

COURSE SYLLABUS

Term: SPRING 2019

Course: Research Methodology

Instructor Information:

Instructor Name	Stephanie Zoltowski, PsyD
Email:	SZoltowski@CCSJ.edu
Hours Available:	Virtual only
Instructor Background: Dr. Zoltowski is a behavioral therapist for children with autism spectrum disorder and other learning disabilities and teaches various subjects in the field of psychology including Intro to Psychology, Interviewing Techniques and Strategies, Human Growth and Development, Domestic Violence, and Careers in Psychology. Before moving to Chicago in 2014, Dr. Zoltowski was a U.S. Navy police officer and investigator. She has her PsyD in Business Psychology, MA in Forensic Psychology and her BA in Criminal Justice.	

Course Information:

Prerequisites:	Eng. 101, Psy. 101
Required Book:	Cozby, P. C. & Bates, S. C. (2015). <i>Methods in Behavioral Research</i> (12 th ed.). ISBN: 978-0-07-786189-6
Learning Outcomes/ Competencies: Students will: Be able to critically evaluate selected research, have the basic tools to critically construct and execute research, be able to scientifically state a problem, research it, and report the finding in a scientific manner, and appreciate the ethical and legal issues involved in conducting research.	
Course Description: This course includes introducing and analyzing research articles with a wide variety of methods and styles of psychological studies. Students will practice reading, understanding, and critiquing these in addition to learning research methodologies from their text in conjunction with the articles.	
Learning Strategies: Students in this course will be able to critically evaluate research, have the basic tools to critically analyze research, be able to scientifically state a problem, research it, and report the finding in a scientific manner, and appreciate the ethical and legal issues involved in conducting research. The class will be divided into lectures and lab. This format is recommended due to the nature of the subject-matter, diverse student interest, and the possibility to exchange a greater amount of information.	
Experiential Learning Opportunities: Review of literature, emphasis on scientific approach, academic research articles.	

Assessments:													
Major Assignments	<p>See attached course outline for weekly breakdown. Any changes to the outline will be posted on Blackboard. Major assignments will include research article analyses and two exams along with weekly chapter questions.</p> <p>Chapter questions are all worth 10 points and are posted on Blackboard with a due date. The questions will be visible on BB <i>until</i> the due date at 9pm. At that time, they will no longer be visible and submissions may not be made. Students are required to answer questions in their <i>own words</i>, as simply restating information from the textbook is considered plagiarism.</p> <p>Point Breakdown:</p> <p>Homework Questions – 90 points Article Analyses – 100 points Exams – 80 points Discussion Boards – 50 points</p>												
Class Participation	<p>Students are encouraged to utilize the discussion board for any questions or ideas they may have throughout the semester. Each DB is worth 10 points and based on the punctuality and quality of posts. All initial posts (except Week 1) are due on MONDAYs at 9pm CST with initial responses due on FRIDAYs at 9pm CST.</p>												
Grading Scale	<table style="width: 100%; border: none;"> <tr> <td style="padding-right: 20px;">A 92 – 100</td> <td style="padding-right: 20px;">B- 80 – 81</td> <td>D+ 68 – 69</td> </tr> <tr> <td>A- 90 – 91</td> <td>C+ 78 – 79</td> <td>D 62 – 67</td> </tr> <tr> <td>B+ 88 – 89</td> <td>C 72 – 77</td> <td>D- 60 – 61</td> </tr> <tr> <td>B 82 – 87</td> <td>C- 70 – 71</td> <td>F 59 and below</td> </tr> </table>	A 92 – 100	B- 80 – 81	D+ 68 – 69	A- 90 – 91	C+ 78 – 79	D 62 – 67	B+ 88 – 89	C 72 – 77	D- 60 – 61	B 82 – 87	C- 70 – 71	F 59 and below
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B 82 – 87	C- 70 – 71	F 59 and below											

Responsibilities:	
Turning In Your Work	<p><i>Absolutely no late homework is accepted without prior approval from the instructor and late work will be accepted on a case by case basis.</i> All homework is to be submitted via Blackboard (BB). Blackboard is set up to allow students to see the homework questions up until the due date, which it will then cut off and be unavailable to students. Blackboard allows students to complete their homework from any type of device that supports Blackboard and submit it at any location that has an internet connection.</p>
Doing Your Own Work	<p>If you turn in work that is not your own, you are subject to judicial review, and these procedures can be found in the College Catalog and the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines, such as MLA or APA format, to document sources avoids plagiarism. The Library has reference copies of each of these manuals, and there are brief checklists in your Student Handbook and Planner. All papers may be electronically checked for plagiarism.</p>

Withdrawing from Class	After the last day established for class changes has passed (see the College calendar), you may withdraw from a course by following the policy outlined in the CCSJ Course Catalog.
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Resources:	
Student Success Center:	The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center.
Disability Services:	Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator.
CCSJ Alerts:	CCSJ’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: http://www.ccsj.edu/alerts/index.html .

