Overview
This is a survey of the various research methods used by sociologists. To master this material, you will need to spend a significant amount of your time working on the course. It is recommended that students spend approximately 2-3 hours each week studying for every 1 credit hour (6-9 hours per week for a 3 credit class). The main objective of this class is to familiarize the student with asking a question about the social world and to find answers to this question based upon existing scholarly research.

Required Texts:
It is your responsibility to obtain the following text by the first day of the semester. You may also wish to register for MySearch Lab (see the code in your text). Although it is not required, I will point out resources on this site that may be helpful for you in the course.


Learning Objectives
By the end of the course, the student will be able to accurately and effectively explain the following in writing:
- Compare at least two types of quantitative and qualitative methods
- Explain the concepts of validity, reliability, and measurement
- Explain the ethical considerations involved in social science research
- Contrast inductive and deductive reasoning.
- Explain the role of evidence in constructing an argument
- Use existing research to support an argument and properly cite their sources

Course Evaluation
Your grade for the class will be composed of a paper, two exams, and your best 20 quizzes. Late work will not be accepted except without prior arrangement and due to exceptional circumstances, with documentation. Grades will be assigned as follows.

90-100% = A
80-89.9% = B
70-79.9% = C
60-69.9% = D
Grading Structure (total possible percentage points for the course)

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Exams (2)</td>
<td>50%</td>
</tr>
<tr>
<td>Quizzes (top 20)</td>
<td>20%</td>
</tr>
<tr>
<td>Research Paper</td>
<td>30%</td>
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1. **Exams (25% each)**
   
   There will be two exams in this course, each covering the assigned material for that half of the semester. Each exam is worth 25% of the final grade (50% total).

2. **Quizzes (1% each)**
   
   Beginning the second week of class we will start taking at least one quiz during each class period. There will be one at the beginning of class and then there will also be a few randomly administered during other times in the class. We will have about 25 of these total, and I will count your top 20 toward the final grade.

3. **Paper (30%), due by Tuesday, December 9th at 5:00 P.M.**
   
   The main project for this course is a final research paper. All of the other assignments are designed to assist you in writing this paper. It is to be submitted to the correct CourseDen dropbox using the proper format (as a Microsoft Word document, either .doc or .docx). You are responsible for making sure that you have reliable access to CourseDen and making sure you upload your paper in the proper format.

   This means that unless I receive explicit notification from the University that CourseDen was unavailable during the period of time when the assignment is due, I will not accept work that is emailed to me, or if it is late, or if it is in the wrong format. Make sure you plan ahead. Suddenly losing internet access five minutes before the deadline is not an acceptable excuse. Neither is a slow internet connection due to everyone else trying to upload their files. Files submitted (even accidently) as any other format, such as a .lnk file, will not be accepted. Also, note that I will check thoroughly for plagiarism.

**Technological Requirements**

CourseDen will be used extensively for this course. It is your responsibility to secure reliable access to a computer with an internet connection so that you are able to utilize CourseDen. If you have problems with the CourseDen system you should contact the Distance Learning center or ITS (855-933-8946). Make sure you plan ahead, because unless I am explicitly notified by the Distance Learning Center that CourseDen has experienced an outage, there will be no extensions given on assignments if you were not able to get CourseDen to function correctly. Internet problems are not acceptable excuses for turning your work in late.
**Attendance**
You are expected to attend every class. If you do need to miss a class for any reason, it is your responsibility to find out what material was covered and to keep up with the material assigned for the course. Since I only grade the top 20 quizzes, you are not able to make up missed quizzes.

**Email Policy**
All correspondence with me needs to take place through the CourseDen email. I will make every effort to respond to you within 24 hours, during normal business hours (M-F, 9:00 A.M.-5:00 P.M). Do not expect a prompt response outside of those hours, and do not expect to email me with a question the night before an quiz or a paper is due and have a response before the deadline. I use the CourseDen system for the course so that I am better able to manage my courses, so I will only respond to emails sent through the CourseDen system. Papers sent as an email attachment to any email address will not be accepted.

Email is considered official correspondence at UWG and, as such, must be written in a professional manner. You are expected to include a subject line, a proper salutation and valediction, and include proper punctuation. I will not respond to emails that do not follow this format.

**Office Hours**
My office hours are listed at the top of the syllabus. If you plan to come see me, I strongly suggest that you email me to make an appointment during this time to ensure that I am available when you come to my office. Once we schedule a time to meet make sure not to miss your appointment.

**Policy on Student Responsibilities and Classroom Conduct**
1. Students are responsible for attending all classes and arriving to class on time, taking notes, and obtaining other materials provided by the instructor, taking tests, and completing assignments as scheduled by the instructor.

2. Students are responsible for keeping track of changes in the course syllabus made by the instructor throughout the semester.

3. Students are responsible for monitoring their grades. Grades are continually posted and updated on CourseDen. Any errors need to be brought to the instructor’s attention within two weeks of being posted.

4. Students must contact the instructor as soon as possible if they anticipate missing multiple classes due to events such as chronic illnesses, travel related to team sports, or other university activities. The instructor will determine the minimal attendance and participation required in order to meet course responsibilities.
5. Behaviors that disrupt other students’ learning are not acceptable (e.g., arriving consistently late for class; cell phone use, reading non-course related materials, harassing other students online, or social conversation during class).

6. Students are expected to respect others in our discussions, even when we disagree with their ideas. Personal attacks or harassing behavior is NOT acceptable. Students are expected to be able to engage the topics and material for the course whether they agree with the author or not.

**Link to University Information**
Make sure to carefully review the information at the following link. It contains important material pertaining to your rights and responsibilities in this class. Because these statements are updated as federal, state, university, and accreditation standards change, you should review the information each semester.

http://www.westga.edu/assetsDept/vpaa/Common_Language_for_Course_Syllabi.pdf

**Academic Integrity**
All students are expected to act with personal integrity, respect other students’ dignity, rights and property, and help create and maintain an environment in which all can succeed through thru their efforts. In this course, it is considered dishonest to utilize any helps when taking exams, plagiarizing, and fabricating information. This list is not inclusive. Remember that it is you responsibility to ensure that you are not plagiarizing from another student or other author. Students who are found to be dishonest will receive a zero for the work, and potentially the course depending on the severity of the incident, and they will be reported to the University’s Judicial Affairs office for possible further disciplinary sanctions. It is the student’s responsibility to read and understand this policy, which is available online at http://www.westga.edu/soccrim/index_4657.php.

**Accommodation Statement**
Students who seek accommodations related to documented disabilities should first contact the Office of Disability Services, located in the Student Development Center (123 Row Hall, Phone: 678-839-6428). The coordinators in Disability Services will communicate with me to make accommodations based on your needs.

**Tentative Schedule**
The tentative schedule for the course is available on CourseDen. It is the student’s responsibility to refer to this frequently and be aware of any changes that may be necessary.