

**University of North Texas at Dallas**  
**Fall 2016**  
**SYLLABUS**

<b>CJUS 4700 030: CJ Research Methods     3Hrs</b>			
<b>Department of</b>	<b>Criminal Justice</b>	<b>School of</b>	<b>Liberal Arts and Sciences</b>
<b>Instructor Name:</b>	<i>Dr. Aaron Bartula</i>		
<b>Office Location:</b>	<i>DAL 2 #320</i>		
<b>Office Phone:</b>	<i>972-780-3629</i>		
<b>Email Address:</b>	<i>Aaron.Bartula@untdallas.edu</i>		
<b>Office Hours:</b>	<b>M 8am-10:30m; T 9am-4pm; W 8am-10:30am; TH 9am-4pm</b>		
<b>Virtual Office Hours:</b>	<i>Anytime via email, usually will respond within 24 hours</i>		
<b>Classroom Location:</b>	<i>Online</i>		
<b>Course Catalog Description:</b>	This course prepares students in the application of research methodology in criminal justice and other social science disciplines. Examples using real research data will be provided to facilitate understanding and application of various quantitative and qualitative processes.		
<b>Prerequisites:</b>	Minimum 18 Criminal Justice and 12 hours of Criminal Justice core completed		
<b>Required Text:</b>	<b>Maxfield, Michael G., &amp; Babbie, Earl R. (2011). Basics of Research Methods: For Criminal Justice and Criminology (3<sup>rd</sup> Ed). Belmont, CA: Cengage/Wadsworth. ISBN: 1111346917</b>		
<b>Recommended Text and References:</b>	This is an intensive course. Students in this class are highly encouraged to acquire additional resources such as the APA handbook, scholarly literature, other textbooks and web notes for reference and assistance.		
<b>Access to Learning Resources:</b>	UNT Dallas Library: phone: (972) 780-1616 web: <a href="http://www.unt.edu/unt-dallas/library.htm">http://www.unt.edu/unt-dallas/library.htm</a> email: <a href="mailto:library@untdallas.edu">library@untdallas.edu</a> UNT Dallas Bookstore: phone: (972) 780-3652 web: <a href="http://www.untdallas.edu/bookstore">http://www.untdallas.edu/bookstore</a> e-mail: <a href="mailto:untdallas@bkstr.com">untdallas@bkstr.com</a>		
<b>Course Goals or Overview:</b>			
	The goal of this course is to introduce and apply the scientific method and research design and how they are applied to our world.		
<b>Learning Objectives/Outcomes:</b> At the end of this course, the student will			
1	Be able to explain the importance of the scientific method to the practice of research.		
2	Identify key aspects of quantitative and qualitative research processes.		
3	Identify how the key aspects are applied in the social science arena.		
4	Demonstrate the ability to apply the material to various research situations.		
5	Demonstrate the ability to assess the quality of academic scholarship in regard to research design.		
6	Introduce APA writing style and enhance student's overall writing capability.		

## Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated by the instructor via Blackboard or email.

