



# UNIVERSITY OF CALGARY

Fall 2021

FACULTY OF ARTS

Department of Sociology

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

COURSE TITLE: Introductory Social Statistics I			
Course Number	SOC 311-02		
Pre/Co-Requisites	SOC 201		
Instructor Name	Alex Bierman	Email	aebierma@ucalgary.ca
Instructor Email Policy	<p>Class announcements will be sent out over e-mail, so you'll need to make sure that the university has your correct e-mail address and that your e-mail account is in working order. <b>Due to the complexity of course material, questions about course content will not be answered over email. You must meet with Dr. Bierman or a TA over Zoom if you have questions about course material.</b> We will make every effort to reply to your e-mails within 24 hours (not counting weekends), but it may take up to 24 hours to respond.</p> <p><b>A brief note on email etiquette.</b> When emailing Dr. Bierman, your email should always contain certain elements. First, "SOC 311" should be in the subject line of the email. Second, your email should start out, "Dr. Bierman," "Professor Bierman," or even "Dr. B." You should then put the issue you are emailing about in the body of your email, using correct sentence structure, spelling, and punctuation. If you are emailing an assignment, you should indicate that the assignment is attached and, if the assignment is deferred, the reason for the deferral. You should also sign your name and include your student number. Please note that Dr. Bierman may ask that you re-send your email if it does not conform to these specifications. In addition, emails that do not include "SOC 311" in the subject line may not be read or acknowledged.</p>		
Office Location	This class is online, and all office hours will be held online.	Office Hours	Tuesdays and Thursdays, from 11 am to noon, through Zoom. <b>Students must make an appointment for all office hours.</b>
Telephone No.	Since Dr. Bierman will not regularly be in the office this semester, calls to his office will not be answered or returned. Email is the best way to reach Dr. Bierman.		

<b>TA Name</b>	Fateme Ejaredar	<b>TA Email</b>	fateme.ejaredar@ucalgary.ca
<b>TA Office Location</b>	Virtual	<b>TA Office Hours</b>	Fridays: 10:00 am – 11:30 am
<b>TA Name</b>	SaeMi Park	<b>TA Email</b>	saemi.park@ucalgary.ca
<b>TA Office Location</b>	Virtual	<b>TA Office Hours</b>	Mondays: 1:00 pm – 2:30 pm
<b>Class Dates</b>	Sep 7, 2021-Dec 7, 2021		
<b>Class Times</b>	All lectures and labs are online and synchronous. Lecture is Tuesdays and Thursdays, 9:30 am to 10:45 am. Labs will be Thursdays from 3:30-6:15 pm. Students should plan to work on labs on this day and time so that they can receive help with the labs.		
<b>Class Location</b>	Online.		

### Course Description

Univariate and bivariate statistics for survey data. Topics include cross tabular analysis, the normal distribution, confidence intervals for means, hypothesis testing, Chi-squared and F distributions and bivariate linear regression analysis. In labs statistical software to analyze survey data will be used.

### Course Objectives/Learning Outcomes

At the end of this course, students should have knowledge and understanding of the basic means of describing survey data, as well as how sociologists can use survey data to extrapolate to a population. This includes being able to identify levels of measurement, describing patterns of central tendency and dispersion within measures, estimating confidence intervals, and choosing the correct statistical procedure to answer a research question involving one variable or a relationship between two variables. Students should be able to use Stata to describe distributions of categorical and continuous variables, relationships between categorical or continuous measures, and basic inferential procedures, including confidence intervals and appropriate hypothesis testing. This course is intended to provide students with the statistical skills to 1) prepare them for more advanced courses (including SOCI 315) and 2) facilitate reading and understanding of the wider sociological literature.

