



UNIVERSITY OF CALGARY

Fall 2019

FACULTY OF ARTS

Department of Sociology

Department of Sociology Website: <https://soci.ucalgary.ca/>

COURSE TITLE: Introductory Social Research Methods			
Course Number	313-02		
Pre/Co-Requisites	201		
Instructor Name	Dr. John Manzo	Email	jmanzo@ucalgary.ca
Instructor Email Policy	Feel free to contact me over email at any time. I will endeavour to answer emails within one business day. I do not answer emails over the weekend. If you have a course-related question, please check the course outline first. I will not answer questions that can be answered by consulting this course outline.		
Office Location	SS 908	Office Hours	M and F, 3:30-4:30, by appt.
Telephone No.	403-220-6720		
TA Name	Sepideh Borzoo	TA Email	sepideh.borzoo@ucalgary.ca
TA Office Location	SS 945	TA Office Hours	TBA
Class Dates	September 5-December 6, 2019		
Class Times	MWF, 2:00-2:50		
Class Location	MS 217		

Course Description

This course encompasses an introduction to the methods of data collection and techniques of data analysis that are employed by sociologists and other social scientists. Students will be exposed to a broad range of methodological topics, with modules addressing various quantitative and qualitative modalities, and every student will engage these methods in research projects of their own devising. While lecture and readings will constitute the primary sites of instruction, this is a course in which students' hands-on treatment of the material is absolutely essential. This will entail activities as structured as formal assignments and laboratory

attendance to unstructured critical assessment of newspaper articles and other “research” in news media. The overarching agenda of this course is twofold: One goal is to apprise students of the practical data-gathering and data-analysing work that real sociology is, as a live and lively discipline. The second goal is to make students critical appraisers of social research, to appreciate what constitutes valid knowledge and how to criticize what passes for such.

Course Objectives/Learning Outcomes

By the end of this course, students will be able to accurately define and discuss the nature of “science” and what counts as scientific inquiry; to read, assess, and conduct ethnographic, experimental, conversation-analytic, formatted-survey-based, qualitative-interview-based, and content-analytic social research; to read, assess, and conduct program evaluations; and to undertake research activities in ethically sound ways.

Required Textbooks, Readings, Materials, Electronic Resources

Earl Babbie and Lance Roberts, Fundamentals of Social Research, Fourth Canadian Edition (Nelson Publishing). DO NOT purchase previous editions as the current one is a major revision.

"TBA" readings will be distributed to students as e-mail attachments (PDFs or web links). There is only one purchase necessary for this course, which is the required text.

Schedule of Lectures and Readings

Note on Course Outline:

I have organized this course to encompass fourteen topics. I have not assigned dates to these, because I can never be certain that I will cover all of a topic on a particular date, or if/when I may have to be absent. I will cover each topic in the order listed.

Schedule of Readings and Lecture Topics

1. Introduction, course policies, and so forth.

2. The Research Process and the Idea of “Science”

Reading: Chapters 1 and 2

3. Designing a Research Project

Reading: Chapter 4

4. Variables, Validity, Reliability

Reading: Chapter 5

5. Experimentation

Reading: Chapter 7

6. Ethnography and Other Approaches to Structured Observation

Reading: Chapter 10

7. Even More Focused Observation: Ethnomethodology and Conversation Analysis

Reading: TBA

8. Sampling

Reading: Chapter 6

9. Survey Research

Reading: Chapter 8

10. Scaling

Reading: Handout, "Indexes and Scales"

11. Qualitative Interviewing, Focus Groups, and Issues Concerning Face-To-Face Interviewing

Reading: Chapter 11

12. Content Analysis, Historical-Comparative Research and other Nonobtrusive Methods

Reading: Chapter 9

13. Evaluation Research

Reading: Chapter 12

14. Introducing Statistics

Reading: Chapters 14, 15 and 16

14. Triangulation: Combining Research Methods

Reading: TBA

15. Ethics in Social Research

Reading: Chapter 3

Methods of Assessment and Grading Weights

There are four grade modules in this course: Two in-class tests, one written project, and lab work. These modules will constitute 25%, 25%, 30% and 20% of your semester grade, with lab work comprising five parts: four short research proposals, and a mark for class participation, each worth 4% of your semester grade.

