

University of Calgary
Department of Sociology
Sociology 311 Introduction to Social Statistics I
Fall, 2012

Instructor:	Dr. Jenny Godley	Class Hours: T, Th 9:30-10:45
Office:	SS922	Class Location: ST133
Office Hours:	T, Th 11:00-12:00, or by appt.	Lab Hours: T 15:30 - 18:20
Telephone:	403-220-7566	Lab Location: AFCL, SS018
E-mail:	jgodley@ucalgary.ca *	
Teaching Assts.:	Ben Higgins	Jason Novick
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Emergency evacuation:

In the case of fire or other emergency evacuation of this classroom, please proceed to the assembly point by the ICT Food Court. (Alternate assembly point: Professional Faculties Food Court). <http://www.ucalgary.ca/emergencyplan/node/75>

* Please use email for administrative concerns only. Substantive issues should be addressed in person, either in class, during office hours, or during an appointment time.

NOTE: this course outline is subject to revision. All changes will be announced in class.
Last revised 10 September, 2012

Overview:

This is the first of two required statistics courses in Sociology at the University of Calgary. This course focuses on descriptive statistics, while the second course focuses on inferential statistics. Together, these courses will provide you with the basic tools necessary to conduct, interpret and critique quantitative social science research. In this course, you will learn how to calculate and interpret simple descriptive statistics. You will also learn how to use a statistical software package, SPSS, to produce descriptive statistics. This course assumes fluency in high school level algebra. Statistics is a language; like all languages, it is best learned through usage. You will be required to calculate and interpret descriptive statistics, both by hand and using SPSS, throughout this course.

Objectives:

1. To introduce you to the theory of statistical analysis.
2. To introduce you to the basic methods of descriptive statistical analysis, and develop your facility with these methods.
3. To teach you how to use SPSS for descriptive data analysis both skillfully and intelligently.
4. To illustrate and critique uses of descriptive social statistics.
5. To provide a solid foundation for a course on inferential statistics.

Text:

Statistics: A Tool for Social Research (SECOND Canadian Edition) by Joseph F. Healy and Steven G. Prus.

** Available for purchase at the U of C bookstore.

Requirements:

A. Reading:

Readings are assigned for each day of class. Please come to class every day having read the materials. Bring any questions or comments you have about the readings with you to share with your classmates. Please bring your texts to class, as we will refer to them often.

B. In-Class Participation (Oral and Written):

You are encouraged to participate as fully as possible in classroom activities. Each class period may include numerous activities such as discussions, debates, presentations, and various forms of writing. Please take classroom participation seriously; respect your peers' contributions, and provide feedback as constructively as possible.

C. Exams:

You will have two mid terms and one final examination. The midterms will each be worth 15% of your final grade, and the final will be worth 40% of your final grade. The mid-terms will be held in class on Thursday 11 October and Thursday 15 November. The final will take place during the final examination period, and will be scheduled by the Registrar. Exams are mandatory. If you fail to take any of the exams without documentation, you will automatically fail the course.

NOTE: The only acceptable reasons for missing an examination in this class, as listed in the Deferral of Final Examinations section of the University of Calgary Calendar (<http://www.ucalgary.ca/pubs/calendar/current/g-6.html>), are illness, domestic affliction, or religious conviction. If you miss a mid-term examination, and you provide me with the appropriate documentation, the weight of the midterm exam will be added to your final examination. There are NO MAKE UP exams in this class. If you miss the final examination,

you must contact the Registrar's Office immediately.

D. Problem Sets:

Problem sets are provided at the end of each chapter in the textbook, and the answers to the odd-numbered exercises are provided at the end of the textbook. You are encouraged to do as many of the odd-numbered exercises as you can for each chapter, and to check your answers carefully. It is suggested that you complete the exercises *by hand, and in pencil*, and that you show all your calculations. You are encouraged to work in groups on these problem sets. It is your responsibility to make sure that you understand and can do all the problem sets. If you have any questions on the exercises, you are encouraged to bring them up during class or in office hours. I am happy to work through any of the exercises with you, either in a group or individually. The problem sets form the basis of the examinations. Remember that on the exams, you will also be required to show many of your mathematical calculations by hand.

