

**CRIJ 3378.07 Introduction to Methods of Research\_ Writing Enhanced**  
**The Department of Criminal Justice and Criminology**  
**Spring 2018**

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**PROFESSOR:** AHAM CHO, M.A.

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**EMAIL:** AXC055@SHSU.EDU

**CLASS HOURS:** M/W/F 2:00PM – 2:50PM

**CLASSROOM:** A209

**OFFICE HOURS:** M/W 10:00AM – 12:00PM (OR BY APPOINTMENT)

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**I. COURSE DESCRIPTION:**

This course introduces the scientific approach to understanding the social world, the relationship between theory and research, research design, and data collection. This course is designed to help students gain an understanding of the research process with direct application to criminal justice research with a focus on various aspects of the research process including quantitative and qualitative methods.

**II. COURSE OBJECTIVES:**

Upon completion of this course, the student will be able to:

1. Improve the basic understanding of key concepts and terminology in research methods
2. Demonstrate an overview of the fundamentals in research methods
3. Expand interest and ability to comprehend scholarly journal articles in the field and determine the quality of the articles based on their methodology
4. Identify academic resource to develop your own research question and research proposal
5. Improve your academic writing ability.

**III. COUSE MATERIALS:**

**REQUIRED READINGS**

Maxfield, M.G. & Babbie, E. (2014). Research methods for criminal justice and criminology, 7th edition. Stamford, CT: Cengage Learning. (ISBN: 978-1-285-06784-1)

Any handouts or independent readings provided or assigned by the instructor.

**RECOMMENDED READINGS**

Bachman, R.D. & Schutt, R.K. (2013). The practice of research in criminology and criminal justice. Thousand Oaks, CA: Sage Publications. (ISBN: 978-1452258195)

Pope, C.E., Lovell, R., & Brandl, S.G. (2001). Voices from the field: Readings in criminal justice. Stamford, CT: Cengage Learning. (ISBN: 978-0-534-56376-9)

#### **IV. COURSE REQUIREMENTS:**

Students are expected to read the required reading, ask questions, participate in class discussions, and submit writing assignments. Keep in mind that this course is writing enhanced, which means that at least 50 percent of your course grade will derive from writing activities. Your final grade will be based on three exams, five writing assignments, six quizzes, and six class activity participations.

#### **ATTENDANCE:**

It is expected that students attend all classes. At the start of each class session, an attendance sheet will be distributed, however, your attendance WILL NOT count toward your final grade.

#### **COURSE READINGS:**

You will not be successful in this course without reading all assigned material. While I will lecture on course readings, my lectures alone will not substitute for completing your reading (all reading should be completed prior to the class period in which it is listed on the syllabus). You can locate assigned journal articles BlackBoard. Please keep in mind that class lectures will supplement readings and help you to synthesize what you have read. My PowerPoint slides will be made available to you through Blackboard after each class period to assist you in preparing for exams. If you miss class, you are responsible for obtaining any information/material that you may have missed. Do not ask for my notes from any class that you missed. I will not, under any circumstances, give out my lecture notes.

#### **EXAM:**

There will be three exams administered during this course. Exams will be worth 40 points each for a total of 120 points. Exams will be composed of a combination of multiple choice, true false, and fill in the blank questions. Questions will come from class discussion notes, homework assignments, and the required readings. Students are strongly encouraged to utilize the course resources to enhance their understanding of the materials, to prepare for exams, and successfully complete assignments. Students will have to use Respondus Lockdown Browser software and the webcams for all exams. A practice quiz is set up for students to use throughout the semester to test the respondus software prior to taking an exam. For more information, contact SHSU online support at 936-294-2780 or email [blackboard@shsu.edu](mailto:blackboard@shsu.edu). See section on Technical Issues for more information.

The exams will be available on Thursday 9:00 AM of the exam weeks and close at 11:59PM on the day that it is due (see schedule below). Basically, you will have two days to take the exam. Students are strongly encouraged to use Friday class hours to take the test. *There is a time limit for each exam.* The clock starts once you begin the test. The exams are set to force completion so if you log out or lose your Internet connection, the clock keeps ticking and will submit your test when the time is up. Make sure to have a dependable Internet connection when taking exams.

