SYLLABUS

METHODS OF SOCIAL RESEARCH (SYA 4300)

4 CREDIT HOURS

FALL 2023

INSTRUCTOR: **Dr. Chuck Peek**

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(352) 294-7185

cpeek@ufl.edu

OFFICE HOURS: Wednesdays 12:30pm – 3:30pm EST, and by appointment.

Zoom: ufl.zoom.us/j/6862939269

TA:

Name	Email address	Office hours	Zoom link
Seun Ajoseh	mailto:seunajoseh@ufl.edu	TBD	TBD

COURSE WEBSITE: https://elearning.ufl.edu/

COURSE COMMUNICATIONS: You can communicate with me by sending questions via email through Canvas or to my UF email address (above). I can only respond to emails sent through Canvas or from a UF email account.

REQUIRED TEXT:

Jeffrey C. Dixon, Royce A. Singleton, Bruce C. Straits. 2022. The Process of Social Research, 3rd edition. New York: Oxford University Press. (ebook only)

This book is available through UF All Access. Please visit the UF All Access website at bsd.ufl.edu/AllAccess to opt in. If you need assistance opting in to UF All Access, please contact the UF Bookstore.

STATISTICAL SOFTWARE: We will use SPSS statistical software, which is available to all UF students in computer labs and via UF Apps. You will also need to access data and save output to the R drive on UF Apps. Instructions for setting up your folder on the R drive can be found here.

COURSE DESCRIPTION: This course introduces the scientific method and its application to social science research. Topics include research design, data collection and statistical analysis, and presentation of findings in text, tables, and graphs.

PREREQUISITE KNOWLEDGE AND SKILLS: Introduction to Statistics 1 (STA 2023)

PURPOSE OF COURSE: This course is designed to provide a thorough introduction to the fundamentals of social science research. You will have the opportunity to learn and apply the basic principles of research designs commonly used by sociologists and other social scientists. We will cover topics central to all research designs, including causation, measurement, sampling, and data analysis. In addition, we examine in detail basic and advanced designs commonly used in social science research. You will also learn how to manage and analyze social science data using a statistical software package (SPSS). Although this is a challenging course, the potential payoff is considerable. A solid understanding of research methods will improve your ability to consume and produce information and enhance your capacity for critical thought.

COURSE GOALS AND/OR OBJECTIVES: By the end of this course, students will:

1. Summarize the scientific process and show is applied in sociology.
2. Apply the fundamental elements and procedures of social science research designs.
3. Describe the research designs commonly used in sociology and evaluate their strengths and weaknesses.
4. Evaluate information produced by social science research.

COURSE POLICIES:

ATTENDANCE POLICY: As this is an online course, no class-room attendance is required. You will still need to allot sufficient time needed to complete the requirements of this course. Please contact the Registrar's Office for information on withdrawal dates and procedures if necessary.

QUIZ/EXAM POLICY: You will begin the course by taking a quiz on the contents of this syllabus. Once you have answered all questions correctly on the syllabus quiz, you will receive 5 extra credit points. Additionally, you are required to complete 13 short quizzes during the semester. Quizzes must be completed on the due date (all due dates are listed

on Canvas). Quizzes taken after the due date will not count toward your final grade. This portion of your grade will be based on your 10 highest quiz scores (you may drop the three lowest quiz scores). There will also be a cumulative final exam administered during finals week. The final exam will be proctored using Honorlock software.

ASSIGNMENT POLICY: You are also required to submit 13 short writing assignments during the semester. These assignments will take the form of either a brief essay, a worksheet, or a topical group discussion. Writing assignments must be completed and submitted via Canvas on or before the due date (all due dates are listed on). Only writing assignments submitted via Canvas will be accepted; please do not send papers or discussion posts as email attachments. Late writing assignments will not be accepted. This portion of your grade will be based on your 10 highest writing assignments scores (you may drop the three lowest writing assignment scores).

LAB POLICY: You are also required to complete 11 lab assignments during the semester. These lab assignments will give you the opportunity to learn and demonstrate skill in some aspect of the research process (e.g., conducting a literature search, data management, statistical analysis of survey data). Lab assignments must be completed and submitted via Canvas on or before the due date (all due dates are listed on the Canvas). Only lab assignments submitted via Canvas will be accepted; do not send them as email attachments. Late lab assignments will not be accepted. This portion of your grade will be based on your 10 highest scores (you may drop your lowest lab assignment score).

