San José State University
Department of Political Science
Pols 100M-02: Political Inquiry, Fall 2020

Course and Contact Information

Instructor:	Sabrina L. Pinnell
Office Location:	Clark 404D[1]
Telephone:	Contact online
Email:	Sabrina.Pinnell@sjsu.edu
Office Hours:	M W 9-10[2]; other times possible via Zoom
Class Days/Time:	M W 12:00-1:15
Classroom:	Online via Zoom

Course Format

For Fall 2020, this class is completely online and synchronous, using Canvas and Zoom as primary platforms. Students should have access to a computer capable of accessing Canvas at http://sjsu.instructure.com. You will need to use your student ID information to log on, and you can access the class webpage on your Dashboard. For Zoom, you should have a computer with a camera and a working microphone so you can participate fully in classes. Internet access is needed for both. Please see the Class Introduction module on Canvas for additional information.

Lectures and many discussions for this class will be on Zoom during the scheduled class time. You must make sure you are available during this class time to attend, barring unforeseen emergencies. See the Internet Failure Policy for more information on this. Some days will be primarily lecture, but we will be having discussions or group work on others.

Office hours will be on Zoom, either the regularly scheduled hours on M W 9-10 a.m., or appointments if necessary at other times. You will find a link for the office hours below. Additional inquiries or questions can be submitted either via email, or to the FAQ/General Discussion Thread on Canvas. I will do my best to respond to emails within 24 hours, although there may be delays on weekends and holidays.

---

[1]. This course is online and with the SJSU safety regulations, I will rarely be in my office. You should contact me via email. If there is an emergency that requires a quicker response, you may want to contact the Political Science Office at (408) 924-5550 and they will contact me.

[2]. Zoom link for office hours: Join from PC, Mac, Linux, iOS or Android:
https://sjsu.zoom.us/j/94631320779?pwd=QWlZTUNIYVBRN3RmZVdnQlVzanBhUT09
Password: 865253. Telephone: US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 646 876 9923
Meeting ID: 946 3132 0779, Password: 865253

Communication and Office Hours

This is a class that will require a fair amount of open, direct communication between you and the instructor to make the course work. That is difficult given the online nature of the course, but some general rules should help over the course of the semester:

1) Outside of lecture time (I will set aside time at the end to discuss class issues and answer general questions), the most direct way to communicate with me is email. Email may mean a delay in responding; I will do my best to respond within 24 hours, but you should time your inquiries accordingly. Last-minute questions may not get you immediate answers.
2) Given that we will be interacting online, please review the Netiquette rules I have posted on Canvas under the Class Introduction module. I will expect you to follow these when appropriate, such as in emails, in-class communications and online discussions.
3) I will have a FAQ/General Discussion Thread on Canvas to respond to general questions about the class such as accessing Canvas, uploading assignments, etc. If you have a question of this nature, post here – your question and my answer may help the rest of the class.
4) Each module will also have a module discussion thread you can post to as we are covering the module in class, if there are questions or issues with the material.
5) There will be times over the semester when couples or groups of students may have to work on assignments outside of class time. You will need to establish and maintain contact via email with your fellow students in order to accomplish these tasks. I will be sharing email addresses in couples and groups at these times; if you do not want your .sjsu email used, let me know what other alternative address(es) should be used.
6) Office hours are best for answering questions or dealing with matters one-on-one with students. I will not be talking to groups at once; there will be a waiting room. Group appointments are possible at other times.
7) There will be in-person meetings to discuss your research proposals over the course of the semester. These will be specific appointments outside of office hours. You will set up a time with me and will need to keep the meeting time on Zoom unless there is an emergency.
8) Finally: be prepared to contact the instructor if there are problems, and preferably when it occurs. Not speaking up when a problem occurs limits the ability to solve it.

Course Description

This course will introduce you to the scope and methods of political science. Specifically, it will help you to understand how political scientists develop their research projects (i.e. research design), and how they get their results (i.e. hypothesis testing). In addition, we will analyze the ethical considerations of social science research, and study a variety of research methods including surveys, experiments, interviews, fieldwork, content analysis, and an introduction to quantitative and qualitative analysis.

While we will be considering statistics at the end of this course, you do not need to have a math background to understand this section; our focus is on the applications of statistics and how to interpret them.

