Professors:  Dr. Debbie Borie-Holz and Dr. Andrea Hetling

Contact information:

Professor Debbie Borie Holtz
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E-mail: dbholtz@ejb.rutgers.edu
Office Hours: Thursdays 4:00pm – 5:30pm and by appointment

Communication policy
Please reach out to me with questions! You may come to office hours or send an e-mail. I promise to always respond within 244 hours, except over the weekend. In order to guarantee a response, you should always plan to e-mail at least 24 hours before a deadline. Notes sent less than 24 hours before may not be answered. During the summer months, I generally check my email at 9am and again at 8pm each daily. Emails send to me by those times will generally get responded to more quickly.

Course Description and Teaching Style

This course is designed to introduce students to research methods for public health, planning, and public policy. Basically, the course is an introduction to the fundamentals of social science research. The main goal is for you to learn to design and interpret research so you can solve problems and make informed decisions. During this semester, you will learn how to ask questions, how to probe for answers, and how to evaluate the answers we get as a result of research. The emphasis of the class is on gaining the ability to think logically and critically about social science research. We will cover both quantitative and qualitative methodologies, but more time will be spent on the former. You will work with a datasets this semester, conducting statistical analysis using SPSS, a computer software package. You may purchase SPSS, access it through the computer labs on campus or through the Scarlet App. Which ever option you select, the software is a requirement of the course.

Although I do not assume any previous work in methodology, I expect that you have successfully completed the statistics course required for Bloustein majors. The goal of this class is NOT to make you into expert statisticians or quantitative researchers, but into educated consumers – and often critics – of the research of others. Equally important, this class should give you a firm foundation upon which to stand as you complete your internship and/or senior seminar requirements for your major.

The class sessions during the summer term are comprised of two lectures, a quiz assessment and a weekly lab session. Readings should be completed at the start of the week and BEFORE you
attempt to complete the lab and the quiz. I am a firm believers of active learning; thus, I will attempt to use interactive forums wherever possible.

Course Objectives

The goal of this course is to provide students with
1) An understanding of the logic of scientific inquiry and how to measure concepts
2) An ability to develop a research hypothesis and a complementary research design
3) An awareness of different types of data collection and analyses – both qualitative and quantitative
4) An introduction to analyzing quantitative data to test your own ideas about relationships between concepts

Required Materials

Textbook and Readings:
• Additional readings will be posted to the class Sakai page. You may use the 4th edition BUT are responsible for matching the text readings assigned to this version.

Computer Software:
• SPSS is available to you in the computer labs and on the Rutgers scarlet apps.

Grading

All assessments (module assessments, quizzes and lab exercises are due at 8pm on the assigned date. Late assignments may be accepted ONLY for module assessments but no longer than 3 days after the assignment with a corresponding late penalty.
Your final grade will be based on:

• Module Assessments 45%
  You will have three module assessments that are each worth 15 points.

• Quizzes 25%
  Five timed quizzes will be given over the course of the term and are worth 5% each. These tasks are designed to ensure that readings are completed in a timely manner and that lab attendance is occurring regularly.

• Lab Exercises 25%
  Five lab exercises will be given over the course of the term and are worth 5% each. These are applied learning assessments.

• CITI Certification 5%
  Certification is Human Subjects Certification is required and worth 5 points.

Last edited 08/29/14
Letter grades will be assigned as follows:
- A = 90 - 100; Excellent or Superior
- B+ = 86 - 89; Very Good
- B = 80 - 85; Good
- C+ = 76 - 79; Solid Overall, but some flaws
- C = 70 - 75; Average
- D = 60 - 69; Significant problems in the work in terms of understanding, effort or writing
- F = 59 or below; Failing

Ground Rules

Collegial and respectful conduct is expected online and in group discussions. Class members should consider themselves colleagues who will collaborate to help each other develop a solid understanding of materials and concepts. To facilitate this process and your learning, we will adhere to some basic rules:

- All assignments must be completed on time, typed in 12-point font, and submitted via Sakai. Late work will be penalized. Assignments will be marked down a half letter grade per day. Assignments cannot be submitted any later than three days after the deadline.

