**SOC 399: Social Statistics**  
Portland State University  
Course Information Sheet  
Winter Term 2014

**Section(s):** 001; CH 269  
MW 2:00-3:50pm  

**Professor:** Dr. Ginny Garcia-Alexander  
**Email:** gin5@pdx.edu  
**Office:** CH 217S  
**Office Hours:** MW 10:30-11:30am  
**Office Phone:** 503-725-9572  

**TA:** Bryan Zinschlag  
**Email:** bjz2@pdx.edu  
**Office:** CH 217X  
**Office Hours:** MR 10:00am-11:00am

**Course Description and Objectives**  
This course is designed to promote understanding and knowledge of statistical methods used in the social sciences. Students will be introduced to a wide range of statistical techniques for analyzing social science data. Students will learn how, when and why statistics are used and why it is necessary to understand them. The topics to be studied are conceptualization, operationalization, and measurement of socially based phenomena. Students will learn how to summarize data with graphs and numbers, make generalizations about populations based on samples of the population, and describe the relationships between variables. We will discuss some theory, though the majority of the class is dedicated to the application and interpretation of statistics.

Statistics play a vital role in our daily lives, and we are faced with questions based upon statistics continuously. The emphasis in this course will be placed on the use of descriptive and inferential statistics in the social sciences. This course provides the knowledge necessary to understand statistics as well as apply them in a meaningful way. Upon completion of this course, students will be prepared to move on to more advanced statistics courses and SOC 397/398.  

**This course will serve as a substitution for STAT 243 for SOC majors (other majors consult advisors).**  
**Important note:** SOC 399 will not meet the 100-level MATH requirement as per the university guidelines. Students must meet the 100-level MATH requirement separately.

**Course Goals**  
- Calculate basic statistics  
- Understand fundamental concepts such as mean, probability, and frequency  
- Develop basic skills in statistical reasoning  
- Develop skills necessary to move on to more advanced social research methods classes  
- Promote the knowledge and usage of statistical software packages such as SPSS and STATA  
- To create intelligent consumers of statistical findings presented in media and scholarly journals

**Required Textbooks and Materials**  
2. Flashdrive  
3. **optional** IBM SPSS Statistics Standard GradPack 22 (for Windows or Mac); available for purchase at:
Course Structure
Classes will meet twice per week for lecture. A number of classroom exercises will be included in the course including hands-on analysis using statistical software and/or demonstrations using SPSS. Students are expected to be prepared for class and to have completed the necessary reading assignments ahead of time.

Criteria for Grading

<table>
<thead>
<tr>
<th>Item</th>
<th>Value</th>
<th>(%) of Total</th>
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<tbody>
<tr>
<td>Examinations</td>
<td>2 @ 15% each</td>
<td>30%</td>
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<tr>
<td>Homework Assignments</td>
<td>5 @ 12%</td>
<td>60%</td>
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<tr>
<td>Participation</td>
<td>10%</td>
<td>10%</td>
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<tr>
<td>Total</td>
<td>100%</td>
<td>100%</td>
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Grading Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>93.5-100</td>
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<tr>
<td>B+</td>
<td>85.5-89.4</td>
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<tr>
<td>C+</td>
<td>75.5-79.4</td>
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<tr>
<td>D+</td>
<td>65.5-69.4</td>
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<tr>
<td>F</td>
<td>≤ 59.4</td>
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<tr>
<td>A-</td>
<td>89.5-93.4</td>
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<tr>
<td>B</td>
<td>82.5-85.4</td>
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<tr>
<td>C</td>
<td>72.5-75.4</td>
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<tr>
<td>D</td>
<td>62.5-65.4</td>
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<tr>
<td>B-</td>
<td>79.5-82.4</td>
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<tr>
<td>C-</td>
<td>69.5-72.4</td>
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<tr>
<td>D-</td>
<td>59.5-62.4</td>
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Attendance Policy
Although attendance is not mandatory it is highly important to your grade in this course. In class exercises will be frequent and missed classes will have a significant impact on final grades. In cases of borderline grades, attendance will be factored in. Additionally, excessive tardiness will not be tolerated. It is disruptive to the instructor and other students. Students arriving any later than 15 minutes after the start of class will not be allowed to enter the classroom and will not receive credit for any exercises or assignments on that day. (Door will be locked; please do not attempt to knock)

In the event that a student is no longer able to attend classes, they must withdraw from the class in order to receive a "W" rather than an "F". Please refer to the student handbook for more information.

Electronic Devices & Other Classroom Policies
No electronic devices (including but not limited to laptops, cell phones, blackberries, etc) are to be used in the classroom. This includes talking on the phone, texting, playing games or any other inappropriate usage. Those caught using restricted devices will either be asked to leave class or will have the item confiscated until 5 p.m. that day.
No food or drinks are allowed in the classroom.

Late Assignments/Missed Examinations
Assignments are due by the specified time (listed on assignment and D2L) and should be turned in in person or via Dropbox in D2L. Any work turned in after the deadline is considered late and will receive a deduction of 20 points. Late assignments will be accepted up to 1 week after the due date with the understanding that each class day the assignment is not turned in results in a 20 point deduction. After one week the assignment will not be accepted.

Students who do not have a university excused absence will not be allowed to make up a missed examination or assignment. You must have written documentation for the absence and have notified the
instructor within 24 hours of the absence in order to be able to schedule a make-up exam. No exceptions will be made.

**Students with Disabilities**
Students with special needs should first register with the Disability Resource Center, 116 Smith Memorial Student Union, 503-725-4150 or drc@pdx.edu so that appropriate accommodations may be made. DRC coordinates support services, accommodations, and equipment for students with disabilities. DRC works to ensure equal access to all University programs, services, and activities for students with disabilities. DRC certifies eligibility for services, determines reasonable accommodations, and develops plans for the implementation of accommodations.

