

**THE UNIVERSITY OF MANTIOBA  
FACULTY OF ARTS  
DEPARTMENT OF SOCIOLOGY AND CRIMINOLOGY**

**COURSE LETTER/NUMBER CODE:** SOC2290

**SECTION NUMBER:** A01

**COURSE TITLE:** *Introduction to Research Methods*

**TERM:** FALL/WINTER, 2019/20

**CREDIT HOURS:** 6

**COURSE TIME/DAY & LOCATION:** 10:30 – 11:20 am –Monday/Wednesday/Friday in 350 EITC E2

**COURSE DESCRIPTION**

Welcome to the study of research methods. The *University of Manitoba Undergraduate Calendar* describes this course as follows:

An introduction to quantitative and qualitative scientific methods of investigating social phenomena. The course will include introductions to the assumptions of scientific inquiry, the conceptualization of research problems, and basic statistical analysis. Students may not hold credit for both SOC 2290 and SOC 2291. Prerequisite: [a grade of “C” or better in SOC 1200 or the former SOC 1201] or [a grade of “C” or better in both SOC 1211 and SOC 1221].

**INSTRUCTOR CONTACT INFORMATION**

Instructor(s) Name:	Pallabi Bhattacharyya
Preferred form of address:	Pallabi
Office Location:	301K Isbister Building
Office hours or availability:	By appointment only
Email:	bhattacp@myumanitoba.ca
Contact:	I will normally return emails within 24 hours, Monday to Friday. Email contact is preferred. Please note – I do not usually check emails in the evening or on the weekend.

**COURSE GOALS AND OBJECTIVES**

This course introduces a set of concepts, principles, and procedures that comprise the scientific way of knowing about the social world. Applying a scientific perspective is an essentially *modern* enterprise. This course presents an opportunity for you to learn about the strengths and limitations of a method of knowing that extensively shapes our experience.

A quick perusal of your textbooks’ table of contents demonstrates that this course leads you into a wide range of subject areas. Consequently, your intellectual abilities will be stretched. You might find some of the topics taxing or tedious; others you will find interesting and relevant. This is part of the liberating experience called education!

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**COURSE MATERIAL (REQUIRED)**

**1. Textbooks**

Fall Term

Babbie, E. & Roberts, L.W. (2018). *Fundamentals of Social Research* (4<sup>th</sup> Cdn. ed.). Toronto: Nelson ISBN: 0176570118

*MindTap* Access for *Fundamentals of Social Research*, 4<sup>th</sup> Canadian edition, Babbie & Roberts (**includes ebook as well as MindTap**). ISBN: 0176776640

Winter term:

Roberts, L.W., Edgerton, J., Peter, T., & Wilkinson, L.A. (2014). *Understanding Social Statistics*. (1<sup>st</sup> ed.). Toronto: Oxford. ISBN: 0195444292

**2. Lab Access (MindTap) Registration Codes**

In addition to the textbook, you must obtain registration codes that provide access to the lab assignments, called *MindTap*.

**GRADING**

The following Marking Scheme explains how marks will be distributed to calculate the *final grade*.

<b>Assessment Activities</b>	<b>%</b>
Term 1 MindTap Assignments	15
Term 1 Midterm Exam	35
Term 2 Winter term Assignments	15
Term 2 Final Exam	35

**NOTE:** January 17, 2020 is the last date for Voluntary Withdrawal (VW) from Fall/Winter spanned classes.

**Final Grade Distribution**

<b>A<sup>+</sup>: 90.0 - 100%</b>	<b>C<sup>+</sup>: 66.0 – 69.9%</b>
<b>A: 80.0 - 89.9%</b>	<b>C: 60.0 – 65.9%</b>
<b>B<sup>+</sup>: 76.0 - 79.9%</b>	<b>D: 50.0 – 59.9%</b>
<b>B: 70.0 - 75.9%</b>	<b>F: 0 - 49.9%</b>

In accordance with University and Faculty of Arts policies and the *University of Manitoba Senate Policy #1307*, department and programs are required to utilize a final grade review and approval process of multi-sectioned undergraduate courses *before* course grades are rolled into Aurora student.

