Sociology 204H1S LEC0101
Winter 2019
Introduction to Qualitative Methods in Sociology

Prof. La Touche
725 Spadina Avenue, Rm. 270
Office Hours: Tuesdays 11:00am-1:00pm; by appt.
Email: rachel.latouche@utoronto.ca
Email response hours: Monday-Friday 9am-6pm

Location: Sidney Smith 2110
Class Time: Monday 4pm-6pm
Web Page: https://q.utoronto.ca/

TAs: Eugene Dim
Email: eugene.dim@mail.utoronto.ca
Office Hours (by appointment only):
(Sociology TA Office, Room 225)

Andrew Cooper
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Tutorial: Wednesday 2-3pm (UC 256) Eugene Dim
Wednesday 3-4pm (RW 143) Andrew Cooper
Thursday 11-12pm (SS 2105) Andrew Cooper

Course Description

In this course, you will become familiar with how and why social research is done, and develop the skills necessary to evaluate and design qualitative research studies. In the first part of the course, you will confront issues regarding the nature of knowledge and learn how to ask good research questions. In the second part, you will learn how to pursue those questions ethically, rigorously and systematically using qualitative techniques. As with any skill, learning how to conduct social research requires practice, and this course will give you hands-on experience so you will gain competence in the logic and conduct of qualitative research.

The prerequisite to take this course is 1.0 SOC FCE at the 100 level. Students without this prerequisite can be removed at any time without notice.

Course Goals

After completing this course, students should be able to:
-   create thoughtful, qualitative research questions
-   describe, develop and evaluate qualitative research methodologies
-   code, analyze and synthesize insights from collected qualitative data

Requirements and Grading

Stepping Stone Submissions	**20%**

       Interview Questions – Friday Jan 25th @ 4PM   (5%)
       Interview Observation & Feedback – Friday March 1ST @ 4PM   (5%)
       Transcribed Interview – Friday Feb 22nd @ 4PM   (5%)
       Coding & Analysis – Monday March 25th @4PM   (5%)

Test 1 – Monday October 22nd   **20%**

Final Project   **35%**
       Submission 1 (Interview Reflection) – Friday March 15th @4PM   (15%)
       Submission 2 (Analysis & Write-Up) – Friday April 5th @ 4PM   (20%)

Final Exam   **25%**

TOTAL   **100%**

Required Readings

Available from the U of T bookstore or your preferred online retailer:

(LB) Lune, Howard and Bruce L. Berg. 2017. Qualitative Research Methods for the Social Sciences. New York: Pearson. 9th edition

- The e-book for Lune & Berg (2017) is available for students to rent through Vitalsource https://www.vitalsource.com/products/qualitative-research-methods-for-the-social-howard-lune-v9780134416199. Note: Prices are in US$

Supplementary readings will be made available on Quercus, and are designed by (Q) on the course schedule

Week	Date	Course Schedule	
1	Jan 7	Introduction & Course Outline Readings: No	Tutorials: No
2	Jan 14	Asking Sociological Questions Readings: Chapter 1 (LB)	Tutorials: Yes
3	Jan 21	Research Design Readings: Chapter 2 (LB)	Tutorials: Yes **INTERVIEW QUESTIONS – DUE FRIDAY JAN 25TH @ 4PM**
4	Jan 28	Ethics Readings: Chapter 3 (LB)	Tutorials: Yes put students into groups of 3 for interviews
5	Feb 4	Interviewing/Observation Readings: Chapter 4 (LB)	Tutorials: Yes
6	Feb 11	**TEST 1**	Tutorials: No – Students will use their tutorial hour to conduct interviews & observations
7	Feb 18	**READING WEEK –** **INTERVIEW TRANSCRIPT DUE FRIDAY FEB 22ND @ 4PM**	
8	Feb 25	Focus Groups Readings: Chapter 5 (LB)	Tutorials: Yes **INTERVIEW OBSERVATION & FEEDBACK – FRIDAY MARCH 1ST @ 4PM**
9	Mar 4	Coding I Readings: Chapter 11 (LB)	Tutorials: Yes
10	Mar 11	Coding II/ Unobtrusive Methods Readings: Chapter 8 (LB)	Tutorials: Yes **SUBMISSION 1 (INTERVIEW REFLECTION) DUE FRIDAY MARCH 15th @ 4PM**
11	Mar 18	No Class: Open Office Hours for Final Project	Tutorials: Yes (Open Office Hours)
12	Mar 25	Ethnography Readings: Chapter 6 (LB)	Tutorials: No **CODING & ANALYSIS – DUE MONDAY MAR 25TH. @4PM**
13	Apr 1	Analysis and Write-Ups Readings: Chapter 12 (LB)	Tutorials: No **SUBMISSION 2 (ANALYSIS & WRITE-UP) DUE FRIDAY APRIL 5TH @ 4PM**
	TBD	**FINAL EXAM**	

