

**PERU STATE COLLEGE
PSYCH 330 – RESEARCH METHODS
ON-LINE SYLLABUS – Spring 2012**

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COURSE MEETS: On-line

**REQUIRED TEXT: Research Methods and Statistics: A Critical Thinking Approach.
4th Edition. Sherri L. Jackson. Wadsworth. 2012.**

**A Simple Guide to SPSS for Windows –version 18.0 & 19.0
Lee Kirkpatrick and Brooke Feeney. 2012.**

SPSS Grad Pack - BASE - V. 19.0

This course utilizes specialized software; SPSS Grad Pack BASE Version 19.0, which can be purchased and downloaded on-line. There are several locations to purchase on-line, however, make sure you are purchasing this product: IBM SPSS Statistics Grad Pack BASE Version 19.0 for windows or Mac (12 month license - price is approximately \$65.00). They also sell a Standard and a Premium edition that is not necessary and more expensive.

The SPSS program requires at a minimum:

Microsoft Windows XP (32 bit version) or Vista (32 bit and 64 bit versions)
Intel or AMD x86 processor running at 1 gigahertz or higher
512 megabytes of RAM or more
450 MB of free hard-disk space (minimum)
CD-ROM Drive
Super VGA (800 x 600) or higher resolution
APPLE computers cannot be used for this software. Macintosh computers may require additional compatible software to be purchased separately.

PREREQUISITES: CJUS 110 or Psych 121 and Math 240 or 340 (Math 340 is preferred for you to have taken)

SKYPE: It is recommended that you download the free version of Skype (computer to computer) to use in this class. (<http://www.yahoo.com/?ilc=1> is the URL that comes up in google when I type in skype). Again, there are many options for you to select, but it is NOT necessary to purchase anything; download the FREE version!

I have found that I am able to converse with you person to person via instant messaging or video/audio feeds (which requires the use of a cam and microphone) using this free technology to further explain questions you may have in this class. Many students have told me they enjoyed being able to ask me questions when I am holding virtual office hours at night using skype. I typically ask you to have SPSS open when you contact me so I can visually guide you through the problem encountered.

COURSE DESCRIPTION:

This is an introductory course that concentrates on research methods and designs and statistical analysis procedures used in research projects. This course demonstrates how research methods are utilized in the social and behavioral sciences.

COURSE OBJECTIVES:

1. To introduce students to the scientific method.
2. Learn how to become better consumers of research data.
3. Investigate and learn the principle components of research design, both quantitative and qualitative, and analysis methods.
4. Learn research strategies used to examine relationships between variables under study.
5. To learn the ethical issues involved with research: particularly the review and use of human subjects.
6. Learn how to search for and read professional journals through a review of literature.
7. Learn how to search for and interpret published research results.
8. Teach students how to use data analysis software, using existing databases.
9. Expose students to an in-class research project utilizing skills learned in class.

Upon completion of this course, you should be able to:

1. Be able to assist in a professional research study using appropriate methods.
2. Know the protocol involved with conducting professional research studies.
3. Conduct a search for published research articles regarding topics of study using on-line data bases or utilize professional journals in a collegiate library.
4. Read and understand the findings of a scientific research article that have been published in a professional journal.
5. Be able to summarize and synthesize findings of published research studies.

EXPECTATIONS & INSTRUCTIONAL APPROACH:

This class will involve reading the course notes which are provided to serve as your class lectures. You should also considering contacting your classmates using the Discussion Board or Skype with them for questions and discussions to help you more fully understand the course materials. Additionally, there are SEVERAL FREE tutorial sites about using each individual aspect of SPSS; just type in SPSS Tutorial in Google.

You will have lab exercises as assignments utilizing research software to implement the concepts learned. I have provided many educational materials as examples for you to be successful in this course.