TIMELINE	TOPIC	Activities	Due Dates
<b>Week 1:</b> 8/22/2016 – 8/28/2016	<b>MODULE 1:</b> Syllabus, Introduction	<ol style="list-style-type: none"> <li>1. Pre-Quiz</li> <li>2. Discussion Board</li> <li>3. End of Week Quiz</li> </ol>	<b>Pre-Quiz: NO LATER than 8/25/2016 by 5pm</b> <b>Discussion: NO LATER than 8/28/2016 by 5pm</b> <b>End of Week Quiz 1: NO LATER than 8/28/2016 by 5pm</b>
<b>Week 2:</b> 8/29/2016 – 9/4/2016	Crime, Criminal Justice and Scientific Inquiry; How to Write in APA; <b>Beginning the Proposal is Due via email at aaron.bartula@untDallas.edu</b> <u>Readings:</u> Ch. 1	<ol style="list-style-type: none"> <li>1. Pre-Quiz</li> <li>2. Discussion Board</li> <li>3. End of Week Quiz</li> <li>4. Beginning the Proposal</li> </ol>	<b>Pre-Quiz: NO LATER than 9/1/2016 by 5pm</b> <b>Discussion: NO LATER than 9/4/2016 by 5pm</b> <b>End of Week Quiz 2: NO LATER than 9/4/2016 by 5pm</b> <b>Beginning the Proposal: NO LATER than 9/4/2016 by 5pm via email at aaron.bartula@untDallas.edu</b>
<b>9/5/2016</b>	<b>Labor Day NO CLASS!!!</b>		
<b>Week 3:</b> 9/6/2016 – 9/11/2016	Ethics and Criminal Justice Research <u>Readings:</u> Ch. 2	<ol style="list-style-type: none"> <li>1. Pre-Quiz</li> <li>2. Discussion Board</li> <li>3. End of Week Quiz</li> </ol>	<b>Pre-Quiz: NO LATER than 9/8/2016 by 5pm</b> <b>Discussion: NO LATER than 9/11/2016 by 5pm</b> <b>End of Week Quiz 3: NO LATER than 9/11/2016 by 5pm</b>
<b>9/7/2016</b>	<b>Last Day to Drop Without a Penalty</b>		
<b>Week 4:</b> 9/12/2016 – 9/18/2016	General Issues in Research Design; <b>Introduction is Due via email at aaron.bartula@untDallas.edu</b> <u>Readings:</u> Ch. 3	<ol style="list-style-type: none"> <li>1. Pre-Quiz</li> <li>2. Discussion Board</li> <li>3. End of Week Quiz</li> <li>4. Introduction</li> </ol>	<b>Pre-Quiz: NO LATER than 9/15/2016 by 5pm</b> <b>Discussion: NO LATER than 9/18/2016 by 5pm</b> <b>End of Week Quiz 4: NO LATER than 9/18/2016 by 5pm</b> <b>Introduction: NO LATER than 9/18/2016 by 5pm via email at aaron.bartula@untDallas.edu</b>
<b>Week 5:</b> 9/19/2016 – 9/25/2016	<b>EXAM 1</b>	<ol style="list-style-type: none"> <li>1. Exam</li> </ol>	<b>EXAM 1</b> <b>NO LATER than 9/25/2016 by 5pm</b>
<b>Week 6:</b> 9/26/2016 – 10/2/2016	<b>MODULE 2:</b> Concepts, Operationalization and Measurement <u>Readings:</u> Ch. 4	<ol style="list-style-type: none"> <li>1. Pre-Quiz</li> <li>2. Discussion Board</li> <li>3. End of Week Quiz</li> </ol>	<b>Pre-Quiz: NO LATER than 9/29/2016 by 5pm</b> <b>Discussion: NO LATER than 10/2/2016 by 5pm</b> <b>End of Week Quiz 6: NO LATER than 10/2/2016 by 5pm</b>
<b>Week 7:</b> 10/3/2016 – 10/9/2016	Experimental and Quasi-experimental Designs <u>Readings:</u> Ch. 5	<ol style="list-style-type: none"> <li>1. Pre-Quiz</li> <li>2. Discussion Board</li> </ol>	<b>Pre-Quiz: NO LATER than 10/6/2016 by 5pm</b> <b>Discussion: NO LATER</b>

