Instructor
Barbara Schultz-Jones, PhD: Barbara.Schultz-Jones@unt.edu

Course description:
This course covers the background and current practice of social network analysis. Students will complete a research proposal on a topic relevant to their own interests. Additionally, weekly activities will give students an opportunity to review the social network analysis literature, discuss relevant topics, and become familiar with analytical and visualization tools for social network analysis methodology.

Social networks are receiving amplified attention for the important roles they play in our lives and society. From Re-tweets to the spread of Covid-19, the way we are connected sheds light on our motivations and the outcomes of our actions. Social network analysis (SNA) is an interdisciplinary tool that provides complementary visual and mathematical components for examining a wide array of human phenomenon. Information scientists in particular have traditionally relied on SNA to study the structure of publication, citation, co-citation, and collaboration networks. In the fields of communication and organizational dynamics, SNA aids in identifying gatekeepers, brokers, isolates, and clusters in information flow.

Course texts:
Alternative APA resources include: http://owl.english.purdue.edu/owl/resource/560/01/

Course software:
Overview:
This is a practical course that provides the opportunity to apply the concepts and tools of social network analysis. We will review the history of social network theory and social network analysis, and collect data to analyze and evaluate. Course goals include:
*To understand the conceptual and practical application of social network analysis.
*To learn and apply the tools of social network analysis.

Course Content:
To accomplish these goals, the course provides readings and discussions to learn and understand the process of social network analysis. Each student will perform a social network analysis project to apply the processes to a network that has meaning to the student.

We will review conceptual, theoretical, and analytical issues associated with social networks to support our understanding of the causes and consequences of relationships and the way these can be expressed in network patterns. As with most graduate studies, students will gain an appreciation of the subject area by reviewing a variety of selected readings and discussing topics with classmates. Topics include network structure, actor roles and positions, local and global networks, boundaries, properties and patterns, strength of weak ties, the small-world problem (six degrees of separation), diffusion and contagion, peer influence, and social exchange. A series of independent analysis projects will provide experience with open source network analysis, modeling, and visualization tools.

Students who successfully complete the course will demonstrate:
1) an understanding of theoretical foundations of social networks;
2) a working knowledge of SNA vocabulary and the ability to characterize social networks; and
3) basic skills about how to collect, analyze, and interpret SNA data.

Students will prepare and present a research project proposal detailing their social network research and the tools for analysis.

COVID-19 Impact on Attendance
While attendance is expected, it is important for all of us to be mindful of the health and safety of everyone in our community, especially given concerns about COVID-19. Please contact me if you are unable to attend class because you are ill, or unable to attend class due to a related issue regarding COVID-19. It is important that you communicate with me prior to being absent so I may make a decision about accommodating your request to be excused from class.

If you are experiencing any symptoms of COVID-19 (https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) please seek medical attention from the Student Health and Wellness Center (940-565-2333 or askSHWC@unt.edu) or your health care provider PRIOR to coming to campus. UNT also requires you to contact the UNT COVID Hotline at 844-366-5892 or COVID@unt.edu for guidance on actions to take due to symptoms, pending or positive test results, or potential exposure. While attendance is an important part of succeeding in this class, your own health, and those of others in the community, is more important.
Due Dates and Times:
Please see the table below. Be sure to add all course dates to your calendar. Assignments, discussion posts, and exercises must be posted or uploaded onto the Canvas course website and are due at 11:59 p.m. on the due date. Note that submissions to the Canvas course website are time stamped.

