Course #: CRIJ 3300-014 (28208)
Credit Hrs: 3.0
Course Meetings & Location: 100% Online
Prerequisite Courses:
Course Fee: $50 on-line fee paid through registration
Course Begin Date: January 16, 2021
Course End Date: May 6, 2021 (11:59 PM, Mountain Standard Time)
Instructor: Tim Clark, PhD.
Office Location: I do not have a physical office on campus.

Email: twclark@utep.edu
Emailing my UTEP account is the best way to guarantee I get the message. Typically, I will respond within 24 hours and usually in the evening hours.

Phone: If there is an emergency, you may contact me on my cell phone 256-284-3063. You may leave a message or text and I will get back to as soon as I get to my phone. Please use my cell phone only if your question is urgent and cannot wait for me to respond to e-mail. Due to the way that Blackboard and the Internet work, there have been a few disruptions during test and quiz taking. If that happens to you, do not panic. There is no need to text or call. Just send me an email and I will reset the exam.

Course Prerequisites: CRIJ 1306 with a grade of “C” or better.

Description:
The purpose of this course is to prepare students to evaluate the criminological research of others and conduct their own research. We will cover the basic methodologies of the social scientific study of crime and criminal justice systems and critically evaluate each. By the end of the semester, each student should be able review published research to determine specific strengths and weaknesses of the research methodology as well as understand basic concepts of social research. Topics include: assessment of data collection and interpretation strategies in criminal justice research, including hypothesis formation, research design, types of data, and data analysis.
**Learning Objectives:**

This course will:

1. Teach you the basic principles and overview of scientific inquiry in criminal justice
2. Teach you to identify scholarly research,
3. Provide you a criteria to discern quality research on the internet, and
4. Provide you an understanding of how to read scholarly research.
5. Teach you to what field research methods are
6. Teach you to understand how field research are scientifically used
7. Teach you to evaluate field research conducted by others.
8. Teach you to determine the best way to conduct a field research study.
9. Teach you the role of social theory in criminal justice research
10. Teach you to understand causation in research methods
11. Teach you to understand hypotheses in criminal justice methods
12. Teach you to how to operationalize, conceptualize, and measure in research methods
13. Teach you the different levels of measurement in research methods
14. Teach you the nature of validity and reliability in research methods
15. Teach you the nature of the crime victimization survey and the FBI’s uniformed crime report
16. Teach you to construct an operational definition for a real world criminal justice issue
17. Teach you the basics of survey design
18. Teach you the basics of survey questionnaire design
19. Teach you to apply the basics of survey questionnaire design to a real world criminal justice issue
20. Teach you the ethical concerns in criminal justice research methods
21. Teach you the basics of experimental design
22. Allow you to explore real-world applications of experimental design
23. Teach you to apply the basics of experimental design to a real-world issue in criminal justice
24. Teach you the principles in the use of secondary and agency data in research methodology
25. Allow you to become acquainted with the major sources of secondary data available to criminal justice researchers
26. Teach you how content analysis of social artifacts is conducted
27. Teach you how to code data for textual analysis
28. Teach you to apply the basics of data coding to a real-world issue in criminal justice
Required Book:


Be sure to use the 4th edition. Ebook versions are available (and allow quick access). The book is available through UTEP’s bookstore, likely thru your favorite online sources, or directly from the publisher at: https://www.cengage.com/c/basics-of-research-methods-for-criminal-justice-and-criminology-4e-maxfield/9781305261105/

YOU MUST HAVE A COPY AND READ THIS BOOK IN ORDER TO GET AN ADEQUATE GRADE IN THIS COURSE. YOU WILL NEED IT FOR THE VERY FIRST PART OF THE FIRST MODULE AND THROUGHOUT THE COURSE.

I have chosen this textbook to be the core of this course because I consider it the best in the business. Michael Maxfield literally wrote the book on the topic of research (pun intended). You will find it relatively easy to read, and full of examples that will help to provide you with an in-depth understanding of the topic. I use the material from the book as a basis for the weekly quizzes and all exams. You will likely find the book a good reference for when you enter the workforce and the hard copy should hold its value for a few years until the 4th edition comes out (if you need/wish to resale it).

