



## SOCW 3108: Research Methods Lab

Spring 2022

### Instructor Information

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**Instructor:**

Christi Lawson, LCSW-S

**Email Address (preferred method of communication):** [clawson@uttyler.edu](mailto:clawson@uttyler.edu)

**Office Hours:** Email instructor for appointment in person or via video conference

(Other hours available by appointment in person or via video conferencing)

### Course Information

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**Credit Hours:** 1 Credit Hour

**Course Format:** Hybrid: First 2 weeks will be conducted via Zoom and the remaining courses will be held face-to-face unless deemed necessary to continue in virtual format due.

**Time and Place of Class Meetings:** The first 2 weeks of class will be held via Zoom (Meeting ID# 958 3327 4862 and Passcode 126952) and the remaining classes will be held in person in the College of Arts and Science Room 210.

**Description of Course Content:** Students apply knowledge of qualitative research methods generated from class instruction and discussion in SOCW 3308, Research Methods. Students complete qualitative research assignments as assigned by instructor.

**Prerequisites:** SOCW 2361, SOCW 2362, SOCW 2371, SOCW 3303.

**Co-requisite:** SOCW 3308.

**Course Overview:** The purpose of this face-to-face lab is to assist students in application of knowledge learned in research methods through demonstration of skills. Students will take this lab alongside SOCW 3308 Research Methods. The course content will reflect the Council on Social Work Education's (CSWE) requirements for accreditation.

## **Student Learning Outcomes:**

Below are the Nine (9) CSWE Core Competencies established by the Council on Social Work Education. Each of the competencies is included as an objective to understand and be met as appropriate for each course learning objective.

**Competency 1: Demonstrate Ethical and Professional Behavior**

**Competency 2: Engage Diversity and Difference in Practice**

**Competency 3: Advance Human Rights and Social, Economic, and Environmental Justice**

**Competency 4: Engage in Practice-informed Research and Research-informed Practice**

**Competency 5: Engage in Policy Practice**

**Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities**

**Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities**

**Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities**

**Competency 9: Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities**

Although the Nine CSWE Core Competencies are the basis for the Learning Outcomes that follow, this lab specifically focuses on Competencies 3 and 4.

## **Student Learning Outcomes for SOCW 3108:**

Upon successful completion of this course, students will be able to demonstrate the following outcomes as progression in the noted areas of the nine Core Competencies established by the Council on Social Work Education (EPAS 2015):

1. Demonstrate an understanding of the nature of qualitative and quantitative data and approaches to social work. **Competency 4**
2. Apply knowledge of basic qualitative research. **Competencies 2, 4, 6-9**
3. Apply knowledge of single case designs: (a) identifying behaviors/cognitive targets of change, (b) selecting appropriate designs to address behaviors, (c) selecting baselines and variables that are measurable, (d) recording of baseline and intervention data, (e) measuring change in variables, (f) graphing change and displaying data, (g) interpreting data. **Competency 4**
4. Apply knowledge of qualitative “grounded theory” research: (a) identifying boundaries of inquiry and context, (b) generating semi-structure questions, (c) interviewing informants/participants, (d) recording and transcribing interviews, (e) generating thematic meanings and patterns within the data, (f) generating conclusions grounded in quotes from informants. **Competencies 4,5, 6-9**
5. Apply knowledge of ethical issues in social work research to analysis of data generated in SOCW 3308 Social Work Research Methods. **Competencies 1-3**
6. Demonstrate the ability to create and maintain collegial relationships through the use of group projects. **Competencies 1,2**

## **Required Textbook and Other Course Material:**

Grinnell, R. M., Jr., Williams, M., Unrau, Y. A. (2021). **Social Work Research Proposals: A Workbook (Second Edition)**. Pair Bond Publications: Kalamazoo, MI.

## Descriptions of Major Assignments and Examinations:

### IRB Human Subjects Training (5% of Final Grade)

Social sciences research generally includes data obtained through the use of human subjects. Due to the sensitivity of this issue, all human subjects research conducted at the University must be approved by the school's Institutional Review Board (IRB) before beginning. The major goals of the IRB are to minimize the risk to human subjects (beneficence); ensure all subjects consent and are fully informed about the research and any risks (autonomy); and promote equity in human subjects research (justice). Therefore, this course requires students to take the human subjects protection course by following the steps at [UT Tyler IRB Compliance Training \(https://www.uttyler.edu/research/compliance/irb/training/\)](https://www.uttyler.edu/research/compliance/irb/training/).

Once completed, students are to upload their completion certificate to the assigned module in Canvas

### Participation (10% of Final Grade)

Attendance and active engagement in the course discussions will be essential to students' success in this course. Students will lose 5 points off their participation grade for each absence as participation can only occur when students are present (either via Zoom or in-person). For extenuating circumstances regarding absences, students are encouraged to speak directly with the instructor prior to an absence (if possible).

### Lab Lessons (65% of Final Grade)

Each week, students are given a lab assignment, which is due by noon the day prior to our next lab class date. Lab lessons will include writing assignments aligning with the topic presented in class that corresponds with a portion of a real life research proposal. Responses to written assignments should demonstrate application of course materials and indicate increasing awareness of knowledge and skills related to Social Work research methodology. All writing is expected to demonstrate college-level writing skills and grammar. Lab writing assignments with multiple errors will be returned to students for revision prior to a grade being given. All work will have appropriate citations in APA format. Additional instructions for each lab assignment will be presented in class and posted in Canvas. See course schedule for due dates.

### FINAL PROJECT/PAPER (20% of Final Grade)

Your final project/paper will basically be the result of your weekly assignments. This project will be a "work in progress" across the semester. You will be able to revise the weekly assignments as you go and turn in a "perfected" product. The only thing (other than revisions) that you should have to add to the final product, is the references and appendixes. Your references should be kept as a "running list" throughout the weekly assignments and accumulate. Make sure you have proper APA format. Please ask if you do not know what this involves as it is the accepted format for professional social work research proposals/articles.

