FYC 4801: Applied Social Research Methods
4 Credit Hours – Spring 2020

Section: 14695/19E9
Meeting Time: MW (7 & 8) 1:55 – 3:50
Class Location: FLI 0101
Office Hours: W 10:00-12:00

Instructor: Dr. Kelly Moore
Office: G081 McCarty Hall B
Phone: 352-273-3508
Email: kmon913@ufl.edu

The instructor reserves the right to adjust the syllabus in order to meet the objectives of the course.

About the course. Applied Social Research Methods is a 4-credit course in the design, implementation, and interpretation of social research. Students who take this course will “understand and apply the principles of social science research methods. Students learn a variety of research methods and have hands-on experience with data collection and analysis” (FYCS Undergraduate Handbook, 2015, p.16). As future professionals in the social sciences, it is essential that you develop the capacity to, at a minimum, critically evaluate information that is presented as scientific, and ideally, contribute to our collective knowledge base through involvement in research activities of your own. Employers will expect that you can recognize quality research as you work with your constituents, and your constituents will trust that you are confident in the information you share with them. If graduate school is in your future, you will be expected to conduct research and to share that research with the larger community of scholars. This semester, we will learn to read and communicate social science research and will engage in producing social research data of our own.

Prerequisites: FYC 3001 with a grade of ‘C’ or better or STA 2023

Learning Outcomes
By the end of this course, you will be able to:
1. Design social research using a quantitative methodological approach
2. Collect quantitative data using the on-line platform Qualtrics
3. Analyze quantitative data using SPSS
4. Interpret quantitative data and report the results in writing and orally
5. Evaluate the quality of scientific evidence

Require Materials
All required readings are available on Canvas. Students are required to purchase the student version of SPSS. You should purchase this at the HUB IT desk. You must install it yourself on your laptop. Installation is easy but you might want to install it immediately upon purchasing it and in the HUB, in case you need technical assistance. The cost is approximately $37.

Communication Policies
- Email: I will respond to emails within 24 hours or by the end of the next business day. Please contact me via email through Canvas or using your UF email account only. UF policies prohibit me from discussing your grade through any other email servers.
- In Person: The best thing to do is schedule a time for us to meet if you would like to meet with me in person. This ensures you don’t waste a trip and I’m available when you stop by. You can schedule a time to meet with me here: [www.meetwithdrmoore.acuittyscheduling.com](http://www.meetwithdrmoore.acuittyscheduling.com). However, the office hours noted above
are for walk-in appointments only—you cannot schedule to meet with me during this time, but you can stop by; these hours are first come, first served.

Grading
Grades will be determined based on the following:

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Participation</td>
<td>51 points (18 days = 1 point; 11 days = 3 points)</td>
</tr>
<tr>
<td>Class Prep Quizzes</td>
<td>30 points (10 @ 3 points each)</td>
</tr>
<tr>
<td>Homework Assignments</td>
<td>90 points (7 @ 10 points each; 1 @ 20 points)</td>
</tr>
<tr>
<td>Exams</td>
<td>150 points (3 @ 50 points each)</td>
</tr>
<tr>
<td>Research Project</td>
<td></td>
</tr>
<tr>
<td>Annotated Bibliography</td>
<td>20 points</td>
</tr>
<tr>
<td>Individual Draft</td>
<td>30 points</td>
</tr>
<tr>
<td>Quantitative Data Project*</td>
<td>90 points</td>
</tr>
<tr>
<td>Survey Completion</td>
<td>15 points (1 point each)</td>
</tr>
<tr>
<td>Scientific Paper*</td>
<td>80 points</td>
</tr>
<tr>
<td>Oral Presentation*</td>
<td>30 points</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>586 points</strong></td>
</tr>
</tbody>
</table>

*These grades will be individually adjusted according to peer-evaluations.

Grade Ranges:
A = 93.50% and above
A- = 90.00-93.49%
B+ = 86.50-89.99%
B = 83.50-86.49%
B- = 80.00-83.49%
C+ = 76.50-79.99%
C = 73.50-76.49%
C- = 70.00-73.49%
D+ = 66.50-69.99%
D = 63.50-66.49%
D- = 60.00-63.49%
E = 59.99% and below

All of the following must be true for the student to be eligible to receive a grade of "I."
1) The student has completed a major portion of the course work with a passing grade (D or better), and
2) the student is unable to complete course requirements because of documented circumstances beyond their control, and
3) the student and instructor have discussed the situation prior to the final exam (except under emergency conditions).

Attendance & Participation Policy
Students receive 1 point per class session. Students arriving late to class will not receive the full attendance point for that day. Documentation for excused absences must be submitted within one week of the absence. One attendance point is awarded for excused absences.

