

**SOCI 311**  
**Introduction to Social Statistics I**  
**Winter 2011 Course Syllabus**

**Course Information:**

Prerequisites: SOCI 201 or consent of the department  
Class Times: TR 5:00 – 6:15pm  
Class Location: SA 121  
Lab Times: W 3:00 – 6:00pm  
Lab Location: EDC 287

**Instructor:**

Heather Rollwagen  
harollwa@ucalgary.ca  
Office: SS 936  
Office Hours: TR 2-3pm (or appointment)

**Teaching Assistant:**

Danielle Robinson  
dcrobins@ucalgary.ca  
Office: SS 917  
Office Hours: T 3:30-4:30pm (or appointment)

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**Course Description**

This is the first of two courses on the analysis of data in survey research. This course will cover basic descriptive statistics, such as frequency distributions, graphing, cross tabular analysis, bivariate correlations, and an introduction to regression analysis. In addition, you will learn to use SPSS, the statistical software appropriate for these methods. This course does not require university-level training in mathematics, statistics or computer science. That being said, statistics is analysis of quantitative data using mathematical formulae. Students who have struggled in math courses in the past are advised to attend all lectures, seek extra help from the instructor and teaching assistant, and do the review exercises at the end of all chapters in the text. Anyone, regardless of their math background, can pass this course!

**Required Text**

Healey, Joseph F. And Steven G. Prus. 2010. Statistics: A Tool for Social Research, First Canadian Edition. Toronto: Nelson Education. (with or without SPSS Student Version 17.0)

**Recommended Texts**

Some students find that other introductory statistics text books are useful supplements to the required text. You are welcome (and encouraged) to seek out additional materials and I am happy to recommend some good ones. However, please keep in mind that specific notation may vary. In class and on the exams, the notation that is used in the Healey and Prus text will be used.

**Materials**

- A calculator is required for this course. Calculators on cell phones are not permitted in an exam.
- There is a lab printing fee (amount to be determined) which will cover the cost of all laser printing that is undertaken in the lab. This lab fee is mandatory and must be paid to Danielle (during lab time) by January 27th, 2011.

## Assessment

| Type of Assessment          | Component               | Date                               | Value |
|-----------------------------|-------------------------|------------------------------------|-------|
| Test / Exam <sup>1</sup>    | Test 1                  | February 17 <sup>th</sup> in class | 20%   |
|                             | Test 2                  | March 31 <sup>st</sup> in class    | 20%   |
|                             | Final Exam <sup>3</sup> | Scheduled by registrar             | 30%   |
| Lab Assignment <sup>2</sup> | Lab Assignment 1        | February 1 <sup>st</sup> by 5:00pm | 10%   |
|                             | Lab Assignment 2        | March 8 <sup>th</sup> by 5:00pm    | 10%   |
|                             | Lab Assignment 3        | April 12 <sup>th</sup> by 5:00pm   | 10%   |

<sup>1</sup>Tests and exams will be graded by the instructor

<sup>2</sup>Lab assignments will be graded by the teaching assistant

<sup>3</sup>The final exam is scheduled by the registrar. Please prepare to be available during the entire exam period.

Grades will be assigned based on the following scale

|    |          |    |       |    |       |    |       |
|----|----------|----|-------|----|-------|----|-------|
| A+ | 96 – 100 | B+ | 80-84 | C+ | 67-69 | D+ | 57-59 |
| A  | 90 – 95  | B  | 74-79 | C  | 63-66 | D  | 50-56 |
| A- | 85 – 89  | B- | 70-73 | C- | 60-62 | F  | 0-49  |

*Please note: The grades for a course component may be scaled to maintain equity among sections and to conform to departmental norms.*

## Assignment Details

### Tests

The tests are closed-book and will be administered during class time. You will be given 1.5 hours to complete the test. All material covered in the class may be tested; however, emphasis is placed on the most recent material taught. Tests will include multiple choice questions and short-answer questions. Short-answer questions may include some calculations, but will also include interpretation and explanation. You must bring your own calculator to the test – cell phone calculators are not permitted under any circumstance.

