COURSE INFORMATION
INSTRUCTOR: Jessica Craig, Ph.D.          TERM: Fall 2016
CLASS MEETING: TR 12:30-1:50 PM          CLASSROOM: BLB 245

Professor Contact Information
EMAIL: Jessica.Craig@unt.edu              TELEPHONE: 940-565-3464
OFFICE HOURS: Wednesdays 9-11 AM and by appointment    OFFICE: Chilton 273L

Graduate Student Assistant Contact Information
NAME: Chris Guerra
EMAIL: cg0254@unt.edu
OFFICE LOCATION: Chilton 273
OFFICE HOURS: Tuesdays and Thursdays from 2-4 PM or by appointment

Course Pre-requisites, Co-requisites, and/or Other Restrictions
There are no pre-requisites for this course. However, it is assumed that students possess a basic understanding of criminological theory and criminal justice.

Required Materials

Course Description
Research methods is designed to help students learn the various ways in which criminal justice questions can be answered. Many of these questions can be addressed in multiple ways, with multiple techniques, each having their own advantages and disadvantages. Discussing and evaluating these techniques for criminal justice-related questions is the overall focus of this course. Major topics related to this overall focus include research ethics and human participant guidelines, the nature of causation versus correlation, experimental and survey research designs, sampling, qualitative research, the advantages and disadvantages of experimental, survey, and qualitative research designs, and reliability and validity among others.

This course is primarily designed as an introduction and evaluation of several research methods so that students become intelligent consumers of research. It is also geared toward those who desire a basis for graduate school and/or a foundation of research methods for their chosen occupation. This course is not limited to criminal justice topics, however, as all social science researchers (and all researchers in general) use the same or similar procedures and techniques for answering most research questions. As such, this course covers a wide variety of topics to help illustrate the research process.

Course Objectives
Upon successful completion of the course, students should be able to:

1. Identify the purposes of conducting scientific research and address methodological issues necessary for conducting and critically analyzing criminal justice research.
2. Recognize the various forms of data collection and sampling techniques used in criminal justice research.
3. Explain issues in research design, including criteria for causality, types of validity, units of analysis, different types of research design, and stages in the research process.
4. Find and use resources for answering real world research questions.
5. Critically evaluate research based on knowledge of the research process.

COURSE REQUIREMENTS

This course is made up of a series of assignments and assessments to assist you in achieving the course learning objectives. There are a total of 620 points that can be earned in this class. The grading policy along with other class requirements is presented below.

Grading Scale:
558-620 points = A
496-557 points = B
434-495 points = C
372-433 points = D
Below 372 points = F

Tests (300 points total)
Each student will be required to take three exams in this course for a total of 300 points (each worth 100 points). Each test will consist of 50 multiple choice and true/false questions. Each test will cover all material presented in class, assigned material in the classroom text, and other assigned reading material. By its nature, the material in this class builds off of prior material. As such, the tests will have material from prior sections on it.

Human Participant Protections Education for Research Teams (35 points total)
Each student will be required to complete an Internet-based Human Participant Protections Education for Research Teams through the University of North Texas. The training can be accessed at: http://phrp.nihtraining.com/users/login.php. You will need to register to access the training.

If this website does not work, try a general search (in Google) for “Human Participant Protections Education” which should direct you to the National Institute of Health Extramural Research website. Please contact me as soon as possible if you experience problems and I will get you to the correct site.

Failure to contact me if you have problems is not a defense against missing the due date.

Once at the website, you will have to register and create a password to get access. Write this down in case you need to access it at a later date. Once you have registered, access Module 1 on History and progress through the various additional modules and complete the test after each one. Depending on the time, the website may be busy—so please do not wait until the last minute.

