

SOC 2830 Methods of Data Analysis

WMU

<u>INSTRUCTOR</u>	<u>OFFICE</u>	<u>PHONE</u>	<u>EMAIL</u>	<u>URL</u>
William (Wally) Post	120W Walwood or 2413 Sangren	387-8761 or 910-0255	wally.post@wmich.edu or w0post@chartermi.net	www.the-wmpost-group.com

OFFICE HRS: Monday and Wednesday, approximately 5:30-6:30 and after class, or by appointment.

COMMUNICATIONS: I consider communications between students and instructors an important part of teaching. To make this as easy as possible, I offer the following suggestions: 1) Try communicating with me in person during regular office hours; 2) Try communicating with me in person by making an appointment; 3) Try reaching me by phone at the office number listed above; 4) Try leaving messages in my mailbox located in the Sociology mailroom-2515; 5) Try emailing me at the address listed above or pick one from my web site contact page.

COURSE GOALS AND OBJECTIVES: The primary goal of this course is to continue your 'methods of doing social research' education. Doing research includes collecting data, analyzing data, and reporting results. The primary objective of this course is to teach you to analyze data and report results. This requires a knowledge of statistics, word processing and the associated software; SOME OF WHICH YOU SHOULD ALREADY KNOW, MOST OF WHICH YOU WILL LEARN IN THIS COURSE.

REQUIRED TEXTS: "Statistics for the Utterly Confused" (any Edition) by Lloyd Jaisingh (order on-line or from any major bookstore)

COURSE REQUIREMENTS: Requirements for this course include completing major exams; completing homework assignments; completing individual and group in-class writing assignments, and reading the assigned material.

Major Exams

There will be two major exams (100 points possible on each, not counting extra credit). Both may consist of multiple choice, fill in the blank, calculating statistics, and/or interpreting data. Both will have a 10 point extra credit question. Makeup exams will be allowed only at my discretion. Makeup exams, if allowed, may consist entirely of essay questions, will be taken at a time and place agreed upon by myself and the student, and will be worth only 90% of the original (no extra credit possible).

Homework

There will be a number of homework assignments (20 points possible on each). Assignments and due dates will be announced in class and posted to the web site. Late work and/or work you are asked to resubmit is worth 15 points. NOTE: the 20 points is NOT automatic; you will lose points for poor quality substance, syntax, and brevity.

In-Class Writings

There will be a number of in-class writing assignments (individual and group) worth 10 points each. These are ALMOST automatic; i.e., zeros will be given for extreme brevity and/or irrelevant work. Missed work after the first day receives 0 points. The first day's in-class writings are the only ones you can make up (for 5 points); NO OTHER MAKE-UPS ALLOWED!!!

NOTE: ALL WORK NOT DONE IN CLASS MUST BE TYPEWRITTEN AND DOUBLE SPACED, unless instructed otherwise. To accomplish this, I suggest that you take advantage of the computer-based word-processing resources available to you here on campus.

FINAL GRADES: You accumulate points for Major Exams; Homework; and In-Class Writings. Your final grade will be determined by dividing your total points (including extra credit) by total points possible (not including extra credit) and multiplying by 100 to obtain a percentage. The percentage obtained will determine your grade as follows:

96-100% = A (4.0)	78-83% = CB (2.5)	60-65% = D (1.0)
90-95% = BA (3.5)	72-77% = C (2.0)	0-59% = E (0.0)
84-89% = B (3.0)	66-71% = DC (1.5)	

GENERAL INFORMATION: It is each student's responsibility to be aware of and understand the policies and procedures in the Undergraduate Catalog that pertain to Academic Integrity. These policies cover cheating, fabrication, falsification and forgery, multiple submission, plagiarism, complicity and computer misuse. If there is reason to believe you have been involved in academic dishonesty, you will be referred to the Office of Student Judicial Affairs where you will have the opportunity to review the charge(s) and request a hearing. You should consult with me if you are uncertain about an issue of academic honesty prior to the submission of an assignment or test. It is also each student's responsibility to know the policies covering drop/add, withdrawal from class or school, incompletes, and WMU's other codes of behavior. Finally, I reserve the right to make changes in this syllabus. Flexibility is an important part of teaching, and changes may be necessary. If such changes do become necessary, I will notify you in a prompt and timely manner.

WMU'S Student Code can be found at: <http://www.osc.wmich.edu/studentcode/>

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wk 6				
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wk 11				
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wk 16				
wk 17	THE FINAL EXAM will probably be on a Monday at 7:15			