Tests will contain multiple-choice and "fill in the blank" items. Test dates are **Friday, October 11,** and **Wednesday, November 20.**

Project:

The research project will consist of written reports of a research study on a topic of your devising. Projects will involve your deployment of a specific method of research as well as other stipulations. Reports will be six pages in length, not counting tables or other non-text elements. The research project will constitute 30% of your grade for the course. Your research project report is due on the last day of class, Friday, December 6.

It is anticipated that labs will take place seven or eight times over the course of the term. These meetings are will be scheduled on a "TBA" basis to coincide with your assignments and will be announced as such in class and via the course site on D2L. One meeting to discuss the assignment before undertaking it, and the following week to submit your assignment and to discuss what you accomplished and what you learned from it, including the challenges that the assignment posed. Your attendance is compulsory, so keep your assigned lab hour free as these will take place most weeks over the course of the semester. Each assignment will constitute 4% of your semester grade, with an additional 4% based on your participation in labs. Your TAs and professor will provide more information on these assignments and other issues related to lab work as the semester progresses.

Final Exam Information

There is no final exam in this course.

Grading Scale

Letter grades will be assigned and submitted to the registrar based on the following scale:

Grade	Percent range	Grade Point Value	Description
A+	95.50 – 100%	4.0	Outstanding performance
A	90 – 95.49%	4.0	Excellent performance
A-	85 – 89.99%	3.7	Approaching excellent performance
B+	80 – 84.99%	3.3	Exceeding good performance
B	74– 79.99%	3.0	Good performance
B-	70 – 73.99%	2.7	Approaching good performance
C+	67 – 69.99%	2.3	Exceeding satisfactory performance
C	63 – 66.99%	2.0	Satisfactory performance
C-	60 – 62.99%	1.7	Approaching satisfactory performance
D+	55 – 58.99%	1.3	Marginal pass. Insufficient preparation for subsequent courses in the same subject
D	50 – 54.99%	1.0	Minimal Pass. Insufficient preparation for subsequent courses in the same subject.
F	<50%	0	Failure. Did not meet course requirements.

Grade Reappraisal

Within one week of the day on which the exam/assignment is returned, students seeking reappraisal of examinations or assignments must submit a WRITTEN response to the instructor explaining the basis for reconsideration of one's mark. The instructor will reconsider the grade on that basis. It should be noted that a re- assessed grade may be raised, lowered, or remain the same.

Handing in Papers, Assignments

1. The main Sociology Department office does not deal with any course-related matters. Please speak directly to your instructor.
2. **Protection of Privacy:** The Freedom of Information and Protection of Privacy (FOIPP) legislation does not allow students to retrieve any course material from public places. Anything that requires handing back will be returned directly during class or office hours. If students are unable to pick up their assignments from the instructor, they can provide the instructor with a stamped, self-addressed envelope to be used for the return of the assignment. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary
3. Final grades are not posted by the Sociology Department. They are only available online.

Research Ethics

Students are advised that any research with human subjects – including any interviewing (even with friends and family), opinion polling, or unobtrusive observation – must have the approval of the Faculty Ethics Committee. In completing course requirements, students must not undertake any human subjects research without discussing their plans with the instructor, to determine if ethics approval is required.