		3. End of Week Quiz	than 10/9/2016 by 5pm <b>End of Week Quiz 7: NO LATER than 10/9/2016 by 5pm</b>
<b>Week 8:</b> 10/10/2016–10/16/2016	Sampling <b>Readings:</b> Ch. 6	1. Pre-Quiz 2. Discussion Board 3. End of Week Quiz	<b>Pre-Quiz: NO LATER than 10/13/2016 by 5pm</b> <b>Discussion: NO LATER than 10/16/2016 by 5pm</b> <b>End of Week Quiz 8: NO LATER than 10/16/2016 by 5pm</b>
<b>Week 9:</b> 10/17/2016–10/23/2016	Survey Research and other Ways of Asking Questions; <b>Literature Review is Due via email at aaron.bartula@untDallas.edu</b> <b>Readings:</b> Ch. 7	1. Pre-Quiz 2. Discussion Board 3. End of Week Quiz 4. Literature Review	<b>Pre-Quiz: NO LATER than 10/20/2016 by 5pm</b> <b>Discussion: NO LATER than 10/23/2016 by 5pm</b> <b>End of Week Quiz 9: NO LATER than 10/23/2016 by 5pm</b> <b>Literature Review: NO LATER than 10/23/2016 by 5pm via email at aaron.bartula@untDallas.edu</b>
<b>Week 10:</b> 10/24/2016 – 10/30/2016	<b>EXAM 2</b>	1. Exam	<b>EXAM 2</b> <b>NO LATER than 10/30/2016 by 5pm</b>
<b>Week 11:</b> 10/31/2016 – 11/6/2016	<b>MODULE 3:</b> Field Research <b>Readings:</b> Ch. 8	1. Pre-Quiz 2. Discussion Board 3. End of Week Quiz	<b>Pre-Quiz: NO LATER than 11/3/2016 by 5pm</b> <b>Discussion: NO LATER than 11/6/2016 by 5pm</b> <b>End of Week Quiz 11: NO LATER than 11/6/2016 by 5pm</b>
<b>11/4/2016</b>	<b>Last Day to Drop with a grade of “W”</b>		
<b>Week 12:</b> 11/7/2016–11/13/2016	Agency Records <b>Readings:</b> Ch. 9	1. Pre-Quiz 2. Discussion Board 3. End of Week Quiz	<b>Pre-Quiz: NO LATER than 11/10/2016 by 5pm</b> <b>Discussion: NO LATER than 11/13/2016 by 5pm</b> <b>End of Week Quiz 12: NO LATER than 11/13/2016 by 5pm</b>
<b>Week 13:</b> 11/14/2016–11/20/2016	Evaluation Research and Problem Analysis; <b>Methods Section and Conclusion is Due via email at aaron.bartula@untDallas.edu</b> <b>Readings:</b> pgs. Ch. 10	1. Pre-Quiz 2. Discussion Board 3. End of Week Quiz 4. Methods and Conclusion	<b>Pre-Quiz: NO LATER than 11/17/2016 by 5pm</b> <b>Discussion: NO LATER than 11/20/2016 by 5pm</b> <b>End of Week Quiz 13: NO LATER than 11/20/2016 by 5pm</b> <b>Methods and Conclusion: NO LATER than 11/20/2016 by 5pm via email at aaron.bartula@untDallas.edu</b>
<b>11/21/2016-11/27/2016</b>	<b>Thanksgiving Break No Class!!</b>		
<b>Week 14:</b> 11/28/2016 – 12/4/2016	Interpreting Data; <b>Copy of the Research Proposal with Reference Page is Due</b> <b>Readings:</b> Ch. 11	1. Pre-Quiz 2. Discussion Board 3. End of Week	<b>Pre-Quiz: NO LATER than 12/1/2016 by 5pm</b> <b>Discussion: NO LATER than 12/4/2016 by 5pm</b>

		<b>Quiz</b> <b>4. Copy of Final Proposal</b>	<b>End of Week Quiz 14: NO LATER than 12/4/2016 by 5pm</b> <b>Copy of Final Proposal: NO LATER than 12/4/2016 by 5pm via email at aaron.bartula@untDallas.edu</b>
<b>Finals Week:</b> 12/5/2016 – 12/11/2016	<b>FINAL EXAM (3)</b> <b>NOTE: This is due on Friday May 13<sup>th</sup> at 5pm!!</b>	<b>1. Exam</b> <b>2. Writing Assignment</b>	<b>FINAL EXAM</b> <b>NO LATER than 12/11/2016 by 5pm</b> <b>Writing Assignment</b> <b>NO LATER than 12/11/2016 by 5pm</b>

## Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

**Exams** – written tests administered via Blackboard designed to measure knowledge and application of presented course module material.

