

CJ 4800 RESEARCH FIELD PRACTICUM

TEXTBOOK: Bryman A., Teevan, J., & Bell, E. (2009) *Social Research Methods. 2nd Canadian Edition. Oxford University Press.*

COURSE DESCRIPTION:

The Research Field Placement provides students with the opportunity to apply their research skills through “on the job training”. Students will be exposed to new research methodologies, learn teamwork skills, and make business contacts not normally available through traditional coursework. A good knowledge of qualitative and quantitative methods is required. Students will be matched with various agencies based on their research skills, interests, academic background and needs of the hosting agency. Placements will be negotiated between the student, instructor, and hosting agency.

COURSE REQUIREMENTS:

1. Attend the hosting agency for approximately eight hours a week from October 2009 until April 2010.
Value: 5% of final grade
2. Class participation/attendance of weekly seminars on campus to examine substantive areas in applied research, such as sampling, research design, data analysis, and ethics.
Value: 5% of final grade
3. Presentation of a substantive methodological area. Students will be required to present the methodology underlying a qualitative or quantitative research topic and provide a brief written summary of their presentation (*4 – 5 pages*). Topics will vary from year to year depending on field placement requirements.
Value: 10% of final grade
4. Favorable performance appraisals submitted by the hosting agency to the course instructor. Performance appraisals may include bi-monthly progress reports that will be filled out by the student and signed by the hosting agency.
Value: 50% of final grade
5. Presentation of final research report.
6. Value: 10% of final grade
7. A copy of the final research project report submitted to the course instructor (*10 – 12 pages typed and double-spaced*). If the student is working on a component of a larger-scale project, an executive summary of his or her work is required. *The final paper is due April 23rd, 2010.*
Value: 20% of final grade

REQUIRMENTS OF THE HOSTING AGENCY:

- The hosting agency is expected to provide an opportunity for students to assist on a research project of the agency's choice.
- The agency is expected to provide some on-site supervision and workspace (*for example, a desk in which to work, a computer, etc.*)
- The agency is expected to provide a mid-term (*generally late November*) and final (*generally late March*) performance appraisal of the students' progress and work. The performance appraisal will be based on the following criteria:
 - ✓ Attendance and participation of the day-to-day activities at the agency
 - ✓ Effectiveness of time management and communication
 - ✓ Completion of assigned tasks
 - ✓ Capacities to problem-solve and suggest methodological approaches (*e.g., Did the student take on the task of devising solutions to research dilemmas?*)
 - ✓ Willingness to take on new challenges (*e.g., software applications, data management techniques, complex information, etc.*)
- The agency is not expected to pay the students for their work. However, if the workload expected by the agency exceeds the maximum number of hours per week, the student is entitled to negotiate with the agency terms for a contractual appointment with remuneration.

REQUIREMENTS OF THE STUDENT:

- Attend the hosting agency for a minimum of eight hours per week from October until April.
- Students should negotiate with the agency the terms of the placement, including work schedule and research project(s). The research project(s) should reflect the student's capabilities and interests, as well as the needs of the agency.
- Provide research assistance on a research project under the supervision of the hosting agency. Terms of the assistance are to be negotiated between the student and the field placement.
- Students are bound by the agency's own code of conduct. This includes dress codes, lunch breaks, coffee breaks, etc.

REQUIRMENTS OF THE COURSE INSTRUCTOR:

- The course instructor will match students with the appropriate hosting agency. Matching of students with agencies will occur after a review of the students' resumes, course histories, and interests. The course instructor in partnership with the hosting agency will make any final decisions regarding suitability with the agencies.
- The instructor will assist students and agency representatives in resolving any conflicts that may arise with regards to workload expectations, level of supervision, and work performance.

SCHEDULE OF TOPICS:

Assigned readings and topics covered in class will be directed by the needs of the students and the agencies in which they have been placed. Topics will vary from year to year but will include substantive issues related to research design, theory building, and data analysis.

GRADE DISTRIBUTION:

A+ = 90-100%	B+ = 75-79%	C = 60-64%
A = 83-89%	B = 70-74%	D = 50-59%
A- = 80-82%	C+ = 65-69%	F = 0-49%

FINAL PAPER:

There is **no final exam in this course** however a project report/executive summary will be required (10 – 12 pages typed double-spaced). *Late assignments will be penalized 5% per day.*

ACADEMIC DISHONESTY:

Students should acquaint themselves with the University’s policy regarding **academic ethics** (i.e. cheating). It is outlined in The University of Winnipeg Course Calendar under the heading; Regulations and Policies.

<http://www.uwinnipeg.ca/index/calendar-calendar>

WITHDRAWAL DATE:

The final date to withdraw from the course without academic penalty can be found online. <http://www.uwinnipeg.ca/index/services-withdrawal-schedules>

SERVICES FOR STUDENTS WITH DISABILITIES:

Students with documented disabilities requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., access to volunteer note-takers) are encouraged to contact the Coordinator of Disability Services (DS) at 786-9771 to discuss appropriate options. Specific information about DS is available on-line at <http://www.uwinnipeg.ca/index/services-disability>. All information about the disability is confidential.

Accessing WebCT:

1. Enter the University of Winnipeg homepage at www.uwinnipeg.ca
2. Under the heading “Google Search” on the top right hand corner of the homepage, type in WebCT
3. Click on the link entitled “WebCT”
4. Select “Log on to myWebCT”.
5. Enter your User Name and password.
6. The WebCT session for this course should now be accessible.

Claiming a User ID:

To claim a User ID you must have your original User ID and password, if you have already claimed your User ID but have changed your password, you must obtain your original password

1. Enter the University of Winnipeg homepage at www.uwinnipeg.ca
2. Under the heading "Google Search" on the top right hand corner of the homepage, type in Claim ID
3. Click on the link "[UW Student ClaimID System](#)"
 - a. Read the User's Code of Ethics and agree to its terms.
 - b. Enter your Student Number and date of birth and click "Press to claim it now".
4. Once you have claimed your user ID return to the U of W Online page access WebCT.

Tentative Schedule of Topics (1st Term)

<i>Date</i>	<i>Topic</i>	<i>Chapter</i>
Week 1	Class Overview	-
Week 2	Selection of Field Placements and Discussion Topics	Chapters 1 – 3
Week 3	Factor Analysis/Creating Scales	WebCT
Week 4	Action Research	Chapter 13 WebCT
Week 5	Feminist Research	WebCT
Week 6	Gender-based Analysis	WebCT
Week 7	Coding data (Qualitative & Quantitative)	Chapters 11, 14 & 15 WebCT
Week 8	Secondary Analysis/ Official Statistics	Chapter 7 WebCT
Week 9	Analysis of Variance	WebCT
Week 10	Regression Analysis	WebCT
Week 11	Path Analysis	WebCT
Week 12	Hierarchical Linear Modeling	WebCT

Tentative Schedule of Topics (2nd Term)

<i>Date</i>	<i>Topic¹</i>	<i>Chapter</i>
Week 13	<u>Discussion Group</u>	-
Week 14	In Placement	-
Week 15	In Placement	-
Week 16	In Placement	-
Week 17	<u>Discussion Group</u>	-
Week 18	In Placement	-
	<i>Reading Week (No Classes)</i>	-
Week 19	In Placement	-
Week 20	In Placement	-
Week 21	<u>Discussion Group</u>	-
Week 22	In Placement	-
Week 23	In Placement	-
Week 24	In Placement	-
<i>April 9th 9:00am to 5:00 pm</i>	<i>Final Presentations</i>	-

¹ *Note: Not all topics in the course outline may be covered in class.*