	CJUS 4700 **Research Methods in Criminal Justice** **College of Health and Public Service** **University of North Texas** **Summer 2019**

COURSE INFORMATION

Professor Contact Information
PROFESSOR: Haley Zettler, Ph.D.
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PHONE: 940-565-2562
OFFICE HOURS: 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.

Materials – Text, Readings, Supplementary Readings
-**Required materials**
Maxfield, M, & Babbie, E. (2014). *Research Methods for Criminal Justice and Criminology* (7th edition). Stamford, CT: Cengage Learning. ISBN: 978-1285067841.

- **Required readings**
See course calendar

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 and examine the purposes of conducting scientific research and address methodological issues necessary for conducting and critically analyzing criminal justice research.
2. Evaluate 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.

How the Course is Organized

This course will take place completely online through Canvas. The course is composed of several modules. Each module contains the relevant chapter outlines as well as other supplementary material as needed. Note not all modules will contain supplementary materials or require extra reading beyond the textbook. The students will also participate in three discussions through Canvas during the course. Finally, the students will take four exams. Each exam will consist of multiple choice and true/false questions.

What Should Students Do First?

Once you have read this syllabus, go to the "Start Here" module and complete the zip code quiz. You can NOT proceed with any of the other modules until you have completed this quiz. Once the quiz has been taken, then go to the Discussion boards and click on "Introduction Discussion." Once you have responded to this post, you can move on to the first module.

How Students Should Proceed Each Week for Class Activities

At the beginning of each week, the student should refer to the course schedule (see below) for their reading assignment for that week. After completing each reading assignment in its entirety, the student should open the corresponding module and study the notes. As noted on the course calendar, three times throughout the semester the student will have a discussion post to complete. You will respond to material that is pertinent to the theme of the course that week, and then respond to one of their peers' posts. The textbook chapters and the online modules will help you complete the discussion posts for each week and satisfy all learning objectives.

COURSE REQUIREMENTS

This course is made up of a series of assignments and assessments to assist you in achieving the course learning objectives. Each week you will work on various combinations of readings, discussions, and exams which will generally be made available to you by 6 AM the day the exam opens, with the exams being available during a 3 day window (see course schedule). Students can expect their grades and feedback to be released to them within 3 business days. There are a total of 475 points that can be earned in this class. The grading policy along with other class requirements is presented below.

Grading Scale:
428-475 points=A
380-427 points=B
333-379 points=C
285-332 points=D
284 points or below=F

Tests (400 points total)
Each student will be required to take four exams in this course for a total of 400 points (each worth 100 points). Each test will consist of 50 multiple choice and true/false questions. Each test will cover all module note material, 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 may have material from prior sections on it.

Each test will be available for 3 days. However, once you start the exam you will have only 120 minutes to take it. Note, the tests in this course will have other restrictions as well including the ability to only answer one question at a time.

Discussion Posts (75 points total)
Each student will be required to respond to 3 Canvas discussions throughout the course of the semester. Each Canvas discussion is worth 25 points, for a total of 75 points towards your final grade. Written portions of the Canvas 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 10 points. The discussion assignments will be posted on Canvas 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.

To locate the discussion boards, click the Discussions tab to the left of the main screen. Select the appropriate Canvas Discussion assignment. Next click on the appropriate forum. To post a comment select "Create Thread." 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

MAKE UP POLICY

There are no make-up tests/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 make up 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 were critically ill in such a way that you could not complete any required assignment or exam, you must submit a doctor's note to me within calendar 3 days.

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. Make-up assignments as a result of authorized absences must be turned in within 3 days of returning from the authorized absence. To be excused, any authorized absence must take place over the entire submission window. That is, if a student has an authorized absence for 1 day of a 3-day submission window for an exam or any other assignment, then they will not be excused and will not be able to take a make-up. I strongly recommend *not* waiting until the last day to complete an assessment in case this occurs.

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

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 Canvas page. Please make sure to check this frequently for any change to the course or schedule.

Important: It is your responsibility to utilize a computer system that works and is compatible with the UNT online system/Canvas. This is especially critical during examination times. I would recommend that you take your exams on the UNT campus if possible. If this is not possible, I would recommend you avoid

waiting until the last minute to take your exam in case problems arise. **Do not take your exams on mobile devices such as smartphones or tablets.**

Student Participation, Preparation, and Behavior

A key distinguishing feature of online courses is that communication occurs solely via the written word. Because of this, the body language, voice tone, and instantaneous listener feedback of the traditional classroom are all absent. Be professional and courteous in your discussion posts and emails for this course. You might find it helpful to read your post out loud before you submit it: the "tone" is a very important part of electronic communication. When you read your message out loud, does it sound the way you would speak to another student in the classroom?