<div align="center">**Course Policies**</div>

Attendance and Preparation
Attendance is mandatory. Students are responsible for all material presented in class. Students who are unable to attend class on a given day are responsible for obtaining notes on all material covered, including lecture material and course announcements. In addition, students are expected to complete all assigned readings in advance of the class period for which they are assigned.

Tutorials
Students are required to participate in one of the mandatory tutorials associated with this course: TUT0101, TUT0201, TUT0301. Tutorial sessions are designed to help you practice methodological skills and will prepare you for the two submission deadlines associated with the course project (worth 35% of the course grade). The tutorial schedule is included above.

Course Website
The course website on Quercus is available at https://q.utoronto.ca/. The site will contain the course syllabus, all handouts, links of interest and course announcements. Students are responsible for the content of all course materials.

Email
When emailing your professor or TAs, please use your utoronto.ca address. Please also include "SOC204" and a brief description in the subject line, so your email can be easily prioritized. Emails will typically be answered within 72 hours, during the workweek (i.e. Monday through Friday, between 9am-6pm). Keep in mind that for simple questions, email is the preferred method of communication. However, for longer questions, students should attend office hours and/or schedule an appointment with the appropriate TA or the professor.

Office Hours
TA office hours by appointment only, and are outlined on the first page of the syllabus. If you would like to meet with your TA to discuss assignment feedback, test preparation, course content or concerns, please contact them with 24-hour notice (via email). TAs will not hold office hours unless notified of a student's intent to arrive.

Professor La Touche has drop-in office hours on Tuesday from 11-1pm. If you have a conflict with these regularly scheduled hours, please make an appointment by contacting Professor La Touche directly (rachel.latouche@utoronto.ca). In your email, include the course code, your name, your student number and details about the nature of your meeting request alongside a list of dates/times when you are available. You will typically receive a response within 72 hours.

Late Assignments (Please read carefully!!)
Unless otherwise specified, all assignments must be submitted on Quercus **before the beginning of class (i.e. by 4pm)** on the due date provided. Since the Stepping Stone assignments are low-stakes (5% each) and designed to keep students on task with the larger course project, **late submissions will not be accepted and grades will not be reweighed to earlier or later assignments.**

For Submission 1 & 2, late assignments will be penalized 5 percentage points per day (starting at 4:01pm on the due date), including weekend days. Work handed in late should be submitted to Quercus per usual. **Late assignments will not be accepted via email**.

Requests for Extensions (Please read carefully!!)
Students are responsible for submitting term work in accordance with the timeline outlined on the course schedule. Requests for extensions **will not** be considered within 72 hours of an assignment deadline, with the exception of students experiencing serious illness and/or unforeseen circumstances (such as a death in the family). In these cases, students are expected to contact Professor La Touche at the earliest available opportunity, so that accommodations can be arranged. It is additionally advised that students take the proactive step of contacting their college Registrar.

