Instructor: Dr. Melissa Sloan
E-Mail: melissasloan@sar.usf.edu
Office: C 246
Office Telephone: X2-4286
Office Hours: Tuesdays & Thursdays 10:30am-12:00pm or by appointment

PREREQUISITES: ISS 3010 and STA 2122 or equivalent

COURSE DESCRIPTION: This course introduces students to the methodologies used in social science research. It demonstrates research methodologies utilized in different social science disciplines including experimental research, ethnographic research, survey research, and non-reactive research. The course covers both qualitative and quantitative research design, sampling, measurement, analysis, and critical evaluation of scholarly literature. As an interdisciplinary course, there is an emphasis on mixed-methods approaches to social research.

COURSE TOPICS: This course will cover the following content areas:
- Social research theory
- Social research ethics
- Measurement and sampling
- Research design, including experimental, survey, field, unobtrusive and evaluation research
- Qualitative and quantitative data analysis
- Writing a research proposal

COURSE OBJECTIVES: The objectives of this course are to:
- Utilize social science research skills to examine a social scientific topic/problem
- Design an original research project that utilizes two social research methodologies
- Engage in qualitative and quantitative data analysis
- Write a research proposal in APA style

STUDENT LEARNING OUTCOMES: Upon completion of this course, students will be able to:
- Critically evaluate both qualitative and quantitative research methods
- Formulate research questions and hypotheses
- Describe research methodologies appropriate for examining a given research question
- Plan a social scientific investigation of a selected topic
- Analyze both qualitative and quantitative data
- Interpret qualitative and quantitative data analysis
- Write about research findings as a social scientist


CANVAS USE: The class syllabus is posted in Canvas, an online course management system. In this class Canvas will be used for class communications and assignment submissions. Information on how to use Canvas is available at: http://usfsm.edu/e-learning-services/student-resources/. Please note that you must also check your USF email account on a regular basis.
COMPUTER LAPTOP USE
USFSM requires all students to have laptops that can be brought with them to class. Laptops will be permitted on specific days for specific purposes as noted in the course modules on Canvas.

PLAGIARISM SOFTWARE: The University of South Florida has an account with an automated plagiarism detection service which allows student assignments be checked for plagiarism. I reserve the right to ask students to submit their assignments to Turnitin through Canvas. Assignments are compared automatically with a database of journal articles, web articles, and previously submitted papers. The instructor receives a report showing exactly how a student’s paper was plagiarized.

PLEASE REMOVE YOUR NAME FROM THE BODY OF YOUR PAPER AND REPLACE IT WITH YOUR USF ID#. ALSO REMOVE YOUR NAME FROM THE FILE NAME AND REPLACE IT WITH YOUR USF ID# (e.g., “U12345678 Essay 1.docx”) BEFORE SUBMITTING IT TO TURNITIN.

Pursuant to the provisions of the Family Educational Rights and Privacy Act (FERPA), students are requested to maintain confidentiality as a way to keep their personal contact information (i.e. name, address, telephone) from being disclosed to vendors or other outside agencies. By your submission, you are also agreeing to release your original work for review for academic purposes to Turnitin.

COURSE COMMUNICATIONS:
The best way to contact me is by email (melissasloan@sar.usf.edu). If you send me an email during the weekend, please do not expect to hear back right away. I cannot guarantee that I will read my email on a Saturday or Sunday. Please do not leave voicemail messages in my office.

Email Guidelines
I receive many messages each day. To be sure that your message receives priority, please follow the email guidelines below:

- Include the course number, ISS 3300 and a brief description of your concern in the subject field of the message.
- Provide a greeting line in your message, e.g., “Dear Dr. Sloan,” “Hi, Professor Sloan,” etc. (I will not respond to messages addressed to “Hey.”)
- Keep your message content brief and specific to course content and/or your performance in the course.
- Write grammatically, spell correctly, and proofread your message.

In general, you should write email messages to professors as you would write business correspondence, not as you would write a text message. I reserve the right not to respond to messages that do not follow the above guidelines.

GRADING AND EVALUATION:

Research Proposal
- Paper topic: 10 points
- Literature review draft: 25 points
- Proposal outline: 25 points
- Final proposal: 55 points
- Ethics training: 10 points
- Data analysis quiz: 20 points
- 3 exams: 105 points (35 points each)

I will evaluate your work on a +/- grading system.
You may use the following point scoring system to calculate your final grade.

Final Grade Point Scoring:

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\begin{align*}
250-243 &= A+ \\
224-217 &= B+ \\
200-193 &= C+ \\
174-167 &= D+ \\
149-0 &= F
\end{align*}
\]

\[
\begin{align*}
242-234 &= A \\
216-209 &= B \\
192-184 &= C \\
166-159 &= D
\end{align*}
\]

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\begin{align*}
233-225 &= A- \\
208-201 &= B- \\
183-175 &= C- \\
158-150 &= D-
\end{align*}
\]

ATTENDANCE:
I expect you to attend each class. I will take attendance. If you miss more than 2 classes (unexcused), you will lose 10 points from your overall grade total for each class missed. Excessive tardiness will also result in point deductions.

ASSIGNMENTS:
I do not accept late work and I do not offer extra credit assignments. Late work that you submit will not be graded unless prior arrangements have been made with me.

Research Proposal
You will design a mixed-methods social science research project. This includes developing research questions and/or testable hypotheses and designing a project that utilizes two different methodologies to collect the data necessary to test your hypotheses or answer your research questions. (You will not actually collect the data.) Your research proposal will include a brief review the literature on your topic, a description of your research design including sampling and measurement, and your plan for data analysis. You will submit drafts of most sections of your proposal (see course schedule for deadlines).