### Course Format

The course format is a officially synchronous. Lectures will be held Tuesdays and Thursday mornings from 9:30 to 10:45 am over Zoom. PowerPoint slides will be posted to D2L prior to class, and recordings of the Zoom lectures will be posted to D2L after class. When the lecture materials are posted, the class will be emailed regarding accompanying reading. Labs will be Thursdays from 3:30 to 6:15 pm. You will need to log into a lab computer remotely through the university VPN, and we will have the lab reserved for students of this class on that day and time. Directions on how to use the university VPN will be provided on D2L. Please note that lab demonstrations will be pre-recorded on video and posted to D2L.

### Learning Resources

The class has one required textbook and one optional textbook, both of which can be purchased through the university bookstore. Neither of these texts will be posted to D2L.

### Required Textbook

Cooper, Jonathon A., Peter A. Collins, and Anthony Walsh. 2015. *Understanding and Using Statistics for Criminology and Criminal Justice*. New York, NY: Oxford University Press.

## Optional Textbooks

Longest, Kyle C. 2020. *Using Stata for Quantitative Analysis, 3<sup>rd</sup> Edition*. Thousand Oaks, CA: Sage.

Please note that this text is very much optional. Examples will be provided for all work that will require Stata, and this book would be primarily useful for students who want additional descriptions of Stata procedures.

## Learning Technologies and Requirements

There is a D2L site for this course which will contain all lecture videos and PowerPoint slides, as well as the data you will use in labs and sample Stata syntax (see [d2L.ucalgary.ca](http://d2L.ucalgary.ca)).

In order to successfully engage in their learning experiences at the University of Calgary, students taking online, remote and blended courses are required to have reliable access to the following technology:

- A computer with a supported operating system, as well as the latest security, and malware updates;
- A current and updated web browser;
- Webcam (built-in or external);
- Microphone and speaker (built-in or external), or headset with microphone;
- Current antivirus and/or firewall software enabled;
- Broadband internet connection.

Most current laptops will have a built-in webcam, speaker and microphone.

## Schedule of Lectures and Readings

PowerPoint slides will be posted on D2L as the class progresses. Students should use the slides to follow along with the lectures on Zoom. Following along with the lectures is especially important because students will still need to take notes, even if the PowerPoint slides are available. There are no lecture notes besides the PowerPoint slides. Students will be notified by email when a set of slides are posted to D2L. The email will indicate the reading assignment that corresponds to the posted lecture, and when Dr. Bierman expects to present the lecture.

## Methods of Assessment and Grading Weights

### Quizzes.

Starting on **September 21<sup>st</sup>**, the class will have quizzes that will usually be posted to D2L every Tuesday at approximately 3:00 pm, except during Reading Week. Each quiz will be composed of 10-15 true/false and multiple-choice questions. It is estimated that each quiz will take no more than 1 hour to complete. The D2L system will, however, be set up to allow 3 hours to complete each quiz.

Students can take the quiz at any time between when the quiz is posted to D2L and the following Thursday at 3:20 pm. The last possible date that a quiz will be posted to D2L is December 8<sup>th</sup>.

It is the student's responsibility to ensure that they finish to quiz in the allotted time. Once a student has submitted the quiz, the student **cannot** go back and change answers or re-take the quiz.

Quizzes will focus on material recently covered in class. However, because knowledge in statistics is cumulative, all quizzes may address any material covered up to that point in class. Students will **not** need to use Stata for the quizzes, but may be asked to interpret Stata output on the quizzes.

All quizzes are open-note and open-book. Students may use all lecture and lab materials in answering the questions, including the videos; students may also use the required and optional textbooks listed on the course outline. Students may **not** use any other resource to complete the quizzes. Prohibited resources include (but are not limited to): friends, family, and other students in the class; tutors, your instructor and TAs; and google, web pages, twitter, a class discord, online file sharing and "tutoring" sites such as CourseHero, Chegg, and other electronic resources. If a student is unclear on whether a resource is prohibited, the student should contact Dr. Bierman **before** using the resource. If you created collaboratively-authored study notes *prior to taking the quiz*, you may use these notes *as long as they do not specifically include material on the quiz*.

