in the eCollege. If you have problem with your email system, please contact the Instructional Technology office. Do follow university deadlines in schedules given at the university's website and in the undergraduate catalog.

**Since this is an online only course, students will need to spend a significant amount of time reading and formulating ideas on their own. The layout of this course will serve to assist the student in moving from the initial idea, to selecting a topic, to going through the process of writing a master's level paper.**

## GRADING

Final grades in this course will be based on the final paper; while not a thesis, per se, it is the closest thing the student will produce to a thesis. The paper will be written in stages and each stage will be graded. Students will have the opportunity to edit their paper stages before the submission of the final research paper. The grade will be based on the paper stages + the final product.

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

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<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## 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](mailto: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

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. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### Interaction with Instructor Statement

**The instructor's communication response time and feedback on assessments are stated clearly.**

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Course Specific Procedures/Policies

**Students are expected to hand in assignments on time. If, due to some emergency or illness, this proves impossible, students are required to contact me by way of explanation before assignments are due, and, if necessary, provide evidence of illness.**

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**Points are accumulated in this course instead of averaged. You will have a grade report on D2L keeping track of your points as this semester progresses. Your grade is not negotiable.**

### **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/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: <https://www.britannica.com/topic/netiquette>

#### **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>

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### **Students with Disabilities-- ADA Statement**

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 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)

<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.

A&M-Commerce Supports Students' Mental Health The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for

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students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

**Everything will be due at 11:59pm via D2L unless otherwise stated.**

**TENTATIVE COURSE OUTLINE / CALENDAR**

Paper Stages:

<b>Week</b>	<b>Topic</b>	<b>Read</b>	<b>Assignments</b>	<b>Due Date</b>
1: 8/28	Review	First Half of Kuhn		
2: 9/4	Review	Second Half of Kuhn	Paper Stage 1	9/10 11:59pm
3: 9/11	Citations/Plagiarism	ASA Style Guide; Plagiarism Handout; Sociology Writing Guide		
4: 9/18		Haraway Reading		
5: 9/25		Ch 1 Ridley	Paper Stage 2	10/1 11:59pm
6: 10/2		Ch 2 Ridley		
7: 10/9		Ch 3 Ridley	Paper Stage 3	10/15 11:59pm
8: 10/16		Ch 4 Ridley		
9: 10/23		Ch 5 Ridley		
10: 10/30		Ch 6 Ridley	Paper Stage 4	11/5 11:59pm
11: 11/6		Ch 7 Ridley		
12: 11/13		Ch 8 Ridley		
13: 11/20		Ch 9 Ridley		
14: 11/27		Ch 10 Ridley		
15: 12/4			Final Paper	12/10 11:59pm

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