## Grading Information:

### Grading:

Assignment	%
IRB Training	5
Participation	10
Weekly Lab Assignments ( 50 points @ 5 % each)	65
Final Project (Research Proposal)	20
<b>Total</b>	<b>100</b>

All written assignments must be grammatically correct using APA style. Assignments with many grammatical errors, misspellings, and/or evidence of plagiarism will not receive a satisfactory grade. All written assignments will be due on the date listed on the course schedule.

5 points per day late will be deducted for late assignments.

**No assignment will be accepted after five days late.**

90 – 100 =A

80 - 89.9 = B

70 –79.9 = C

60 - 69.9 = D

Below 60 =F

A grade of incomplete will not be given for this class.

### **Make-Up Exams:**

Late assignments (including exams) are strongly discouraged. There will be 10 points (total) deducted for each late assignment and exam. No assignment or exam will be accepted after 5 days following the due date. It is the student's responsibility to ensure that his/her work is completed on time and submitted correctly.

### **Late Work Policy**

Students are responsible for submitting all assignments on time. Students must notify the instructor if there is an excusable reason (i.e. illness, death of loved one, etc.) for why their assignment will be late. Late assignments will not be accepted if the student does not contact the instructor with an excusable reason prior to the submission.

### **Expectations for Out-of-Class Study:**

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 3 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

### **Expectations for Class Readiness:**

Students should come to class prepared to discuss the topics and chapters identified in the Course Schedule. Reading assignments should be completed prior to coming to class. Students are expected to participate in class discussions regarding assigned readings and topics.

### **Attendance:**

Engaged and timely participation in all assignments, which includes attending class, constitutes "attendance" for purposes of this course. Preparation for COVID-19 compliance will be addressed via UT Tyler email and in Canvas prior to the first day of class to determine synchronistic online and/or face-to-face format of this lab.

The Census Date for the semester is (insert Census Date for Semester). This is the last day students may withdraw from the course without penalty.

## **Course Schedule**

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As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. Any changes will be communicated in a timely manner through UT Tyler email and announcement(s) in Canvas.

Date(s)	Required Readings	Tasks	Assignments Due
Week 1	Syllabus Title Section in Workbook	-Review Syllabus and Course Expectations  -Discuss IRB Training  -Discuss Title Section	Write Title Section
Week 2	Short Abstract Section of Workbook	Discuss Abstract	Write Abstract
Week 3	Introduction Section of Workbook	Discuss Introduction Section	Write Introduction Section
Week 4	Literature Review Section of Workbook	Discuss Literature Review	Write Literature Review Section
Week 5	Problem Section	Discuss Problem Section	Write Problem Section
Week 6	Research Question/ Hypothesis Section	Discuss Research Question/Hypothesis	Write Research Question/Hypothesis
Week 7	Research Design Section	Discuss Research Design	Write Research Design
Week 8	Sample Section	Discuss Sample Section	Write Sample Section
Week 9		No Class – Spring Break	
Week 10	Instrumentation Section	Discuss Instrumentation Section	Write Instruction Section
Week 11	Data Collection Section	Discuss Data Collection Section	Write Data Collection Section
Week 12	Data Analysis Section	Discuss Data Analysis Section	Write Data Analysis
Week 13	Ethical & Cultural Considerations Section and Limitations and Significance	Discuss Ethical and Cultural Considerations Discuss Limitations and Significance	Write Ethical and Cultural Considerations Section Write Limitations and Significance Section
Week 14	References and Appendixes	<i>Discuss References and Appendices</i>	Work on finalizing research proposal for final
Week 15	Final Project Due	Review	Final Research Proposal Due

## Institutional Information

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### UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

### Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <http://www.uttyler.edu/wellness/rightsresponsibilities.php>

### **Campus Carry**

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

### **UT Tyler a Tobacco-Free University**

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit [www.uttyler.edu/tobacco-free](http://www.uttyler.edu/tobacco-free).

### **Grade Replacement/Forgiveness and Census Date Policies**

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waiver through Financial Aid State-Mandated

### **Course Drop Policy**

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any

questions.

### **Disability/Accessibility Services**

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application.

The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

### **Student Absence due to Religious Observance**

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

### **Student Absence for University-Sponsored Events and Activities**

If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

### **Social Security and FERPA Statement**

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

### **Emergency Exits and Evacuation**

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

### **Student Standards of Academic Conduct**

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

i. "Cheating" includes, but is not limited to:

- copying from another student's test paper;
- using, during a test, materials not authorized by the person giving the test;
- failure to comply with instructions given by the person administering the test;
- possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of

textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;

- using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
  - collaborating with or seeking aid from another student during a test or other assignment without authority;
  - discussing the contents of an examination with another student who will take the examination;
  - divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
  - substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
  - paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
  - falsifying research data, laboratory reports, and/or other academic work offered for credit;
  - taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
  - misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.
- ii. "Plagiarism" includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the submission of it as one's own academic work offered for credit.
- iii. "Collusion" includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.
- iv. All written work that is submitted will be subject to review by plagiarism software.

### **UT Tyler Resources for Students**

- [UT Tyler Writing Center](http://www.uttyler.edu/writingcenter) (903.565.5995), [writingcenter@uttyler.edu](mailto:writingcenter@uttyler.edu)
- [UT Tyler Tutoring Center](http://www.uttyler.edu/tutoring) (903.565.5964), [tutoring@uttyler.edu](mailto:tutoring@uttyler.edu)
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- [UT Tyler Counseling Center](http://www.uttyler.edu/counseling) (903.566.7254)