Department of Political Science Learning Outcomes

The Political Science Department has the following objectives for its students:

1) <u>Breadth</u>: Students should possess a broad knowledge of the theory and methods of the various branches of the discipline.
2) <u>Application and Disciplinary Methods</u>: Students should be able to formulate research questions, engage in systematic literature searches using primary and secondary sources, evaluate research studies, and critically analyze and interpret influential political texts. Students should be able to apply these techniques to identify, understand, and analyze domestic and international political issues and organizations.
3) <u>Communication Skills</u>: Students should master basic competencies in oral and written communication skills and be able to apply these skills in the context of political science. This means communicating effectively about politics and/or public administration, public policy, and law.
4) <u>Citizenship</u>: Students should acquire an understanding of the role of the citizen in local, state, national, and global contexts and appreciate the importance of lifelong participation in political processes.

Course Learning Outcomes (CLO)

Upon successful completion of this course, students will be able to:

1) Compare and contrast the ways social scientists study phenomena.

2) Develop hypotheses, conceptualize and measure variables.

3) Match best-suited research methods to research questions.

4) Construct a research design for an original social science research project.

5) Interpret original social science research.

We will complete these through a combination of in-class participation exercises, quizzes, a midterm and a research project.

Required Texts/Readings

Textbook

The main text for this course is Janet Buttolph Johnson, H.T. Reynolds and Jason D. Mycoff's <u>Political Science Research Methods</u>, 9th edition (Los Angeles: Sage, 2020, ISBN: 9781544331430). This text is required and you should purchase it as soon as possible.

Other Readings

Other readings will be either be links in the Schedule or on Canvas under "Files." *All readings are required for this course*.

Other Materials

We will be working with the IRB website for the Ethics portion of the class, as well as with the Qualtrics program when constructing surveys in and out of class. The IRB website is accessible at http://www.sjsu.edu/research/irb/, and students can access Qualtrics at http://www.sjsu.edu/ecampus/research-tools/qualtrics/index.html .

Library Liaison

Paul Kauppila (Paul.Kauppila@sjsu.edu) is our department's Library Liaison. He can be reached via e-mail and at (408) 808-2042; please get in touch with him if you have a question accessing research materials through King Library. We will also be meeting with him as a class to discuss library access early in the semester.

Course Requirements and Assignments

Course requirements for Pols 100M are as follows:

Participation Activities (32% of the course grade)	
In-Class Discussion	20 points
Sources Scavenger Hunt	20 points
Article Reviews	20 points x 3
IRB Module Review	20 points
Peer Part A Review	20 points
Qualtrics Assignment	20 points
SPSS In-Class Assignment	20 points
Quizzes (9% of the course grade)	10 points x 5
Midterm (11% of the course grade)	60 points
Research Proposal (48% of the course grade)	
Part A (Topic, Lit Review, Hypotheses)	60 points
Meeting for Part A	10 points
Part B (Measurement, Research Design)	60 points
Meeting for Part B	10 points
Final Draft	120 points
	550 points

Participation Activities

       This class will cover various concepts needed for social science research and preparing a research proposal. There will be several different participation assignments over the course of the semester, some of which will be in-class, some outside of it; some of these may also require working in groups. Please see below for details. Each of these activities will be worth 20 points of your course grade.[3]

       In-Class Discussion: This is a synchronous course and you are expected to attend both lectures and other in-class activities during our scheduled class time (MW 12:00-1:15, excluding holidays and the midterm). I will be noting attendance on class days and if you miss 20% (six days) of the class sessions for unexcused reasons, this will cost you the 20 points for this part of the grade. A lack of attendance means a lack of in-class participation when we do activities and hold discussions.

       Sources Scavenger Hunt: After our library presentation on August 31st, you will have to use the King Library site (and possibly internet search engines) to hunt down a set of sources. This will help test whether or not you are familiar with source searches, and if you can start to digest material. You will have from August 31 to 5 p.m. on September 1st to complete this activity and upload it to Canvas.

---

[3]. I will be recording lectures, but will not post these on Zoom; if you miss class, you may request to see a recording when you have an excused absence.