Exams
There will be 3 exams in the course. The format of the exams will be multiple choice and short answer, and the questions will be drawn from your readings and from in-class discussions.

Quiz
There will be 1 quiz that will cover qualitative and quantitative data analysis. You will need your laptop to complete the quiz.

USFSM AND USF SYSTEM POLICIES:

Academic Dishonesty
The University considers any form of plagiarism or cheating on exams, projects, or papers to be unacceptable behavior. Please be sure to review the university’s policy in the USFSM Catalog and the USF Student Code of Conduct. Current and archived catalogs may be found at:

http://usfsm.edu/academics/ and the USF Student Code of Conduct can be found at

http://www.sa.usf.edu/srr/page.asp?id=88

Academic Disruption
The University does not tolerate behavior that disrupts the learning process. The policy for addressing academic disruption is included with Academic Dishonesty in the USFSM Catalog and the USF Student Code of Conduct. Current and archived catalogs may be found at: http://usfsm.edu/academics/ and the USF Student Code of Conduct can be found at http://www.sa.usf.edu/srr/page.asp?id=88
**Contingency Plans**
In the event of an emergency, it may be necessary for USFSM to suspend normal operations. During this time, USFSM may opt to continue delivery of instruction through methods that include but are not limited to: Canvas, Elluminate, Skype, and email messaging and/or an alternate schedule. It’s the responsibility of the student to monitor Canvas site for each class for course specific communication, and the main USFSM and College websites, emails, and MoBull messages for important general information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency. See the Campus Police Website for further information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency.

**Disabilities Accommodation**
Students are responsible for registering with the Office of Students with Disabilities Services (SDS) in order to receive academic accommodations. Reasonable notice must be given to the SDS office (typically 5 working days) for accommodations to be arranged. It is the responsibility of the student to provide each instructor with a copy of the official Memo of Accommodation. Contact Information: Disability Coordinator: 359-4714; email: disabilityservices@sar.usf.edu and website: http://usfsm.edu/disability-services/

**Fire Alarm Instructions**
At the beginning of each semester please note the emergency exit maps posted in each classroom. These signs are marked with the primary evacuation route (red) and secondary evacuation route (orange) in case the building needs to be evacuated. See information available on the USFSM student and faculty webpages at www.usfsm.edu

**Religious Observances**
The University recognizes the right of students and faculty to observe major religious holidays. Students who anticipate the necessity of being absent from class for a major religious observance must provide notice of the date(s) to the instructor, in writing, by the second week of classes. http://generalcounsel.usf.edu/policies-and-procedures/pdfs/policy-10-045.pdf

**Emergency Preparedness**
It is strongly recommended that you become familiar with the USF Sarasota-Manatee Emergency Action Plan on the Safety Preparedness See information available on the USFSM student and faculty webpages at www.usfsm.edu

**Web Portal Information**
Every newly enrolled USF student receives an official USF e-mail account. Students receive official USF correspondence and Canvas course information via that address. Therefore it is the student’s responsibility to check their USF email regularly.

**Instructor Copyright**
Students may not sell notes or other course materials.
## COURSE SCHEDULE:

<table>
<thead>
<tr>
<th>Day</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>T. August 26</td>
<td>Chapter 1</td>
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<tr>
<td>R. August 28</td>
<td>Chapter 2</td>
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<tr>
<td>T. September 2</td>
<td>Chapter 3</td>
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<tr>
<td>R. September 4</td>
<td>Ethics training due</td>
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<tr>
<td>T. September 9</td>
<td>Chapter 4</td>
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<tr>
<td>R. September 11</td>
<td>Chapter 3</td>
</tr>
<tr>
<td>T. September 16</td>
<td>Paper topic due</td>
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<tr>
<td>R. September 18</td>
<td>Exam 1</td>
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<tr>
<td>T. September 23</td>
<td>Chapter 15</td>
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<tr>
<td>R. September 25</td>
<td>Chapter 8</td>
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<tr>
<td>T. September 30</td>
<td>Chapter 5</td>
</tr>
<tr>
<td>R. October 2</td>
<td>Chapter 6</td>
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<tr>
<td>T. October 7</td>
<td>Chapter 7</td>
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<tr>
<td>R. October 9</td>
<td>Chapter 9</td>
</tr>
<tr>
<td>T. October 14</td>
<td>Exam 2</td>
</tr>
<tr>
<td>R. October 16</td>
<td>Chapter 8</td>
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<tr>
<td>T. October 21</td>
<td>Literature review draft due</td>
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<tr>
<td>R. October 23</td>
<td>Chapter 10</td>
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<tr>
<td>T. October 25</td>
<td>Chapter 12</td>
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<td>R. November 4</td>
<td>Exam 3</td>
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<tr>
<td>T. November 11</td>
<td>Veterans’ Day- no class</td>
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<tr>
<td>R. November 13</td>
<td>Research meetings</td>
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<tr>
<td>T. November 18</td>
<td>Research meetings</td>
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<tr>
<td>R. November 20</td>
<td>Chapter 11 and Chapter 14 Proposal outline due</td>
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<tr>
<td>T. November 25</td>
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<tr>
<td>R. November 27</td>
<td>Thanksgiving- no class</td>
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<tr>
<td>T. December 2</td>
<td>Chapter 13</td>
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<tr>
<td>R. December 4</td>
<td>Data analysis quiz</td>
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<tr>
<td>T. December 9</td>
<td>Final Proposal Due</td>
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Note: November 1 is the last day for a student to drop from a course with a W; no refund, no academic penalty