



UNIVERSITY OF
CALGARY

Spring 2022

FACULTY OF ARTS

Department of Sociology

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

COURSE TITLE: Qualitative Research Methods			
Course Number	SOCI 413		
Pre/Co-Requisites	SOCI 313, 315, 331, 333		
Instructor Name	Hasmik Tovmasyan	Email	hasmik.tovmasyan@ucalgary.c a
Instructor Email Policy	Feel free to contact me over email at any time. Please include a proper salutation, your full name and a proper closing in the body of your email. I do not answer emails over the weekend and after 6PM. I will do my best to answer your emails as soon as possible (within 24 hours). Please take that into account when emailing me questions pertaining to assignments or exams. If you have a course-related question, please check the course outline first. Questions about the course content and readings, concerns about grades, or any other personal issues should be dealt with during my office hours.		
Office Location		Office Hours	Tuesday 12:00-1:00pm (or by appointment)
Telephone No.			
Class Dates	May 5th-June 16th		
Class Times	TR 1:00-3:45		
Class Location	SA121		

Land acknowledgment

I would like to take this opportunity to acknowledge the traditional territories of the people of the Treaty 7 region in Southern Alberta, which includes the Blackfoot Confederacy (comprising the Siksika, Piikani, and Kainai First Nations), as well as the Tsuut'ina First Nation, and the Stoney Nakoda (including the Chiniki, Bearspaw, and Wesley First Nations). The city of Calgary is also home to Métis Nation of Alberta, Region 3.

COURSE DESCRIPTION

This course will teach you the basics of qualitative methods. We will learn about three main data collection methods: interviewing, observation, and text (including archival materials, social media posts, newspapers, artifacts, image, film, etc.). This course has a very hands-on approach, which means you will have plenty of opportunities to practice what you have learned. You will also read and discuss, as examples, how different scholars use these methods in different research projects.

Warning: Some of the materials for this course deal with sensitive topics. If you are uncomfortable with it, please let me know and I will accommodate you with other materials.

COURSE LEARNING OUTCOMES

By the end of this course successful students will be able to:

- Describe the main qualitative methods to conduct research and critically discuss how they are used
- Ask the questions that are suitable for qualitative research and identify how these are different from quantitative research questions
- Read and assess empirical research articles that use qualitative methods
- Discuss the limitations and advantages of qualitative methods using examples of empirical research
- Describe ethical practices in qualitative research
- Identify ethical issues arising in qualitative research and strategies for mitigating them
- Gather and analyze observational and interview data
- Describe the key components of indigenous research methods and draw on them
- Design and carry out qualitative research projects

LEARNING RESOURCES

There is one textbook required for this course:

van den Hoonaard, Deborah. 2019. *Qualitative Research in Action: A Canadian Primer*. Third Edition. Don Mills: Oxford University Press.

Other than the textbook, all the other materials (articles, book chapters, etc.) are available at the University of Calgary library and have online access. Check "Schedule of lectures and readings" (on D2L) for the details on your materials (the links are included for each reading and visual material), with the dates and titles.

LEARNING TECHNOLOGIES AND REQUIREMENTS

There is a D2L site for this course which contains important information on your readings, guidelines for your assignments and other relevant class resources and materials (see d2L.ucalgary.ca). In order for you to access this material you will need a piece of technology.

CLASS SCHEDULE

Check "Schedule of lectures and readings" on D2L

EXAMINATIONS

There will be no final examination for this course

ASSESSMENT COMPONENTS

Class participation and readings 10%

Unobtrusive research project 20% (due on May 24th)

Field notes 5% (May 26)

Interview guide, consent form 5% (May 31st)

Test 25% (June 7th in class)

Visual Research Project (PhotoVoice) 10% (due on June 16th)

Final project 25% (choose one of the following) (due on June 23)

- Research based on participant observation (include the written field notes)
- Research based on Interviews

All the submitted assignments should be your individual work. The only collaboration between the students is allowed in class (discussions, group work, etc).

There will be separate guidelines posted on D2L for each assignment. Before each kind of assignment, I will allocate sometime during our class to answer your questions. I will be happy to do it also during my office hours.