Emergency Procedures

MEDICAL EMERGENCY

EMERGENCY ACTION

1. Call 911 and report incident.
2. Do not move the patient unless safety dictates.
3. Have someone direct emergency personnel to patient.
4. If trained: Use pressure to stop bleeding.
5. Provide basic life support as needed.

FIRE

EMERGENCY ACTION

1. Pull alarm (located by EXIT doors).
2. Leave the building.
3. Call 911 from a safe distance, and give the following information:
 - Location of the fire within the building.
 - A description of the fire and how it started (if known)

BUILDING EVACUATION

1. All evacuations will occur when an alarm sounds and/or upon notification by security/safety personnel. **DO NOT ACTIVATE ALARM IN THE EVENT OF A BOMB THREAT.**
2. If necessary or if directed to do so by a designated emergency official, activate the alarm.
3. When the building evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.
4. Assist the disabled in exiting the building! Remember that the elevators are reserved for persons who are disabled. **Do not use the elevator in an emergency. DO NOT PANIC.**
5. Once outside, proceed to a clear area that is at least 500 feet away from the building. Keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel. The assembly point is the sidewalk in front of the college on New York Avenue.
6. **DO NOT RETURN** to the evacuated building unless told to do so by College official or emergency responders.

IF YOU HAVE A DISABILITY AND ARE UNABLE TO EVACUATE:

Stay calm, and take steps to protect yourself. If there is a working telephone, call 911 and tell the emergency dispatcher where you are **or** where you will be moving. If you must move,

1. Move to an exterior enclosed stairwell.
2. Request persons exiting by way of the stairway to notify the Fire Department of your location.
3. As soon as practical, move onto the stairway and await emergency personnel.
4. Prepare for emergencies by learning the locations of exit corridors and enclosed stairwells. Inform professors, and/or classmates of best methods of assistance during an emergency.

HAZARDOUS MATERIAL SPILL/RELEASE

EMERGENCY ACTION

1. Call 911 and report incident.
2. Secure the area.
3. Assist the injured.
4. Evacuate if necessary.

TORNADO

EMERGENCY ACTION

1. Avoid automobiles and open areas.
2. Move to a basement or corridor.
3. Stay away from windows.
4. Do not call 911 unless you require emergency assistance.

SHELTER IN PLACE

EMERGENCY ACTION

1. Stay inside a building.
2. Seek inside shelter if outside.
3. Seal off openings to your room if possible.
4. Remain in place until you are told that it is safe to leave.

BOMB THREATS

EMERGENCY ACTION

1. Call 911 and report incident.
2. If a suspicious object is observed (e.g. a bag or package left unattended):
 - Don't touch it!
 - Evacuate the area.

TERRORISM AND ACTIVE SHOOTER SITUATIONS

EMERGENCY ACTION

1. Call 911 and report intruder.

RUN, HIDE OR FIGHT TIPS:

1. **Prepare** – frequent training drills to prepare the most effectively.
2. **Run and take others with you** – learn to stay in groups if possible.
3. **Leave the cellphone.**
4. **Can't run? Hide** – lock the door and lock or block the door to prevent the shooter from coming inside the room.
5. **Silence your cellphone** -- use landline phone line.
6. **Why the landline?** It allows emergency responders to know your physical location.
7. **Fight** – learn to “fight for your life” by utilizing everything you can use as a weapon.
8. **Forget about getting shot – fight!** You want to buy time to distract the shooter to allow time for emergency responders to arrive.
9. **Aim high** – attack the shooter in the upper half of the body: the face, hands, shoulder, neck.
10. **Fight as a group** – the more people come together, the better the chance to take down the shooter.
11. **Whatever you do, do something** – “react immediately” is the better option to reduce traumatic incidents.