



# UNIVERSITY OF CALGARY

Winter 2021

FACULTY OF ARTS

Department of Sociology

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

| COURSE TITLE: Introductory Social Research Methods |  |                        |                           |
|--|--|------------------------|---------------------------|
| <b>Course Number</b>                               | 313  |                        |                           |
| <b>Pre/Co-Requisites</b>                           | Sociology 201  |                        |                           |
| <b>Instructor Name</b>                             | Dr. John Manzo   | <b>Email</b>           | jmanzo@ucalgary.ca        |
| <b>Instructor Email Policy</b>                     | Feel free to contact me over email at any time.<br><br>I will endeavour to answer emails within one business day.<br><br>I do not answer emails over the weekend.<br><br>If you have a course-related question, please check the course outline first. |                        |                           |
| <b>TA Name</b>                                     | Chene Redwood  | <b>TA Email</b>        | chene.redwood@ucalgary.ca |
| <b>TA Office Location</b>                          | N/A  | <b>TA Office Hours</b> | TBD                       |
| <b>Class Dates</b>                                 | January 11-April 15. This is a hybrid course with lectures being asynchronous and labs being synchronous, with dates stipulated below,   |                        |                           |
| <b>Class Times</b>                                 |  |                        |                           |
| <b>Class Location</b>                              | Online   |                        |                           |

## Course Description

This course encompasses an introduction to the methods of data collection and techniques of data analysis that are employed by sociologists and other social scientists. Students will be exposed to a broad range of methodological topics, with modules addressing various quantitative and qualitative modalities, and every student will engage these methods in research projects of their own devising. While lecture and readings will constitute the primary sites of instruction, this is a course in which students' hands-on treatment of the material is absolutely essential. This will entail activities as structured as formal

assignments and laboratory attendance to unstructured critical assessment of newspaper articles and other “research” in news media. The overarching agenda of this course is twofold: One goal is to apprise students of the practical data-gathering and data-analysing work that real sociology is, as a live and lively discipline. The second goal is to make students critical appraisers of social research, to appreciate what constitutes valid knowledge and how to criticize what passes for such.

### Course Objectives/Learning Outcomes

By the end of this course, students will be able to accurately define and discuss the nature of “science” and what counts as scientific inquiry; to read, assess, and conduct ethnographic, experimental, conversation-analytic, formatted-survey-based, qualitative-interview-based, and content-analytic social research; to read, assess, and conduct program evaluations; and to undertake research activities in ethically sound ways.

### Course Format

This course comprises a hybrid of asynchronous and synchronous elements. With respect to the former, lectures will be posted to D2L for viewing at students’ leisure, and all assignments, midterms, and the final project will be given at D2L and delivered by students via dropbox. With respect to the latter, this course comprises a laboratory, and this will entail SIX live Zoom meetings with your TA to, first, hand out and clarify each lab assignment, and then, one week later, to discuss the assignments in a group setting. These labs will entail six hours of live meeting for each student over the course of the term, with dates as stipulated in the sections on “Methods of Assessment and Grading Weights” below.

### Learning Resources

There is one required textbook for this course, available from the University of Calgary Bookstore as hard copy and as digital download. As well, there are additional readings that will be distributed via D2L as links and/or PDF files; these are noted in the schedule of readings below.

The required text:

Earl Babbie. Jason Edgerton, and Lance Roberts, 2021. Fundamentals of Social Research, Fifth Canadian Edition (Nelson Publishing). DO NOT purchase previous editions!

### Learning Technologies and Requirements

The D2L site for this course contains required readings and other relevant class resources and materials (see [d2l.ucalgary.ca](https://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

I have organized this course to encompass fourteen topics. I have not assigned dates to these, because I can never be certain that I will cover all of a topic on a particular date, or if/when I may have to be absent. I will cover each topic in the order listed.

### Schedule of Readings and Lecture Topics

1. Introduction, course policies, and so forth.

2. The Research Process and the Idea of “Science”

Reading: Chapters 1 and 2

3. Designing a Research Project

Reading: Chapter 4

4. Variables, Validity, Reliability

Reading: Chapter 5, pp. 105-129

5. Experimentation

Reading: Chapter 7

6. Ethnography and Other Approaches to Structured Observation

Reading: Chapter 10

7. Even More Focussed Observation: Ethnomethodology and Conversation Analysis

Reading: TBA

8. Sampling

Reading: Chapter 6

9. Survey Research

Reading: Chapter 8

10. Scaling

Reading: Chapter 5, pp. 139-144, and handout, “Indexes and Scales”

11. Qualitative Interviewing, Focus Groups, and Issues Concerning Face-To-Face Interviewing

Reading: Chapter 11

12. Content Analysis, Historical-Comparative Research and other Nonobtrusive Methods

Reading: Chapter 9

13. Evaluation Research

Reading: Chapter 12

14. Triangulation: Combining Research Methods

Reading: TBA

15. Ethics in Social Research

Reading: Chapter 3

## Methods of Assessment and Grading Weights

There are four grade modules in this course: Two in-class tests, one written project, and lab work. These modules will constitute 25%, 25%, 30% and 20% of your semester grade, with lab work comprising four parts: three short research proposals, and a mark for class participation, each worth 5% of your semester grade.