Article Reviews: I will require you to dissect three articles over the course of the class and write up answers to questions about the material. The articles are under "Files" on Canvas; you should see the prompts for each assignment for the questions I need you to answer. Each of these articles has been selected for addressing particular problems in research methods such as research questions, conducting experiments and doing interviews. Reviews will be due before the class where we are discussing them – please see Schedule for dates.

IRB Module Review: As part of the Ethics section of the course, you will need to access the SJSU IRB Website at (http://www.sjsu.edu/research/irb/irb-video-tutorials/index.html), view the first workshop section, and then complete the module on Canvas. You will need to complete this activity by October 9th for the 20 points.

Peer Part A Review: To help with the first part of the research project, students must submit a draft of Part A (the question, literature review and hypotheses) to me for distribution to two other of your colleagues for review and feedback. You must have the draft to me electronically as a .pdf (not Google Drive) by 5 p.m. on September 23rd so I can distribute them to other students; once you get your two reviews, you then need to read through them and submit comments by September 30th. The grading for this will be 10 points for the draft, five for your reviews of your colleagues' drafts for 20 points total. I will give you a rubric in advance to help you review your colleagues' drafts.

Qualtrics Assignment: We will have an assigned day (November 2nd) during the Survey section to introduce the Qualtrics platform in class; you should take notes to establish your accounts later, and to complete the work for this assignment. Students will then be required to compose a short survey with five questions of various types; you must share this with me electronically by November 6th, to verify that you understand the basics of using the platform.

Statistical Analysis Assignment: We will be using Excel and SPSS in class on November 30th with datasets to discuss statistical analysis and how to interpret results. You do not need previous training in SPSS for this session, but you should attend so that you can answer the questions I will send out afterwards and then upload them to Canvas. The answers are due on Canvas by December 7th.

If you are unable to complete one of these assignments due to a verifiable emergency, it is the responsibility of the student to contact the instructor ASAP to discuss means to make up the work for the grade points. Students should plan on making up assignments within a reasonable timeframe if they are missed, out of fairness and the need for grade turnaround. Due dates for makeup work are entirely at the discretion of the instructor. No assignments for this section will be accepted late after the last day of class (December 7th).

Quizzes: There will be five quizzes on Canvas over the course of the semester, at the end of major sections of the class (see Schedule for dates). Quizzes will be on the Quiz feature of Canvas. Students will have 20 minutes during a 24-hour time period to complete each quiz, with ten questions worth one point each. You will have three attempts on each quiz, and you may use notes and the text to answer questions. However, it is not acceptable for students to collaborate on answers. Please note that the first quiz concerns the syllabus and Netiquette rules and is on August 21st. If you are unable to complete a quiz during the 24-hour period, you are required to contact the instructor ASAP to discuss a makeup, and you must make up the quiz within one week from the quiz due date or the score for that quiz will be zero.

Midterm: There will be an online midterm in place of class from 12:00 p.m. October 5th to 11:59 p.m. on October 7th. You have 48 hours to complete a series of short-answer questions that concern the material in class up to this point. This exam is open-book and open-note, but you must cite any outside material used. Collaboration on this exam is not permitted. Makeups for this exam will only be permitted with a verifiable emergency and must happen within a week of the test. If you miss the exam, contact the instructor ASAP to set the makeup time.

<u>Research Proposal</u>: Almost 50% of the grade for this course depends on this major assignment. You will be working start-to-finish on a research proposal, to be completed in various stages and turned in as a final draft on the Final Exam day (<u>December 9th</u>). Major due dates are below; see the handout appended to the Syllabus for the full details on completing the assignment.

        <u>Part A (Topic, Lit Review, Hypotheses)</u>: This section will be an essay of 4-5 pages, approximately 1000-1250 words exclusive of bibliography, that will outline the topic question for your proposal, the literature review supporting your choice of question, and the hypotheses connected to your question that you are considering testing. This section will be due on <u>October 12th</u> on Canvas. This rough draft portion of the proposal is worth up to 60 points if turned in fully and on-time; it will go down six points a day if either the hard copy or upload is missing, barring a verifiable emergency.

        The week after this section is turned in (October 19th-23rd), students will be meeting with the instructor to go over their proposals, and to discuss possible improvements. Meetings will be on Zoom and are TBD; a schedule will go out the week before for students to select times to meet. This meeting is worth an additional ten points of the course grade.