MAKE-UP POLICY: Student who miss an exam, quiz, writing assignment or lab for a reason consistent with UF's excused absence policy will receive a reasonable amount of time to make up that assignment. Documentation will be required before assignments can be made up. Any missed exams, quizzes, writing assignments, or lab assignments due reasons not covered in UF's attendance policy will receive a score of 0. Assignents missed due to technical or computer problems will also receive a score of zero. However, you may drop the three lowest quiz scores, the three lowest writing assignment scores, and the lowest lab assignment score. **No other provisions will be provided for making up work.**

COURSE TECHNOLOGY: This course will require the use of a laptop or desktop computer with a high-speed internet connection and a web camera. You will also need access to UF Library's e-resources. To achieve this access, you will need access to a UF-networked computer or some type of software that will enable you to establish a Virtual Private Network connection (such as Cisco Anyconnect Client). For more information, see the UF Library's Connecting from Off-Campus website (http://www.uflib.ufl.edu/ufproxy.html).

UF POLICIES:

UNIVERSITY POLICY ON ACCOMMODATING STUDENTS WITH DISABILITIES: Students requesting accommodation for disabilities must first register with the Dean of Students Office (http://www.dso.ufl.edu/drc/). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation. You must submit this documentation prior to submitting assignments or taking the quizzes or exams. Accommodations are not retroactive, therefore, students should contact the office as soon as possible in the term for which they are seeking accommodations.

UNIVERSITY POLICY ON ACADEMIC MISCONDUCT: Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code.

NETIQUETTE: COMMUNICATION COURTESY: All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. Failure to follow netiquette may result in a grade reduction. Students should be sure that they understand the UF Netiquette Guide for Online Courses.

EVALUATION POLICY: Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/

GETTING HELP:

For issues with technical difficulties for E-learning in Canvas, please contact the UF Computing Help Desk at:

- helpdesk@ufl.edu
- (352) 392-HELP

- https://request.it.ufl.edu

Other resources are available at http://www.distance.ufl.edu/getting-help for:

- Counseling and Wellness resources

- Disability resources

- Resources for handling student concerns and complaints

- Library Help Desk support

Should you have any complaints with your experience in this course please visit http://www.distance.ufl.edu/student-complaints to submit a complaint.

GRADING POLICIES:

QUIZZES: You are required to complete 13 short quizzes during the semester that will account for 20 percent of your final grade. Quizzes will consist of 10 multiple choice questions and must be completed within a 30-minute interval on or before the due date (all due dates are listed on the Canvas). Quizzes taken after the due date will not count toward your final grade. This portion of your grade will be based on your 10 highest quiz scores (you may drop the three lowest quiz scores).

WRITING ASSIGNMENTS: You are required to submit 13 written assignments during the semester that will account for 30 percent of your final grade. Written assignments will be either brief (usually 2-3 page) essays, exercises, or asynchronous group discussions (with at least one original post and one response post). Written assignments must be completed and submitted via Canvas on or before the due date (all due dates are listed on the Canvas). Only assignments submitted via Canvas will be accepted. Late assignments will not be accepted. This portion of your grade will be based on your 10 highest writing assignment scores (you may drop the three lowest written assignment scores). Grading rubrics are available on Canvas.

LAB POLICY: You are also required to complete 11 lab assignments during the semester that will count for 30 percent of your final grade. These lab assignments will give you the opportunity to learn and demonstrate skill in some aspect of the research process (e.g., conducting a literature search, data management, statistical analysis of survey data). Lab assignments must be completed and submitted via Canvas on or before the due date (all due dates are listed on the Canvas). Only lab assignments submitted via Canvas will be accepted. Late lab assignments will not be accepted. This portion of your grade will be based on your 10 lab writing assignments scores (you may drop the lowest lab assignment score).

FINAL EXAM: You are required to complete a cumulative final exam during the last week of classes. The final exam will consist of a series of multiple-choice questions and will account for 20 percent of your final grade. You will have two hours to complete this test. The final exam will be proctored using Honorlock proctoring software.

GRADING DISTRIBUTION:

Assignment	Percentage
Quizzes (10 highest scores of 13 total)	20 percent
Writing Assignments (10 highest scores of 13 total)	30 percent
Lab Assignments (10 highest of 11 total)	30 percent
Final Exam	20 percent

GRADING SCALE:

Grade	Points
A	920 – 1000
A-	900 – 919
B+	880 – 899
B	820 – 879
B-	800 – 819
C+	780 – 799
C	720 – 779
C-	700 – 719
D+	680 – 699
D	620 – 679
D-	600 – 619
E	599 or fewer

COURSE SCHEDULE:

FINAL EXAM: Monday, December 12, 8:00am - 8:00pm EST (you will have two hours to complete the final during this period). The final exam will be proctored using Honorlock software.

Dates, topics, required readings, and assignments can be found on Canvas.

Disclaimer: This syllabus represents my current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.