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.

In addition to physically attending class, students are expected to actively engage with their peers during class activities and be fully present during all lectures. “Fully present” means the student is not only physically in class but they are also actively listening and focused on class material and not outside distractions. Headphones should be put away during class and laptops should only be used for class purposes. Students distracted by their phones, working on other tasks on laptops, or are otherwise distracted and disengaged during class will lose their attendance and
participation point(s) for that class period. Students repeatedly off task will be asked to leave so they do not distract other students from learning.

First Classes Attendance Policy
According to the UF undergraduate catalog: “If you do not attend at least one of the first two class meetings of a course or laboratory in which you are registered, and you have not contacted the department to indicate your intent, you can be dropped from the course. You must not assume that you will be dropped, however, if you fail to attend the first few days of class. By posting a notice in the department office, the department will notify you if you have been dropped from the course or laboratory. You can request reinstatement on a space-available basis if you present documented evidence.” This policy will be in effect for this course.

Class Prep Quizzes
Quizzes are on the class prep material assigned for the date of the quiz. Students must be present during the first 5 minutes of class to take the quiz. There are 11 quizzes over the course of the semester; only the top 10 scores will be factored into the overall course grade. Quizzes missed for an excused absence must be made up within two class periods.

Homework Assignments
Some homework assignments are due at the start of the class period on the due date indicated in the course calendar. Some will need to be submitted in person and others you will submit online. For homework assignments due in person, students must be present at the start of the class period to submit their homework assignment. Late homework assignments will not be accepted.

Exams
Students will have the entire class period to complete each exam. Exams are not cumulative and only include the content covered since the previous exam (or the start of the semester for Exam 1). Students arriving to class on the day of an exam after the first person has left the classroom will not be allowed to complete the exam. Students needing to do a make-up exam must first obtain approval from the instructor and then schedule the make-up exam with the TA.

Students with testing accommodations are responsible for contacting the instructor and making appropriate arrangements with the DRC to take the exam in their testing center, if necessary (see information for Students with Disabilities below).

Research Project
Students will work in teams of four throughout the semester on a research project. The project includes multiple components that are completed both individually and as a group. More information about the research project is available in the Research Project Guidebook on Canvas.

Policy Regarding Extra Credit Work:
There is no other chance to earn extra credit. Work hard on the assignments for the course.

Policy Regarding Late Work & Canvas App
- Most assignments are due on Canvas by 5PM on the date indicated on the course calendar.
- There is a 7-hour grace period (until 11:59PM on the due date) for online submissions. Late points will not be deducted during this time.
  - A grace period is intended to accommodate for any technical difficulties while trying to submit your assignment. If you wait until close to 11:59PM before attempting to submit your assignment for the first time and experience technical
difficulties, you will not be granted additional time as a result. My advice is to attempt to submit by the scheduled due date (5PM) and use the grace period to resolve technical issues that may arise, if any. **Do not wait until 11:59PM to try and submit for the first time as work will not be accepted late (after 11:59PM) if something goes wrong.**

- **Online assignments will not be accepted after the grace period ends** without written instructor approval at least 24 hours prior to the scheduled due date (i.e. approval must be obtained via email by 5pm the day before an assignment is due).
- Most of the homework assignments are due at the start of class. Assignments due at the start of class (online or in person) will not be accepted late as we will discuss these assignments during class. **There is no grace period for work due at the start of class.**

**Caution:** The Canvas app is a great tool for Canvas mail, announcements, and viewing your grades. It is not a great tool for submitting assignments. The uploading procedure is not reliable, and your assignment may not upload properly, or at all. In addition to this, I am unable to see that you attempted to submit something using the app (I can view your activity when you access Canvas through an Internet browser). Therefore, **do not submit assignments via the Canvas app.** I will not accept your assignment late should technical issues arise as a result of using the Canvas app to submit your work –even if the issue is not discovered until after the grace period ends.

**APA Formatting Guidelines**

Use the APA Style Guide, 6th Edition to complete all assignments in this course. Use proper APA formatting for all components of an assignment including in-text citations, tables and figures, appendices, section headings, title, abstract and references. Guidelines for formatting can be found in:


**Note:** There are many citation generators and APA guides available online. While these can be good resources, they often produce citations that are incomplete or incorrectly formatted. I strongly encourage you not to use a citation generator for your work. If you do use one it would be very wise to review the references to ensure they are formatted correctly before submitting your assignment. **The only source that ensures 100% compliance with APA is the APA Style Guide itself.**

**Classroom Policies:**

- Make sure that your phone is turned to vibrate during class.
- No phones should be out during class. Using phones during class distracts you from learning, distracts others around you from learning, and distracts me. Students with phones out once class starts will be asked to leave.
- Stay on task.
- Respect your fellow classmates and instructor.
- Come to class on time and prepared to participate.
Students with disabilities
Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter, which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester. Accommodations will be honored from the time I receive the accommodation letter to the end of the semester.