        <u>Part B (Measurement, Research Design)</u>: This section will be an essay of 3-4 pages, approximately 750-1000 words, exclusive of appendices for measurement instruments. You will be operationalizing your hypotheses and creating a research design in this part of the proposal, with justifications for your decisions along the way, and providing detailed information on how you intend to collect data for your study. You may need to append survey questions or other examples to this section at the end. This section is due on <u>November 9th</u> and is worth up to 60 points if uploaded to Canvas on time. Late papers will lose six points a day, barring a verifiable emergency.

        The week after this section is turned in (November 16th-20th), students will be meeting with the instructor to go over their proposals, and to discuss possible improvements. Meetings will be on Zoom and are TBD; a schedule will go out in class for students to select times to meet. This meeting is worth an additional ten points of the course grade.

        <u>Final Draft</u>: The final draft of the research proposal is due on <u>December 9th</u> as a hard copy and uploaded to Canvas as a .pdf. This draft will combine Parts A and B into a whole and revise it for the instructor to review. It is worth up to 120 points if completed as required and handed in on time.

        Please note that as this is our final day, students should plan on turning in this paper that day unless there is an unavoidable emergency.[4] Late papers will only be accepted at the instructor's discretion and verification of emergency, and may mean late penalties. Please note that submission after December 9th without instructor approval could mean that it will not be graded.[5]

Please note that per University policy S16-9), "Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week) for instruction, preparation/studying, or course related activities, including but not limited to internships, labs, and clinical practica. Other course structures will have equivalent workload expectations as described in the syllabus." Our course load is based on four units, so this means that students will be expected to spend approximately nine hours a week on course material, exclusive of class time.

---

[4]. There is the possibility of three finals/assignments in one day, but you should know about this ahead of time. If this is the case, you need to contact me before the due date to discuss options.

[5]. The Final Paper is a major assignment to grade and given that it is largely a revision of previous material, there should be no major delays in getting it in on time. I am aware that December 9th is the first day of finals, but late submissions may hold up the finalization of grades for the course. Hence, I am being strict here on this phase of the assignment.

Final Examination or Evaluation

Per University policy S17-1 (http://www.sjsu.edu/senate/docs/S17-1.pdf), *"Faculty members are required to have a culminating activity for their courses, which can include a final examination, a final research paper or project, a final creative work or performance, a final portfolio of work, or other appropriate assignment."* Our culminating assignment will be the final draft of the proposal. For requirements, see above and the handout at the end of the syllabus.

Grading Information

This course is based upon a point system, with percentage of points earned on assignments and exams corresponding to the following grades: 97-100% is an A plus, 93-96% is an A, 90-92% is an A minus, 87-89% is a B plus, 83-86% is a B, 80-82% is a B minus, etc. Keep track of your points over the course of the semester as noted above, and you should have an idea how you stand in the class.

Canvas will be used to record grades for the class, but you will note that the total grade feature on Canvas has been suspended; this is to minimize confusion, given that percentages are not accurate until the class is completed.

As noted above, penalties for late work vary by assignment. Participation assignments, if not completed on time, may have a score of zero if not made up after consultation with the instructor. Quizzes and the midterm may be made up after discussion with the instructor, but there are time limits for makeups. Parts A and B of the research proposal will lose a letter grade per day in points (six) if late and not excused. The final draft of the proposal requires assent from the instructor to be accepted late under any circumstances, given that it should be submitted on the final exam date for the course.

Note that "All students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades." See University Policy F13-1 at http://www.sjsu.edu/senate/docs/F13-1.pdf for more details.

Extra Credit Policy

There is one extra credit possibility for the class: the King Library Plagiarism Module (https://libguides.sjsu.edu/plagiarism), which you can access and take the test at the end for credit. You will need to pass the test (at least 10 out of the 12 questions correct) and e-mail the results to the instructor by 11 p.m. on September 28th qualify for the ten points assigned to this activity.

Note that per Academic Senate policy (http://www.sjsu.edu/senate/docs/S09-7.pdf), any extra credit opportunities must be extended to all students in the class; this means that individual appeals for extra credit may not be considered apart from the entire class. Students may not request individual extra assignments for additional credit.