Sharing of quiz content between students is strictly prohibited. This includes taking screenshots of quiz questions after a quiz has been graded.

If a student experiences connectivity or other electronic issues while taking a quiz that prevent completing the quiz in the 3-hour time-period, the student should Dr. Bierman immediately. The student should not wait until grades are posted.

Dr. Bierman will typically be available between 3:00 and 3:30 pm on Tuesdays and between 2:00 and 2:30 pm on Wednesdays to answer student questions about the quiz. Please be aware, though, that all information that students should need to answer the quiz questions will be included in the questions and class material, and Dr. Bierman is primarily available for issues with quiz administration.

Quizzes will not be graded or released until after the quiz closes for the entire class. Marks for quizzes will be posted to D2L, but students must make an appointment in office hours with Dr. Bierman or the T.A.'s to view their quizzes. **Please be aware that you will only be able to view at most two quizzes in one appointment.**

Students should retain evidence that they completed the quiz on D2L. **SPECIFICALLY**, the student should have an emailed confirmation or a screenshot of a confirmation that the quiz was submitted. The student should retain this information until they have received their final grade in the class. A student should retain evidence for **each** quiz. If a student reports to Dr. Bierman that a quiz was completed and there is no record of this quiz for the student on D2L, the student will be asked to produce the evidence of the submission. If the student cannot produce evidence of the submission, Dr. Bierman will consider the quiz not to have been completed by the student. Please note well that no other evidence of submission can be substituted.

Students who do not meet the criteria for deferrals will typically not be allowed to take quizzes outside of the allotted time. In unusual situations, Dr. Bierman may allow a student without a

deferral to take a missed quiz, but in this case a minimum of 30% of possible marks will be deducted as late penalty, prior to any deductions for incorrect answers.

A quiz average will be worth 70% of a student's grade. A student's quiz average will be based on the **total** number of quiz questions that are correctly answered out of the **total** number of quiz questions across the semester. For example, if there was a total of 134 questions across all of the quizzes in the semester, and a student correctly answered 122 questions, the student's quiz average would be  $100 \times (122/134) = 91.04478\%$ . Each quiz average will be rounded to the fifth decimal place.

### **Labs.**

Labs will serve two purposes. First, labs will be a student's opportunity to answer questions regarding material that will be addressed on the quizzes, but with a T.A. or instructor available for assistance. Second, students will learn and apply the Stata computer program to analyze data using statistical procedures that are being covered in class. Lab assignments will be a mix of work problems and Stata exercises. Labs should be turned in through the appropriate folder on D2L.

We will have a specific day and time of labs reserved, which will be Thursdays from 3:30 to 6:15 pm. Students should plan to work on labs on this day and time so that they can receive help with the labs.

Students will need to log into a lab computer remotely through the university VPN, and we will have the lab reserved for students of this class on that day and time. Directions on how to use the university VPN will be provided on D2L.

Labs will typically be due on the Tuesday following the reserved lab time by 1 pm., but due dates will be on the lab assignment. If a student does not turn in the lab by this date and time, the D2L folder will close and the student will need to email the assignment directly to Dr. Bierman. If the lab is turned in after the due date and does not meet the policy for deferrals, 50% of the total marks possible may be deducted from the lab before any marks are deducted for errors.

If a student turns in an assignment partially completed, no additional aspects of the assignment will be accepted after the due date. Furthermore, if a student accidentally turns in the wrong assignment and does not realize this until after the due date, the student will not be allowed to turn in the correct assignment for credit after the due date. A student is free to turn in an updated assignment before the due date; D2L will be set so that only the most recently turned-in assignment is retained for grading.

Absolutely no handwriting or pictures of handwriting should be turned in as a lab answer; hand-written drawings of figures or pictures of hand-written drawings are also not acceptable. Answers of this type will not receive lab credit.