Technical Requirements:
The University of Texas at El Paso provides free 24/7 Helpdesk support to academic students and faculty members teaching on-line. The Helpdesk can provide answers to questions about using technology and services, as well as, technical support. Please visit the technical support page for more information.
Microsoft Office. If you do not have Microsoft Office, check with your University of Texas branch store for the special Microsoft Office package which includes Word, Excel and PowerPoint. Contact the UTEP Bookstore (915)747-5594 for more info.
Adobe Flash: This application is for advanced multimedia presentations/interactions over the internet. You may download this player from the Adobe Download site.
Components of your Grade:

Exams I and II will test you on the concepts learned during the course and from the required reading and will take the form of multiple choice and true/false answers. The Final Exam is comprehensive will involve concepts learned during the entire course and you will be expected to critique three provided research articles. Quizzes: The quizzes are conducted on the required reading content: can be open book but requires reading all the required readings.

Public Blog Participation: (At time prompted, you will be required to post one coursework relevant comment weekly that should be at least 150 words. Additionally, you will be required to provide one reply weekly for one of your fellow students and these comments should be at least 50 words.

Waypoints: Throughout the on-line course you will have to complete sections divided into modules. For each module that you do not complete two points is deducted from the points you earned (though you will never be penalized with less than zero for the module). Blackboard allows the instructor to monitor whether student’s have accessed material found within the learning management systems and also to see if ungraded learning activities have been completed.

Grading:

<table>
<thead>
<tr>
<th>Components</th>
<th>Points</th>
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<tbody>
<tr>
<td>Exam I</td>
<td>30</td>
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<tr>
<td>Exam II</td>
<td>30</td>
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<tr>
<td>Final Exam</td>
<td>40</td>
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<tr>
<td>Quizzes (7 quizzes/6 points each)</td>
<td>42</td>
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<tr>
<td>Public Blog Interaction (8 discussions)</td>
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<tr>
<td>Officer’s Forum Post (150+ words)</td>
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<tr>
<td>2 points x8 discussions</td>
<td>16</td>
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<tr>
<td>Total Points</td>
<td>158</td>
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Grade Distribution:

<table>
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<tr>
<th>Points</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>142-158</td>
<td>A</td>
</tr>
<tr>
<td>126-141</td>
<td>B</td>
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<tr>
<td>110-125</td>
<td>C</td>
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<tr>
<td>94-109</td>
<td>D</td>
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<td>less than 94</td>
<td>F</td>
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**Communication in the Class:**

**Private Conversation with the Instructor:**

Sometime you may want to communicate with me outside the public blog forums. If you so desire, just send me an email, and if we cannot solve the issue via email, I am always glad to arrange a time for us to talk on the telephone, or meet at the Student Union (I live in the El Paso area).

**Student's Responsibilities:**

Students will be expected to read the course textbook, actively engage in conversation with your fellow students in the officers forum. You will also be expected to make a substantial comment to each module's question listed on the Discussion Board set up for this course. If you miss a scheduled exam, only a serious personal emergency will be considered as an excuse and you must apply in writing (e-mail O.K.) to the instructor to explain why an exam was missed.

**Course Pacing:**

As a criminal justice practitioner we are often expected to meet hard deadlines. What this means is this course is that you need to meet both weekly deadlines and must complete all modules in order. This means that you have a bi-weekly deadline of each Sunday at midnight and you have a deadline of Thursday, **May 6, 2021** (11:59 PM, Mountain Standard Time). to complete all the course material, posting on the officer’s forum, quizzes, and exams. Any course material not completed by that time will receive as score of zero. **No excuses will be accepted.** Note that the final exam also may be taken earlier, and most course assignments can be finished earlier (though discussions are more limited as they often need you to reply to another person’s post).

**Military Students:**

As a military Veteran, I am supportive of current students serving as active duty and reserve components of the U.S. military. If you are a military student with the potential of being called to military service, overseas deployment or training during the course of the semester, you are encouraged to contact me no later than end of the first week of class. However, it is expected that you as a professional will not enroll in the course if you knowingly expect (i.e. have orders prior to the start of the semester) to be deployed in an environment without computer access.

**Quizzes and Exam Testing Conditions:**

All exams will be "open book" exams which means that when exams are taken, you will be able to have any and all support materials you think are necessary to answer exam questions. All exams will be given via the Internet using Blackboard. Lecture exams will be True/False and multiple choice questions where you will have a list of answers to choose from a drop-down menu. Although the exams may be taken open-book, the exams will be timed to permit you to have around 35 - 40 seconds to answer each question. So they key is to read thoroughly and good note taking on your part. If you have to look up a lot of answers, you will not be able to finish the exam so it is important for you to know the material as well as you can before starting an exam. The exams will be available to take on the day listed in this syllabus. The exams are to be taken alone without help from another person so that you can determine and be proud of your own accomplishments.
Accommodations for Students with Disabilities:
As per Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, if a student needs an accommodation then the Office of Disabled Student Services located at UTEP need to be contacted. If you have a condition, which may affect your ability to perform successfully in this course, you are encouraged to discuss this in confidence with the instructor and/or the director of the Disabled Student Services. You may call 915-747-5148 for general information about the American with Disabilities Act (ADA) and the rights that you have as a UTEP student with a disability. Individuals with disabilities have the right to equal access and opportunity. It is the student's responsibility to contact the instructor and The Disabled Student Services Office at The University of Texas at El Paso.