Internet Failure Policy

Because class is online and away from campus this semester, your instructor is relying largely on home internet resources, as are most of you, to complete class tasks. SJSU does not have a formal policy on what to do if there is an internet failure on the instructor's end or on yours, so I am creating one here:

1)	If internet access fails on the instructor's end, she must notify students that she is unavailable for immediate contact regarding class resources or materials, and that email replies will be delayed until the internet resumes. Notification will be through email, either from the instructor herself or the Political Science Office.

2)	Power failures or shut-offs due to emergencies may also affect internet coverage. The instructor will do her best to notify students if there is such an emergency, and whether or not the class tasks will be adjusted accordingly.

3)	If a lecture is scheduled during the date and time the internet interruption occurs, the instructor will post the lecture information for students online when possible. This could be a Zoom recording of the lecture, slides, or whatever materials are needed to make up for the lost session.

4)	Students may also lose internet coverage at times in the class, due to failure, power shut-off or other emergency. In such situations, if the lack of internet service will affect completing class tasks, the student needs to notify the instructor as soon as possible in case adjustments are needed. This is particularly important in cases of quizzes, exams or assignments. Note that any adjustments are at the instructor's discretion and will depend on the specific circumstances of the emergency.

5)	While 4) addresses unforeseen emergency situations, students may not use *anticipated* internet interruptions as a reason for extensions on completing class tasks. Students should make arrangements at quiz, exam and other times to complete those tasks if they know ahead of time that their internet coverage will be interrupted. This could involve using internet coverage in another location, for example. If you as a student feel that you may not be able to fulfill class requirements ahead of time due to internet issues, you should contact the instructor to discuss options.

Classroom Protocol

Students are expected to come prepared to class and communicate online in a civil and respectful manner, particularly to their fellow students. With that in mind, students should avoid any colloquial language, characterizations, remarks or outright slurs that pertain to groups in the abstract or to their fellow students in particular. Any remarks made in ways that attack a student's personality or physical characteristics that have nothing to do with his or her actual points in a discussion will not be tolerated. Students may be asked to leave if this occurs. Please review the Netiquette information on Canvas for additional information.

Students should treat Zoom as a public forum during this semester and act accordingly. You do not have to have the sound on during Zoom class sessions unless there is a discussion. You should have your camera on if it is available. Disruptive behavior during the class sessions may result in your being ejected from the session.

I will be recording class sessions but will not be posting these on Zoom; recordings are to verify attendance and may be used to aid students who cannot attend a specific class. If you miss a class for an excused reason, I am willing to share a recording.

Collaboration and Source Use Policy

The University has a clear policy on Academic Integrity, but I feel that some issues need to be made more explicit within the body of this syllabus.

The following actions on papers could be considered plagiarism:

1) Copying words or passages of text from an in-class (lecture, discussion, slides, text or assigned reading) source without proper quotation and citation;
2) Using ideas, definitions or arguments from in-class sources, even if paraphrased or summarized, without proper citation;
3) Copying words or passages of text from sources outside of class (including electronic sources) without proper quotation and citation;
4) Using ideas, definitions or arguments sources outside of class, even if paraphrased or summarized, without proper citation.

Per the SJSU Academic Integrity Policy, you may not submit work done in another course, in whole or in part, for evaluation in this course without prior instructor approval. This includes your own writing for another course – that is actually a form of plagiarism as well as cheating.

Unless the instructor explicitly approves collaboration with other students on work, such as a group assignment in class, you are not permitted to collaborate with other students to complete assignments or exams. Collaboration is not permitted on quizzes, exams, or any part of the research proposal aside from the peer review of Part A; these are requirements that students must complete individually.

If there are issues with source use or possible cheating, it is the policy of SJSU for the instructor to have a face-to-face meeting with a student[6] to clarify the issue and particulars before any decisions are made about possible sanctions. Serious infractions must be reported to the University per the Academic Integrity Policy for recording purposes, and possible administrative action.

To sum up – the University is serious about cheating and plagiarism, and so is your instructor. If you are concerned about how to cite and use sources, come to office hours, consult the Library sources on how to deal with these issues (http://library.sjsu.edu/research-support/research), or one of the writing centers for assistance.

University Policies

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs' Syllabus Information web page at http://www.sjsu.edu/gup/syllabusinfo/. Please peruse these policies at the link, which cover academic integrity, religious holidays and recording information in class. The guidelines for accommodations for disabilities are also included under the AEC link.