Students should retain evidence that they submitted lab assignments on D2L. **SPECIFICALLY**, the student should have an emailed confirmation that the assignment was submitted or a screenshot of a confirmation that the assignment was submitted. The student should retain this information until they have received their final grade in the class. A student should retain evidence for **each** assignment. If a student reports to Dr. Bierman that a lab assignment was turned in and there is no record of this assignment for the student in D2L, the student will be asked to produce the evidence of the submission. If the student cannot produce evidence of the submission, Dr. Bierman will

consider the assignment not to have been turned in by the student. Please note well that no other evidence of submission can be substituted.

The lab average will be worth 30% of a student's final grade. Lab averages will be calculated similarly to quiz averages. All marks that a student earned throughout the semester will be added together. This sum will then be divided by the sum of all marks possible on labs throughout the semester. Multiplying this value by 100 will produce the lab average. Each lab average will be rounded to the fifth decimal place.

#### **Extra Credit.**

Extra credit assignments are not typically offered, but if an opportunity for extra credit arises, this opportunity will be given to the class as a whole. Individual opportunities for extra credit will not be allowed.

#### **Calculation of Final Average.**

The final average will be calculated as  $((0.3 * \text{lab average}) + (0.7 * \text{quiz average}))$ . The result of this calculation will then be rounded to the fourth decimal place. Please note that, after rounding to the fourth decimal place, Dr. Bierman will **not** round up when assigning a letter grade. For example, if a student's final average is 89.9999, this will convert to an A-, not an A.

#### **Final Exam Information**

There will be no final exam for this class, as grades will be based on the lab assignments and quizzes.

## 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 – 95.9999%	4.0	Excellent performance
A-	85 – 89.9999%	3.7	Approaching excellent performance
B+	80 – 84.9999%	3.3	Exceeding good performance
B	75 – 79.9999%	3.0	Good performance
B-	70 – 74.9999%	2.7	Approaching good performance
C+	67 – 69.9999%	2.3	Exceeding satisfactory performance
C	63 – 66.9999%	2.0	Satisfactory performance
C-	59 – 62.9999%	1.7	Approaching satisfactory performance
D+	55 – 58.9999%	1.3	Marginal pass. Insufficient preparation for subsequent courses in the same subject
D	50 – 54.9999%	1.0	Minimal Pass. Insufficient preparation for subsequent courses in the same subject.
F	<50%	0	Failure. Did not meet course requirements.

## Passing Grades

Students do **not** have to pass all quizzes to receive a passing grade in the class. Students also do **not** have to pass all of the lab assignments to pass the class. A student's letter grade is entirely based on the procedures described in the calculations of the final average described above.

## Absences and Deferrals

When possible, students should provide advance notice if they are unable to complete a quiz or turn-in assignments on time. Deferrals will be allowed in the following circumstances: illness, domestic affliction, religious conviction, or participation in a school-sponsored activity. Please see Dr. Bierman before the need for a deferral to ensure that participation in a school-sponsored activity will qualify; for example, attending an event as a spectator will not qualify. Deferrals will not be granted if it is determined that just cause is not shown by the student.

If the reason provided for missing a quiz meets the criteria for deferrals, Dr. Bierman may at his discretion require the student to take a make-up quiz, the weight of the missed quiz may be added to another quiz, or the student's quiz average may be adjusted to not include the weight of the missed quiz.

**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 at:

<https://live-ucalgary.ucalgary.ca/sites/default/files/teams/14/deferral-of-term-work-2020.pdf>

Once an extension date has been agreed 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.

### Grade Reappraisal

Students must seek reappraisal of grading within two weeks of the date on which the marks for a quiz or assignment are posted to D2L. Students seeking reappraisal of quizzes or assignments must either submit a written response to Dr. Bierman explaining the basis for reconsideration of the marks, or meet with Dr. Bierman and discuss the basis for reconsideration. Only asking for re-grading is not sufficient; students must explain why they believe changes in grading are appropriate. In the event of an in-person meeting, Dr. Bierman may not make an immediate decision regarding a change of grade. It should be noted that a re-assessed grade may be raised, lowered, or remain the same. Please direct all requests for grade reappraisals to Dr. Bierman, not the TAs.