- As stated above, late submissions for the quizzes and lab exercises are not permitted under any circumstance. If Module 3 is submitted late, it may require that you receive a TF until a grade change can be processed given the tight deadlines set by the Registrar.

- Cheating, plagiarism and other forms of academic dishonesty will not be tolerated. Please see the University’s Policy on Academic Integrity for Undergraduate and Graduate Students located on the web at http://ctaar.rutgers.edu/integrity/policy.html. You should also note that we use the Turnitin feature on Sakai to help us identify problems with plagiarism.

- Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact one of the Professors as soon as possible so we can discuss accommodations necessary to ensure full participation and to facilitate your educational opportunities.

- If you will be missing a lab because of a religious holiday or observation, please let one of the Professors know during the first week of the semester so we can make reasonable accommodations.

- If any questions or concerns arise, please come see me sooner rather than later! Office hours are listed on the top of the syllabus. If you cannot make office hours, please make an appointment. You can set up an appointment by clicking the Office Hours link on Sakai.

A Few Words to the Wise

Last edited 08/29/14
• Come to class prepared! Complete readings prior to lecture.
• Seek help early! Don’t wait till the last minute if you are having difficulties.
• Get missed notes from a classmate! We will not hold individual meetings to provide summaries or repeat class material.

Course Schedule

See attached link.
<table>
<thead>
<tr>
<th>Lecture Date</th>
<th>Topic</th>
<th>Lead Professor</th>
<th>Readings and assignments due on Lecture date</th>
<th>Lab Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/2</td>
<td>Introductions and course overview</td>
<td>Both</td>
<td></td>
<td>9/5</td>
</tr>
<tr>
<td>9/9</td>
<td>Problem definition; overview of the research process; terms</td>
<td>Hetling</td>
<td>Chapters 1 and 2</td>
<td>9/12</td>
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<tr>
<td>9/16</td>
<td>Research ethics</td>
<td>Hetling</td>
<td>Chapter 3 Assignment 1 due</td>
<td>9/19</td>
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<tr>
<td>9/23</td>
<td>Conceptualization and measurement</td>
<td>Borie-Holtz</td>
<td>Chapter 4</td>
<td>9/26</td>
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<tr>
<td>9/30</td>
<td>Sampling</td>
<td>Borie-Holtz</td>
<td>Chapter 5</td>
<td>10/3</td>
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<tr>
<td>10/7</td>
<td>Research Design and Causation</td>
<td>Hetling</td>
<td>Chapter 6 Assignment 2 due</td>
<td>10/10</td>
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<tr>
<td>10/14</td>
<td>Experiments</td>
<td>Hetling</td>
<td>pdf on Sakai</td>
<td>10/17</td>
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<tr>
<td>10/21</td>
<td>Primary Qualitative Data Collection</td>
<td>Borie-Holtz</td>
<td>Chapters 9 and 10 Assignment 3 due</td>
<td>10/24</td>
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<td>10/28</td>
<td>Primary Quantitative Data Collection: Survey research</td>
<td>Borie-Holtz</td>
<td>Chapter 7</td>
<td>10/31</td>
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<td>11/4</td>
<td>Take-home exam</td>
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<td>Open on Monday at 10am Due on Thursday at 10am</td>
<td>11/7</td>
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<tr>
<td>11/11</td>
<td>Secondary research; SPSS</td>
<td>Both</td>
<td>Chapter 8</td>
<td>11/14</td>
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<td>11/18</td>
<td>Quantitative analysis /mtgs</td>
<td>Borie-Holtz</td>
<td>Assignment 4 due</td>
<td>11/21</td>
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<tr>
<td>Date</td>
<td>Activity</td>
<td>Resource</td>
<td>Additional Details</td>
<td>Date</td>
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<tr>
<td>11/25</td>
<td>No lecture (Thursday classes are scheduled)</td>
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<td>11/26</td>
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<td>12/2</td>
<td>Writing about tables and charts</td>
<td>Hetling</td>
<td>Chapters 11 and 12 Assignment 5 due</td>
<td>12/5</td>
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<td>12/9</td>
<td>Quantitative analysis / mtgs</td>
<td>Both</td>
<td>Assignment 6 due (CITI letter)</td>
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