Accordingly, the final grade distribution in this course may be raised or lowered to achieve this equity and, therefore, your final grade may be changed. At the discretion of a Department's Council, the Faculty of Arts policy states there may also be a review and approval of proposed final grades of other undergraduate courses.

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Fall term:

**How to access your MindTap course**

*What is MindTap?*

MindTap empowers you to produce your best work – consistently.

MindTap is designed to help you master the material. Interactive videos, animations, and activities create a learning path

designed by your instructor to guide you through the course and focus on what's important. Get started today!

*Registration*

1. Connect to <https://login.nelsonbrain.com/course/MTPNWXFNJZML>
2. Follow the prompts to register your MindTap course.

*Payment*

After registering for your course, you will need to pay for access using one of the options below:

Online: You can pay online using a credit or debit card, or PayPal.

Bookstore: You may be able to purchase access to MindTap at your bookstore. Check with the bookstore to find out what they offer for your course.

Free Trial: If you are unable to pay at the start of the semester you may choose to access MindTap until 11:59 PM on 09/18/2019 during your free trial. After the free trial ends you will be required to pay for access.

**Please note: At the end of the free trial period, your course access will be suspended until your payment has been made.**

All your scores and course activity will be saved and will be available to you after you pay for access.

Already registered an access code? Bought MindTap at your bookstore or online? Now use the course link from your instructor to register for the class:

<https://login.nelsonbrain.com/course/MTPNWXFNJZML>

*System Check*

To check whether your computer meets the requirements for using MindTap, go to

<http://ng.cengage.com/static/browsercheck/index.html>

Please Note: the System Check is also accessible in the drop down box next to your name located in the upper right corner of your MindTap page.

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<b>Fall Term MindTap HomeWork Due Dates</b>		
Chapter	Title	Due Date (D.M.Y)
1	Human Inquiry and Science	23.09.19
2	Paradigms, Theory, and Research	30.09.19
3	Ethical Issues for Social Researchers	07.10.19
4	Research Design and the Logic of Causation	15.10.19
5	Conceptualization, Operationalization, and Measurement	21.10.19
6	The Logic of Sampling	28.10.19
7	Experiments	04.11.19
8	Survey Research	18.11.19
9	Non-Reactive Research	25.11.19
10	Field Research	02.12.19
11	Qualitative Interviewing	06.12.19
<p>Note: Unlike UM Learn DropBox, MindTap does not save late assignments, so there will be no record that you completed the assignment (albeit late). All MindTap assignments are due by <b>11:00 pm CST</b>, on the due date.</p>		

Programmed into MindTap are algorithms so that students can work collaboratively, if desired, but will not have identical questions (the concepts will be the same). As such, it is encouraged that students find a study partner to work on the MindTap HomeWork assignments. Research on ‘collaborative learning’ has shown that it can be beneficial to students’ academic success and wellbeing.

Late MindTap HomeWork assignments will be penalized 10% per day (including weekends and holidays) unless permission is granted *prior* to the due date. Late MindTap assignments more than five days overdue will not be accepted under any circumstances. I generally do not allow extensions without some form of certificate (e.g., medical note). In this regard, it is essential that you organize your workload (in this course and others as well as your other non-academic obligations) accordingly. Important note – MindTap does not save work that is submitted after the due date/time, which means that students must contact the instructor before submitting any late assignments.

**Winter Term Assignments**

More information on assignment details and due dates will be given by December 2019.

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**Fall and Winter Term Examinations**

There are two examinations: the first is during the December period; and the second during the April examination period. Both examinations will be scheduled during the regular final examination period by the Registrar's Office. The exact date, time, examination room, and seating arrangement will be specified in due course.

The December examination will consist of 130 multiple choice questions, lasting the total of 3 hours. You will need to bring pencils and student I.D. to the December examination. Material on the December Examination will cover material from the first term (each unit will be tested fairly equally).