E. Lab assignments:

There are three mandatory lab assignments throughout the semester. Each of these assignments will be worth 10% of your grade, for a total of 30%. The lab assignments will be handed out *in the lab sessions*. It is your responsibility to get the lab assignments. The lab assignments are due at the beginning of *LAB* on 2 October, 30 October and 27 November.

We will not accept e-mail submissions of lab assignments. Only hard copies of lab assignments will be accepted. Lab assignments must be typed and stapled.

There is a mandatory \$15 lab fee, which will be collected during the second week of classes. We will not grade your first lab assignment until we receive your lab fee.

NOTE: Late lab assignments will receive a grade reduction of 15% for each day past the deadline. The 15% grade reduction per day also applies to weekend days and holidays. If you hand in your lab more than FIFTEEN MINUTES past the time it is due (due at 3:30, at the START of LAB on 2 October, 20 October, and 27 November), it will be considered one day late.

Grades:

Your final grade will be computed as follow:

- Mid Term One	15%
- Mid Term Two	15%
- Lab Assignments	30%
- Final Examination	40%

I will use the following scale to convert percentage grades to letter grades for this class.

A+ = 95-100	A = 90-94	A- = 85-89
B+ = 80-84	B = 75-79	B- = 70-74
C+ = 65-69	C = 60-64	C- = 55-59
D+ = 50-54	D = 45-49	
F = below 45		

The following description of letter grades comes from the University of Calgary Calendar.

An A indicates superior performance, showing comprehensive understanding of the subject matter.

A B indicates clearly above average performance, with knowledge of the subject matter generally complete.

A C indicates satisfactory performance, with a basic understanding of the subject matter.

A D indicates marginal performance and generally insufficient preparation for subsequent courses in the same subject.

An F indicates unsatisfactory performance, or failure to meet course requirements.

Policies:

- A. You are responsible for all the material covered in the textbook, in supplemental readings, during lectures, and during lab sessions.
- B. In the event that you have to miss class, you are responsible for getting the lecture notes from another student in the class.
- C. I will not distribute my personal notes to students under any circumstances.
- D. You may work with other students in the class on the labs and homework assignments. However, all submitted work must be **YOUR OWN INDIVIDUAL WORK**. It is your responsibility to make sure you understand the definition of plagiarism, and that you avoid submitting any work which could be considered plagiarized. Students are advised to consult the 2012-2013 University of Calgary Calendar, which presents a Statement of Intellectual Honesty and definitions and penalties associated with plagiarism, cheating, and other academic misconduct. In particular, please note the following statement on penalties for academic misconduct: (<http://www.ucalgary.ca/pubs/calendar/current/k.html>)
- E. Cell phones, pagers, blackberries, surfing the internet, checking email, and listening to music are disruptive to other students. **No electronic devices** are allowed during class or during lab sessions, with the exception of using a computer to take notes,

- conduct statistical analysis, or complete lab assignments. If you are caught using electronic devices for any other reason during class or lab, you will be asked to leave the classroom.
- F. There are no re-writes on any assignments or examinations in this class, and no extra credit work will be given.
 - G. If you expect to have trouble meeting *any* of the class deadlines, please make sure to discuss your concerns with me *before* the deadline.
 - H. If you wish to discuss any grades in the class (on examinations, homework assignments, or labs) you must meet with either myself or one of the Teaching Assistants IN PERSON, either during office hours or during an appointment time. We will not discuss grades over email.
 - I. The U of C Statement on Principles of Conduct, reproduced in the University of Calgary Calendar (<http://www.ucalgary.ca/pubs/calendar/current/j-2.html>), applies to all work in this class. Please familiarize yourself with this statement.

Additional Information:

A. **FOIP:**

The Freedom of Information and Protection of Privacy (FOIP) legislation disallows the practice of having students retrieve assignments from a public place, e.g., outside instructor's office, the department office, etc. Term assignments must be returned to students individually, during class or during the instructor's office hours; if students are unable to pick up their assignments from the instructor, they provide the instructor with a stamped, self-addressed envelope to be used for the return of the assignment.