To get credit for this training and hence this assignment, you must submit the certificate that you will receive at the conclusion of successful training by the date indicated in the syllabus. This certificate must have your registered name on it for proper credit to be given. This training should take approximately 1-3 hours. I would advise you to take a few notes during the tutorials so that you may
pass the various tests which are sometimes difficult. You will submit the certificate to me in class by the
due date noted on the course calendar. Failure to turn in your certification will result in forfeiture of all
points associated with this assignment.

Research Project and Presentation (150 points total)
Part 1: Annotated Bibliography (50 points), Part 2: Measurement (50 points), Presentation: Hypothesized
Results and Discussion (50 points)

At the beginning of the semester, students will be placed into groups of 5-7 students. This group will be
considered a “study group.” All individuals in a group will share a research topic, which is pre-approved,
and can share resources for the project. The project will be something that is worked on throughout the
semester, with separately graded parts. You will turn in each part of the project separately, and each
part will be graded separately. With the exception of the presentation, each group member will turn in
their own papers. This means that you should not be working together on the actual writing of the
paper. If the writing in your paper is identical to someone else’s in your group, this will be considered
plagiarism. Project guidelines will be thoroughly discussed throughout the semester and posted on
Blackboard in a timely manner. Please note the deadlines for these items in the course calendar.

Assignments (75 points):
Throughout the semester, there will be four short assignments, each worth 25 points, that will help you
to review material presented in class and will assist you in your research project. These will also help me
to assess how well you are learning the material. All but one of the assignments will be completed in the
classroom and will be completed in your groups. For the assignment done outside of the classroom, the
due date is noted in the course calendar and will be completed independently. If you miss an in-class
assignment it cannot be made up; in-class assignment grades are considered participation points. I will
drop the lowest assignment grade to allow for absences throughout the semester. All dates of these
assignments are listed on the course calendar, so if you know ahead of time that you will be absent for a
university-approved excuse, then alternative arrangements will be made. However, you must let me
know at least one week prior to the class date.

Discussion Posts (60 points total)
Each student will be required to respond to 3 Blackboard discussions throughout the course of the
semester. Each Blackboard discussion is worth 20 points, for a total of 60 points towards your final
grade. Written portions of the Blackboard discussions should be a minimum of 250 words. Students
must reply to at least one other student’s posts for full point potential (responding appropriately, of
course). For each discussion, your original post will be worth 15 points and the reply will be 5 points. The
discussion assignments will be posted on Blackboard and available a few days before they are noted on
the syllabus schedule.

Your discussions will be graded on depth of explanation, utilization of outside sources, specific efforts to
back up your arguments with logical points and sources, grammar and spelling, and adhering to the
assignment. In order to receive full credit you must post an original response and respond to at least
one other students’ posts. Note that you will NOT be able to see any other students’ posts until you
have first posted a thread yourself.
MAKE UP POLICY
There are no make-up tests/quizzes/assignments in this class with the exception of authorized absences according to University policies prescribing authorized absences in certain situations. I reserve the right to consider extreme circumstances and modify this rule. Those in athletics, those who are absent for religious holidays, and/or those involved in other school supported activities that require being absent from class will be allowed to make up an assignment if proper procedures are followed in requesting an excused absence. I must have written documentation in advance that you will be away from class for the absence to be excused (e.g., traveling for a basketball game). If you are seriously or otherwise critically ill and cannot complete your assignment, a doctor’s note must be turned into me within 3 days of returning. Note that for assignments where students have more than one day to complete them (i.e. Blackboard discussions, research projects), the authorized absence window must take place over the entire window students could complete the assignment, not just one day. Therefore I recommend students not wait until the last day to complete an assignment.

There is absolutely no make-up for assignments turned in late unless authorized as a result of university-related absence or through prior consultation and approval by myself. Assignments as a result of authorized absences must be turned in within 3 days of returning from the authorized absence.