Disclaimer

All information in this syllabus, including due dates for evaluation instruments such as exams or papers may be subject to change with fair notice by the instructor, the Department of Political Science or San Jose State University.

---

[6]. Obviously, online this semester. But this will be outside of class time.

Pols 100M/Fall 2020 Schedule

Course Schedule (Important Events, Participation, Quiz and Proposal Dates are Bolded)

Week	Date	Topics, Readings, Assignments, Deadlines
1	8/19	Course Introduction Review Syllabus, Canvas navigation and Netiquette information on Canvas **Syllabus/Netiquette Quiz on 8/21**
1	8/24-8/26	Topic 1: The Research Cycle Johnson, Chs. 2, 15
2-3	8/31-9/2	Topic 2: Beginning Research and Finding a Question Johnson, Ch. 3 (pp. 49-63) **Library Presentation on 8/31 via Zoom** **Source Scavenger Hunt due 9/2** **Quiz for Topics 1 and 2 on 9/2 (available 24 hours, 30 minutes to complete)**
	9/7	**Labor Day is a holiday – NO CLASS**
3	9/9-9/14	Topic 3: Creating a Literature Review Johnson, Ch. 3 (remaining) Galvan, Jose L., and Galvan, Melisa C.. 2017. Writing Literature Reviews : A Guide for Students of the Social and Behavioral Sciences. Milton: Taylor & Francis Group. ProQuest Ebook Central. (Link: https://ebookcentral.proquest.com/lib/sjsu/detail.action?docID=4838070) Kennedy, Sheila Suess. 2017. "Electoral Integrity: How Gerrymandering Matters," Public Integrity 19 (2017): 265-273. (On Canvas) **Article Review due by noon on 9/14 (Kennedy)**
3-4	9/16-9/25	Topic 4: Conceptualization, Hypotheses Formulation and Operationalization Johnson, Ch. 4 **Part A Peer Evaluation requires submitting drafts by 11:59 p.m. on 9/23; reviews due by noon on 9/30**
5-6	9/28-10/2	Topic 5: Operationalization and Sampling Johnson, Ch. 5

Week	Date	Topics, Readings, Assignments, Deadlines
		Quiz for Topics 4 and 5 on 10/2 (available 24 hours, 30 minutes to complete) **Plagiarism Module must be completed and test results submitted by 9/28 for extra credit**
	10/5	**Midterm – No class, 48 hours to complete online from 12 noon on 10/5 to 11:59 a.m. on 10/7**
		Topic 6: Ethical Practice in Research Curran, Sarah. 2010. "Research Ethics are Essential: Ethical Considerations for Research in Cross-Cultural Settings," in A Handbook for Social Science Field Research: Essays and Bibliographic Sources on Research Design and Methods. Sage: 2010, 197-216. SAGE Research Methods. (On Canvas) **Review IRB module (http://www.sjsu.edu/research/irb/), submit answers to questions on Canvas by 10/9**
6	**10/12**	**Part A of Rough Draft due (Literature Review/Topic/Hypotheses)**
8	10/12-10/16	Topic 7: Research Design -- Experimental and Quasi-Experimental Designs Johnson, Chs. 6, 7 Davis Article **Article Review (Davis) due by noon on 10/14**
	10/19-10/23	**Meetings to discuss Part A (TBD, outside class on Zoom)**
9-11	10/19-10/23	Topic 8: Research Design -- Observation and Case Studies Johnson, Chs. 7-8 Das, Deboiyoti. 2015. "Research Ethics and the Predicament of Self-Harm in Anthropological Research." In Keerty Nakray et al., eds. Social Science Research Ethics for a Globalizing World: Interdisciplinary and Cross-Cultural Perspectives, Routledge: 2015, 187-207. (On Canvas) **Quiz on Topics 7 and 8 on 10/23 (available 24 hours, 30 minutes to complete)**
11	10/26-11/4	Topic 9: Survey Research, Document Analysis Johnson, Chs. 9-10 Adida Article **Article Review due by noon on 10/28 (Adida)**

