

COURSE SYLLABUS

EDAD 698.01W: QUALITATIVE RESEARCH METHODS (Online)

COURSE SYLLABUS: Fall 2026 (August 20, 2026-Dec. 4, 2026)

INSTRUCTOR INFORMATION

Instructor: Elsa Villarreal, Ph.D.

Office Location: Frank Young Education North, Room 203

Office Hours: As Needed Upon Request

Department Office Phone: 903.886.5577

University Email Address: Elsa.Villarreal@etamu.edu

Instructor's Cell Phone: 281-773-8446

Preferred Form of Communication: e-mail, text

Communication Response Time: 24 hours on weekdays, 48 Hours on weekends

COURSE INFORMATION

Textbooks (required)

American Psychological Association. (2019). *Publication manual of the American Psychological Association* (7th Ed.). Author.

Software

<https://www.dedoose.com/> is a cross-platform app for analyzing qualitative and mixed methods Research

Course Description

This is a research tools course using the foundation of qualitative research (approaches of critical ethnography, phenomenology, case study, grounded theory, and defining cultural themes and patterns) as a basis for all thick descriptions. 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 is the development of qualitative methodology as a practical method of knowing and administering an educational organization.

Course Objectives/Course Learning Outcomes (CLOs)

Upon successful completion of this course, students will be able to:

The syllabus and schedule are subject to change.

- CLO 1. Design a research proposal consisting of the following:
 - Methods (i.e., research design, rationale, site selection, sampling techniques, data collection procedures, and data analysis technique)
 - Preliminary Findings
- CLO 2. Deconstruct the characteristics of qualitative research.
- CLO 3. Collect qualitative data through the use of multiple data collection tools.
- CLO 4. Employ coding and analysis of qualitative data.
- CLO 5. Articulate ethical issues that are related to qualitative research.

Student Learning Outcomes (SLOs)

At the completion of this module, the students will be able to:

- SLO 1. Write a Methods proposal that will include the research design, rationale for selecting the research design to answer the research questions and accomplish the purpose of the study and the role of the researcher. In addition, students will be able use ethical considerations, trustworthiness, triangulation, credibility, transferability, dependability, conformability in the data collection and analysis of the study. Also, students will learn a step- by-step procedure for collecting and analyzing the data.
- Compose the preliminary findings into preliminary themes.
- Compose interview questions based on the research questions, purpose of study, and the qualitative approach selected for the research project.
 - Conduct 3 semi-structured interviews with participants in the research project.
 - Use three different qualitative gathering methods (i.e., observing directly, interviewing in depth, and analyzing documents and materials) to collect data for the research project.
 - The students will provide research-based, scholar supported rationales using language of the approach. No opinion statements should be included.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Students should have basic knowledge of MS Office including Word, PowerPoint and Excel documents. The use of Leo Mail is required for communication with the professor and other students. The use of the Learning Management System (LMS) D2L is important to success in the course. Tutorials and support are available to learn these skills. Students should be able to do basic research including library database and internet searches for documents and publications.

Instructional Methods

This course is delivered 100% online using the learning management system. The course is designed using modules for assessments. In the event of live ZOOM meetings scheduled by the professor, the ZOOM meetings will be recorded, and the recordings will be shared and posted in the D2L course.

Student Responsibilities and Tips for Success in the Course

Students will be required to log into the course daily and use University email to communicate with the instructor regularly. All established deadlines and product expectations are to be delivered as specified with each individual student.

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Performance Expectations

This is a doctoral standing only course. To that end, the following student expectations for this course have been generated. Evaluation will be based on successful demonstration of the following activities. Regardless of points earned, a course grade of A cannot be obtained if all assignments are not completed. All assignments must be completed to pass this course and final course averages will not be curved.

Attendance and Active Participation

Students are expected to “attend class” online by engaging in a variety of activities, including online discussion and assignment submission. Students should be active participants; they are to be prepared, forthcoming in sharing of their own ideas and thoughts, and inviting and considerate of the thoughts and ideas shared by others. Students will both post and respond to discussion forum items.

Assignments

IRB Certificates

Each student will complete IRB CITI and institutional training.