Authorized Absences: Absences are authorized only in cases of participation in school-sponsored activities and/or religious holidays. For an excused absence due to a school-sponsored activity, students must be approved in advance by the department chair and academic dean. Within three days after the absence, students must obtain authorized absence cards from the Dean of Students for presentation to instructor. Students who wish to request an excused absence for religious holidays can do so and will be excused from class as long as they make a request within the required time frame set by the University (see the most recent undergraduate catalog). Notification must be in writing so that I may have it for my records. You must arrange to make up any work missed during the excused religious absence or school sponsored activity.

COMMUNICATIONS
Electronic correspondence for this course will take place primarily through the Email Section. This means that all emails sent through the course will go to your official UNT email. Therefore, it is your responsibility to read any messages you may receive. You must also make sure to check your official UNT email, or make sure you received official UNT emails to your preferred email address. You may also correspond with other classmates this way.

As the semester progresses, announcements will be posted to the course Blackboard page. Please make sure to check this frequently for any change to the course or schedule.

If you have a question or comment about the course, please directly email the GSA for the course first at cg0254@unt.edu, unless it is grade-related, then email Dr. Craig at Jessica.Craig@unt.edu. Do not use Blackboard Learn email as it is not checked. Before you email either the GSA or Dr. Craig with a question, make sure to review this syllabus and other informational material for the course. Most questions are answered by reviewing these sources. Response time to your email will generally be
within 36 hours during normal business hours. If you do not receive a response within this time, it likely was not received. Email again please.

**Attendance Policy**
Class attendance is essential. It is also your responsibility. Whether or not you attend, you are responsible for all material delivered in class. This will probably include: deviations from the text, notification of errors in the text, rescheduled or cancelled exams, announcement of extra credit opportunities, etc. You can avoid many headaches by checking with a friend (or me) to see what you missed.

Students that have fallen behind, are failing and/or choose to not complete the coursework for the semester are responsible for officially withdrawing themselves from the course; failure to do so will result in a performance grade of “F.” Last day to withdraw with a grade of “W” is October 7, 2016 and the last day to withdraw with a grade of “W” or “WF” is November 7, 2016.

**Panopto Lecture Capture**
We will be using the Panopto Lecture Capture system that makes an audio recording of the class presentations and preserves presented materials. These will be available to you via the class Blackboard site following the “captured” session(s). Your use of Panopto is designed to supplement your class attendance, such as if you have to miss a class, want to fill in class notes, or want to review class materials for an exam – not substitute for it. If use of Panopto has a serious negative impact on class attendance, Panopto will be terminated.

**Student Behavior and University Policy**
Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.unt.edu/csrr

Additionally, disruptive behaviors such as arriving late, having a conversation while someone else is talking, profanity, sleeping, text messaging, using laptops/tablets for anything other than course related activities, cell phones going off during class, etc. are not acceptable. Students repeatedly engaging in any of these behaviors may be asked to leave the classroom.

**Additional policies**
- Recording devices are not allowed unless specifically approved by the instructor.
- Tobacco products of any kind (including e-cigs) are not allowed in the classroom.
- Cell phones or any other electronic device that makes noise should be turned off before class.
• Due to liability concerns and the content of course discussions, children are not permitted in the classroom at any time.
• Laptops and similar devices can be used during class as long as they are used for taking notes and/or other related classroom functions. If used for surfing the web, instant messaging, sending emails or otherwise, they will not be allowed in the classroom.
• Please do not take pictures or videos of myself or anyone else in the classroom.

Academic Dishonesty/Integrity
Students caught cheating or plagiarizing will receive a "0" for that particular assignment or exam. Additionally, the incident will be reported to the Dean of Students, who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. dual submission of a paper or project, or resubmission of a paper or project to a different class without express permission from the instructor(s); or e. any other act designed to give a student an unfair advantage. The term "plagiarism" includes, but is not limited to: a. the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment; and b. the knowing or negligent unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

Office of Disability Accommodation
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time, however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student.

Students can access resources and information regarding disability accommodations in the Academic Support tab in Blackboard Learn. For additional information see the Office of Disability Accommodation website at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.