Tests:

Tests will contain multiple-choice items. Tests will be made available at NOON on February 11, due at NOON the next day, February 12 and again at NOON on March 25, due at NOON the following day, March 26. Tests will entail a writing period of 90 minutes and be given via the “quiz” function on D2L. Tests are completely open-book, open-notes, and you may consult the lectures as you see fit. What you may NOT do is to consult with other students during the tests. Doing so constitutes cheating and will be subject to academic misconduct proceedings.

Project:

The research project will consist of written reports of a research study on a topic of your devising. Projects will involve your deployment of a specific method of research as well as other stipulations. Reports will not exceed five pages in length, not counting tables or other non-text elements. The research project will constitute 30% of your grade for the course. Your research project report is due on the last day of class, Thursday, April 15 at noon. Late papers may receive a penalty. Try to turn your work in on time!

Labs:

Labs will take place six times over the course of the term. Each lab will occur over Zoom from 3:00pm to as late as 4:50pm but can conclude earlier at the discretion of your TA. Lab 1 will take place on Monday, February 1 and Monday, February 8; Lab 2 on Monday, March 1 and then Monday, March 8; and Lab 3 on Monday, March 22 and Monday, March 29. The first meeting to discuss the assignment before undertaking it, and the following week is to submit your assignment and to discuss what you accomplished and what you learned from it, including the challenges that the assignment posed. Your attendance is compulsory, so keep your assigned lab hour free. Each assignment will constitute 5% of your semester grade, with an additional 5% based on your participation in labs. Your TA and professor will provide more information on these assignments and other issues related to lab work as the semester progresses.

## Final Exam Information

This course has no final examination.

## Grading Scale

Letter grades will be assigned and submitted to the registrar based on the following scale:

| Grade     | Percent range | Grade Point Value | Description  |
|-----------|---------------|-------------------|--|
| <b>A+</b> | 96 – 100%     | 4.0               | Outstanding performance  |
| <b>A</b>  | 90 – 95.99%   | 4.0               | Excellent performance  |
| <b>A-</b> | 85 – 89.99%   | 3.7               | Approaching excellent performance  |
| <b>B+</b> | 80 – 84.99%   | 3.3               | Exceeding good performance   |
| <b>B</b>  | 73 – 79.99%   | 3.0               | Good performance   |
| <b>B-</b> | 70 – 72.99%   | 2.7               | Approaching good performance   |
| <b>C+</b> | 67 – 69.99%   | 2.3               | Exceeding satisfactory performance   |
| <b>C</b>  | 63 – 66.99%   | 2.0               | Satisfactory performance   |
| <b>C-</b> | 60 – 62.99%   | 1.7               | Approaching satisfactory performance   |
| <b>D+</b> | 56 – 58.99%   | 1.3               | Marginal pass. Insufficient preparation for subsequent courses in the same subject |
| <b>D</b>  | 50 – 55.99%   | 1.0               | Minimal Pass. Insufficient preparation for subsequent courses in the same subject. |
| <b>F</b>  | <50%          | 0                 | Failure. Did not meet course requirements.   |

## Passing Grades

Receipt of a failing mark for any grade component does NOT entail failing the course. Grades are computed by adding up all of the marks for all course work and there is no requirement that a student receive a particular grade for a particular component.

## Absences and Deferrals

Students who miss class assessments (tests, participation activities, or other assignments) 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 can 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 Final Exam Form:** Please note that requests to defer a Registrar scheduled final exam are dealt with through the Registrar's Office. Further information can be found at:

<https://www.ucalgary.ca/registrar/exams/deferred-exams>

**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](mailto:ascarts@ucalgary.ca)) for approval by the Associate Dean.

## Grade Reappraisal

Within two weeks of the date the exam/assignment is returned, students seeking reappraisal of examinations or assignments must submit a clear written response to the instructor explaining the basis for reconsideration of one's mark. The instructor will reconsider the grade assigned. It should be noted that a re-assessed grade may be raised, lowered, or remain the same.

## 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

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/>.

If you are unable to attend a Zoom session, please contact your instructor to arrange an alternative activity for the missed session (e.g., to review a recorded session). 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 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. Although the recording device will be fixed on the Instructor, in the event that incidental student participation is recorded, the instructor will ensure that any identifiable content (video or audio) is masked, or

will seek consent to include the identifiable student content to making the content available on University approved platforms.

**\*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. These recordings will be used for instructor self-assessment only and will not be used for any other purpose.

**\*Media recording for the 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.

## 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/policies/files/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/policies/files/policies/non-academic-misconduct-policy.pdf>.

### 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/policies/files/policies/non-academic-misconduct-policy.pdf>.

### 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 Accommodations is available at: <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>

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.