# POS 3703 - Scope and Methods of Political Science

**Section:** 0004

*College of Sciences*

School of Politics, Security, and Intl Affairs

## Course Information

**Term:** Fall 2024
**Class Meeting Days:** MWF
**Class Meeting Time:** 11:30 - 12:20
**Class Meeting Location:** HPH O310
**Modality:** P
**Credit Hours:** 3.00

## Combined Section Information

This syllabus applies to sections POS 3703 0004, POS 3703 0005.

Section 0005: MWF 9:30 - 10:20

Section 0004: MWF 11:30 - 12:20

## Instructor Information

Lynne Gleiber, PhD
**Office Location:** HPH 302N
**Office Hours:**
10:30 - 11:20 am, MW
**Email:** Lynne.Gleiber@ucf.edu

## Course Description

POS 3703 COS-POLS 3(3,0)Scope and Methods of Political Science: PR: POS 2041 or C.I. The scope and methodology of political analysis. Extensive examination of the discipline, research design and methodology. Fall, Spring.

This course will examine techniques and concepts essential for conducting and understanding research in political science. It addresses fundamental components of analysis in political science and statistical techniques that are used. Students will be assigned readings from the required textbook, which will need to be completed in order to be prepared for class. In addition to discussion of the concepts that are introduced in the reading assignments exercises using SPSS and Microsoft Excel will be given.

## Student Learning Outcomes

Students who successfully complete the course will have obtained:

- Knowledge of the discipline of political science
- Knowledge of the application of the scientific method in the context of social science research
- Knowledge of the main components of quantitative research methods used by political scientist
- Ability to understand political analysis
- Understanding of the use of statistical packages such as SPSS and the ability to construct models of analysis and interpret results of analysis

## Course Materials and Resources

**Political Science Research Methods**
**Authors:** Janet Buttolph Johnson, H.T. Reynolds, and Jason D. Mycoff
**Edition:** 9th
**Notes:** This book is available online through Canvass

## Course Assessment and Grading Procedure

Three exams will be given: two during the semester and one cumulative final exam. Questions will be based on information covered in the textbooks as well as material presented during class lectures, presentations, and discussions. Graded work connected to modules will be given. No one will be permitted to take an exam once other students have finished and left the classroom.

In the interest of fairness to all students, extra credit work will not be given. If a student misses an exam, they must provide sufficient justification for doing so (e.g., a documented emergency) to qualify for a make-up-exam. If documentation is not provided a make-up exam will not be given. It is the responsibility of the student to contact me (by telephone, voice mail or e-mail) before or immediately after the missed exam to discuss the possibility of being given a make-up exam**.**

## Assignment Schedule

| Due Date | Assignment Name | Assignment Type | Points |
|---|---|---|---|
| | Exam 1 | Quiz | 100 |
| | Exam 2 | Quiz | 100 |
| | Final Exam | Quiz | 100 |
| | Final Exam Jamil John Doeibis - Requires Respondus LockDown Browser + Webcam | Quiz | 100 |
| | Final Exam Make-up | Quiz | 100 |
| | Roll Call Attendance | Assignment | 100 |
| 1/11 | Academic Activity | Assignment | 0 |
| 1/12 | Week 1 Case summary | Assignment | 100 |

| Due Date | Assignment Name | Assignment Type | Points |
|---|---|---|---|
| 1/19 | Week 2 - Chapter Quiz | Quiz | 100 |
| 1/27 | Week 3: Literature review | Assignment | 100 |
| 2/9 | Week 5 Chapter quiz | Quiz | 100 |
| 2/16 | Week 6 \| Chapter quiz - Sampling | Quiz | 100 |
| 2/23 | Week 7 Quiz | Quiz | 100 |
| 3/1 | Week 8 quiz | Quiz | 100 |
| 3/15 | Week 10 - Data Matrix | Assignment | 100 |
| 3/29 | Week 12 Quiz | Quiz | 100 |
| 4/8 | Week 13 Quiz - Crosstabulation f2f | Quiz | 100 |
| 4/12 | Week14 Quiz - Correlation and Regression | Quiz | 100 |