Student Evaluation of Instruction
Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. This short survey will be made
available at the end of the semester to provide you with an opportunity to evaluate how this course is taught.

Syllabus Changes
I reserve the right and have the discretion to change this syllabus. While every effort will be made to follow this syllabus as closely as possible, it is sometimes the case that the syllabus must be modified. In the case that the syllabus needs to be adjusted, I will announce such adjustments to the class. I will make every effort to ensure that any changes to the syllabus benefit the class as a whole. It is the student’s responsibility to check announcements/email so that any and all syllabus changes are documented. Failure to obtain syllabus changes because of failure to check and read announcements does not constitute a defense against missed assignments, test dates, and other applicable changes.

Succeed at UNT
UNT endeavors to offer you a high-quality education and to provide a supportive environment to help you learn and grown. And, as a faculty member, I am committed to helping you be successful as a student. Here’s how to succeed at UNT: Show up. Find Support. Get advised. Be prepared. Get involved. Stay focused. To learn more about campus resources and information on how you can achieve success, go success.unt.edu/.

Emergency Notification & Procedures
UNT uses a system called Eagle Alert to quickly notify you with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). The system sends voice messages (and text messages upon permission) to the phones of all active faculty staff, and students. Please make certain to update your phone numbers at my.unt.edu. Some helpful emergency preparedness actions include: 1) know the evacuation routes and severe weather shelter areas in the buildings where your classes are held, 2) determine how you will contact family and friends if phones are temporarily unavailable, and 3) identify where you will go if you need to evacuate the Denton area suddenly. In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials.

Retention of Student Records
Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Blackboard online system, including grading information and comments, is also stored in a safe electronic environment for one year. You have a right to view your individual record; however, information about your records will not be divulged to other individuals without the proper written consent. You are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the university’s policy in accordance with those mandates at the following link: essc.unt.edu/registrar/ferpa.html