NOTE: You are welcome to discuss with your peers the course materials both during class the sessions when working in groups or outside of them. However, all your submitted work needs to be your individual work: no collaboration on the assignments is allowed. Please do not share your individual notes and ideas on lectures or on course materials if you are going to use them in any of your graded assignments. Please be advised that the use of shared files and collaborative materials can be risky from an academic integrity standpoint due to the potential for intentional or unintentional use of words and ideas from these discussions in the assessments, which may constitute academic misconduct.

MISSED OR LATE ASSIGNMENTS

Students who miss class assessments should inform their instructor as soon as possible. If the reason provided for the absence is acceptable, the instructor may decide that any arrangements made may 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.

Deferred Term Work Form: Deferral of term work past the end of a term requires a form to be filled out by the student and submitted, along with any supporting documentation, to the instructor. The form is available [here](#).

Once an extension date has been agreed upon between instructor and student, the instructor will email the form to the Faculty of Arts Program Information Centre (ascarts@ucalgary.ca) for approval by the Associate Dean.

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+	96 – 100%	4.0	Outstanding performance
A	90 – 95.99%	4.0	Excellent performance
A-	85 – 89.99%	3.7	Approaching excellent performance
B+	80 – 84.99%	3.3	Exceeding good performance
B	75 – 79.99%	3.0	Good performance
B-	70 – 74.99%	2.7	Approaching good performance
C+	67 – 69.99%	2.3	Exceeding satisfactory performance
C	63 – 66.99%	2.0	Satisfactory performance
C-	59 – 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.

Final course grade will be calculated according to the grade assessment mentioned above.

EXPECTATIONS FOR WRITING

All written assignments will be assessed, at least partly, based on writing skills. Writing skills include not only surface correctness (grammar, punctuation, sentence structure, etc.) but also general clarity and organization. Sources used in research papers must be properly documented. If you need help with your writing, you may use the writing support services in the Learning Commons. For further information, please refer to the official online University of Calgary Calendar, Academic Regulations, E. Course Information, E.2: Writing Across the Curriculum: <http://www.ucalgary.ca/pubs/calendar/current/e-2.html>

ATTENDANCE AND PARTICIPATION EXPECTATIONS

Students are expected to attend class regularly and to be fully present and engaged in class activities and discussions. It is only through regular attendance of the classes and participation in them that you can achieve a maximum result in this course. If students miss a class session during which they had a graded assignment, they must contact the instructor within 24 hours to discuss options to make-up for that component.

GUIDELINES FOR SUBMITTING ASSIGNMENTS

The main Sociology Department office does not deal with any course-related matters. Please speak directly to your instructor.

1. **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
2. Final grades are not posted by the Sociology Department. They are only available online.

CONDUCT

Students, employees, and academic staff are also expected to demonstrate behaviour in class that promotes and maintains a positive and productive learning environment. As members of the University community, students, employees, and academic staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar, the Code of Conduct and Non-Academic Misconduct policy and procedures, which can be found at: <http://www.ucalgary.ca/pubs/calendar/current/k.html>

USE OF INTERNET AND ELECTRONIC COMMUNICATION DEVICES IN CLASS

The use of laptop and mobile devices is acceptable when used in a manner appropriate to the course and classroom activities. Please refrain from accessing websites and resources that may be distracting to you or for other learners during class time. Students are responsible for being aware of the University's Internet and email use policy, which can be found at <https://www.ucalgary.ca/legal-services/university-policies-procedures/acceptable-use-electronic-resources-and-information-policy>

COURSE EVALUATIONS AND STUDENT FEEDBACK

Student feedback will be sought at the end of the course through the standard University Student Ratings of Instruction (USRI) and Faculty course evaluation forms. A midterm evaluation may also be included to provide students an opportunity to provide feedback, for the instructor to adjust their approaches to teaching and learning, and to continuously improve the course. Students are welcome to discuss the process and content of the course at any time with the instructor.

Media Recording for Study Purposes (Students)

Students who wish to audio record lectures for personal study purposes need to follow the guidelines outlined in [Section E.6 of the University Calendar](#). Unless the audio recording of lectures is part of a student accessibility requirement, permission must be sought by the course instructor to audio record lectures.

Media recording for lesson capture

The instructor may use media recordings to capture the delivery of a lecture. These recordings are intended to be used for lecture capture only and will not be used for any other purpose. Recordings will be posted on D2L for student use and will normally be deleted at the end of term. Students are responsible for turning off their camera and/or microphone if they do not wish to be recorded.