## Grading Scale

| Letter Grade | Percentage |
|---|---|
| A | 94-100% |
| A- | 90-93% |
| B+ | 87-89% |
| B | 84-86% |
| B- | 80-83% |
| C+ | 77-79% |
| C | 74-76% |

| Letter Grade | Percentage |
|---|---|
| C- | 70-73% |
| D+ | 67-69% |
| D | 64-66% |
| D- | 61-63% |
| F | 0-60% |

## Policies for Course Grade

**Makeup Work Policy - I**f a student misses an assignment, they may take a make-up exam or submit the assignment late with documentation of an emergency. They must contact me within 24 hours of the missed assignment  or exam.

**Attendance -** Attendance is part of the final grade. If a student comes to class late they should speak with me after class to have their attendance for the day updated.

## Course Accessibility

The University of Central Florida is committed to providing access and inclusion for all persons with disabilities. Students with disabilities who need access to course content due to course design limitations should contact the professor as soon as possible. Students should also connect with Student Accessibility Services (SAS) (Ferrell Commons 185, sas@ucf.edu, phone 407-823-2371). For students connected with SAS, a Course Accessibility Letter may be created and sent to professors, which informs faculty of potential course access and accommodations that might be necessary and reasonable. Determining reasonable access and accommodations requires consideration of the course design, course learning objectives and the individual academic and course barriers experienced by the student. Further conversation with SAS, faculty and the student may be warranted to ensure an accessible course experience.

## Academic Integrity

Students should familiarize themselves with UCF's Rules of Conduct at Student Conduct and Integrity Office. According to Section 1, "Academic Misconduct," students are prohibited from engaging in:

1. Unauthorized assistance: Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course-related material also constitutes cheating.
2. Communication to another through written, visual, electronic, or oral means: The presentation of material which has not been studied or learned, but rather obtained through someone else's efforts and used as part of an examination, course assignment, or project.
3. Commercial Use of Academic Material: Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express written permission of the university and the instructor. Course materials include but are not limited to class notes, Instructor's PowerPoints, course syllabi, tests, quizzes, labs, instruction sheets, homework, study guides, handouts, etc.
4. Falsifying or misrepresenting the student's own academic work.
5. Plagiarism: Using or appropriating another's work without any indication of the source, thereby attempting to convey the impression that such work is the student's own.
6. Multiple Submissions: Submitting the same academic work for credit more than once without the express written permission of the instructor.
7. Helping another violate academic behavior standards.
8. Soliciting assistance with academic coursework and/or degree requirements.

### Responses to Academic Dishonesty, Plagiarism, or Cheating

Students should also familiarize themselves with the procedures for academic misconduct in UCF's student handbook, *The Golden Rule*. UCF faculty members have a responsibility for students' education and the value of a UCF degree, and so seek to prevent unethical behavior and respond to academic misconduct when necessary.

Penalties for violating rules, policies, and instructions within this course can range from a zero on the exercise to an “F” letter grade in the course. In addition, an Academic Misconduct report could be filed with the Office of Student Conduct, which could lead to disciplinary warning, disciplinary probation, or deferred suspension or separation from the University through suspension, dismissal, or expulsion with the addition of a “Z” designation on one’s transcript.

Being found in violation of academic conduct standards could result in a student having to disclose such behavior on a graduate school application, being removed from a leadership position within a student organization, the recipient of scholarships, participation in University activities such as study abroad, internships, etc.

Let’s avoid all of this by demonstrating values of honesty, trust, and integrity. No grade is worth compromising your integrity and moving your moral compass. Stay true to doing the right thing: take the zero, not a shortcut.

## Title IX

Title IX prohibits sex discrimination, including sexual misconduct, sexual violence, sexual harassment, and retaliation. If you or someone you know has been harassed or assaulted, you can find resources available to support the victim, including confidential resources and information concerning reporting options at Let's Be Clear and UCF Cares.