The April examination will consist of 18 short answer and calculation questions. The total on the exam will be out of 135. You will be given the statistical formulas for the exam as well as relevant appendices from the *Understanding Social Statistics* textbook. For the April examination, you will also need to bring a calculator (your smart phone or cell phone will not be allowed as a calculator), in addition to pencils and your student I.D. Material on the April Examination will only cover material from the second term and you will be given all necessary formulas (no need to memorize them).

Students with legitimate reasons may apply to the Dean of their faculty for an examination deferral. Students without a deferral, and who do not write the final examination, will be given a grade of **F NP**. The proposed date/time for **SOC 2290 Deferred Examination** is TBA. If you have a University class or laboratory scheduled for this time, see the course coordinator, to make alternate arrangements for the deferred examination. **The instructor cannot organize makeup examinations – it must be done through students' faculty. You can expect to receive your assignment grades no later than two weeks after the final exams.**

**Extra Practice Material**

In addition to the Fall and Winter examinations as well as the MindTap HomeWork Assignments (fall term), you will have the opportunity to test your competence regarding your mastery of the material in each unit.

In the first term, there are two resources available: crossword puzzles and two online practice exams. The Crossword puzzles will be helpful in assessing your understanding of key terms from each chapter/unit. Unfortunately, with an introduction to research methods course, there are a lot of terms that need to be understood (and memorized), and the crossword puzzles will be an important resource in this regard. The **two practice exams** (found under 'Assessments' > 'Quizzes' in our UM Learn course website) are **very similar** to the content that will be found on the December examination. You will see that many questions are what's referred to as 'higher order thinking,' which means that simply memorizing/remembering definitions is not enough to necessarily know the answer. Higher order thinking questions assess your ability to understand, interpret, and extrapolate the course material. The practice exams, and thus the Fall examination will consist of a combination of 'remembering' and 'understanding' questions.

In the second term, there is an **"essential" practice exam**, which again will be similar to what you can expect for the April Examination. The April exam contains a lot of statistical calculations, so extra

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questions have been provided for you to practice. Remember that each chapter in the Understanding Social Statistics textbook has practice calculation questions as well.

The following is a very important point! In both the Fall and Winter Terms, even though the self-practice examinations do not count toward your final grade, I can tell you from many, many years of experience that students who include the practice material as part of their study preparations do *significantly* better in the course.

**CLASS SCHEDULE**

This schedule is subject to change at the discretion of the instructor and/or based on the learning needs of the students, but such changes are subject to Section 2.8 of the ROASS<sup>1</sup> procedure.

<b>Fall Term</b>	
Week	Unit/Topic
1	Unit 01: Science as a way of knowing
2	Unit 02: Paradigms, theory, and research
3	Unit 03: Ethics in social research
4	Unit 04: Research design and causation
5	Unit 05: Conceptualization, operationalization, and measurement
6	Unit 06: The logic of sampling
7	Unit 07: Experiments
8	Unit 08: Survey research
9	Unit 09: Non-reactive research
10	Unit 10: Field research
11	Unit 11: Qualitative interviewing
12	Unit 12: Evaluation research
<i>Exam</i>	<i>Date to be determined by the Registrars' Office</i>
<b>Winter Term</b>	
Week	Unit/Topic
1	Unit 13: Introduction to social statistics
2	Unit 14: Univariate distributions and summary statistics
3	Unit 15: Univariate charts, graphs, and the normal curve
4	Unit 16: Bivariate relationships
5	Unit 17: Bivariate measures of association
6	Unit 17: Bivariate measures of association
7	Unit 18: Multivariate relationships
8	Unit 19: Statistical inference
9	Unit 19: Statistical inference
10	Unit 20: Significance testing
11	Unit 20: Significance testing
12	Unit 20: Significance testing
<i>Exam</i>	<i>Date to be determined by the Registrars' Office</i>

<sup>1</sup> [http://umanitoba.ca/admin/governance/governing\\_documents/students/278.html](http://umanitoba.ca/admin/governance/governing_documents/students/278.html)

