

## Course Outline

COURSE:	CRCJ 3001B: Quantitative Research Methods
TERM:	Winter 2014
PREREQUISITES:	n/a
CLASS:	Day & Time: Mondays and Wednesdays, 8:35 – 9:55 a.m. Room: Please check with Carleton Central for current room location.
INSTRUCTOR:	Dr. Evelyn Maeder
CONTACT:	Office: C 566 Loeb Office Hrs: Mondays, 10:00 – 11:00 a.m. Telephone: x2421 Email: via CULearn
TEACHING ASSISTANT:	Adam Cotter (can be reached through email via CULearn)

For contact purposes, it is best to get in touch with us via email using CULearn. Prior to emailing us, please consult this syllabus in order to determine if the answer to your question is included here.

**CULearn**

***PLEASE NOTE: This course will be supported by the CULearn Course Management System. All correspondence with the professor should be carried out through the CULearn e-mail system ONLY. A discussion group will be available for students, and a variety of resources (both text and online) will be made available through the CULearn site.***

***Students will be fully responsible for reading and responding appropriately to all information distributed to students through the CULearn Course Page. Information provided on this page will be considered to have been provided to all registered students within 24 hours of posting.***

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You may need special arrangements to meet your academic obligations during the term. For an accommodation request the processes are as follows:

**Pregnancy obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details visit the Equity Services website: <http://www2.carleton.ca/equity/>

**Religious obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details visit the Equity Services website: <http://www2.carleton.ca/equity/>

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**Academic Accommodations for Students with Disabilities:** The **Paul Menton Centre** for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your **Letter of Accommodation** at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (*if applicable*). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally-scheduled exam (*if applicable*) at <http://www2.carleton.ca/pmc/new-and-current-students/dates-and-deadlines/>

You can visit the Equity Services website to view the policies and to obtain more detailed information on academic accommodation at <http://www2.carleton.ca/equity/>

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## **COURSE DESCRIPTION**

From the Undergraduate Calendar: Methods used conducting quantitative research. Topics include measuring and manipulating variables, reliability, validity, sampling, experimental, quasi-experimental designs and ethics.

This course is designed to familiarize you with basic quantitative research concepts and practices. At the end of the course you will be able to evaluate quantitative research, and will have the tools necessary to conduct research of your own. My goal is for you to become critical consumers of research.

## **REQUIRED TEXTS**

Research Methods for the Behavioural Sciences, Fourth Edition, 2011, Gravetter & Forzano, Wadsworth-Cengage Learning. ISBN: 1111342253

This textbook is available at the University Bookstore located in the University Centre.

You may also have readings available online via cuLearn or handed out in class.

## **EVALUATION**

**(All components must be completed in order to get a passing grade)**

Your grade in this class will be determined through tests and assignments. Your mid-term tests will cover the material directly preceding them, whereas the final will cover all course material. Tests will be a combination of multiple choice, short-answer and short-essay. You will have periodic homeworks and an article critique assignment (see assignment sheet). In addition, we will have 5 unscheduled quizzes throughout the course. These quizzes will be brief (15 multiple choice questions) and are meant to provide you with an idea of what the examinations will be like. Of the 5 quizzes, we will drop your lowest score. Missed quizzes will receive a 0. Because your lowest quiz score is dropped, you can miss one quiz without penalty, but if you miss 2 or more quizzes the 0's will be factored into your grade.

<b>Tests</b>		<b>Date/Due Date</b>
Test I	15%	February 5
Test II	15%	March 24
Final	30%	Formal Exam Period (April 2014)
Quizzes	10%	Various
 <b>Assignments</b>		
Homeworks	15%	Various
Article Critique	15%	April 2

*Article Critique:* You will be assigned two research articles to read and be asked to evaluate their methodology and conclusions using what you have learned throughout the semester. See assignment sheet for more detail.

Standing in a course is determined by the course instructor subject to approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they are approved by the Dean.

### **MAKEUP EXAMINATIONS AND LATE ASSIGNMENTS**

If you miss a test for a legitimate, documented reason (e.g., serious illness with a written excuse, death in the family, etc.), I may, at my discretion, administer a makeup examination. I must be notified before the examination in order for you to be eligible to write a makeup test. You can email me or call the Institute of Criminology and Criminal Justice office, prior to the examination. If you call, make sure you tell the person who takes your message to write down the time you called, so that I may verify that you called prior to the examination.

This rule does not apply for late assignments. Do your assignments early and turn them in on time. Late assignments will be docked 10% per day the assignment is late, including weekends (i.e., each day of the weekend counts as a full day). If the assignment is more than 3 days late, it will automatically receive a 0. An assignment is considered late if it is not turned in by the end of the class period in which it is due. This means that if you are not in class, the assignment must be turned into the Institute of Criminology and Criminal Justice Office (C562 Loeb Building) before 9:55 a.m. in order for it to be considered on time. Papers that are turned in after 9:55 a.m. will be considered one day late. Papers that are turned in after 9:55 a.m. the following day will be considered two days late, and so on. If you are handing in the assignment late or outside of class, please have it time stamped by one of the administrators (Marilyn or Robin) so that we know when it was turned in to the office. Papers that are not time stamped will be presumed turned in the day/time that we receive them, which may result in further lateness penalty.

If you need to submit a late assignment over the weekend, you will not be able to have the paper time-stamped as the administrators are not in the office until the following Monday morning. As such, you can email a copy of the assignment to the T.A. at the same time as you submit it in person to the

ICCJ office via the drop-box. If the email copy matches the hard copy submitted, the assignment will be considered turned in at the time the T.A. receives the email from you (via cuLearn, with the assignment attached as a Word Document). You do need to turn in the hard copy as we do not accept assignments via email other than to check the submission time.

In general, assignments will NOT be accepted by email. If you have a major problem (such as prolonged illness), please let me know ahead of time. If you do not receive permission to turn in an assignment late before the day it is due, you will not be excused.

## **HONESTY POLICY**

For rules regarding proper conduct during examinations, please see the Academic Integrity Policy at [http://www2.carleton.ca/studentaffairs/ccms/wp-content/ccms-files/academic\\_integrity\\_policy.pdf](http://www2.carleton.ca/studentaffairs/ccms/wp-content/ccms-files/academic_integrity_policy.pdf).

Also, do not plagiarize. We will discuss proper citation and quotation rules in class, as well as APA format. As such, there is no excuse for plagiarism. The University Senate defines plagiarism as “*presenting, whether intentional or not, the ideas, expression of ideas, or work of others as one’s own.*”

This can include:

- Reproducing or paraphrasing portions of someone else’s published or unpublished material, regardless of the source, and presenting these as one’s own without proper citation or reference to the original source;
- Submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
- Using ideas or direct, verbatim quotation, or paraphrased material, concepts, or ideas without appropriate acknowledgement in any academic assignment;
- Using another’s data or research findings;
- Failing to acknowledge sources through the use of proper citations when using another’s works and/or failing to use quotation marks;
- Handing in “*substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs.*”

Plagiarism is a serious offence which cannot be resolved directly with the course’s instructor. The Associate Deans of the Faculty conduct a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They include a mark of zero for the plagiarized work or a final grade of “F” for the course.

## **SCHEDULE**

Please consult the tentative schedule posted on CULearn.