Effective Electronic Communication:
Keep your messages concise and clearly written. Most ideas can be stated in a couple of paragraphs, although sometimes a longer message may be needed to develop your thoughts adequately. Keep in mind that people are more apt to read and digest shorter messages than long ones.

1. Be respectful of other's ideas, opinions, and beliefs. It's fine to disagree with someone, but please respect their right to think differently.
2. Avoid posting simple two or three word statements such as "I agree" or "Good point". If you think someone has made an especially strong point and you want to say so, then explain why by adding a few sentences describing your response or adding to the original point. Typically a good post is about 150 words and a good response is about 50 words. (I will not count these, so as long as they are close no problem).
3. I will not be checking for spelling or grammar, but the more attention to these your give, the more clear your message will be. I understand most Spanish (though not extremely skilled in slang) as well as many of your fellow students, so if you need to you can occasionally post in a mixture of English and Spanish to get your point across, then go ahead and do so.
4. A message that demonstrates substance contributes to the understanding and application of ideas by doing one or more of the following:
   a. Reflection about meaning: Describe thoughtfully what something means or new insights it provides, or raise a question as a seed for clarification or further discussion.
   b. Analysis: Discusses relevant themes, concepts, main ideas, components, or relationships among ideas or, identifies hidden assumptions or fallacies in reasoning.
   c. Elaboration: Builds on ideas of others or ideas found in the readings by adding details, examples, a different viewpoint, or other relevant information.
   d. Application: Provides examples of how principles or concepts can be applied to actual classroom situations, or discuss the implications of theory for practice.
   e. Synthesis: Integrate multiple views to provide a summary, a new perspective, or a creative refashioning of ideas.

Scholastic and Professional Integrity: (Continued)
Materials (written or otherwise) submitted to fulfill academic requirements must represent a student's own efforts. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be referred to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions.
Copyright Notice
Many of the materials that are posted within this course are protected by copyright law. These materials are only for the use of students enrolled in this course and only for the purpose of this course. They may not be further retained or disseminated.

Scholastic and Professional Integrity:
In an on-line course scholastic integrity takes on a new importance as you are given more freedom from supervision. In the on-line course environment, it is academically dishonest to gain assistance during graded portions of the course. In this course this would be on quizzes, all exams, as well as having someone else write your entries and comments on blogs.

I view academic dishonesty among criminal justice majors as blasphemy as you all are striving to work as servants of the law. Negative action for academic dishonesty can result in being barred from employment, and will most likely arise on any background and polygraph examinations you will take for the really cool jobs. At UTEP Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another person's as ones' own. And, collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. I will take violations seriously and will refer the case to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions. Academic dishonesty is an assault upon the basic integrity and meaning of a University. Cheating, plagiarism, and collusion in dishonest activities are serious acts which erode the University's educational and research roles and cheapen the learning experience not only for the perpetrators, but also for the entire community. It is expected that UTEP students will understand and subscribe to the ideal of academic integrity and that they will be willing to bear individual responsibility for their work.

The University Writing Center:
The University Writing Center offers free synchronous online one-on-one writing assistance for UTEP Connect students. Graduate and undergraduate consultants work with writers on projects for a wide variety of classes and provide assistance during all parts of the writing process, including: prewriting, drafting, revising, and editing. Online assistance is available by appointment through the UWC’s website (uwc.utep.edu). Most UWC consultants are bilingual Spanish and English speakers. Consultants will not edit your paper for you, and you are the one ultimately responsible for the work you submit and the grade you earn. Instead, Writing Center consultants will guide you through the writing process and teach you valuable writing skills. Visit the UWC’s website to learn more about the services they provide, or make an appointment for an online consultation. Online consultations take place during regular business hours (see website) and must be made at least one day in advance.