***There will be NO make-up exams unless there is an extreme documented medical or personal emergency.*** In the case of such an emergency, the instructor must be notified *prior to* the

absence. Early notification and/or proper documentation will not necessarily guarantee that a make-up exam will be granted. ***All make-up exams will be in the short-essay format. If the student misses the make-up exam, they will receive a zero for that exam without exception.***

**\*\*It is the student's responsibility to inform the instructor of his/her appointment including the date and time at the Testing Center at least 3 business days prior to the scheduled exam day. Failure to do so will result in student taking the exam during scheduled exam time.\*\***

### **QUIZZES:**

Six quizzes are given during the semester to ensure student engagement and (i.e. students are keeping up with the required readings and actively participating in class discussions) and to help students prepare for the exams. Each quiz will be worth 5 points and you can earn up to 30 points (5 points\*6 quizzes). Quizzes may be composed of true/false, multiple choice, fill-in-the blank questions, or a combination of each. Quizzes will be randomly administered throughout the semester. These quizzes are **NOT** eligible for make-up unless you have proper documentation to support the reason for your absence—this means that if you are not in class that day, you will receive zero for that quiz.

### **WRITING ASSIGNMENTS:**

Five writing assignments are required in this course. The first writing assignment requires you to review and synthesize the assigned research article (Length 2 pages). The second writing assignment is simply the selection of a research topic and explaining why it is of interest. Additionally, you should be able to write one or two sentences of a research question that you would like your research proposal to answer (Length ½ to a full page). The third writing assignment requires you to find and review three articles relevant to your research topic (Length ½ page per each article). The fourth writing assignment is to develop the methodology of your proposed research (Length 3 pages). Developing upon the previous writing assignments, the fifth writing assignment requires you to develop a short research proposal. Your final writing assignment will include introduction, literature review, and method sections (Length 7-10 pages plus references and a title page).

Detailed instructions on how to complete all writing assignments will be discussed during the class and posted in Blackboard. Keep in mind that you will be graded on both content and formatting.

### **SUBMITTING WRITING ASSIGNMENTS:**

There will be a submission link for every assignment in Blackboard. All assignments must be submitted in Word. Other formats will not be accepted. Your assignments **MUST** be submitted through the designated Blackboard links by the due date. DO NOT submit a paper copy in class or email me your papers.

Writing assignments submitted early will not be graded early. I strongly encourage you to not wait until the last minute to work on your writing assignments and be sure to plan accordingly with respect to deadlines. ***Late writing assignment WILL NOT be accepted.***

Please note: Anti-plagiarism software will be used to check all assignments for originality. Plagiarism is a form of cheating, and will not be tolerated without an exception. If I find out that any student's assignment was plagiarized, then that student will receive a 0 on the assignment and will have to schedule a meeting with me to discuss the infraction. I reserve the right to impose more serious sanctions if the infraction is egregious. When in doubt, cite the source of the information and use direct quotes.

### **CLASS ACTIVITIES:**

There will be six in-class activities required this semester (5 points each). The date of each required activity is listed in the course schedule of the syllabus. Class activities will consist of working in small groups (i.e. responding to written questions on course-related topics) followed up by broader classroom discussions. You will earn points through your participation in the class exercises, captured by the submission and discussion of your group's written responses at the end of the class period. Each group will include two to four students and group members will change over the course of the semester. The purpose of these activities is to get you to apply what you have learned in practical ways, encourage interaction with peers, and improve critical thinking skills.

These assignments are **NOT** eligible for make-up unless you have proper documentation to support the reason for your absence —this means that if you are not in class that day, you will receive zero for that assignment.

### **EXTRA CREDIT:**

You may earn extra credit by attending writing sessions through the Academic Success Center (ASC) or through the Mentoring Office. Sessions are available online and in person. You can earn 5 points per session for a maximum of 3 sessions (15 points total extra credit points available in this course). I must receive proof that you obtained writing assistance from ASC or the Mentoring Office in order for you to receive extra credit points. Contact information for these resources is listed at the end of this syllabus. Other extra credit opportunities may be made available throughout the course, at my discretion.

## **V. GRADING:**

This is a "W" course which means that at least 50 percent of your course grade will derive from writing activities designed to help you master course objectives.

Assignment/Exam	Points	Letter Grade Percent
Exam 1	30	A 100 – 90%
Exam 2	30	B 89 – 80%
Exam 3	30	C 79 – 70%

		D	69 – 60%
Writing Assignment 1	40	F	59% or below
Writing Assignment 2	30		
Writing Assignment 3	30		
Writing Assignment 4	40		
Writing Assignment 5	40		
Six Class Activities	30 (5 each)		
Six Quizzes	30 (5 each)		
TOTAL POSSIBLE*	330 points		

*\*There will be no grade rounding at the end of the semester*

## VI. IMPORTANT POLICY INFORMATION:

### **ATTENDANCE POLICY:**

Attendance is critical to your performance in this class. Class attendance requirements will be followed in accordance with Academic Policy Statement 800401 (<http://www.shsu.edu/dept/academic-affairs/aps/aps-students.html>). If you cannot attend a class, please notify me in advance. Further, you are responsible for obtaining any information/material that you may have missed. Do not ask for my notes from any class that you missed. I will not, under any circumstances, give out my lecture notes.