Observation Assignment

Instructions: Conduct an observation of a setting in which a relatively high degree of human activity is taking place. Follow the observation protocol outlined in Ch.14 of the module reading. For class purposes, consider the following modifications:

- Observation time-30 minutes
- Observation location-any setting where a high degree of human activity is taking place. In other words, find a good place to "people watch." You can choose a site related to your problem of practice.
 - Examples of possible locations are school activities (curricular or extra curricular), busy restaurants, sporting events.
- Take field notes as suggested by the chapter reading.
- Write a description that captures the central meaning that you derived from the observed setting.

Interview Protocol Assignment

Conduct three individual recorded interviews (ZOOM, TEAMS) with three participants about something related to your research interest. Use the readings from this module to develop your interview protocol. For classroom purposes, make the following modifications.

- Develop your questions to ask your participant. Follow the interview protocol from the module readings.
- Interviews should be a duration of 15 minutes. Record the interview and save the transcription (Example: ZOOM interview, ZOOM transcription).
- Collect your responses using a field note methodology.
- Write a description that captures the central thoughts of your participant. You will need to provide a summary about the response and a profile about your participant and why you selected him/her.

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Questionnaire Assignment

Develop the questionnaire using the Qualtrics platform.

- The questionnaire should consist of 10 questions.
- Aim for a minimum of 3 respondents, maximum of 5 respondents.
- Submit a copy of the questionnaire and response

Document Analysis Assignment

Conduct an analysis of a policy document related to your problem of practice. Your analysis should address the questions outlined in Table 3 of the module reading. See attached rubric for assignment guidelines.

Qualitative Research Proposal

Student will use information from the textbooks and peer-reviewed journal articles to complete the research proposal. The proposal will contain the following components:

proposal should contain the following components:

- - Problem of Practice Statement/Purpose
 - Qualitative Paradigm (case study, narrative, basic qualitative study, phenomenological)
 - Data Sources (sampling, sample size, context)
 - Data collection (type, count, frequency, estimated timeline)
 - Data Analysis (evidence of coding from Dedoose software platform, anticipated themes)
 - Reliability and Trustworthiness (description and purpose of at least 3 tools)
 - Preliminary Findings from Data Analysis
 - Ethical Considerations (IRB)
 - Will you need school permission?
 - Consent forms?
 - References

GRADING SCALE

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

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TECHNOLOGY REQUIREMENTS

LMS

Minimal Technical Skills Needed

Students will need reliable computer and internet access for this course. Students must be able to effectively use myLeo email, myLeo Online D2L, and Microsoft Office.

Learning Management System (LMS) – D2L

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

- View the [Learning Management System Requirements Webpage](#).
- Learn more on the [LMS Browser Support Webpage](#).

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 on the [Brightspace Support Webpage](#).

Zoom Video Conferencing Tool

https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

STUDENT RESPONSIBILITIES FOR COURSE

CWID and Password

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@etamu.edu.

Technology-Related Issues

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 ETAMU campus open computer lab, etc.

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COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your instructor. Correspondence will always be through university email (your “myLeo” mail) and announcements in myLeo online (D2L). You will not RECEIVE email through D2L, so be sure to check your ETAMU email for communication. Students are encouraged to check university email daily.

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>

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

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 online in the [Student Guidebook](#).

Students should also consult the [Rules of Netiquette Webpage](#) for more information regarding how to interact with students in an online forum.

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ETAMU Attendance

For more information about the attendance policy, please view the [Attendance Webpage](#) and the [Class Attendance Policy](#)

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Academic Integrity

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

[Undergraduate Academic Dishonesty University Procedure 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

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

[Graduate Student Academic Dishonesty Form](#)

Use of Artificial Intelligence

East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources

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:

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Office of Student Disability Resources and Services

East Texas A&M University

Velma K. Waters Library Rm 162

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

Fax (903) 468-8148

Email: studentdisabilityservices@etamu.edu

Website: [Office of Student Disability Services](#)

Nondiscrimination Notice

East Texas A&M University 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 East Texas A&M University 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 ETAMU 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.

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

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East Texas A&M Supports Students' Mental Health – Counseling Services

The Counseling Center at East Texas A&M University, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for 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.etamu.edu/counseling-center

Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



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