**Plagiarism/Academic Dishonesty**
It is expected that the students will maintain the highest level of academic integrity while participating in this class. As per university guidelines, students will be subject to disciplinary action for academic misconduct (includes but not limited to: cheating, fraud, plagiarism, etc) or violations of the code of conduct (includes but not limited to: disruption of teaching, harm or threat of harm, etc). Any of the above mentioned violations will result in the appropriate disciplinary penalties including an "F" in the class, suspension, and/or expulsion. Please refer to the Student Code of Conduct for further information at http://www.pdx.edu/dos/psu-student-code-conduct

If a student is asked to leave the classroom because of uncivil behavior, the student may not return to that class until he or she arranges a conference with the instructor: it is the student's responsibility to arrange for this conference.

**VERY IMPORTANT RULE:** Each student must write his or her assignments independently. This does not mean just verbatim copying. Work that does not reflect independent thought is plagiarism, and all students involved will receive a zero grade for the assignment and be subject to disciplinary action as noted in the Scholastic Dishonesty Policy.
<table>
<thead>
<tr>
<th>Week</th>
<th>Monday</th>
<th>Wednesday</th>
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</table>
| Wk 1  | Introduction and Overview of Course  
Lecture Notes 1  
Lecture Notes 1; Handout 1; return signed contracts | |
| Wk 2  | Conceptualization and Operationalization  
Lecture Notes 2  
Activity 2 – Levels of Measurement; Using Statistical Analysis Programs (SPSS handout)  
Assignment 1 |  
Social Science Data activity (handout) |
| Wk 3  | Descriptive Statistics  
Readings: Frankfort, Ch. 2 “Organization of Information”, Ch. 3 “Graphic Presentation”  
Lecture Notes 3  
Assignment 1 due Wed, Jan 22 by 5pm |  |
| Wk 4  | Central Tendency  
Readings: Frankfort, Ch. 4 "Measures of Central Tendency"  
Lecture Notes 4; Handout on Central Tendency  
Assignment 2 | |
| Wk 5  | Dispersion & Spread  
Readings: Frankfort, Ch. 4 "Measures of Variability"  
Lecture Notes 5; Handout on Standard Deviation, Steps for Calculating SD  
**Exam 1 – Wed, Feb 5** | |
| Wk 6  | Probability & The Normal Distribution  
Readings: Frankfort, Ch. 5 “The Normal Distribution”; Assignment 2 due (Mon, Feb 10 by 5pm); Activity – Probability  
Lecture Notes 6; Handout on z scores  
Assignment 3 | |
| Wk 7  | Hypothesis Testing (t-test and z; ANOVA)  
Readings: Frankfort, Ch. 9 “Testing Hypotheses”  
Lecture Notes 7  
Hypothesis Testing (ANOVA)  
Readings: Frankfort, Ch. 14 “Analysis of Variance”  
Lecture Notes 8; Handout on ANOVA  
Assignment 3 due Wed, Feb 19 by 5pm  
Assignment 4 | |
| Wk 8  | Hypothesis Testing (chi-square)  
Readings: Frankfort, Ch. 10 “Relationships between Two Variables: Cross-Tabulation”, Ch. 11 “The Chi-Square Test”  
Lecture Notes 9  
Handout on Chi-Square; Assignment 4 due (Wed, Feb 26 by 5pm) | |
| Wk 9  | Measures of Association  
Readings: Frankfort, Ch. 10 “Measures of Association for Nominal and Ordinal | |
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<tr>
<th>Mon</th>
<th>Wed</th>
<th>Variables”</th>
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<tr>
<td></td>
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<td><em>Lecture Notes 10; Handout on MOA</em></td>
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<td><strong>Assignment 5</strong></td>
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<tr>
<td>Wk 10 (3/10)</td>
<td>Mon</td>
<td>Correlation &amp; Regression</td>
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<tr>
<td></td>
<td>Wed</td>
<td>Readings: Frankfort, Ch. 13 “Regression and Correlation”</td>
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<td><em>Lecture Notes 11; Handout on Correlation</em></td>
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<td><strong>Assignment 5 due Wed, Mar 10 by 5pm</strong></td>
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<td><strong>Student Study Days</strong></td>
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<td><strong>Final Exam</strong></td>
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This syllabus will serve as a binding contract for the semester that you are enrolled in SOC 397: Social Research Methods. It is understood that should any conflicts arise; the syllabus will always be referred to for resolution.

In addition, your signature on this document indicates that you agree to the following:

- Punctual arrival time with the understanding that the door is locked 15 minutes after the start of class and late students will not be allowed entrance
- Makeup exams & assignments will not be allowed without prior approval (at least 24 hours notice in advance) from the instructor and written documentation of absence
- All submitted materials will be held to the highest standards of academic integrity, those who engage in academic dishonesty of any kind will be dealt with according the policies set forth by the PSU Administration
- Students will submit their own work on assignments (collaborative assignments are not allowed); any parties involved in cheating of any kind will be assigned a zero for the assignment
- It is the responsibility of the student to seek assistance via tutoring, group study sessions, instructor/TA assistance, etc if concepts are not clear after lecture and discussion
- Assignments must be received by stated deadlines in order to be considered for full credit
- Grades will not be changed once they have been recorded
- Students will stay on task during lecture time (no emailing, texting, surfing internet, etc)
- It is the responsibility of the student to be aware of their status in class – if there are any questions about grades, absences, or any other issues – students should see instructor after class or during office hours

Student Name (print):