Media recording for assessment of student learning

The instructor may use media recordings as part of the assessment of students. This may include but is not limited to classroom discussions, presentations, clinical practice, or skills testing that occur during the course. These recordings will be used for student assessment purposes only and will not be shared or used for any other purpose. The recording will be destroyed as specified by [retention rule 2000.01](#) "Examinations and Student Assignments".

Media recording for self-assessment of teaching practices

The instructor may use media recordings as a tool for self-assessment of their teaching practices. Although the recording device will be fixed on the instructor, it is possible that student participation in the course may be inadvertently captured. The recording will be destroyed as specified by [retention rule 98.0011](#) "Draft Documents & Working Materials".

ACADEMIC MISCONDUCT

Academic Misconduct refers to student behavior which compromises proper assessment of a student's academic activities and includes cheating; fabrication; falsification; plagiarism; unauthorized assistance; failure to comply with an instructor's expectations regarding conduct required of students completing academic assessments in their courses; and failure to comply with exam regulations applied by the Registrar.

For information on the Student Academic Misconduct Policy and Procedure please visit:

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-non-academic-misconduct-policy>

<https://www.ucalgary.ca/legal-services/university-policies-procedures/student-non-academic-misconduct-procedure>

Additional information is available on the Academic Integrity Website at <https://ucalgary.ca/student-services/student-success/learning/academic-integrity>.

ACADEMIC ACCOMODATION

It is the student's responsibility to request academic accommodations according to the University policies and procedures listed below. The Student Accommodations policy is available at <https://ucalgary.ca/student-services/access/prospective-students/academic-accommodations>. Students needing an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS) in accordance with the Procedure for Accommodations for Students with Disabilities (<https://www.ucalgary.ca/legal-services/university-policies-procedures/accommodation-students-disabilities-procedure>). Students who require an accommodation in relation to their coursework based on a protected ground other than Disability should communicate this need in writing to their Instructor.

SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/.

RESEARCH ETHICS

(if applicable) Students are advised that any research with human participants – including any interviewing (even with friends and family), opinion polling, or unobtrusive observation – must have the approval of the [Conjoint Faculties Research Ethics Board](#) or the [Conjoint Health Research Ethics Board](#). 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. Some courses will include assignments that involve conducting research with human participants; in these cases, the instructor will have applied for and received ethics approval for the course assignment. The instructor will discuss the ethical requirements for the assignment with the students.

INSTRUCTOR INTELLECTUAL PROPERTY

Course materials created by instructors (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the instructor. These materials may NOT be reproduced, redistributed or copied without the explicit consent of the instructor. 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.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

COPYRIGHT LEGISLATION

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright) 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 unauthorised 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 <https://www.ucalgary.ca/pubs/calendar/current/k.html>.

SEXUAL VIOLENCE POLICY

The University recognizes that all members of the University Community should be able to learn, work, teach and live in an environment where they are free from harassment, discrimination, and violence. The University of Calgary's sexual violence policy guides us in how we respond to incidents of sexual violence, including supports available to those who have experienced or witnessed sexual violence, or those who are alleged to have committed sexual violence. It provides clear response procedures and timelines, defines complex concepts, and addresses incidents that occur off-campus in certain circumstances. Please see the policy available at <https://www.ucalgary.ca/legal-services/university-policies-procedures/sexual-and-gender-based-violence-policy>

Important Contact Information

Campus Security and Safewalk (24 hours a day/7 days a week/365 days a year)
Phone: 403-220-5333

Faculty of Arts Undergraduate Students' Union Representatives

Phone: 403-220-6551

Email: arts1@su.ucalgary.ca, arts2@su.ucalgary.ca, arts3@su.ucalgary.ca,
arts4@su.ucalgary.ca

Students' Union URL: www.su.ucalgary.ca

Graduate Students' Association

Phone: 403-220-5997

Email: askgsa@ucalgary.ca

URL: www.ucalgary.ca/gsa

Student Ombudsman

Phone: 403-220-6420

Email: ombuds@ucalgary.ca

Campus Mental Health Resources

The University of Calgary recognizes the pivotal role that student 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 supports 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 the following resources:

SU Wellness Centre: <http://www.ucalgary.ca/wellnesscentre/>

Student Wellness Services:

<https://www.ucalgary.ca/wellness-services/services/mental-health-services>

Campus Mental Health Strategy website: <https://www.ucalgary.ca/mentalhealth/>.