Technical Issues During Tests and Quizzes:
Due to the way that Blackboard and the Internet work, there have been a few disruptions during test and quiz taking. If that happens to you, do not panic. There is no need to text or call. Just send me an email and I will reset the exam. This generally can take up to 24 hours. Unfortunately, Blackboard does not allow me to save the questions that you already answered, so you would have to restart the exam fully.
As this class is fully-online there is not requirements that you be on campus. Just in case you have to visit campus for another reason, UTEP wishes that I let you know their policy. Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. You must STAY AT HOME and REPORT if you (1) have been diagnosed with COVID19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at screening.utep.edu. If you know anyone who should report any of these three criteria, encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to COVIDaction@utep.edu. (all classes) For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website (screening.utep.edu) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, and alternative instruction will be provided. Students are advised to minimize the number of encounters with others to avoid infection.

Wear face coverings when in common areas of campus or when others are present. You must wear a face covering over your nose and mouth at all times in this class. If you choose not to wear a face covering, you may not enter the classroom. If you remove your face covering, you will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 Health and Safety and Section 1.2.2.5 Disruptions in the UTEP Handbook of Operating Procedures.
Course Schedule CRJ 3300 on-line

Course Schedule & Recommended Dates of Completion:

Module 1: Start on Tuesday, Jan 19, 2021. Complete by Sunday, Jan 24, 2021 (11:59 PM)
READ Chapter 1 Criminal Justice and Scientific Inquiry (read all pages). In this module you will learn the basic principles and overview of scientific inquiry in criminal justice. Additionally you will learn how to identify scholarly research and how to effectively and efficiently read scholarly research. Lastly, you will learn to discern quality research on the internet.

READ Chapter 8 Qualitative Interviewing (read all pages) and Chapter 9 Field Observation (read all pages). In this module you will understand what are field research methods, interviewing, and understand how field research are scientifically used. You will also be able to evaluate field research conducted by others and determine the best way to conduct a field research study.

READ Chapter 3 General Issues in Research Design (read all pages). In this module you will understand the role of social theory in criminal justice research. You will also understand causation in research methods. Lastly you will understand hypothesis in criminal justice methods.

Exam I: This exam will cover modules 1-3 and the required readings for these modules. Complete by midnight Sunday, Feb 21, 2021.

READ Chapter 4 Conceptions, Operationalization, Measurement (read all pages). At the completion of this module you will understand how to operationalize, conceptualize, and measure in research methods. Moreover, you will understand the different levels of measurement in research methods, and the nature of validity and reliability in research methods. You will also understand the nature of the crime victimization survey and the FBI’s uniformed crime report. Finally, you will be able to construct an operational definition for a real-world criminal justice issue.

Spring Break Week Monday, Mar 15 – Sunday, Mar 21, 2021
Depending on situation and personality, you can take the week off, catch up if necessary, or work ahead.

READ Chapter 6 Sampling (read all pages) and Chapter 7 Survey Research (read all pages). By the end of this module, you will understand the basics of survey design and survey questionnaire design. You will also be able to apply to the basics of survey questionnaire design to a real world criminal justice issue.

Exam II: This exam will cover modules 4 & 5 and the required readings for these modules. Complete by midnight Sunday, April 4, 2021.
Module 6: Start by Monday April 5, 2021. Complete by Sunday, April 18, 2021 (11:59 PM) READ Chapter 5 Experimental and Quasi-Experimental Designs (read all pages) & Chapter 2 Ethics (read all pages). By the end of this module you will understand ethical concerns in criminal justice research methods. Additionally, you will understand the basics of experimental design. By exploring two real-world applications of experimental design, you will be applied the basics of experimental design to a real-world issue in criminal justice.

Module 7: Start by: Start by Monday April 19, 2021. Complete by Sunday, May 2, 2021 (11:59 PM) READ Chapter 10 Agency Records, Content Analysis, and Secondary Data (read all pages). By the end of this module you will understand the principles in the use of secondary and agency data in research methodology. Moreover, you will become acquainted with the major sources of secondary data available to criminal justice researchers. Additionally, you will understand how content analysis of social artifacts is conducted, and how to code data for textual analysis. Lastly you will be able to apply the basics of data coding to a real-world issue in criminal justice. Complete by Sunday, May 2, 2021 (11:59 PM)

Final Exam: Required completion by Thursday, May 6, 2021 (11:59 PM, Mountain Standard Time). Note that the exam also may be taken earlier.

May 6, 2021 (11:59 PM, Mountain Standard Time) All the course material, posting on the officer’s forum, quizzes, and exams must completed. Any course material not completed by that time will receive as score of zero. No excuses will be accepted.