**Pre-quiz** - written quizzes administered via Blackboard designed to measure knowledge and application of the week's presented material and to adequately prepare the student for the end of chapter quiz.

**End of Week Quizzes** – written quizzes administered via Blackboard designed to measure knowledge and application of the week's presented material.

**Beginning the Proposal** - written essay designed to begin the process of constructing a research proposal.

**Research Proposal** – written assignment designed to culminate in the course material and test the student's ability to critically analyze said material.

**Class Discussions** – weekly participation in class discussion forums.

### Grading Matrix:

Instrument	Value (points)	Total
Beginning the Proposal	50 points	50
Research Proposal	50 for Introduction 100 Literature Review 100 Methods and Conclusion 100 for Research Proposal Copy	350
Exams	3 exams at 100 points each	300
End of Week Quizzes	10 Quizzes at 30 point each	300
Class Discussions	10 discussions at 10 points each	100
<b>Total:</b>		<b>1100</b>

### Grade Determination:

A = 1100 – 990 pts; i.e. 90% or better

B = 989 – 880 pts; i.e. 80 – 89 %

C = 879 – 770 pts; i.e. 70 – 79 %

D = 769 – 660 pts; i.e. 60 – 69 %

F = 659 pts or below; i.e. less than 60%

**No discussion about grades/points will be done through the internet or with anyone other than the student (FERPA law). Please make an appointment and I will happily discuss them or other concerns.**

## University Policies and Procedures

### Students with Disabilities (ADA Compliance):

#### Chapter 7(7.004) Disability Accommodations for Students

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of 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 accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of 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. For additional information see the Disability Services Office website at <http://www.untDallas.edu/disability>. You may also contact them by phone at 972-338-1777; by email at UNTDdisability@untDallas.edu or at Building 2, room 204.

#### Blackboard Learn Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. Blackboard Learn course management system's accessibility statement is also provided: <http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx>

**NOTE:** Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

### Course Evaluation Policy:

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

### Assignment Policy:

**Exams** - Three exams will be given over the course of the semester via Blackboard. Each exam will consist of a combination of multiple choice questions and calculations. Each exam will be open on the scheduled Monday at 8am and close on the following Sunday at 5pm. **In other words, each exam must be completed NO LATER than 5pm on the scheduled Sunday due date!!!** There are no time limits for the exams.

**Pre Quiz** – Each non-Exam week, a pre-quiz will be given in order to prepare the student adequately for the end of the week quiz. **NOTE: The pre-quizzes are not for a grade, HOWEVER, the student should complete the pre-quiz each week prior to beginning the end of week quiz. This will provide each student the greatest opportunity for success in the course..** Each pre-quiz will consist of 10 questions. You have as many attempts as necessary to complete. **Thus, if you do not do well the first time, you may try and try again!!!** Each pre-quiz will open on Sunday each week. There are no time limits for the pre-quizzes.

**End of Week Quizzes** – Each non-Exam week, an end of the week quiz will be given via Blackboard. Each quiz will consist of multiple choice questions and calculations. **You will only have one attempt at each end of the week quiz.** The questions will be given one at a time and you will be allowed to revisit previous questions. **Each end of week quiz must be completed NO LATER than 5pm on the scheduled Sunday due date!!!** There are no time limits for the end of week quizzes.

**Beginning the Proposal** - There is a writing assignment required in this course. The assignment requires the student to identify a research topic of interest and answer (in one or two sentence responses) a number of questions regarding said topic. This assignment serves as the framework for the final research proposal.

**Research Proposal** - The final project required in this course is a research proposal. The assignment requires the student to create a research design based on the topic chosen. **The proposal will be created in parts, with the Introduction, Literature Review sections being created first followed by the Methods and Conclusion sections.** Examples of the sections as well as a research proposal will be made available to students in Blackboard. The assignments must be TYPED with **12 point Times New Roman font, 1 inch margins, and Double Spaced.** The final copy of the Research Proposal must include the following information:

- 1) Title page
- 2) Introduction
- 3) Literature Review
- 4) Proposed Methods
- 5) Conclusion (i.e., Expected Findings)
- 6) And an added Reference page using **Proper APA citation!!!** (Use the resources made available for APA). Note this needs to be on a separate page and be the last page of the proposal.