Missed Tests/Exams (Please read carefully!!)
Students who miss a test/exam will be assigned a grade of 0. However, students may have an absence excused with proper documentation in the case of illness or unforeseen personal circumstance. Proper documentation consists of a "**Verification of Student Illness or Injury Form"** or a **doctor's note**, completed by a medical practitioner **on or before the day of the test** (you may find the form at www.illnessverification.utoronto.ca). All documentation must be received via email by the **instructor within six calendar days of the test (i.e. by the Sunday following the test)**. If documentation is received and deemed sufficient, a make-up test will be scheduled for one week from the original test date. Makeup tests are held during class time and will cover the same content as the original test. However, the format of the makeup test may change (e.g. a written test may be replaced by an oral test). Students who do not attend the scheduled make-up test will receive a grade of 0.

Re-Grading Assignments
All requests for re-grading course assignments should be made to your TA within **one week** of the date when the assignments are returned to the class. A short memo that clearly states specific reasons to justify the request and backs up these reasons with evidence from your assignment **must** be submitted to your TA. No re-grading requests will be considered if they are submitted more than one week after the assignments are returned to the class. This deadline applies to all students including those who missed the class when the assignments were returned.

Turnitin.com
Normally, students will be required to submit their course essays to Turnitin.com for review of textual similarity and detection of possible plagiarism. In doing so, students will allow their assignments to be included as source documents in the Turnitin.com reference database, where they will be used solely for the purpose of detecting plagiarism. The terms that apply to the University's use of the Turnitin.com service are described at http://www.teaching.utoronto.ca/teaching/academicintegrity/turnitin/conditions-use.htm

Assignments not submitted through *Turnitin* will receive a grade of zero (0%) **unless a student instead provides, along with their assignment,** sufficient secondary material (e.g., reading notes, outlines of the paper, rough drafts of the final draft, etc.) to establish that the paper they submitted was truly their own. The alternative (not submitting via

Turnitin) is in place because, strictly speaking, using *Turnitin* is voluntary for students at the University of Toronto.

Writing Centres (http://www.writing.utoronto.ca/writing-centres/arts-and-science)
All students are encouraged to visit and make use of the available writing centres. Writing tutors may help you brainstorm ideas, develop a thesis, structure and organize your paper, present your evidence effectively, argue logically, cite appropriately and express yourself clearly and concisely. However, proofreading and copyediting for spelling, grammar, or format are not within the primary scope of the writing centres.

Accessibility
The University of Toronto is committed to accessibility. If you require accommodations or have any accessibility concerns, please visit http://studentlife.utoronto.ca/accessibility as soon as possible. **If you are registered with Accessibility Services, please forward your accommodations paperwork to Professor La Touche within the first two weeks of the course so that arrangements can be made.** Accommodations must be requested and arranged for each course assignment/test/exam for which they are sought. Accommodations will not be implemented retroactively.

Academic Integrity/Academic Misconduct
The University of Toronto treats academic integrity and academic misconduct very seriously. To participate honestly, respectfully, responsibly, and fairly in the academic community at U of T, you should familiarize yourself with the University of Toronto's Code of Behaviour on Academic Matters
(http://www.governingcouncil.utoronto.ca/Assets/Governing+Council+Digital+Assets/Policies/PDF/ppjun011995.pdf).

In addition, students should acquaint themselves with the rules concerning plagiarism and other forms of academic misconduct, including but not limited to:
- Using someone else's ideas or words without appropriate acknowledgement.
- Copying material word-for-word from a source without quotation marks.
- Including references to sources that you did not use.
- Obtaining or providing unauthorized assistance on any assignment including (e.g.) working in groups on assignments that are supposed to be individual work
- Lending your work to a classmate who submits it as his/her own.
- Letting someone else look at your answers on a test.
- Falsifying or altering any documentation required by the University.

Student Contacts
You are responsible for all material presented in class, including announcements. If you are unable to attend class, you should obtain notes from a classmate. Write down the contact information for two of your classmates below in case you need notes.

Name:_____ Name:_____
E-mail:_____ E-mail:_____
Phone:_____ Phone:_____
Other:_____ Other:_____