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**ADDITIONAL COURSE INFORMATION**

**Course Website**

This course uses UM Learn as the course website. The following will be found on the course website:

1. All grades
  - a. Note – MindTap HomeWork assignments need to be accessed through its own website, and grades can be viewed there. Only final grades for MindTap will be posted on the course website at the end of each term.
2. PowerPoint lectures
3. Exam information
  - a. Practice exams (fall term only)
  - b. Crossword puzzles (fall term only)
  - c. Exam Essentials (winter term only)

**Special Needs**

We encourage students with disability-related special needs to participate in our programs. If you are experiencing difficulties with your studies or assignments, or have a disability or illness which may affect your course of study, please discuss these issues with a counselor in one of the following Student Affairs offices as soon as possible:

- **Student Accessibility Services**, 155 University Center, 204 474-7423, [student\\_accessibility@umanitoba.ca](mailto:student_accessibility@umanitoba.ca)
- **Academic Learning Centre**, 201 Tier Building, 204 480-1481, [academic\\_learning@umanitoba.ca](mailto:academic_learning@umanitoba.ca)
- **Student Counselling Centre**, 474 University Center, 204 474-8592

**Class Communication**

The University requires all students to activate an official University email account. For full details of the Electronic Communication with Students policy, please visit:

[http://umanitoba.ca/admin/governance/governing\\_documents/community/electronic\\_communication\\_with\\_students\\_policy.html](http://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html)

Please note that all communication between the instructor and the student must comply with the Electronic Communication with Students policy. You are required to obtain and use your U of M email account for all communication between yourself and the university.

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**Expectations: I Expect Students To**

Below are the following expectations I have of each student:

- Basic computer comprehension
- To first try to be independent learners and problem solvers before asking for assistance
- Basic mathematic skills (e.g., addition, subtraction, multiplication, and division)
- Be respectful and considerate of others in the course. See Respectful Work and Learning Environment Policy<sup>2</sup>
- Active participation/engaged learning

**Expectations: Students Can Expect Me To**

Since I have expectations of you, it is only fair that students should have expectations of me. Students can expect me to:

- Provide an atmosphere that is respectful and safe for all students
- Adapt to diverse learning styles through: teaching with visual aids; offering useful examples; providing hands-on experience; and giving students ample opportunity to practice what they have learned
- Be prepared for all aspects of the course with knowledge and enthusiasm
- Accommodate students' various religious denominations – it is the right of all students to observe recognized holidays of their faith, which fall within the academic year. As such, arrangements can be made to ensure studies are not jeopardized. Students should inform instructors at least three weeks in advance, especially if special arrangements are sought.
- Allow students to review their exams (they will not be handed permanently back to students).

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<sup>2</sup> [http://umanitoba.ca/admin/governance/media/Respectful\\_Work\\_and\\_Learning\\_Environment\\_RWLE\\_Policy\\_-\\_2016\\_09\\_01.pdf](http://umanitoba.ca/admin/governance/media/Respectful_Work_and_Learning_Environment_RWLE_Policy_-_2016_09_01.pdf)

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**UNIVERSITY POLICIES AND REGULATIONS**

**Academic Integrity**

Students should acquaint themselves with the University's policy on plagiarism, cheating and exam personation ("Personation at Examinations" (Section 5.2.9) and "Plagiarism and Cheating" (Section 8.1) and duplicate submission by reading documentation provided at the Arts Student Resources website at:

[http://www.umanitoba.ca/faculties/arts/student\\_resources/student\\_responsibilities\\_integrity.html](http://www.umanitoba.ca/faculties/arts/student_resources/student_responsibilities_integrity.html)

Ignorance of the regulations and policies regarding academic integrity is not a valid excuse for violating them. The Faculty of Arts also reserves the right to submit student work that is suspected of being plagiarized to Internet sites designed to detect plagiarism.

Please also be mindful that individual Aplia HomeWork assignments may be completed in small groups; however, they are still subject to the rules of academic honesty.