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

C. **Plagiarism:**

Intellectual honesty is the cornerstone of the development and acquisition of knowledge and requires that the contribution of others be acknowledged. As a result, cheating or plagiarism on any assignment or examination are regarded as serious academic offenses. Students are advised to consult the 2011-2012 University of Calgary Calendar, which presents a Statement of Intellectual Honesty and definitions and penalties associated with plagiarism, cheating, and other academic misconduct.

D. Safewalk:

The University of Calgary provides a safewalk 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.

E. Sociology Web Page:

<http://www.soci.ucalgary.ca>

F. USRI: At the completion of this course each student will be asked to complete an online Universal Student Ratings of Instruction (USRI) form.

G. 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 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.

Handing in papers outside of class, return of final papers, and release of final grades:

1. When students are unable to submit papers in class, they should make arrangements to hand in their papers directly to the instructor or teaching assistant. Papers will not be accepted in the main Sociology Department office.
2. Final papers 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 their final papers returned by mail must attach a stamped, self-addressed envelope with the paper. Otherwise final papers 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.

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 about deadlines, and where paperwork should be taken, is available on the form, which can be found at:

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

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 <http://www.ucalgary.ca/registrar/files/registrar/defTW.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).

Week	Date	Reading	Topic	NOTES
One				
T	11 Sept		Intro. to course, materials, 'math anxiety' etc.	
Th	13 Sept	Chpt. 1	Level of Measurement	
T lab	11 Sept	Week 1 lab	Intro. to lab, datasets, codebooks, SPSS	
Two				
T	18 Sept	Chpt. 2	Percentages, Proportions, Ratios and Rates	
Th	20 Sept	Chpt. 2	Frequency distributions	
T lab	18 Sept	Week 2 lab	Chpt. 2 SPSS, Intro. to projects	
Three				
T	25 Sept	Chpt. 3	Central Tendency	
Th	27 Sept	Chpt. 3	Dispersion	
T lab	25 Sept	Week 3 lab	Chpts. 3 SPSS, Survey design	Hand out Lab A
Four				
T	2 Oct	Chpt. 11	Bivariate Association and Elaboration	
Th	4 Oct	Chpt. 11	Measures of Association – Nominal	
T lab	2 Oct	Week 4 lab	No lab	LAB A DUE

Five				
T	9 Oct	Review	Review	
Th	11 Oct		First midterm	Covers Chpts. 1-3, 11
T lab	9 Oct	Week 5 lab	Data collection	
Six				
T	16 Oct	Chpt 12	Measures of Assoc. – Ordinal	
Th	18 Oct	Chpt 16	Elaboration (online chapter)	
T lab	16 Oct	Week 6 lab	Chpt. 11 and 12 SPSS, Project data entry and coding	
Seven				
T	23 Oct	Chpt 13	Measures of assoc – IR	
Th	25 Oct	Chpt. 13	Measures of assoc – IR	
T lab	23 Oct	Week 7 lab	Chpts. 13 SPSS, project	Hand out Lab B
Eight				
T	30 Oct	Chpt. 14	Correlation and Regression	
Th	1 Nov	Chpt. 14	Correlation and Regression	
T lab	30 Oct	Week 8 lab	No lab	LAB B DUE
Nine				
T	6 Nov	Chpt. 14	Correlation and Regression	
Th	8 Nov	Review		

T lab		Week 9 lab	No lab	
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Ten				
T	13 Nov	No class		
Th	15 Nov		Second Midterm	Covers Chpts. 12-14, 16
T lab	13 Nov	Week 10 lab	Chpt. 14 SPSS, project	
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Eleven				
T	20 Nov	Chpt 4	Normal Curve	
Th	22 Nov	Chpt 4	Normal Curve	
T lab	20 Nov	Week 11 lab	Chpt. 14 SPSS, project	Hand out Lab C
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Twelve				
T	27 Nov	Chpt. 5	Sampling and Sampling Distribution	
Th	29 Nov	Chpt. 5	Sampling and Sampling Distribution	
T lab	27 Nov	Week 12 lab	Chpt. 4 and 5 SPSS	LAB C DUE
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Thirteen				
T	4 Dec	Review		
Th	6 Dec	Review		
T lab	4 Dec	No lab		

Final Examination (CUMULATIVE – covers the entire course): Registrar Scheduled

