

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

COURSE LETTER/NUMBER CODE: SOC2290

SECTION NUMBER: A02

COURSE TITLE: *Introduction to Research Methods*

TERM: FALL/WINTER, 2018/19

CREDIT HOURS: 6

CRN: 10601

COURSE TIME/DAY & LOCATION: *Tuesdays/Thursdays, 10 am to 11:15 am in Room 308 Tier Building*

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 – FALL TERM ONLY

Instructor(s) Name:	Dr. Tracey Peter
Preferred form of address:	Tracey
Office hours or availability:	By appointment only (or try dropping by!)
Office Phone No.:	204 474-9416
Email:	tracey.peter@umanitoba.ca
Contact:	I will normally return emails or phone calls within 24 hours, Monday to Friday. Email contact is preferred. Please note – I do not usually check email 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)

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

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

Aplia HomeWork for *Statistics: A tool*, 3rd edition, Healy (**not a textbook, only a registration code**) ISBN: 0176805230

Aplia HomeWork for *Fundamentals of social research*, 4th Canadian edition, Babbie & Roberts (**not a textbook, only a registration code**). ISBN: 0176776640

Note: the Babbie & Roberts, *Fundamentals of Social Research* text has been bundled with the two Aplia HomeWork registration codes at a substantially reduced rate. The ISBN for all three products is: 017683284X.

COURSE CONTENT – FALL TERM ONLY

An overview of the modules and their units are as follows:

Module 1: Design and measurement issues

Unit 01: Science as a way of knowing

Unit 02: Paradigms, theory, and research

Unit 03: Ethics in social research

Unit 04: Research design and causation

Unit 05: Conceptualization, operationalization, and measurement

Unit 06: The logic of sampling

Module 2: Data collection strategies

Unit 07: Experiments

Unit 08: Survey research

Unit 09: Non-Reactive methods

Unit 10: Field research

Unit 11: Qualitative interviewing

Unit 12: Evaluation research

GRADING – FALL TERM ONLY (50% OF FINAL GRADE)

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

Assessment Activities	%
Term 1 Aplia Assignments	15
Term 1 Midterm Exam	35

NOTE: January 18, 2019 is the last date for Voluntary Withdrawal (VW) from Fall/Winter spanned classes.

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Aplia

Aplia Inc. is an educational technology company that provides online homework products geared toward university-level courses. Research and practice has shown that Aplia significantly improves outcomes and elevates thinking by increasing student effort and engagement. Once students have purchased the required Aplia registration code keys, they can login into Aplia through this URL (remember, students will need their access codes to register):

FALL TERM

<https://www.cengage.com/dashboard/#/course-confirmation/HGA2-5UVV-FHJF/initial-course-confirmation>

There are two Aplia product codes: one for each term. Aplia HomeWork assignments will be due almost weekly, and correspond to a specific unit. Please see Aplia HomeWork Due Dates for individual due dates (found on the UMLearn course site, under “Aplia Information”).

Each Aplia HomeWork assignment allows students up to 3 attempts – please note, a different question will be provided, but with the same concept, in order to discourage students from randomly guessing. The final grade for the assignment will be based on the score that is equal to or higher than subsequent attempts (i.e., do no harm). The first term Aplia HomeWork assignments are worth a total of 621 points, and collectively are worth 15% of your final grade.

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Fall Term Aplia HomeWork Due Dates		
Chapter	Title	Due Date (D.M.Y)
1	Human Inquiry and Science	20.09.18
2	Paradigms, Theory, and Research	27.09.18
3	Ethical Issues for Social Researchers	04.10.18
4	Research Design and the Logic of Causation	11.10.18
5	Conceptualization, Operationalization, and Measurement	18.10.18
6	The Logic of Sampling	25.10.18
7	Experiments	01.11.18
8	Survey Research	08.11.18
9	Non-Reactive Research	22.11.18
10	Field Research	29.11.18
11	Qualitative Interviewing	06.12.18
<p>Note: Unlike UM Learn DropBox, Aplia does not save late assignments, so there will be no record that you completed the assignment (albeit late). All Aplia assignments are due by 11:45 pm CST, on the due date.</p>		

Your Aplia HomeWork grade will be given immediately after the assignment is submitted. In addition, students will receive, from Aplia, automatic constructive feedback for each question. Shortly after an assignment due date, Aplia will send students a personalized review, which will suggest concepts and material students struggled with, and would benefit from more attention to. It is strongly encouraged that students use this personalized review as a study tool for respective examinations.

Programmed into Aplia 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 Aplia HomeWork assignments. Research on 'collaborative learning' has shown that it can be beneficial to students' academic success and wellbeing.

Late Aplia HomeWork assignments will be penalized 10% per day (including weekends and holidays) unless permission is granted *prior* to the due date. Late Aplia 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 – Aplia 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.

Fall Term Examination

The fall term examination 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

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specified in due course.

The December examination will consist of 130 multiple choice questions, and you will have a 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).

Important Note: The Registrar's Office is responsible for scheduling the final exam. Once finalized, the exam date and time information will be posted on the University of Manitoba Exam site. 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.**

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Extra Practice Material

In addition to the Fall and Winter examinations as well as the Aplia HomeWork Assignments, 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.

The following is a very important point! In both the Fall Term, 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.

Final Grade Distribution

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

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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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 ROASS¹ procedure.

Fall Term	
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>

¹ 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 – Aplia HomeWork assignments need to be accessed through its own website, and grades can be viewed there. Only final grades for Aplia will be posted on the course website at the end of each term.
2. PowerPoint lectures
3. Exam information
 - a. Practice exams
 - b. Crossword puzzles (first 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
- **Academic Learning Centre**, 201 Tier Building, 204 480-1481, 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

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 Policy²
- 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).

²

[http://umanitoba.ca/admin/governance/media/Respectful Work and Learning Environment RWLE Policy - 2016 09 01.pdf](http://umanitoba.ca/admin/governance/media/Respectful%20Work%20and%20Learning%20Environment%20RWLE%20Policy%20-%202016%2009%2001.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

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

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website, unless an exception to the *Copyright Act* applies or written permission has been confirmed. For more information, see the University's Copyright Office website at: <http://umanitoba.ca/copyright> or contact 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

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://unmanitoba.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>