Week	Date	Topics, Readings, Assignments, Deadlines
		Qualtrics Presentation on 10/28 in class; Qualtrics Sample due on Canvas 11/2
12	**11/9**	**Part B of Rough Draft Due (Measurement and Research Design)**
13-14	11/9-11/20	Topic 10: Univariate Statistics Johnson, Chs. 11-12 **Quiz on Topics 9 and 10 on 11/20 (available 24 hours, 30 minutes to complete)**
	11/11	**Veterans' Day is a holiday – NO CLASS**
13	**11/16-11/20**	**Meetings to Discuss Rough Draft Part B (Times TBD, outside class)**
15	11/23-12/7	Topic 11: Bivariate and Multivariate Statistics Johnson, Chs. 13-14 Yanus, Alixandra and Karen O'Connor. 2015. "Exploring Elites' First Political Memories: A Case Study of Presidential Electors," The Social Science Journal 52 (2015): 123-130. (On Canvas) **Statistical Analysis with Excel/SPSS in class on 11/30; submission due on Canvas 12/7**
16	12/7	Wrap-Up of Course
Final Exam	**12/9**	**Final Draft of Paper Due on Canvas by 11:59 p.m.**

Research Proposal

The major assignment for Pols 195A is a research proposal, written in two drafts and submitted as a final draft on the final exam date (December 9th). The rough draft is divided into two parts (A and B) , which you will compose as we get through relevant sections in class. See below for the details on these sections.

Rough Draft Part A (Topic Question/Significance, Literature Review, Hypotheses)

The first section of the proposal you will submit addresses the overall topic question of your proposal, the literature review which serves as the foundation of the question, and the preliminary hypotheses you will consider in your research. Before the due date of this section (October 12th), the class will cover the matters of conducting a literature review and formulating the topic question, conceptualization of variables, and forming hypotheses. You will have time after these sections are covered to do your own work on this part of the proposal – but you should begin work on looking at literature and thinking of a topic ASAP. You will actually need a draft to submit to your instructor on September 23rd for peer review (see the Evaluation section in the Syllabus), and you will get feedback from your fellow students on September 30th. This proposal requires a minimum of ten sources outside of class materials and lecture for your proposal, either used in your literature review or other sections.

Part A should be 1000-1250 words (4-5 pages in 12 point font, with 1" margins, page numbers and double spaced), irrespective of bibliography at the end. You should have headings in the paper that precede the three required areas of the proposal (Question/Significance, Literature Review, Hypotheses). Most of this portion will cover the literature review, but this should be no more than three double-spaced pages; you will need at least one introductory paragraph, a page to discuss the nature of your research question, and a page to discuss your hypotheses. Hypotheses should be listed individually whether enumerated or not, and you should have some discussion of why you have created each of them, as well as what you expect when you test them.

For the sake of consistency and clarity, students should plan on using APSA or Chicago/Turabian for citation purposes in this paper. These styles support in-text citations and have clear bibliographic rules. For the sake of space, I recommend using in-text citations when listing sources; you can have the full citation in the bibliography. Oral communications such as lecture do not have to be listed in the bibliography in these styles but do need to be cited in the body of the text.

This section of the proposal project is worth 60 points if turned in on Canvas 11:59 p.m. on October 12th. Late upload could result in a deduction of six points a day, as time for grading and turnaround is essential. You will meet with the instructor the following week (October 19-23) to discuss the initial section and how to move forward in terms of changes and revisions.

Please note: Once you submit this part of the proposal on October 12th, your research area is **set** for the rest of the semester. Minor revisions in the research question and hypotheses are possible, but you cannot start your research over from this point. Make sure to choose a topic that you want to pursue and that is workable for the rest of the semester.

Rough Draft Part B (Measurement, Research Design)

Part B should be 750-1000 words (3-4 pages in 12 point font, with 1" margins, page numbers and double spaced), with a possible additional bibliography if you are using sources to write this section. The second section of the paper will operationalize your hypotheses in terms of how you will test them, specifying how to measure the variables for testing purposes, and creating a design to conduct the data collection. You should also give some prospective information as to how you will analyze the results. You will not be doing the actual test of the proposal, but you should compose this part of the proposal as if you are; this means considering the ethical concerns around your measures and data collection as well as giving adequate detail to how you would

conduct the measures, collect and analyze the data. Justifying your decisions as to why you chose particular measures and design will also be part of Part B.

The bulk of this section will concern the research design; up to three pages double-spaced should be on this area. But please make sure to give adequate coverage to operationalization. You will need headings for Part B as for Part A (Measurement, Research Design).