Miscellaneous:
The material posted online is my personal intellectual property or that of the University of North Texas. You may not utilize the material for other than class purposes. A variety of resources services are available to students in the Academic Support tab in Blackboard Learn.
<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC, READING ASSIGNMENTS, AND DUE DATES</th>
</tr>
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<tbody>
<tr>
<td>8/30/16</td>
<td>Topic: Course Introduction</td>
</tr>
<tr>
<td>9/1/16</td>
<td>Topic: Introduction to Research Methods Reading: Ch. 1</td>
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<tr>
<td>9/6/16</td>
<td>Topic: Introduction to Research Methods Reading: Ch. 1</td>
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<tr>
<td>9/8/16</td>
<td>Topic: Getting Started: The Beginnings &amp; Pitfalls of Research Reading: Ch. 2; <em>Acres of Skin</em> by Allen M. Hornblum (Ch. 1; posted on Blackboard)</td>
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<tr>
<td></td>
<td><strong>HUMAN SUBJECTS TRAINING DUE AT BEGINNING OF CLASS</strong></td>
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<tr>
<td>9/13/16</td>
<td>Topic: Getting Started: The Beginnings &amp; Pitfalls of Research Reading: Ch. 2</td>
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<tr>
<td></td>
<td><strong>IN-CLASS ASSIGNMENT 1</strong></td>
</tr>
<tr>
<td>9/15/16</td>
<td>Topic: Getting Started: The Beginnings &amp; Pitfalls of Research</td>
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<tr>
<td>9/20/16</td>
<td>Topic: Ethical Issues as Depicted by Hollywood</td>
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<tr>
<td>9/22/16</td>
<td>Topic: Sampling Methods Reading: Ch. 3</td>
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<tr>
<td></td>
<td><strong>RESEARCH PROJECT PART 1 DUE AT 11:59 PM</strong></td>
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<tr>
<td>9/27/16</td>
<td>Topic: Sampling Methods; Exam Review Reading: Ch. 3</td>
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<td><strong>IN-CLASS ASSIGNMENT 2</strong></td>
</tr>
<tr>
<td>9/29/16</td>
<td><strong>NO CLASS- BLACKBOARD ASSIGNMENT</strong> Post due Thursday, September 29 at 11:59 PM Response due Sunday, October 2 at 11:59 PM Use this time to work on your research project and study for the exam. I will be in my office during class time if you have any questions.</td>
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<tr>
<td>10/4/16</td>
<td><strong>EXAM 1 (Chapters 1-3)</strong></td>
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<tr>
<td>10/6/16</td>
<td>Topic: Survey Research Reading: Ch. 4</td>
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<td>10/11/16</td>
<td>Topic: Survey Research Reading: Ch. 4</td>
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<tr>
<td>10/13/16</td>
<td>Topic: Experimental &amp; Quasi-Experimental Designs Reading: Ch. 5</td>
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<td>10/18/16</td>
<td>Topic: Experimental &amp; Quasi-Experimental Designs Reading: Ch. 5</td>
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<td><strong>RESEARCH PROJECT PART 2 DUE AT 11:59 PM</strong></td>
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<td>Date</td>
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<tr>
<td>10/20/16</td>
<td>Topic: Qualitative Research in Criminal Justice</td>
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<tr>
<td>10/25/16</td>
<td><strong>NO CLASS- WORK ON ASSIGNMENT 3</strong></td>
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<tr>
<td>10/27/16</td>
<td>Topic: Guest Speaker</td>
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<td><strong>ASSIGNMENT 3 DUE AT BEGINNING OF CLASS</strong></td>
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<tr>
<td>11/1/16</td>
<td>Topic: Catch up day and exam review</td>
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<tr>
<td>11/3/16</td>
<td><strong>NO CLASS- BLACKBOARD ASSIGNMENT</strong></td>
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<td></td>
<td>Post due Thursday, November 3 at 11:59 PM</td>
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<td></td>
<td>Response due Sunday, November 6 at 11:59 PM</td>
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<td>Use this time to work on your research project and study for the exam.</td>
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<td>I will be in my office during class time if you have any questions.</td>
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<tr>
<td>11/8/16</td>
<td><strong>EXAM 2 (Chapters 4-6)</strong></td>
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<tr>
<td>11/10/16</td>
<td>Topic: Unobtrusive Methods</td>
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<tr>
<td>11/15/16</td>
<td>Topic: Unobtrusive Methods</td>
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<td></td>
<td><strong>IN-CLASS ASSIGNMENT 4</strong></td>
</tr>
<tr>
<td>11/17/16</td>
<td><strong>NO CLASS- AMERICAN SOCIETY OF CRIMINOLOGY ANNUAL CONFERENCE</strong></td>
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<tr>
<td>11/22/16</td>
<td><strong>NO CLASS- BLACKBOARD ASSIGNMENT</strong></td>
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<tr>
<td></td>
<td>Post due Tuesday, November 22 at 11:59 PM</td>
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<td></td>
<td>Response due Sunday, November 27 at 11:59 PM</td>
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<td>Use this time to work on your research project presentation.</td>
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<td>I will be in my office during class time if you have any questions.</td>
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<tr>
<td>11/24/16</td>
<td><strong>NO CLASS- THANKSGIVING BREAK</strong></td>
</tr>
<tr>
<td>11/29/16</td>
<td>Topic: Assessing Criminal Justice Research</td>
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<tr>
<td>12/1/16</td>
<td>Topic: Catch up day, finalize presentations</td>
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<tr>
<td>12/6/16</td>
<td>Topic: Research Presentations</td>
</tr>
<tr>
<td>12/8/16</td>
<td>Topic: Research Presentations; Exam review</td>
</tr>
<tr>
<td>12/15/16</td>
<td><strong>EXAM 3 (Chapters 7-8)-- Note the time change: 10:30 AM-12:30 PM</strong></td>
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