To be successful at learning and understanding the material in this class, it is essential that you read and complete the assigned material and engage in thoughtful online discussions. Your active participation, along with your willingness to engage in thoughtful discussions regarding research design will be taken into account at all times during the semester.

An online classroom, at least during times of online discussion, is a place to express ideas, opinions, and engage in thoughtful discussions. Students will respect the views and opinions of others at all times *or their status in the course will be examined*. In sum, simply be appropriate during online interactions. Each student brings unique insight and perspectives, and that can make for a very interesting and lively discussion forum, but just please be appropriate and respectful of others. **Please review the undergraduate catalog concerning conduct which adversely affects the university community**.

SYLLABUS CHANGE

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 it must be modified. In the case that it 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 changes are documented. Failure to obtain syllabus changes because of failure to check and read announcements/email does not constitute a defense against a missed Reading, test date, or other applicable changes.

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.

SCHOLARLY EXPECTATIONS

All works submitted for credit must be original works created by the scholar uniquely for the class. It is considered inappropriate and unethical, to make duplicate submissions of a single work for credit in multiple classes, unless specifically requested by the instructor.

TECHNICAL REQUIREMENTS / ASSISTANCE

The following information has been provided to assist you in preparation for the technological aspect of the course.
UIT Help Desk: http://www.unt.edu/helpdesk/index.htm
Hardware and software necessary to use Canvas: https://clear.unt.edu/
Browser requirement: https://capitol.instructure.com/courses/497/pages/which-browsers-does-canvas-support?module_item_id=5113
Computer and Internet Literacy: http://clt.odu.edu/oso/index.php?src=pe_comp_lit
Word Processor

Minimum Technical Skills Needed:
Using Canvas, using email with attachments, and creating and submitting files in commonly used word processing program formats.

STUDENT TECHNICAL SUPPORT

The University of North Texas UIT Student Helpdesk provides student technical support in the use of Canvas and supported resources. The student help desk may be reached at:
Email: helpdesk@unt.edu
Phone: 940.565-2324
In Person: Sage Hall, Room 130
Our hours are:
- Monday-Thursday 8am-midnight
- Friday 8am-8pm
- Saturday 9am-5p
- Sunday 8am-midnight

ACCESS AND LOG IN INFORMATION
This course was developed and will be facilitated utilizing the University of North Texas' Learning Management System, Canvas. To get started with the course, please go to: https://unt.instructure.com/

You will need your EUID and password to log in to the course. If you do not know your EUID or have forgotten your password, please go to: http://ams.unt.edu.

FREQUENTLY ASKED QUESTIONS

Help! I can't get Canvas to work. What do I do?
Contact the UNT Helpdesk at (940) 565-2324. They will walk you through the process of checking your browser requirements and connection status.

Can I work ahead of the syllabus?
No. No student will be granted access to Readings early. You must follow the course schedule.

Do you know what my average is?
Your grades will be posted in the grade book. Please refer to the syllabus to determine how to calculate your average. In short, there are 475 total points in the class. To calculate your grade at any given time, divide the points you have earned by the points available at that time.

I didn't get your email.
Make sure you are checking the correct email address. All course emails will be sent to your official UNT address. It is your responsibility to check this.

COURSE POLICIES

Class Participation
Students are required to login regularly to the online class site. The instructor will use the tracking feature in Canvas to monitor student activity. Students are also required to participate in all class activities such as discussion board, chat or conference sessions and group projects.

Copyright Notice
Some or all of the materials on this course Web site may be protected by copyright. Federal copyright law prohibits the reproduction, distribution, public performance, or public display of copyrighted materials without the express and written permission of the copyright owner, unless fair use or another exemption under copyright law applies. Additional copyright information may be located at: http://copyright.unt.edu.

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.

RESOURCES

Links to Academic Support Services, such as Office of Disability Accommodation, Counseling and Testing Services, UNT Libraries, Online Tutoring, UNT Writing Lab and Math Tutor Lab can be located within Canvas on the "Academic Support" tab.

UNT Portal: http://my.unt.edu
UNT Canvas Student Resources: Technical Support: http://www.unt.edu/helpdesk/
UNT Library Information for Off-Campus Users:
http://www.library.unt.edu/services/facilities-and-systems/campus-access
UNT Computing and Information Technology Center:
http://citc.unt.edu/services-solutions/students
UNT Academic Resources for Students: http://www.unt.edu/academics.htm
Computer Labs: General access computer lab information (including locations and hours of operation)
can be located at: http://www.gacl.unt.edu/

Student Academic Support Services
Links to all of these services can be found on the Academic Support tab within Canvas.