This section of the proposal project is worth 60 points if turned in on Canvas by November 9th by 11:59 p.m. Late upload could result in a deduction of six points a day, as time for grading and turnaround is essential. You will meet with the instructor the following week (November 16-20) to discuss this section and how to move forward in terms of changes and revisions.

You may be able to make minor revisions in the measures and research design after turning this section in, but the decisions you make in Part B should be largely finalized when you submit this section.

Final Draft

The final draft of the proposal brings together Part A and B and coalesces them into a full proposal, with revisions as needed. The final proposal should be approximately 9-11 pages (2250-2750 words) in length, exclusive of bibliography. You should add a longer introduction section to summarize the whole of the proposal. You should move the hypotheses to an Expected Results section at the end of the paper, before the conclusion, to outline the results you expect to see if the research were actually conducted. The Measurement and Research Design sections will be combined into a Methodology section. As with the rough draft, the final should be double-spaced and in 12 point font, with page numbers. The bibliography should list all sources used in either Part A or Part B.

You are not required to re-submit the rough draft sections along with the final draft; Parts A and B are on Canvas for review if necessary, and the instructor will provide you with comments on the first draft.

The final draft is due on December 9th by 11:59 p.m. on Canvas. This final draft is required by the deadline or the proposal may not be graded for credit; if you are unable to turn in the proposal on time, it holds up the grading process for the rest of the class. If the instructor allows a late paper, it will be accepted no later than December 16th, as this now cuts into the time to calculate course grades. There may be a grade penalty as well, depending on circumstances surrounding the late submission. Please keep this in mind as you finalize your proposals.

This part of the research proposal is worth 120 points.

Rubric for Grading Parts A and B, Final Draft

Both the rough and final drafts of the proposal will be graded for content and, to a lesser extent, writing.

Content (80% of the grade, so 48 points for Parts A and B; 96 points for Final)

The content parts of this assignment will focus on whether or not the student has fulfilled the major requirements of the various subsections of the proposal. Many of these are outlined above per section. In addition, there are questions that students should consider when writing these drafts:

a) Is the research question clear and defined? Are the concepts in the research question clearly defined?

b) How does the previous literature lead up to the research question?

c) Are the hypotheses clearly defined? Are they falsifiable? Do they tie back to the research topic? Is there an adequate number of hypotheses to test the question?

d) How are the variables in the hypotheses defined? How are they operationalized? Are the measures used to test them adequate in terms of covering the variables?

e) Is the research design a good method to conduct the measures? Has the researcher considered the ethical considerations surrounding the measures? Has the researcher considered the practical needs of cost and access surrounding the measures?

f) How does the researcher intend to analyze the results?

g) Ultimately, what is the importance of this research? Why should this be conducted in the first place? What could the results provide in terms of furthering knowledge?

If answers to these questions seem to be missing, or if there are major details omitted from either of the drafts on sections of the proposal, this could lead to deductions in points that affect the content portion of the grade.

Writing: (20% of the grade, so 12 points for Parts A and B, 24 points for Final)

This section considers grammatical and stylistic errors in the various parts of the proposal, as well as citations. Examples of deductions for writing errors could include the following:

a) Lack of organization;
b) Spelling and/or poor word choice;
c) Verb tense and agreement errors;
d) Run-on or fragment sentences;
e) Paragraphs with multiple topics;
f) Punctuation errors;
g) Lack of thesis/introduction/conclusion;
h) Lack of citations for sources.

Students at this point in their academic careers are expected to understand the basic rules of citation for all information not their own, whether in quoting information or in using facts or ideas not their own. The plagiarism module is meant to clarify these issues as well. Major violations of source use may lead to deductions on both the writing and content parts of the paper, given that this shows the student is not going the work. These issues will come up in the meetings after Parts A and B if necessary, along with possible grade penalties. If there are issues in the Final Draft, there may not be time to meet with the student; electronic communication may be used to communicate problems in those cases. Any penalties must be reported to Student Conduct as well as applied to the assignment.

Please plan on using sources properly in this assignment; if you are confused about proper citation during the drafting process, contact the instructor for clarification or suggestions for resources to solve the problem. Obviously, last-minute work can lead to the most problems in this area, so plan to complete the sections with enough time for revisions or questions.