

**Sociology 204H1F LEC0201**  
**Fall 2019**  
**Introduction to Qualitative Methods in Sociology**

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Dr. La Touche 725 Spadina Avenue, Rm. 270 Office Hours: Monday 3:00pm-5:00pm; by appt. Email: <a href="mailto:rachel.latouche@utoronto.ca">rachel.latouche@utoronto.ca</a> Email response hours: Monday-Friday 9am-5pm	Location: Sidney Smith – Room 2135 Class Time: Thursday 4pm-6pm Web Page: <a href="https://q.utoronto.ca/">https://q.utoronto.ca/</a>
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TAs: Stephanie Babinski Email: <a href="mailto:stephanie.babinski@mail.utoronto.ca">stephanie.babinski@mail.utoronto.ca</a> Office Hours (by appointment only): (Sociology TA Office, Room 225A)	Andrew Cooper Email: <a href="mailto:cal.cooper@mail.utoronto.ca">cal.cooper@mail.utoronto.ca</a> Office Hours (by appointment only): (Sociology TA Office, Room 225F)
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Tutorial:	Wednesday 2-3pm (UC261)	Andrew Cooper
	Wednesday 3-4pm (SS 2111)	Andrew Cooper
	Wednesday 5-6pm (LM 157)	Stephanie Babinski

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**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**

<b>Stepping Stone Submissions</b>	<b>20%</b>
Interview Questions – Monday September 23 <sup>rd</sup>	(5%)
Interview Observation & Feedback – Monday October 21 <sup>st</sup>	(5%)
Transcribed Interview – Friday November 1 <sup>st</sup>	(5%)
Coding & Analysis – Friday November 22 <sup>nd</sup>	(5%)
<b>Test 1 – Thursday October 10th</b>	<b>20%</b>
<b>Final Project</b>	<b>35%</b>
Submission 1 (Interview Reflection) – Friday November 8 <sup>th</sup>	(15%)
Submission 2 (Analysis & Write-Up) – Wednesday December 4 <sup>th</sup>	(20%)
<b>Final Exam</b>	<b>25%</b>
<b>TOTAL</b>	<b>100%</b>

## **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. 9<sup>th</sup> 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-bruce-l-berg-v9780134416199>Note: Prices are in US\$

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

Week	Date	Course Schedule	
1	Sep 5	Introduction & Course Outline Readings: No	Tutorials: No
2	Sep 12	Asking Sociological Questions Readings: Chapter 1 (LB)	Tutorials: Yes
3	Sep 19	Research Design Readings: Chapter 2 (LB)	Tutorials: Yes <b>Interview Questions – Due Monday Sept 23<sup>rd</sup> @ 4pm</b>
4	Sep 26	Ethics Readings: Chapter 3 (LB)	Tutorials: Yes
5	Oct 3	Interviewing/Observation Readings: Chapter 4 (LB)	Tutorials: Yes
6	Oct 10	<b>TEST 1</b>	Tutorials: No
7	Oct 17	Focus Groups Readings: Chapter 5 (LB)	Tutorials: Yes <b>Interview Observation &amp; Feedback –Monday Oct 21<sup>st</sup> @ 4pm</b>
8	Oct 24	Coding Readings: Chapter 11 (LB)s	Tutorials: Yes
9	Oct 31	Making Sense of Qualitative Data Readings: Chapter 12 (LB)	Tutorials: Yes <b>Transcribed Interview – Due Friday Nov 1<sup>st</sup> @ 4pm</b>
10	Nov 7	<b>READING WEEK</b> <b>Submission 1 (Interview Reflection) Due Friday Nov 8<sup>th</sup> @ 4pm</b>	
11	Nov 14	Communicating Qualitative Research Readings: TBD	Tutorials: No
12	Nov 21	Unobtrusive Methods Readings: Chapter 8 (LB)	Tutorials: Yes <b>Coding &amp; Analysis - Due Friday Nov 22<sup>nd</sup></b>
13	Nov 28	Ethnography Readings: Chapter 6 (LB)	Tutorials: No <b>Submission 2 (Analysis &amp; Write-Up) Due Wednesday December 4<sup>th</sup> @ 4pm</b>
	TBD	<b>Final Exam</b>	

## Course Policies

### 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, TUT5101. 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 48 hours, during the workweek (i.e. Monday through Friday, between 9am-5pm). 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 are **by appointment only**. 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 intention to arrive.

Professor La Touche’s office hours are **by appointment on Mondays from 3-5pm**. You may use office hours as an opportunity to explore ideas and experiences related to the course material, discuss plans for a career in Sociology, or other course and career-related matters. Appointment slots are in 15-minute intervals to accommodate the volume of students in the course. You are welcome to sign up for two consecutive slots if you require more time. If you wish to **schedule an appointment**, please do so via **Quercus**: Click on “Calendar” in the menu on the left-hand side, then go to “Find Appointments” on the right-hand side. If all slots are taken, or you have a conflict with these regularly scheduled hours, please make an appointment by contacting Professor La Touche directly ([rachel.latouche@utoronto.ca](mailto:rachel.latouche@utoronto.ca)). In your email, please include details about the nature of your meeting request and a list of dates/times when you are available. You will typically receive a response within 48 hours.

### **Late Assignments (Please read carefully!!)**

Unless otherwise specified, all assignments are due online **before the beginning of class (i.e. by 4pm)** on the due date provided. Late assignments will be penalized 5 percentage points per day (starting at 4:01pm), including weekend days. **Late assignments will not be accepted via email.** Work handed in late should be put in the second-year mailbox in Room 225 in the Sociology Department (725 Spadina Avenue), Monday-Friday 9:00am-5:00pm, after it is date-stamped (date-stamp machine is located in Room 225), and the instructor notified that it has been submitted

Since the Stepping Stone submissions 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.**

### **Missed Tests/Exams (Please read carefully!!)**

Students who miss a test 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](http://www.illnessverification.utoronto.ca)), and must indicate the start and anticipated end date of the illness. All documentation must be received via email or in a sealed envelope addressed to Professor La Touche **within six calendar days of the test (i.e. by the Wednesday 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. All makeup tests are held during class time. Students who do not attend the scheduled make-up test will receive a grade of 0.

### **Re-Grading Assignments**

All requests for re-grading the 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 assignments to Turnitin.com for review of textual similarity and detection of possible plagiarism. In doing so, students will allow their essays 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 on the Turnitin.com web site.

<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 paper**, sufficient secondary material (e.g., reading notes, outlines of the paper, rough drafts of the final draft, etc.) to establish that the paper they submit is 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.

**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: _____