### 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.

### Guidelines for Zoom Sessions

*If video conferencing tools such as Zoom or MS Teams will be used during course activities, provide information related to student learning and conduct, and indicate whether these sessions will be recorded.*

Zoom is a video conferencing program that will allow us to meet at specific times for a “live” video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics as a learning community.

To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor’s permission.

The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as per the [Code of Conduct](#)). When entering Zoom or other video conferencing sessions (such as MS Teams), you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how



your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies (e.g. [Student Non-Academic Misconduct Policy](#)). If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit: <https://elearn.ucalgary.ca/guidelines-for-zoom/>.

Please be prepared, as best as you are able, to join class in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (for group work, presentations, etc.).

The instructor may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only and will not be shared or used for any other purpose.

### **Media Recording**

*Please refer to the following statement on media recording of students:*

[https://elearn.ucalgary.ca/wp-content/uploads/2020/05/Media-Recording-in-Learning-Environments-OSP\\_FINAL.pdf](https://elearn.ucalgary.ca/wp-content/uploads/2020/05/Media-Recording-in-Learning-Environments-OSP_FINAL.pdf)

#### **\*Media recording for lesson capture**

The instructor will use media recordings to capture the delivery of a lecture. Please note that every lecture will be recorded and later posted to D2L. These recordings are intended to be used for lecture capture only and will not be used for any other purpose. Students should thus be aware that any questions they ask during the class time will be captured in the recording. Consequently, anyone who asks a question will be taken to have de facto consented to having their voice on the recording. If students do not want to appear in the recording or have their voice captured on the recording, they should contact Dr. Bierman or a TA outside of the lecture with their questions.

### **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 Conjoint Faculties 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.

### **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/legal->

[services/sites/default/files/teams/1/Policies-Acceptable-Use-of-Material-Protected-by-Copyright-Policy.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.

### Recording of Lectures

The audio or video recording of lectures and taking screenshots of PowerPoint slides during the lecture are not permitted without explicit authorization. The non-authorized media recording of lectures is inconsistent with the Code of Conduct and may result in discipline in accordance with the Student Non-Academic Misconduct Policy and Procedure. For more information click here: <https://www.ucalgary.ca/legal-services/university-policies-procedures/student-non-academic-misconduct-policy>

### Sharing of Lecture Notes and Exam Questions

Publicly sharing lectures notes and exam questions on 3rd party sites such as OneClass, StudyBlue, Quizlet, Course Hero, etc. is not permitted. If you wish to use these helpful studying tools, make sure you adjust your privacy settings accordingly. Any violations are subject to investigation under the UofC Student Non-Academic Misconduct Policy. For more information, click here: <https://www.ucalgary.ca/legal-services/university-policies-procedures/student-non-academic-misconduct-policy>

### 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>

### Academic Accommodation

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; 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/](http://www.ucalgary.ca/access/). 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. The full policy on Student Accommodation is available at: <https://www.ucalgary.ca/legal-services/university-policies-procedures/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.

## Libraries & Cultural Resources

To contact your librarian or find out about the resources and services available to sociology students go to the Sociology Library guide: <https://library.ucalgary.ca/guides/sociology>

To access the main Library website go to: <https://library.ucalgary.ca>

## 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 Centre

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/](http://www.ucalgary.ca/ombuds/) or email [ombuds@ucalgary.ca](mailto:ombuds@ucalgary.ca).

## Student Union (SU) Information

The SU Vice-President Academic can be reached at (403) 220-3911 or [suvpaca@ucalgary.ca](mailto: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:

<https://live-risk.ucalgary.ca/risk/emergency-management/evac-drills-assembly-points/assembly-points>

## 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.