**Due Dates for class learning activities** *(See course outline for complete details)*

<table>
<thead>
<tr>
<th>Learning Activity</th>
<th>Date Opens (Mon.)</th>
<th>Due Date (Sun.)</th>
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</thead>
<tbody>
<tr>
<td>Post Welcome Message</td>
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<tr>
<td>Order/review textbooks (including APA 7th Edition)</td>
<td>First week of class</td>
<td>Jan. 17</td>
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<tr>
<td>Review APA Citation Style Manual</td>
<td>First week of class</td>
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<tr>
<td><strong>Module 1: SNA Foundations</strong></td>
<td>Jan. 11</td>
<td>Jan. 17</td>
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<tr>
<td>Define SNA</td>
<td>Jan. 11</td>
<td>Jan. 17</td>
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<tr>
<td>INSNA Website Review</td>
<td>Jan. 11</td>
<td>Jan. 17</td>
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<tr>
<td>SNA Terminology</td>
<td>Jan. 11</td>
<td>Apr. 11</td>
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<tr>
<td><strong>Module 2: SNA History</strong></td>
<td>Jan. 11</td>
<td>Jan. 24</td>
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<tr>
<td>SNA Top 10</td>
<td>Jan. 11</td>
<td>Jan 24</td>
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<tr>
<td>Special Reading Project Selection</td>
<td>Jan. 11</td>
<td>Jan. 24</td>
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<tr>
<td>SNA Key Contributors</td>
<td>Jan. 11</td>
<td>Apr. 18</td>
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<tr>
<td><strong>Module 3: Network Concepts</strong></td>
<td>Jan. 11</td>
<td>Jan. 31</td>
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<tr>
<td>Research Proposal</td>
<td>Jan. 11</td>
<td>Jan. 31</td>
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<tr>
<td>Six Degrees of Wikipedia Exercise</td>
<td>Jan. 11</td>
<td>Jan. 31</td>
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<tr>
<td><strong>Module 4: Network Structures</strong></td>
<td>Jan. 11</td>
<td>Feb. 14</td>
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<tr>
<td>Netlytic Exercise</td>
<td>Jan. 11</td>
<td>Feb. 14</td>
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<tr>
<td><strong>Module 5: SNA as Theory</strong></td>
<td>Jan. 11</td>
<td>Feb. 28</td>
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<tr>
<td>SNA Research Article Critique</td>
<td>Jan. 11</td>
<td>Feb. 28</td>
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<tr>
<td>Strength of Weak Ties Exercise</td>
<td>Jan. 11</td>
<td>Feb. 28</td>
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<tr>
<td><strong>Module 6: SNA as Methodology</strong></td>
<td>Jan. 11</td>
<td>March 7</td>
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<tr>
<td>SNA Software Review</td>
<td>Jan. 11</td>
<td>March 7</td>
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<tr>
<td><strong>Module 7: Data Collection and Ethics</strong></td>
<td>Jan. 11</td>
<td>Mar. 14</td>
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<tr>
<td>Ethical Considerations</td>
<td>Jan. 11</td>
<td>Mar. 14</td>
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<tr>
<td><strong>Module 8: Statistical Modeling</strong></td>
<td>Feb. 14</td>
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<tr>
<td><strong>Module 9: Analyzing Social Networks Part 1</strong></td>
<td>Feb. 14</td>
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<tr>
<td><strong>Module 10: Analyzing Social Networks Part 2</strong></td>
<td>Feb. 14</td>
<td></td>
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<tr>
<td>SNA Key Contributors</td>
<td>Jan. 11</td>
<td>April 25</td>
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<tr>
<td>Research proposal presentation</td>
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<td><strong>April 28</strong></td>
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</table>
Course Requirements:

- **Get started.** In order to prepare for our first meeting, please:
  1) read the Course Content > Welcome Page;
  2) post a welcome message to the Discussions > Welcome Forum;
  3) become familiar with the course website and its architecture;
  4) download the course outline/calendar; and
  5) read through Course Content > Introduction to SNA learning unit.

- **Class participation and discussion postings.** Active participation in this course is expected: during all face-to-face meetings and by contributing to all required discussion forums.

- **Weekly readings and learning activities.** Please see Course Content > [weekly topics] for reference list and instructions. Activities include posts on the Discussion board, assignments in Assignments area, and a quiz in Assessment area.

- **Special reading assignment and presentation.** Please see course website for complete instructions. Submit the PPT presentation to the Assignment area as an attachment and post on Discussion board.

- **SNA key figures matrix and terminology glossary.** Please see course website for complete instructions. Submit both to the Assignment area as an attachment and post on Discussion board.

- **Research proposal final paper and in-class presentation.** Please see course content for instructions. Papers may be turned in early, but late projects will lose one grade level a day regardless of the reason. Projects are not accepted over 48 hours late. Submit the PPT presentation and final paper to the Assignment area as an attachment and post on Discussion board.

- **Class Evaluation.** Due the last week of class.

**Grading:**

Assignments must be posted by 11:59 PM. (CST) of the due date to receive full credit. The grade will be lowered one grade level if the date stamped is late regardless of the reason.

<table>
<thead>
<tr>
<th>Learning activities</th>
<th>Points</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>In-class participation and online discussion postings</td>
<td>10 @ 20 pts. ea. = 200 pts.</td>
<td>20%</td>
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<tr>
<td>Weekly activities (varying degrees of difficulty)</td>
<td>10 @ 30 pts. ea. = 300 pts.</td>
<td>30%</td>
</tr>
<tr>
<td>Special reading assignment and presentation</td>
<td>100 pts.</td>
<td>10%</td>
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<tr>
<td>SNA key figures matrix</td>
<td>100 pts.</td>
<td>10%</td>
</tr>
<tr>
<td>SNA terminology glossary</td>
<td>50 pts.</td>
<td>5%</td>
</tr>
<tr>
<td>Research Proposal final paper and presentation</td>
<td>250 pts.</td>
<td>25%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1000 pts.</td>
<td>100%</td>
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Your final grades will be recorded as follows:

- **A** 90 - 100
- **B** 80 - 89
- **C** 70 - 79
- **D** 60 – 69
SCHOLARLY EXPECTATIONS

From the UNT Student Code of Conduct:
Academic dishonesty – plagiarism. 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 acknowledgement and (b) the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in the selling of term papers or other academic materials.

