
Important Stuff

- **Academic Etiquette:** Class begins on time. Please contact me if you must be late. Please resist the temptation to pack up before the end of class. If you must leave early please let me know before class and cause as little disruption as possible when you leave. Academic etiquette also includes treating all class members with respect and resisting the desire to have private conversations with the people sitting near you. Even whispering is distracting to others-- including the instructor.
- **Academic Integrity: Plagiarism or cheating of any kind will not be tolerated and will result in failing the course. In addition to failing the course it is possible there will be other disciplinary action as I will report the incident.** Cheating is a serious offense and will not be tolerated. Forms of cheating include, but are not limited to, turning in a paper written for another course, having another student write your assignment, copying another student's assignment, and plagiarizing. Plagiarism comes in a lot of forms. The most common form of plagiarism used by students is failure to correctly cite *in the body of the paper* whose ideas and/or words you have used. If the ideas or words you use have been taken from the work of someone else, **you must give that person(s) credit** by citing them in the body of your paper and listing them on a reference page. This includes ideas and quotations from your textbook! Remember I expect your work to be your own. If you have any questions about what constitutes plagiarism it is essential that you ask me about these. Please become familiar with the Student Conduct Code (<http://www.umt.edu/SA/VPSA>)
- **Getting Help:** Most of us could use a little help at various times in our academic lives. If you find yourself needing some extra help in this course please let me know. If you need help with the course material, we can meet during office hours or I can help you form a study group with others in the class.
- **Late Homework:** Mark your calendars NOW with the due dates of ALL assignments (this includes homework). **All homework-- including study guides -- are due in class**, unless otherwise specified. To be fair to those who turn in their work on time, late work will be penalized for each partial or full day (including Saturdays and Sundays) they are late. The penalty for late study guides will be 3 points for each late day. The penalty for late portfolio assignments will be 5 points for each late day.
- **About You:** If you have needs that may affect your performance in this class, please let me know in person or on your written information sheet. By working together we will be able to make this class a positive experience for you. Such needs might include sitting in the front of the class or tape recording class sessions.
- **Attendance:** Please note the format for this class is discussion. Thus your attendance is very important. In fact, because this is a discussion rather than a lecture course each of us must be active participants, both as learners and as teachers. Please note that active participation **REQUIRES** attendance **AND** advance preparation. I will be taking attendance on a regular basis.

COURSE REQUIREMENTS:

PREPARE FOR CLASS (i.e., do and think about the readings before class.)

Most of the in class time will be devoted to class discussions and exercises. For these to be productive and for them to facilitate the learning process everyone must have completed the reading. Therefore, the first requirement for this class is that everyone read the assignments **BEFORE** class.

Grades:	Maximum
Participation & Attendance	55 points
Study Guides	225 points
Pop Quizzes	70 points
Research Assignments	<u>450 points</u>
Total	800 points

The semester grades will be distributed this way: 90% & above an A; 80% to 89% a B; 70%- 79 % a C; 60 to 69% a D, and anything below 60% an F.

PARTICIPATION. (Participation in class discussions and research exercises)

The class participation grade will be, in part, based on your direct contributions to class discussions (e.g. asking and answering questions and general contributions to discussions such as being an active listener). This portion of your participation grade will **NOT** be based on how much you talk but rather on the quality of your contributions to the class. I will call on people who do not voluntarily join in the discussions. This will give students who find it difficult to jump into class discussions an opportunity to participate. It is perfectly acceptable to come with written questions or comments that you can make either when you think it is relevant or when you are called on. Part of the participation grade will also be based on punctuality, respecting fellow students, staying in the class room the whole class period, and attendance.

Please note: I will NOT be just "giving" everyone an "A" for class participation. Expect to earn your grade. Additionally, please note that I consider it impossible for you to be an active class participant if you are seldom in class. Thus, if you are seldom in class you can expect a zero for participation.

POP QUIZZES To encourage thoughtful reading of the text assignment we will have regular pop quizzes. Each quiz will be worth 10 points. There will be at least 10 quizzes of which we will drop the three lowest scores.

STUDY GUIDES Through out the semester you will receive study guide type questions, thought questions, research exercises, and library work. Study guides are worth 25 to 50 points.

RESEARCH ASSIGNMENTS Over the semester you will be preparing a research project portfolio Keep the assignments in a three ring notebook and turn in the notebook with all prior assignments on each due date.