ASSESSMENT & GRADING:**CHAPTER QUIZZES:**

Go to the companion book site at Wadsworth and take the chapter quizzes provided at no cost to you as practice. Listed at the end of each chapter is a Cengage web address where

you can access the following; Statistics Workshops, Research Methods Workshops, or Videos. Inside you will find the Tutorial Quiz and many more review items to help you. They are useful and helpful to further explain and apply the concepts from the textbook. There are materials for each chapter! These activities are designed to help you be more successful; take advantage of them as they are **FREE**, helpful, and provide you with good learning opportunities!

EXAMS: Approximately 400 POINTS

There will be four exams throughout the semester. Each mini-exam will cover smaller portions of information (2 chapters). Each exam will be stand alone in terms of chapters covered, yet please understand that you will be held responsible for knowledge learned in previous chapters on the exam. **You are NOT to use your textbook when taking the exams.** I have put time restrictions on the on-line tests for this reason.

Taking tests at the designated time is required, not an optional decision on your part. The instructor reserves the right to determine whether or not you will have an opportunity to take a test at another time. This ensures the process of testing is equitable to everyone. The test schedule is found under Assignments in Blackboard.

DAILY EXERCISES:

There will be daily exercises assigned to help students develop the appropriate skills utilized in course assignments. Assignments may be due **ANY DAY OF THE WEEK!** These assignments will be worth between 5 – 25 points each. Computer software will be utilized for many exercises. These exercises are vital to the learning experience as you will be utilizing the statistical software to apply what you have learned in class. Therefore, it is vital that you are current in your readings and daily exercises, so you can build upon previous skills learned.

LATE ASSIGNMENT POLICY:

I DO NOT ACCEPT LATE ASSIGNMENTS, unless you are given specific permission by me in advance. If you encounter a major problem, be sure to contact me ASAP to notify me of the nature of the problem so we discuss what the appropriate action might be to deal with that problem. Do not contact me several days past the timeframe you encounter a problem; thus waiting a significant amount of time to notify me you have a major issue that is preventing you from submitting your assignments on time!

Work ahead and do not wait until the last minute to begin work on assignments as many require additional statistical analysis with written explanations using research protocol.

CLASS ATTENDANCE AND PARTICIPATION:

Class attendance and participation are measured through your active logging into the class and asking questions, or helping answer questions. This is vital to your learning experience. Therefore, I expect you to read the textbook and notes in order to be ready to participate in daily assignments and any class discussions. I encourage students to ask questions, seek out my help when you have questions, and help your classmates to understand the materials and assignments. It is essential that keep up in your assignments, as we will learn new skills to utilize with the statistical software to build upon previous knowledge. Falling behind will complicate your ability to keep current with new skills and how to apply those skills.

In this class, you are encouraged to collaborate on most all assignments. However, when directed, students are expected to do their own work on assignments and exams. Academic dishonesty will result in actions according to the college's disciplinary policy. Students with special needs are encouraged to make them known to the instructor. The instructor reserves the right to make changes to facilitate student learning. Due to the active learning of many new skills required in this class, there are likely to be changes in the schedule, however, any changes will be communicated to the students in advance.

FINAL GRADE:

Your final grade will be based upon daily assignments, class discussion, literature review, research articles, exams, and daily attendance. Specific point totals for each assignment are found under Assignments in Blackboard.

COLLEGE'S INCOMPLETE COURSEWORK POLICY:

To designate a student's work in a course as incomplete at the end of a term, the instructor records the incomplete grade (I). Students may receive this grade ONLY when serious illness, hardship, death in the immediate family, or military service during the semester in which they are reregistered prevents them from completing the course requirements by finals week. In addition, to receive an incomplete, a student must have completed substantially all of the course's major requirements.

Unless extenuating circumstances dictate otherwise, students must initiate requests for an incomplete by filling out an Incomplete Grade Completion Contract, which requires the signature of the student, instructor, and Dean. The Incomplete Grade Completion contract cites the reason(s) for the incomplete and details the specific obligations the student must meet to change the incomplete to a letter grade. The date by which the student agrees to complete the required work must appear in the contract. The Dean, the instructor, and the student receive signed copies of the Incomplete Grade Completion Contract.