**Class Discussions** – Weekly class discussion forums will make up part of the final grade. In order to receive the full credit, each student is required to be PREPARED (having read the required readings –text, lecture slides) and attempted problems at the end of each chapter, prior to participating in the weekly forum discussions. **Note the problems at the end of each chapter are not for a grade, they are intended to prepare each student to succeed in the discussion forums, end of week quizzes, and exams. In order to succeed in this class you must continually practice; more simply, complete practice problems each week to prepare yourself!!** Using the assigned reading material as a foundation, each student is to:

- 1) **Answer the week's thread question as it applies to the course material** (worth 5 points per week).
- 2) **Respond to another student's posting related to the course material** (worth 5 points per week).
  - a. **Must identify which thread post you are responding to!!**
  - b. **Confirm or contradict an assertion made from a classmates post and explain why.**

**NOTE: Each thread post must be 5 or more sentences.**

If the student is prepared and participates with both responses each week in the discussion forum, adhering to the above guidelines, they will receive full credit, if they are not prepared and participate they will receive partial credit, and/or if they do not complete both responses per week, lastly, if they do not participate they will receive no credit.

**All class announcements will be posted on Blackboard, and/or sent via email. It is your responsibility to check Blackboard and your e-mail early and often. Ignorance to any posted announcement will not be an excuse.**

#### **Exam and Quiz Policy:**

Exams should be taken as scheduled. Each QUIZ and EXAM must be completed in Blackboard **NO LATER than 5pm on the scheduled date.** **No late or makeup quizzes or examinations will be allowed** except for documented emergencies (See Student Handbook). It is your responsibility to contact me during the first two weeks of class if there's anything about which I should know concerning special accommodation for any of the



assignments. I will try to work out a suitable arrangement, but I must know about it during the first two weeks of class. It is also your responsibility to bring me the required documentation(s) or have the responsible parties contact me in a timely manner for any kind of special accommodation for any of the assignments.

### **Academic Integrity:**

*Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at [http://www.unt.edu/unt-dallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic\\_Integrity.pdf](http://www.unt.edu/unt-dallas/policies/Chapter%2007%20Student%20Affairs,%20Education,%20and%20Funding/7.002%20Code%20of%20Academic_Integrity.pdf) for complete provisions of this code.*

## **Classroom Policies**

### **Online Attendance and Participation:**

*The University attendance policy is in effect for this course. Class attendance in the Blackboard classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency. .*

*Attendance for this online or hybrid course is considered when you are logged in and active in Blackboard, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to <http://www.untDallas.edu/registrar> for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course*

**Inclement Weather and Online Classes:** *Online classes may or may not be effected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.*

### **Online "Netiquette":**

*In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, Discussion Board messages and/or any other forms of written communication in the online environment should use proper "netiquette" (i.e., no writing in all caps (usually denotes yelling), no curse words, and no "flaming" messages (angry, personal attacks).*

*Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.*

*Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University's policies and procedures. Refer to the Student Code of Student Rights Responsibilities and Conduct at <http://www.untDallas.edu/osa/policies>. Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.*

### **Diversity/Tolerance Policy:**

*Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.*

**Technology Requirements:** *In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements.*

*Blackboard Learn 9.1 is the platform software for this course. Blackboard Learn supports major web browsers such as Windows Internet Explorer, Apple Safari, Mozilla Firefox, and Google Chrome. However, since the latter two are updated continually, some recent versions may not be compatible. If you experience difficulty accessing or using components of the course, try using Internet Explorer. Also, no matter what browser you use, always enable pop-ups. For more information see:*

- <http://www.untdallas.edu/dlit/ecampus/requirements>
- <https://blackboard.secure.force.com/publicbarticleview?id=kAB700000008Oom>
- [https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check\\_full.html](https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check_full.html)