1. **ASSIGNMENT 1: 50 points** Research Topic. Write a 2-4 page essay describing a social science topic that interests you. This will be the topic on which you'll work the remainder of the semester. Ask yourself and write on: Why does the topic interest me? What do I already know about it? How do I know this? What is my basic research question? What are some subtopics I am interested in? What type of research questions might I ask about these subtopics? What relevant literature have I identified to help research the question? (Include at least six sources). **Four of the sources must be from sociology journals. Due in class on Monday, Feb. 4th.**
2. **ASSIGNMENT 2: 100 points** Annotated Bibliography. You will receive a handout regarding the annotated bibliography. **Due in Class Wednesday, Feb. 20th**
3. **ASSIGNMENT 3: Field study [100 points]** Instructions will follow at a later date. **Due in class Monday, March 10th.** Draft for peer review due in class on Wednesday, March 5th.
4. **ASSIGNMENT 4: Qualitative Interview Study. [100 points]. Due in class on Wednesday, April 2nd.**
5. **ASSIGNMENT 5: 100 points** Survey proposal including a questionnaire. Literature review and hypothesis due in class on Wednesday, April 9th. **Pretest questionnaire in class on Friday, April 18th. Proposal and revised questionnaire due in class on Monday, April 21st.**
6. **ASSIGNMENT 6: Optional.** Redo Assignment 3 or 4. Replace first grade with redo. **Due Friday, May 9th by 10:00 AM.**

Class Calendar

The following class schedule is tentative and subject to change. It is your responsibility to be in class to find out about the changes. A problem—I have not received my copies of the textbooks. Thus all the readings are based on older editions that are not longer available. Updates will be forthcoming.

Week 1: Jan. 23 rd & Jan. 25 th What is Social Science Research? Reading: Neuman: Chapter 1
Week 2: Jan. 28 th - Feb. 1 st Orienting Strategy & Topic Selection Reading: Neuman: Chapters 1 and 2 & Johnson: Pgs 14-38 Study Guide #1 Due Friday, Feb. 1st
Week 3: Feb. 4 th - 8 th Reviewing the Literature (Library Workshops) Assign. #1 Due Mon., Feb. 4th Friday Feb. 8 th meet at the library. Reading: Neuman: Chapter 4 & Johnson: pgs 79-98, 111-146, 181-203
Week 4: Feb. 11 th - 15 ^h Research Ethics & Protecting Your Subjects Study Guide# 2 Due Fri., Feb. 15th Reading: Neuman: Chapter 3 & Humphreys: Tearoom Trade- Chapters 1 and 2 Research ethics exam: Certificate of Completion due Wednesday, Feb. 13th Go to: http://www.umt.edu/research/irb/irboverview.htm . Select Option 2: University On Line Ethics Course.

<p>Week5 Feb. 20th - 22nd No Class Monday, Feb. 18th Intro. to Qualitative Research: Design and Measurement Assign.# 2— Annotated Bib Due Wed., Feb. 20th & Study Guide #3 Due Fri., Feb, 22nd Reading: Neuman: Chap. 4 (pages 88-91 & 105-106); Chap. 5 skim; Chap. 6 (pages 141-145) & Skim Chap. 11</p>
<p>Week 6: Feb. 25^h - Feb. 29th Field Research Field Research Study Guide #4 Due Wed., Feb. 27th Reading: Neuman: Chap.11(Field Research) & 13 (Analysis of Qualitative Data) Ain't No Makin It (reserve)</p>
<p>Week 7: March 3rd - 7th Interviews & Focus Groups Draft of Assignment #3 Due in Class Wed., March 5th (2 copies) Reading: Review 11, 13, 14, & MacLeod, & Boswell and Spade (Reserve) and Read Johnson pgs 219-234</p>
<p>Week 8 March 10th - 14th Quantitative Research Study Guide #5 Due Friday, March 14th Assignment 3 Due Monday, March 10th Reading: Neuman Chap. 4, (pages 91-106), Chapter 5 & Johnson pgs. 204-218</p>
<p>Week 9 March 17th - 21st Survey Research and Sampling Study Guide #6 Due Friday, March 21st Reading: Neuman Chapters 6, 7 and 11</p>
<p>March 24th – 28th Spring Break</p>
<p>Week 10: March 31st - April 4th Survey Research and Sampling. Continued Assignment #4 due Wednesday, April 2nd Reading: Neuman Chapters 6, 7 and 11</p>
<p>Week 11 April 7th - 11th Survey Research Continued Literature Review(with hypothesis) for Assignment 5 is due Wednesday, April 9th & Study Guide #7 Due Monday, April 7th Reading: Hadaway et al.: "What the Polls Don't Show."</p>
<p>Week12 April 14th - 18th Pretest Surveys in class Friday, April 18th [ATTENDANCE REQUIRED. 5 copies questionnaire] Experimental & Quasi Experimental Designs Reading: Neuman Chapter 8</p>
<p>Week 13 April 21st - 25th Experimental & Quasi Experimental Designs Reading: Neuman Chapter 8 Assignment # 5 Due in class Monday, April 21st & Study Guide #8 Due Friday, April 25th</p>
<p>Week 14 April 28th - May 2nd Unobtrusive Methods/Content Analysis Reading: Neuman Chapter 9</p>
<p>May 5th - May 9th Finals Week: Assignment #6 (Optional) Due Friday, May 9th by 10:00 AM NO LATE PAPERS WILL BE ACCEPTED</p>