For more information on diversity and inclusion, Title IX, accessibility, or UCF’s complaint processes contact:

- Title IX – OIE – Office of Institutional Equity & askanadvocate@ucf.edu
- Disability Accommodation – Student Accessibility Services – Student Accessibility Services & sas@ucf.edu
- Diversity and Inclusion Training and Events – Office of the VP for Diversity, Equity & Inclusion
- UCF Compliance and Ethics Office – Compliance, Ethics, and Risk Office & complianceandethics@ucf.edu
- The Ombuds Office is a safe place to discuss concerns.

## Reporting an Incident or Issue

If you believe you have experienced abusive or discriminatory behavior by any faculty of staff member, contact the Office of Institutional Equity online or at 407-823-1336. You can also choose to report using the UCF Integrity Line and can report anonymously or as yourself at 1-855-877-6049 or using the online form. UCF cares about you and takes every report seriously. For more information see the Reporting an Incident or Issue Webpage.

## Deployed Active-Duty Military Students

Students who are deployed active duty military and/or National Guard personnel and require accommodation should contact their instructors as soon as possible after the semester begins and/or after they receive notification of deployment to make related arrangements.

## Campus Safety

Emergencies on campus are rare, but if one should arise during class, everyone needs to work together. Students should be aware of their surroundings and familiar with some basic safety and security concepts.

- In case of an emergency, dial 911 for assistance.
- Every UCF classroom contains an emergency procedure guide posted on a wall near the door.
- Students should make a note of the guide's physical location and review the online version at Safety
- Students should know the evacuation routes from each of their classrooms and have a plan for finding safety in case of an emergency.
- If there is a medical emergency during class, students may need to access a first-aid kit or AED (Automated External Defibrillator). To learn where those are located, see AED Locations.
- To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to RAVE Mobile Safety and logging in. On the "My Account" tab, fill out the information, including e-mail address and cell phone number.

- Students with special needs related to emergency situations should speak with their instructors outside of class.
- To learn about how to manage an active-shooter situation on campus or elsewhere, consider viewing this video from the UCF Police Department, You CAN Survive an Active Shooter.

**Campus Safety Statement for Students in Online-Only Courses**

Though most emergency situations are primarily relevant to courses that meet in person, such incidents can also impact online students, either when they are on or near campus to participate in other courses or activities or when their course work is affected by off-campus emergencies. The following policies apply to courses in online modalities.

- To stay informed about emergency situations, students can sign up to receive UCF text alerts by going to RAVE Mobile Security and logging in. On the “My Account” tab, fill out the information, including e-mail address and cell phone number.
- Students with special needs related to emergency situations should speak with their instructor outside of class.

## Financial Aid Accountability

All instructors/faculty are required to document students’ academic activity at the beginning of each course. In order to document that you began this course, please complete this activity by the end of the first week of classes or as soon as possible after adding the course. Failure to do so may result in a delay in the disbursement of your financial aid.

## Class Schedule

| Week | Topic |
|---|---|
| 1 | **Module 1: Foundations**<br>Aug 19 Understanding Data: |
| 2 | Aug 26 Empirical Approach to Research |
| 3 | Sep 2 (Monday off for Labor Day) Beginning the Research Process |

| Week | Topic |
|---|---|
| 4 | Sep 16 **Exam 1 on Monday**<br>Foundations of working with data (Wednesday - Friday) |
| 5 | **Module 2: Qualitative and Quantitative Data and Research Process**<br>Sep 23 Building Blocks |
| 6 | Sep 30 Sampling |
| 7 | Oct 7 Research Design |
| 8 | Oct 14 Qualitative Research |
| 9 | Oct 21 Quantitative Research Design<br>**Exam 2 on Friday** |
| 10 | **Module 3: Application and Data Analysis**<br>Oct 28 Quantitative Research |
| 11 | Nov 4 Making sense of data and testing relationships |
| 12 | Nov 11 Data Analysis |
| 13 | Nov 18 Data Analysis |
| 14 | Nov 25 Last class is on Monday - Data Analysis |
| 15 | **Classes end on November 26: Final Exam Schedule**<br>Section 0005 - Friday, December 6, 7 - 9:50 am<br>Section 0004 - Wedenesday, December 4, 10am - 12:50pm<br>The exam time does not idicate a window of time to begin the exam.<br>**Everyone is expected to begin the exam at the start time.** |