If you miss a class that has an assignment due, it is still your responsibility to submit your work on time (unless there's a legitimate emergency/reason that has been discussed with me ahead of time). Without proper notification and documentation, late writing assignments will be penalized for three days. After three days, your writing assignments will not be accepted. This decision is also at my discretion. Please note that excessive absenteeism is not acceptable. If you foresee that this is going to be a problem during this semester, please contact me immediately so that we can discuss the issue before it happens.

### **ACADEMIC HONESTY:**

The academic community operates on the basis of honesty, integrity, and fair play. Occasionally, this trust is violated when academic dishonesty occurs, either inadvertently or deliberately. Academic dishonesty will NOT be tolerated and is regarded as a VERY serious matter. You assume full responsibility for the content and integrity of the academic work you submit. The guiding principle of academic integrity shall be that your submitted work, examinations, reports, and projects must be your own work. Academic Dishonesty includes, but is not limited to:

- Cheating: intentionally using or attempting to use unauthorized material, information, or study aids in any academic exercise; copying or allowing someone to copy any portion of a required assignment; turning in work previously completed for another course
- Fabrication: intentional and unauthorized falsification or invention of any information or citation in an academic exercise

- Plagiarism: knowingly copying any portion of another's work without proper citation (this includes paraphrasing or summarizing others' work without citing them)
- Interference: changing, stealing, impeding, or destroying another student's work
- Facilitating Academic Dishonesty: intentionally or knowingly helping or attempting to help another to violate any provision of the academic code

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

### **DISABILITY ACCOMMODATION:**

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Counseling Center and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Counseling Center.

Concerning Attendance, Academic Honesty, Disabled Student and Services for Disabled Students, and Absences on Religious Holy days may be found at:

<http://www.shsu.edu/dept/academic-affairs/aps/aps-students.html>. Also, please meet with me if you have needs for accommodations based on a disability. I will be happy to work with you to make any necessary arrangements.

### **STUDENT ABSENCES ON RELIGIOUS HOLY DAYS:**

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: "a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20...." A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed.

### **CELLPHONE AND ELECTRONIC DEVICE POLICY:**

The use of electronic devices for telephone calls and text messaging during class-time is prohibited. If I see your phone during lecture, I will ask you to put it away. Failure to comply with this policy can result in expulsion from the classroom. Please refer to the policy for more information: <http://www.shsu.edu/dept/academic-affairs/aps/aps-curriculum.html>

Of course, if you know that you are going to receive a call/text message regarding an emergency situation during this class, you must let me know before class begins.

Any use of an electronic device (i.e., cell phone, computer, tablet) during a test period is prohibited. These devices should not be present during a test or should be stored securely in such a way that they cannot be seen or used. Even the visible presence of such a device during the test period will result in a zero for that test. Use of these devices during a test is considered de facto evidence of cheating and could result in a charge of academic dishonesty.

### **ADDITIONAL POLICIES:**

- If you need to contact me, please use the email (axc055@shsu.edu). Students are expected to receive response from me no later than 24 hours during *business days*.
- If I may need to contact you between classes, I will accomplish this using individual and group email messages on BlackBoard. Given this, it is required that you check your university email address regularly.
- Any email received after 5PM will be responded the next business day after 9AM.
- Please give me 24 hours to reply before sending another email.
- I will not discuss your grade via e-mail. You MUST come to my office.
  - I do not round any grades up.
- Grade verification forms MUST be brought to me in my office to sign.
- Detailed student academic policies concerning attendance, academic honesty, disabled student and services for disabled students, and absences on religious holy days may be found at: <http://www.shsu.edu/dept/academic-affairs/aps/aps-students.html>

### **TECHNICAL ASSISTANCE:**

This course requires regular, dependable access to the Internet, Microsoft Word, and Adobe PDF files. If you do not know how to use Blackboard or if you encounter technical difficulties with the course website, contact the SHSU technical team. They are staffed Monday through Saturday (except for Holidays) from 7am to Midnight. They can be reached by email (delta@shsu.edu) or phone (936-294-2780). Updated information can be found in the “Need Help” link on the left navigation bar on Blackboard.