Plagiarism is copying by retyping, cutting and pasting, or paraphrasing. In this course, beware of the following:

- Do not quote or paraphrase published sources without explicit reference to the original work. Information used or quoted from other sources must contain a citation, whether the source is a print or electronic source.
  
  Citation Machine: [http://citationmachine.net/index2.php?reqstyleid=1](http://citationmachine.net/index2.php?reqstyleid=1)
  Owl Purdue: [http://owl.english.purdue.edu/owl/resource/560/01/](http://owl.english.purdue.edu/owl/resource/560/01/)
- Do not insert parts of another student's work into your own work. That student trusts you to respect his/her intellectual product.
- Do not copy and paste parts of the course material into your work.

COURSE POLICIES

Penalties for Plagiarism
Plagiarism is illegal, unethical, and unacceptable. Any instances of plagiarism in student work will result in the following penalties: First offense: Grade of zero for the assignment. Second offense: Final course grade reduced by one complete grade. Third offense: Assignment of F (Fail) for final course grade.

Examination Policy
All quizzes/exams are open-book. Quizzes/exams must be submitted by the due date. If you lose your Internet connection during the quiz/exam, the student should contact the Student helpdesk and document the remedy ticket number before contacting the instructor with the ticket number.

Incompletes
A grade of “Incomplete” will not be assigned for this course.

Drop Policy
To officially withdraw or drop this course, the student must notify the instructor, the IS office, and the UNT Registrar. You are not officially dropped until the instructor approves it and the registrar processes it. Denied access to Canvas does not insure that you are dropped by the Registrar. It is your responsibility to insure that the process is complete. A student who does not participate and does not officially withdraw will receive an F in the course.

Attendance Policy
Students are expected to check into class and read announcements and the discussion boards at least once a day. The instructor is able to track student attendance.

Syllabus Change Policy
There are instances when the instructor may need to change the assignments, grading criteria, and/or assignment due dates listed in this syllabus. If this becomes necessary, the instructor will immediately notify students of the changes via the “Messages from the Professor” discussion board as well as through email.
Copyright Notice
Some or all of the materials on this course website may be protected by copyright. Federal copyright law prohibits the reproduction, distribution, public performance, or public display of copyrighted materials without the expressed and written permission of the copyright owner, unless fair use or another exemption under copyright law applies.

The materials on this site are provided solely for the use of students enrolled in this course, and for purposes associated with this course; except for material that is unambiguously and unarguably in the public domain, these materials may not be retained or further disseminated.

Any students who use university equipment or services to access, copy, display, perform, or distribute copyrighted works (except as permitted under copyright law or specific license) will be subject to appropriate disciplinary action by the university as well as to those civil and criminal penalties provided by federal law.

Policy on Server Unavailability or Other Technical Difficulties
The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty, which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

UNT POLICIES

Academic Honesty Policy
You are encouraged to become familiar with the University's Policy of Academic dishonesty found in the UNT Student Handbook at http://www.unt.edu/student/. The content of the Handbook applies to this course. If you are in doubt regarding the requirements, please consult with me before you complete any requirements of the course.

ADA Policy
The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking 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 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, ODA 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 with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation 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 Office of Disability Accommodation website at http://www.unt.edu/oda. You may also contact them at: 940.565.4323.

Code of Conduct
“The primary concern of the University of North Texas is the student. The university attempts to provide for all students a campus environment that is conducive to academic endeavor and social and individual growth. To that end, rules, regulations and guidelines governing student behavior and the student's relationship with the university have been formulated into a student code of conduct and discipline.

Enrollment at the University of North Texas is considered implicit acceptance of these and other policies applicable to students, all of which are educational in nature and designed to help students
understand expectations and accept responsibility for their own actions.” Please take the time to read and become aware of the UNT Code of Conduct: 

**Important Notice for F-1 Students taking Distance Education Courses: Federal Regulation**
To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website: http://ecfr.gpoaccess.gov. The specific portion concerning distance education courses is located at "Title 8 CFR 214.2 Paragraph (f)(6)(i)(G)” and can be found buried within this document: 

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken online or through distance education and does not require the student’s physical attendance for classes, examination or other purposes integral to completion of the class. An online or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student’s course of study is in a language study program, no online or distance education classes may be considered to count toward a student’s full course of study requirement.

**University of North Texas Compliance**
To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (phone 940.565.2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

**Privacy Policies**
Protecting data and student information is a priority at UNT. It is the policy of the University to inform individuals about information it collects about them unless the information may be withheld pursuant to state or federal law and to provide individuals the opportunity to correct information about them in the University’s possession. The Privacy Policy may be viewed at: https://policy.unt.edu/policy/05-046

To review the privacy policy for Canvas, go to https://www.instructure.com/policies/privacy