Even if the student does not attend Peru State College, all incomplete course work must be finished by the end of the subsequent semester. Unless the appropriate Dean approves an extension and if the student does not fulfill contract obligations in the allotted time, the incomplete grade automatically becomes an F.

COLLEGES ACADEMIC INTEGRITY POLICY

The College expects all students to conduct themselves in a manner that supports an honest assessment of student learning outcomes and the assignment of grades that appropriately reflect student performance. It is ultimately the student's responsibility to understand and comply with instructions regarding completion of assignments, exams, and other academic activities. At a minimum, students should assume that at each assessment opportunity they are expected to do their own original academic work and/or clearly acknowledge in an appropriate fashion the intellectual work of others, when such contributions are allowed. Students helping others to circumvent honest assessments of learning outcomes, or who fail to report instances of academic dishonesty, are also subject to the sanctions defined in this policy.

Instances of academic dishonesty may be discovered in a variety of ways. Faculty who assign written work ordinarily check citations for accuracy, run data base and online checks,

and/or may simply recognize familiar passages that are not cited properly. They may observe students in the act of cheating or may become aware of instances of cheating from statements of others. All persons who observe or otherwise know about instances of cheating are expected to report such instances to the proper instructor or Dean.

In order to promote academic integrity, the College subscribes to an electronic service to review papers for the appropriate citations and originality. Key elements of submitted papers are stored electronically in a limited access database and thus become a permanent part of the material to which future submissions are compared. Submission of an application and continued enrollment signifies your permission for this use of your written work.

NSCS Board of Trustees Policy 4220 states that each College "... will establish a distance learning assessment policy that will include, at a minimum, a substantial culminating experience that is proctored." Peru State College's policy is that each course that is offered entirely on-line will feature a proctored final exam that substantially measures the extent the course's stated learning objectives are achieved. Online course syllabi will clearly state, regardless of grades previously earned, the proctored final exam must be passed in order to receive full credit for the course. Courses which feature graded site-based activities (e.g., teaching demonstrations) and/or video-taped presentations that occur near the end of the term, and that are designed to substantially assess the achievement of learning objectives, can be considered in compliance with this policy. Project-based capstone and graduate courses utilizing real-time discussions held by web-cam, phone or in person with the faculty member as part of the assessment process can also be considered in compliance with this policy.

Should an occurrence of academic misconduct occur, the faculty member may assign a failing grade for the assignment of a failing grade for the course. Each incident of academic misconduct should be reported to the Dean and the Vice President for Academic Affairs (VPAA). The VPAA may suspend students for two semesters if found to be responsible of multiple instances of academic dishonesty. The reason for the suspension will be noted on the student's transcript.

A faculty member need present only basic evidence of academic dishonesty. There is not requirement for proof on intent. Students are responsible for understanding these tenets of academic dishonesty and integrity. Students may appeal penalties for academic dishonesty using the process established for grades appeal.

TITLE IX COMPLIANCE NOTICE

Peru State College is an equal opportunity institution. PSC does not discriminate against any student, employee or applicant on the basis of race, color, national origin, sex, disability, religion, or age in employment and education opportunities, including but not limited to admission decisions. The College has designated an individual to coordinate the College's nondiscrimination efforts to comply with regulations implementing Title VI, VII, IX, and Section 504. Inquiries regarding non-discrimination policies and practices may be directed to Eulanda Cade, Director of Human Resources, Title VI, VII, IX Compliance Coordinator, Peru State College, P.O. Box 10, Peru, NE 68421-0010, (402) 872-2230.

Students requesting reasonable accommodation and tutoring services should contact the Center for Achievement and Transition Services (CATS).

The course schedule of assignments is found under the Assignments section on Blackboard.