

**THE UNIVERSITY OF CALGARY
FACULTY OF SOCIAL SCIENCES
DEPARTMENT OF SOCIOLOGY
(soci.ucalgary.ca)**

SOCIOLOGY 311-01 (Introductory Social Statistics I)

Course Outline, Fall 2010

Safewalk/Campus Security: 220-5333, ANYTIME

This course makes use of Blackboard to communicate information to students. To access Blackboard, go to: blackboard.ucalgary.ca OR my.ucalgary.ca

Instructor: Tom Langford

Office: SS 924

Phone: 220-5043

Drop-in Office Hours:

Mondays, 4:30 to 5:30 p.m. (cancelled on October 11)

Fridays, 4:30 to 5:00 p.m.(cancelled on October 1 and November 12)

Email guidelines: Please use email to inform me of something important (e.g., you are sick and will be missing the mid-term test), to ask a question that I can answer with a simple Yes or No (e.g., Is structural functionalism covered on the mid-term test?) or to book an appointment outside of scheduled drop-in office hours. For more complicated questions and discussions, please speak to me in person.

Teaching Assistants: Ali Kamal and Danielle Robinson

Contact information and office hours for the teaching assistants will be posted on Blackboard by September 20.

COURSE DESCRIPTION

This is the first of two introductory courses on the basic statistical logic and techniques which are employed in quantitative social research. Students will learn the material through lectures, readings, problem solving and participation in laboratory sessions. A major objective of the labs is to give each student 'hands-on' computer experience in analyzing sociological data using the Statistical Package for the Social Sciences (SPSS).

No university-level training in mathematics, statistics or computer science is required to take this course. At the same time, the application of statistical formulae and the interpretation

of the results of statistical analyses will be integral components of the course. Therefore, students who have not taken a math course in some time, or who had some difficulty in high school math courses, should make an extra effort to keep on top of their work.

In general, students should be able to deal with the material in this course if they attend all lectures and labs, approach the readings systematically, complete assigned problems every week, and are sure to ask questions on any points which puzzle them. Students will find that the material in this course gets progressively more difficult throughout the term. Consequently, it is imperative that you do not fall behind in your work.

REQUIRED TEXT and STATISTICAL SOFTWARE PACKAGE

Healey, Joseph F. and Steven G. Prus. 2010. *Statistics: A Tool for Social Research*, First Canadian Edition. Toronto: Nelson Education. (Bundled with SPSS Student Version 17.0.)

LAB PRINTING FEE

Students will be charged a lab fee (exact value to be determined) which will cover the cost of all laser printing undertaken in the lab period (Wednesdays from 15:00 to 17:50). This lab fee is mandatory and must be paid to the teaching assistants no later than Wednesday, September 29 at 3:00 p.m. Students who fail to pay the lab fee will not be allowed to use computers in the Arts Computer Lab to complete their lab work.

STUDENT EVALUATION

(1) Mid-Term Test

- (A) Time: Wednesday 3 November, 15:00 to 17:00 in lab period
- (B) Content: All readings, lectures, lab material, assignments and exercises up to November 1
- (C) Value: 35%

(2) Computer Quiz

- (A) Time: Wednesday 8 December, 15:00 to 16:00 in lab period
- (B) Content: All computer work covered between 22 September and 8 December
- (C) Value: 4%

(3) Three Assignments

- (A) Due Dates: Assignments are due on Monday 4 October 4 at 13:00 in class, Monday 25 October at 13:00 in class, and Monday 29 November at 13:00 in class.

(B) Working Time: At least 10 days.

(C) Value: 21% (each valued at 7%)

(4) Registrar-Scheduled Final Examination

(A) Time: To be scheduled by the Registrar's Office. Please do not book your December flight out of Calgary until after the Registrar's exam schedule is released. No requests to write the final examination in a special time slot will be entertained.

(B) Content: The final examination is cumulative. You will be tested on all readings, lectures, lab material, assignments and exercises from the beginning of the course until the end.

(C) Value: 40%

LETTER GRADE ASSIGNMENT

At the end of the course numerical marks are totalled and a final letter grade is assigned on the following basis:

Percentage Range	Letter Grade
49 or less	F
50-53	D
54-58	D ⁺
59-62	C-
63-66	C
67-71	C ⁺
72-75	B-
76-79	B
80-84	B ⁺
85-89	A-
90-94	A
95 or higher	A ⁺

IMPORTANT NOTES

(1) Late Penalty. Except in the cases of documented illness, or extenuating circumstances brought to a teaching assistant's attention before the due date of an assignment, a penalty of 5% of the assigned mark per day will be assessed any late work.

(2) A student who has a legitimate reason for being unable to write the mid-term test must discuss an alternative course of action with the instructor. At his discretion, the instructor will transfer the percentage weight to another component of the course, or set a make-up test. Make-up tests must be written as soon as possible at a scheduled Department of Sociology make-up test session.

(3) Please note that requests to defer the final examination or to defer completion of term work past the end of the 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:

Deferred Final Exam Application:

http://www.ucalgary.ca/registrar/files/registrar/APP%20FOR%20DF%20EXAM_0.pdf

Deferred Term Work Form:

<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.

(4) The quality of a student's writing is a factor in the evaluation of a student's work in this course.

(5) "Intellectual honesty is the cornerstone of the development and acquisition of knowledge" (*Calendar 2010-11*, p. 48). Please review the University of Calgary's policies for dealing with student misconduct, particularly plagiarism and cheating (see pp. 48-51 of the *Calendar*).

(6) 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, they should make arrangements to hand in their papers directly to a teaching assistant. Papers will not be accepted in the main Sociology Department office.

2. Assignments will not be returned through the main Sociology Department office. The Freedom of Information and 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 any of their work returned by mail must supply a stamped, self-addressed envelope to the instructor. Otherwise unclaimed assignments will be available for pick-up only during the instructor's office hours at the end of this term or at the beginning of the next term.

3. Final grades are not posted by the Sociology Department. They are available only online.

(7) **Ethics Research:** 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 Departmental 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.

(8) 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 a student's responsibility to register with the Disability Resource Centre and to request academic accommodation, if required.**

(9) The grades for a course component may be scaled to maintain equity among sections and to conform to departmental norms.

(10) ***Emergency evacuations.*** In the case of fire or other emergency evacuation of this classroom (MS 211), please proceed to the assembly point by Social Sciences Food Court (alternate ICT Food Court).

ASSIGNED READINGS

Assigned readings will be posted on Blackboard. It is recommended that you skim an assigned reading prior to the lecture when it is covered, and read it in detail immediately after the lecture.