### Final Exam

The final exam will cover all the material taught in the course. The exam will follow a similar format to each of the tests. You will be given 3 hours to complete the exam. All exams are closed book exams; you are permitted a calculator.

### Lab Assignments

Lab assignments give you the opportunity to practise using SPSS software and interpreting statistics. Lab assignment guidelines will be provided by the teaching assistant in the lab. A grading rubric for each assignment will also be provided. Any grading clarification must be addressed with the teaching assistant in person (only during office hours or during a scheduled appointment – not in lab or class).

*Lab assignments will cover the following topics:*

- Lab Assignment 1: Levels of measurement, coding and recoding data, frequency distributions and graphs
- Lab Assignment 2: Measures of central tendency and variability
- Lab Assignment 3: Bivariate relationships and simple multiple regression

## Semester Schedule (subject to change)

| Week         | Topic  | Lab Topic*                                      |
|--------------|--|---|
| Jan. 11 / 13 | Theory, hypotheses and levels of measurement                           | No lab  |
| Jan. 18 / 20 | Frequency distributions  | Intro. to SPSS and data management              |
| Jan. 25 / 27 | Graphing data  | Frequency distributions and graphs              |
| Feb. 1 / 3   | Measures of central tendency<br>Lab Assignment 1 Due (Feb.1)           | Open lab  |
| Feb. 8 / 10  | Measures of variability  | Central tendency and variability                |
| Feb. 15 / 17 | Review (Feb. 15)<br>Test 1 (Feb. 17)                                   | Open lab  |
| Feb. 22 / 24 | <i>READING WEEK – NO CLASSES</i>                                       | <i>NO LAB</i>                                   |
| Mar. 1 / 3   | Cross-tabulations  | Open lab  |
| Mar. 8 / 10  | Measures of association<br>Lab Assignment 2 Due (Mar.8)                | Cross-tabs / measures of association            |
| Mar. 15 / 17 | Regression and correlation   | Open lab  |
| Mar. 22 / 24 | Regression and correlation   | Regression and correlation                      |
| Mar. 29 / 31 | Review (Mar. 29)<br>Test 2 (Mar. 31)                                   | Open lab  |
| Apr. 5 / 7   | Normal distribution and Z scores                                       | Open lab  |
| Apr. 12 / 14 | Central Limit Theorem and Probability<br>Lab Assignment 3 Due (Apr.12) | Review session for final exam (held by Heather) |
| Apr.18-29    | FINAL EXAM – Date TBD  | N/A   |

\*When a specific topic is mentioned, the teaching assistant will conduct a formal lesson to teach students how to use SPSS to generate the appropriate output. Students are required to attend these lessons. During open labs, the teaching assistant will be available beginning at 3pm to assist students with lab assignments. The teaching assistant will remain in the lab until 4:30pm or until students no longer require assistance (but no later than 6pm). Students are encouraged to use this lab time to complete the assignments. The lab space is available from students every week from 3pm-6pm.

### Important Information

My approach to teaching statistics

In my experience, statistics is more accessible and relevant when you “do” statistics. My style of teaching does not involve lectures, but an interactive approach in which I teach concepts and ideas through specific examples. Since there are no online notes or powerpoint slides for this class, you are encouraged to take notes on all these examples, and write explanations in a way that makes sense to you. If you find I am going too quickly, or if you do not understand anything

that is taught, please raise your hand and tell me – I am happy to explain in a different way. Every concept taught is used to build more complex ideas; therefore, it is in your best interest to make sure you understand as you go along. If you miss a class, you are highly encouraged to get the notes from another student, read the corresponding chapter in the text to catch up on what was missed and then come and speak with me (during office hours or make an appointment) to go over the material that was covered in class.

#### Classroom Conduct

I will do my best to create a classroom environment in which all students feel comfortable asking questions and clarifying their ideas. Inappropriate or disruptive behaviour, comments or language will not be tolerated. If you ever have any concerns about the classroom environment, I encourage you to come speak with me in person.