Copyright Legislation

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (<https://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf>) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorized sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

Instructor Intellectual Property

Course materials created by professor(s) (including course outlines, presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the professor(s). These materials may NOT be reproduced, redistributed or copied without the explicit consent of the professor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

Academic Misconduct

Please refer to the website listed below for information on University of Calgary policies on Plagiarism/Cheating/Other Academic Misconduct:

<http://www.ucalgary.ca/pubs/calendar/current/k.html>

Absences and Deferrals

Students who are absent from class assessments (tests, participation activities, or other assignments) should inform their instructors as soon as possible. Instructors may request that evidence in the form of documentation be provided. If the reason provided for the absence is acceptable, instructors may decide that any arrangements made can take forms other than make-up tests or assignments. For example, the weight of a missed grade may be added to another assignment or test. For information on possible forms of documentation, including statutory declarations, please see <https://www.ucalgary.ca/pubs/calendar/current/m-1.html>

Deferred Final Exam Form: Please note that requests to defer a Registrar scheduled final exam are dealt with through the Registrar's Office. Further information can be found at:

<https://www.ucalgary.ca/registrar/exams/deferred-exams>

Deferred Term Work Form: Deferral of term work past the end of a term also requires a form to be filled out. It's available at:

https://live-ucalgary.ucalgary.ca/sites/default/files/teams/1/deferred_termwork15_0.pdf

Once an extension date has been agreed between instructor and student, the form should be taken to the Faculty of Arts Program Information Centre (SS 110) for approval by an Associate Dean (Students).

With respect to my policies for this course specifically, there are two that you should understand:

I expect that every student will complete all work for course but recognise that emergencies might prevent this. My policy on missed work varies with the assignment:

1. If you miss the midterm test due to unforeseeable OR foreseeable emergencies or other circumstances, you will write the midterm in a make-up session as per department practices.
2. Late written work will be assigned a penalty of five percent per CALENDAR day **or portion thereof**, not “work” day; in other words, a paper or lab project submitted 50 hours late that would have received an 80 will instead receive a 65.

Academic Accommodation

The student accommodation policy can be found at: ucalgary.ca/access/accommodations/policy.

Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities ucalgary.ca/policies/files/policies/student-accommodation-policy.

Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the course instructor.

Wellness and Mental Health Resources

The University of Calgary recognizes the pivotal role that mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive support when needed. We encourage you to explore the excellent mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through Student Wellness Services (Room 370 MacEwan Student Centre, <https://www.ucalgary.ca/wellness-services/services/mental-health-services>) and the Campus Mental Health Strategy (<http://www.ucalgary.ca/mentalhealth/>).

Student Success

The Student Success Centre provides services and programs to ensure students can make the most of their time at the University of Calgary. Our advisors, learning support staff, and writing support staff assist students in enhancing their skills and achieving their academic goals. They provide tailored learning support and advising programs, as well as one-on-one services, free of charge to all undergraduate and graduate students. For more information visit:

<https://www.ucalgary.ca/student-services/student-success>

Student Ombuds Office

The Student Ombuds Office supports and provides a safe, neutral space for students. For more information, please visit www.ucalgary.ca/ombuds/ or email ombuds@ucalgary.ca.

Student Union (SU) Information

The SU Vice-President Academic can be reached at (403) 220-3911 or suvpaca@ucalgary.ca; Information about the SU, including elected Faculty Representatives, can be found here:

<https://www.su.ucalgary.ca>.

Emergency Evacuation/Assembly Points

Assembly points for emergencies have been identified across campus. Assembly points are designed to establish a location for information updates from the emergency responders to the evacuees; from the evacuated population to the emergency responders. For more information, see the University of Calgary's Emergency Management website:

<http://www.ucalgary.ca/emergencyplan/assemblypoints>

Safewalk

Campus security will escort individuals, day or night, anywhere on campus (including McMahon Stadium, Health Sciences Centre, Student Family Housing, the Alberta Children's Hospital and the University LRT station). Call 403-220-5333 or visit <http://www.ucalgary.ca/security/safewalk>. Use any campus phone, emergency phone or the yellow phone located at most parking lot pay booths. Please ensure your personal safety by taking advantage of this service.