- **Academic Resource Center**: buy textbooks and supplies, access academic catalogs and programs, register for classes, and more.
- **Center for Student Rights and Responsibilities**: provides Code of Student Conduct along with other useful links.
- **Office of Disability Accommodation**: ODA exist to prevent discrimination on the basis of disability and to help students reach a higher level of independence.
- **Counseling and Testing Services**: CTS provides counseling services to the UNT community as well as testing services; such as admissions testing, computer-based testing, career testing and other tests.
- **UNT Libraries**: online library services
- **Online Tutoring**: chat in real time, mark up your paper using drawing tools and edit the text of your paper with the tutor's help.
- **The Learning Center Support Programs**: various program links provided to enhance the student experience.
- **Supplemental Instruction**: program for every student, not just for students that are struggling.
- **UNT Writing Lab**: offers free writing tutoring to all UNT students, undergraduate and graduate.
- **Math Tutor Lab**: located in GAB, room 440.
- **Succeed at UNT**: how to be a successful student information.

Being a Successful Online Student
-What Makes a Successful Online Student?
-Self Evaluation for Potential Online Students

UNT POLICIES

Student Conduct and Discipline: *Student Handbook*.

Academic Honesty Policy

You are encouraged to become familiar with the University's Policy of Academic dishonesty found in the *Student Handbook*. The content of the Handbook applies to this course. Specifically, students are expected to turn in original work. They should not submit work that was done by anyone else and pass it off as their own. 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 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 Office of Disability Accommodation website at http://disability.unt.edu/. You may also contact them by phone at 940.565.4323.

Voluntary Product Accessibility Template (VPAT) Canvas Release 9.1

The **Voluntary Product Accessibility Template**®, or VPAT® documents Canvas 9.1's conformance with the accessibility standards under Section 508 of the Rehabilitation Act (29 U.S.C. '794 d), as amended by the Workforce Investment Act of 1998 (P.L. 105 - 220), August 7, 1998.

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 at http://www.oea.gov/index.php/links/electronic-code-of-federal-regulations. 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: http://www.gpo.gov/fdsys/pkg/CFR-2012-title8-vol1/xml/CFR-2012-title8-vol1-sec214-2.xml

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 on-line 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 on-line 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 on-line 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 (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

ACADEMIC CALENDAR

DATE: Week	TOPIC, READING ASSIGNMENTS, AND DUE DATES
7/8/19: 1	Topic: Crime, Criminal Justice, and Scientific Inquiry Reading: Ch. 1 Topic: Foundations of Criminal Justice Research Reading: Ch. 2 Topic: Ethics and Criminal Justice Research Reading: Ch. 3 **ZIP CODE SURVEY: COMPLETE BEFORE YOU CAN PROCEED WITH MODULE 1** **INTRODUCTION POST: COMPLETE BEFORE YOU PROCEED WITH MODULE 1** **DISCUSSION POST 1 DUE THURSDAY, JULY 11 AT 11:59 PM** **RESPONSE 1 DUE SATURDAY, JULY 13 AT 11:59 PM** **EXAM 1 (CH. 1-3)** **Exam will be open for 3 days starting Friday, July 12 at 12:01 AM. It will close on Sunday, July 14 at 11:59 PM.**
7/15/19: 2	Topic: General Issues in Research Design Reading: Ch. 4 Topic: Concepts, Operationalization, and Measurement Reading: Ch. 5 Topic: Measuring Crime Reading: Ch. 6 **EXAM 2 (Chapters 4-6)** **Exam will be open for 3 days starting Friday, July 19 at 12:01 AM. It will close on Sunday, July 21 at 11:59 PM.**
7/22/19: 3	Topic: Experimental and Quasi-Experimental Designs Reading: Ch. 7 Topic: Sampling Reading: Ch. 8 Topic: Survey Research Reading: Ch. 9 **DISCUSSION POST 2 DUE THURSDAY, JULY 25 AT 11:59 PM** **RESPONSE 2 DUE SATURDAY, JULY 27 AT 11:59 PM** **EXAM 3 (CHAPTERS 7-9)** **Exam will be open for 3 days starting Friday, July 26 at 12:01 AM. It will close on Sunday, July 28 at 11:59 PM.**

7/29/19: 4	Topic: Qualitative Interviewing Reading: Ch. 10 Topic: Field Observation Reading: Ch. 11; Article: http://chronicle.com/article/Conflict-Over-Sociologists/230883/ Topic: Agency Records, Content Analysis, and Secondary Data Reading: Ch. 12 **DISCUSSION POST 3 DUE THURSDAY, AUGUST 1 AT 11:59 PM** **RESPONSE 3 DUE SATURDAY, AUGUST 3 AT 11:59 PM**
8/5/19: 5	Topic: Evaluation Research and Problem Analysis Reading: Ch. 13 **EXAM 4 (Chapters 10-13)** **Exam will be open for 3 days starting Tuesday, August 6 at 12:01 AM. It will close on Thursday, August 8 at 11:59 PM.**