The minimum penalty for academic dishonesty on a test or final examination is F for the test/examination and an F-DISC (discipline) in the course plus a suspension from the Faculty of Arts for a period of one year. The F grade and disciplinary notation appears on the student's transcript. For repeat violations, the penalty may include suspension from the Faculty of Arts for a period of up to 5 years.

**Unclaimed term work disposal**

Any term work that has not been claimed by students will be held for four (4) months from the end of the final examination period for the term in which the work was assigned. At the conclusion of this time, all unclaimed term work will become property of the Faculty of Arts and be destroyed according to FIPPA guidelines and using confidential measures for disposal.

**Classroom Disruptions**

Disruptions due to excessive talking or early departures from the classroom are especially distracting to large classes. Please be considerate and respectful of the needs and rights of others in the class. Students should be aware that persistent disruption may result in disbarment from the course. Any student who has a legitimate reason for leaving class early should inform the instructor at the beginning of class.

**Using Copyrighted Material**

Please respect copyright. We will use copyrighted content in this course. I have ensured that the content I use is appropriately acknowledge and is copied in accordance with copyright laws and University guidelines. Copyrighted works, included those created by me, are made available for private study and research and must not be distributed in any format without permission. Do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the *Copyright Act* applies or written permission has been confirmed. For more information, see the

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University's Copyright Office website at:

<http://umanitoba.ca/copyright> or contact [um\\_copyright@umanitoba.ca](mailto:um_copyright@umanitoba.ca)

**Your Rights and Responsibilities**

As a student of the University of Manitoba you have rights and responsibilities. It is important for you to know what you can expect from the University as a student and to understand what the University expects from you. Become familiar with the policies and procedures of the University and the regulations that are specific to your faculty, college, or school.

The Academic Calendar (<http://umanitoba.ca/student/records/academiccalendar.html>) is one important source of information. View the sections *University Policies and Procedures* and *General Academic Regulations*. While all of the information contained in these two sections is important, the following information is highlighted.

For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective faculty/college/school website (<http://umanitoba.ca/faculties>).

Contact an **Academic Advisor** within your faculty/college/school for questions about your academic program and regulations (<http://umanitoba.ca/academic-advisors/>)

**Student Advocacy**

Contact Student Advocacy if you want to know more about your rights and responsibilities as a student, have questions about policies and procedures, and/or want support in dealing with academic or discipline concerns.

<http://umanitoba.ca/student/advocacy>

520 University Centre

204 474-7423

[student\\_advocacy@umanitoba.ca](mailto:student_advocacy@umanitoba.ca)

**Student Counselling Centre**

Contact SCC if you are concerned about any aspect of your mental health, including anxiety, stress, or depression, or for help with relationships or other life concerns. SCC offers crisis services as well as individual, couple, and group counselling.

<http://umanitoba.ca/student/counselling/index.html>

474 University Centre

204 474-8592

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**Student Support Case Management**

Contact the Student Support Case Management team if you are concerned about yourself or another student and don't know where to turn. SSCM helps connect students with on and off campus resources, provides safety planning, and offers other supports, including consultation, educational workshops, and referral to the STATIS threat assessment team.

Student Support Intake Assistant: <http://umanitoba.ca/student/case-manager/index.html>

520 University Centre  
204 474-7423

**University Health Service**

Contact UHS for any medical concerns, including mental health problems. UHS offers a full range of medical services to students, including psychiatric consultation.

<http://umanitoba.ca/student/health>

104 University Centre  
204 474-8411 (business hours or after hours/urgent calls)

**Health and Wellness**

Contact our Health and Wellness Educator if you are interested in information on a broad range of health topics, including physical and mental health concerns, alcohol and substance use harms, and sexual harassment or assault.

<http://umanitoba.ca/student/health-wellness/welcome.html>

469 University Centre  
204 295-9032

**For 24/7 mental health support, contact the Mobile Crisis Service at 204 940-1781**

**Live Well @ UofM**

For comprehensive information about the full range of health and wellness resources available on campus, visit the Live Well @ UofM site:

<http://umanitoba.ca/student/livewell/index.html>