#### Email

Email is a great way to contact me to make an appointment. Email is an *inappropriate* mode of contact if you have questions relating to substantive course content, questions about your grades, questions for which the answer is readily available on the course syllabus, or concerns regarding my teaching style. For these issues, please come see me in person during my office hours or make an appointment to meet with me. I do not have access to email in the evenings or on the weekends.

#### Use of Laptop Computers in Class

Laptop computers are permitted in class for the sole purpose of taking notes. If it is discovered that you are using a laptop computer for any other reason, you will be asked to put the computer away and you will not be permitted to use a computer in class again.

#### Cell Phones

Please make every effort to remember to turn off cell phones and pagers while in class. If you need to keep a cell phone turned on, please come speak to me at the beginning of the semester.

#### Deferrals (Assignments)

All requests for deferral of a course component due to health reasons must be accompanied by written documentation as outlined in the University Calendar and should be obtained while you have the physical or emotional problem rather than after recovery. Deferrals may be allowed in the following circumstances: illness, domestic affliction or religious conviction. Travel arrangements and misreading of the syllabus are not valid reasons for requesting a deferral. Deferrals will not be granted if it is determined that you have not shown just cause. Please note that requests to defer exams or term work past the end of a term go through the Undergraduate Programs Office (UPO) and must be processed by the deadlines that are established in the U of C Calendar. You can find the forms you need online:

<http://www.ucalgary.ca/registrar/files/registrar/defTW.pdf>

You must submit these deferral forms to the Faculty of Arts Associate Dean (Students) through the UPO office: Undergraduate Programs Office, 4th Floor, MacEwan Student Centre. Only the Associate Dean approves requests for deferrals which extend beyond the end of a term. Instructors are not involved in such decisions. To make an appointment with the Associate Dean, phone (403) 220-8155.

#### Ethics

Human subject research is not required for any component of this course.

### Academic Misconduct

Cheating is regarded as a serious academic offense. Students are advised to consult the University Calendar, which presents a Statement of Intellectual Honesty and definitions and penalties associated with cheating, plagiarism, and other academic misconduct. If you have any questions about academic misconduct, please do not hesitate to ask!

### The Freedom of Information and Protection of Privacy (FOIP)

This legislation disallows the practice of having students retrieve assignments from a public place, e.g., outside an instructor's office or the Department main office. Term assignments must be returned to students individually, during class, or during my office hours; if you are unable to pick up your assignment you may provide me with a stamped, self-addressed envelope to be used for the return of the assignment.

### Safewalk

The University of Calgary provides a "safe walk" service to any location on Campus, including the LRT, parking lots, bus zones, and campus housing. For Campus Security/Safewalk call 220-5333. Campus Security can also be contacted from any of the "Help" phones located around Campus.

### Academic Accommodation

Students with a disability, who require academic accommodation, need to register with the Disability Resource Centre (MC 295, telephone 220-8237). Academic accommodation letters need to be provided to course instructors no later than fourteen (14) days after the first day of class. *It is your responsibility to register with the Disability Resource Centre and to request academic accommodation, if required.*

### Handing in Papers Outside of Class, Return of Final Papers and Release of Final Grades

1. When students are unable to submit assignments in class or during office hours, they should make arrangements to hand in their papers directly to the instructor rather than at the Sociology Department main office.
2. Lab assignments, texts and exams will not be returned through the Sociology Department main office. The Freedom of Information and Protection of Privacy (FOIP) legislation disallows the practice of having students retrieve assignments from a public place, (i.e., outside an instructor's office, the department office, etc.). Students who want their final papers returned by mail must attach a stamped, self-addressed envelope with the paper. Otherwise final papers will only be available for pick-up during the instructor's office hours at the end of this term or the beginning of the next term.
3. Final grades are not posted by the Sociology department. They are only available online.

### Student Ombudsperson

The Student Union's Ombudsperson is available to assist you with grade reappraisals or the appeal process. Please see their website ([www.su.ucalgary.ca](http://www.su.ucalgary.ca)) for more information.

### Emergency Evacuation

In the case of fire or other emergency evacuation of the classroom, please proceed to the assembly point in the Social Science Food Court.