Policy regarding testing accommodations:
- Any student who requires testing accommodations must follow university procedure for securing the accommodations. Please see https://www.dso.ufl.edu/drc/students for how to access resources and setting up accommodations.
- Students who require testing accommodations should follow DRC policy for making an appointment to take the test(s) at the DRC. Do not assume that I can provide additional assistance for testing needs. If you fail to follow through on making arrangements with the DRC to take a test, you will take the test with the rest of the class and will be given the same amount of time to take the test as the rest of the class.

Academic Honesty
As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.” You are expected to exhibit behavior consistent with this commitment to the UF academic community. On all work submitted for credit at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment."

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the student honor code, please see: https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/

We will do quite a bit of group work in class and I encourage you to work and study with colleagues outside of class. However, on tests, and for some assignments, you are on your own.

Campus Helping Resources
Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university’s resources. The following resources are available at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.
**Health and Wellness Resources**

- **U Matter, We Care**: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit umatter.ufl.edu/ to refer or report a concern and a team member will reach out to the student in distress.
- **Counseling and Wellness Center**: Visit counseling.ufl.edu/ or call 352-392-1575 for information on crisis services as well as non-crisis services; and the University Police Department: 392-1111 or 9-1-1 for emergencies.
- **Student Health Care Center**: Call 352-392-1161 for 24/7 information to help you find the care you need, or visit shcc.ufl.edu/.
- **University Police Department**: Visit police.ufl.edu/ or call 352-392-1111 (or 9-1-1 for emergencies).
- **UF Health Shands Emergency Room / Trauma Center**: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; ufhealth.org/emergency-room-trauma-center.
- **Sexual Assault Recovery Services (SARS)**: Student Health Care Center, 392-1161.

**Academic Resources**

- **E-learning technical support**: Contact the UF Computing Help Desk at 352-392-4357 or via e-mail at helpdesk@ufl.edu.
- **Career Connections Center**: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services career.ufl.edu/.
- **Library Support**: cms.uflib.ufl.edu/ask various ways to receive assistance with respect to using the libraries or finding resources.
- **Teaching Center**: Broward Hall, 352-392-2010 or to make an appointment 352-392-6420. General study skills and tutoring. teachingcenter.ufl.edu/
- **Writing Studio**: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers. writing.ufl.edu/writing-studio/
- **Student Complaints On-Campus**: sccr.dso.ufl.edu/policies/student-conduct-code/student-conduct-code/

**Online Course Evaluation Process**

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/.

**My Pledge to Students**

I love teaching. As a student in one of my courses there are a few things you should expect. First, I’m going to **challenge** you because I want you to experience growth—personal, academic and professional growth. Secondly, I want to create an **enjoyable** (yet, challenging) learning experience for you. My hope is you will like coming to class and discussing course materials with your peers and that you will find interest in topics you didn’t realize interested you. Along the way I also want to provide ample opportunity for you to **explore someone else’s perspective**—to critically evaluate the social world around you and understand it through someone else’s eyes. I consider this is one of the most important aspects of higher education and think it’s crucial we practice interacting with and understanding people who are not like us because we
will continue to be challenged by opposing perspectives our entire lives. In addition, I hope you leave my courses a **better consumer of science** so you are prepared to **constructively participate in public discourse** surrounding social issues. You are the future liaisons between social science and society—you need to be able to interpret how research impacts the everyday lives of citizens so that one day you can have the greatest impact possible in the world.

And finally, you should expect me to be **fair, transparent** and **honest** with you. I will always explain my reasoning for the decisions I make that affect students and I am open to conversations when those decisions seem unfair. My grading process is transparent and the assessment criteria are clearly explained—I never want you to struggle because you don’t understand what I’m asking you to do. Perhaps most importantly, I’ll tell you when I don’t know something and help you find the answer—in fact, I hope you ask questions I can’t answer so we can learn together! I strive to create a learning environment that fosters success, which in my opinion means you are comfortable participating in class, excited about the material and recognize its relevance in your life and you’re confident you understand what is expected of you. Creating this type of environment is a two-way street; it also requires effort on your part to come to class prepared and ask questions if things are unclear. Together I know we can make this course a great learning experience. I welcome any feedback that contributes to this goal—my door is always open.