### **STUDENT RESOURCES:**

Academic Success Center (writing): 936-294-3682; asc@shsu.edu  
Mentoring Office (tutoring, study skills): 936-294-4367; samcenter@shsu.edu

## COURSE SCHEDULE

DATE	TOPIC	READINGS
<b>Week 1:</b> 1/17 1/19	<b>Introduction to Class</b> Syllabus and introduction What is research?	Syllabus
<b>Week 2:</b> 1/22 1/24 1/26	<b>Why We Study Research Methods</b> The research process Reviewing the literature How to write a research paper	Chapter 1 (M&B); Lecture 1 Handouts Chapter 1 (M&B); Lecture 1 Handouts
<b>Week 3:</b> 1/29 1/31 2/2	<b>Foundations of CJ Research</b> Foundations of social science 1 Foundations of social science 2 Foundations of social science 3	Chapter 2 (M&B); Lecture 2 Handout Chapter 2 (M&B); Lecture 2 Handout Chapter 2 (M&B); Lecture 2 Handout <b>Due Date:</b> Writing Assignment 1 due by Friday, 2/2 at 2:00pm
<b>Week 4:</b> 2/5 2/7 2/9	<b>Ethnics and CJ Research</b> Ethical issues in CJ research Ethical controversies Class activity 1 & Writing workshop	Chapter 3 (M&B); Lecture 3 Handouts Chapter 3 (M&B); Lecture 3 Handouts
<b>Week 5:</b> 2/12 2/14 2/16	<b>General Issues in Research Design</b> Types of research Validity and reliability Unit of analysis and variables	Chapter 4 (M&B); Chapter 4 Handouts Chapter 4 (M&B); Chapter 4 Handouts Chapter 4 (M&B); Chapter 4 Handouts <b>Due Date:</b> Writing Assignment 2 due by Friday 2/16 at 2:00pm
<b>Week 6:</b> 2/19 2/21 2/23	Exam 1 review Class Activity 2 <b>EXAM I</b>	<b>Due Date:</b> Opens Thursday, 2/22 9:00AM, 5/4 and closes Friday, 2/23 at 11:59PM
<b>Week 7:</b> 2/26 2/28 3/2	<b>Concepts, Operationalization, &amp; Measurements</b> Conceptions & Concepts Operationalization Measurements	Chapter 5 (M&B); Chapter 5 Handouts Chapter 5 (M&B); Chapter 5 Handouts Chapter 5 (M&B); Chapter 5 Handouts
<b>Week 8:</b> 3/5 3/7 3/9	<b>Experimental and Quasi-Experimental Designs</b> Experimental design Experiments and causal inference Quasi-experimental designs	Chapter 7 (M&B); Chapter 7 Handouts Chapter 7 (M&B); Chapter 7 Handouts Chapter 7 (M&B); Chapter 7 Handouts <b>Due Date:</b> Writing Assignment 3 due by Friday, 3/9 at 2:00pm.
<b>Week 9:</b> 3/12 – 3/16	<b>SPRING BREAK</b>	



<b>Week 10:</b>	<b>Data Collection &amp; Sampling</b>	
3/19	Probability sampling	Chapter 8 (M&B); Chapter 8 Handouts
3/21	Non-probability sampling	Chapter 8 (M&B); Chapter 8 Handouts
3/23	Class activity 3	
<b>Week 11:</b>		
3/26	Exam 2 review	
3/28	<b>EXAM II</b>	<b>Due Date:</b> Opens Tuesday, 3/27 9:00AM and closes Wednesday, 3/28 at 11:59PM
3/30		<b>NO CLASS</b>
<b>Week 12:</b>	<b>Surveys &amp; Interviews</b>	
4/2	Survey research	Chapter 9 (M&B); Chapter 9 Handouts
4/4	Asking the right questions	Chapter 9 (M&B); Chapter 9 Handouts
4/6	Class activity 4	<b>Due Date:</b> Writing Assignment 4 due by Friday, 4/6 at 2:00pm.
<b>Week 13:</b>	<b>Qualitative Research</b>	
4/9	Interview research	Chapter 10 (M&B); Chapter 10 Handouts
4/11	Types of qualitative research methods	Chapter 11 (M&B); Chapter 11 Handouts
4/13	Class activity 5	
<b>Week 14:</b>	<b>Criminal Justice Research and Data</b>	
4/16	Data 1	Chapter 12 (M&B); Chapter 12 Handouts
4/18	Data 2	Chapter 12 (M&B); Chapter 12 Handouts
4/20	Data 3	Chapter 12 (M&B); Chapter 12 Handouts
<b>Week 15:</b>	<b>Application and Analysis</b>	
4/23	Program evaluation	Chapter 13 (M&B); Chapter 13 Handouts
4/25	Interpreting data	Chapter 14 (M&B); Chapter 14 Handouts
4/27	Interpreting data	Chapter 14 (M&B); Chapter 14 Handouts
		<b>Due Date:</b> Writing Assignment 5 due by Friday, 4/27 at 2:00pm.
<b>Week 16:</b>		
4/30	Exam 3 review	
5/2	Class activity 6	
5/4	<b>FINAL EXAM</b>	Opens Friday 9:00AM, 5/4 and closes Tuesday, 5/8 at 11:59PM

**\*The professor reserves the right to make changes this syllabus at any time for any justifiable reason. If changes are made, the students will be notified via Email and an up-to-date syllabus will be posted on Blackboard.**