**Course Syllabus**

**MISSISSIPPI VALLEY STATE UNIVERSITY**

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| **Academic Term and Year** | **Fall, 2018** |
| **Course Prefix and Number** | **OMP 470 – E01** |
| **Course Title** | **Research Methods and Statistics** |
| **Days, Time and Location of Class Meeting** | **On Line** |
| **Instructor’s Contact Information** |  |
| **Name:** | **Dr. A. A. Farhad Chowdhury** |
| **Office Location:** | **Business Education Building, Room 309** |
| **Online Availability/Office Hours:** | **Office Hours: Monday, Wednesday: 8 a.m. – 9 a.m., 10 a.m. – 1 p.m. Friday: 8 a.m. – 9 a.m., 10 a.m. – 11 a.m.** |
| **Office Phone Number:** | **(662) 254-3606** |
| **E-Mail Address:** | **Black Board Email** |
| **Course Prerequisites** | **None** |
| **Technology skills:** | **Basic computer skills, working within the Windows system and Black Board environment, navigating the Internet, and familiarity with E-mail, PowerPoint and Word Processing programs.** |
| **Catalog Course Description** | **This course provides an understanding of the research concept and methods, and a brief review of statistics for research need. It introduces the language of research, ethical principles and challenges, and the elements of the research process within quantitative, qualitative, and mixed methods approaches. (3 credit hours)** |
| **Course Goals** | **To assist students’ personal and professional growth by increasing their knowledge, understanding, and skills in the area of research. To enhance students’ basic research skills in solving problems required in global world of business.** |
| **Expected Student Learning Outcomes:** | 1. **Students will be able to understand research terminology. (SLO-1)** 2. **Students will be able to describe the research process and the principle activities, skills and ethics associated with the research process. (SLO-1)** 3. **Students will be able to describe and compare the major quantitative and qualitative research methods in business. (SLO-1,2)** 4. **Students will be able to know how to use statistical concepts to authenticate the findings of the research. (SLO-1, 2)** |
| **Course Requirements** |  |
| **Required textbook(s):** | **Business Research Methods. By**[**Donald Cooper and Pamela Schindler**](https://www.mheducation.com/highered/product/M0073521507.html#authorbio-tab) **(Customized version for Business Department, Mississippi Valley State University). McGraw-Hill Publishing Co.** |
| **Supplementary materials:** | **Additional resources can be found on the publisher’s site at www.mcgrawehill.com and at its Online Learning Center (support site)** |
| **Class attendance policy:** | **Each student is required to participate in Blackboard Communication Tools, taking online exams, and other aspects of Black Board.**  **You are expected to log in regularly (daily, perhaps several times per day) to submit assignments, check grades, personal messages, and view course materials.** |
| **Submission of Work:** | **The first week begins the first day of the term. Scheduled assignments MUST be completed and successfully submitted through the Black Board Assignment Tool (drop box) by due date and time. Assignments automatically become unavailable after the due date/time expires.**  **Opportunities for making up online class activities or assignments will be granted only under extreme circumstances, and no multiple submissions will be allowed.**  **All assignments MUST be keyed using MS Word or saved as a .DOC file.**  **All assignments are to be submitted as an attached file with the Assignment tab of the Blackboard.** |
| **Make-up examination policy:** | **Students who do not complete and/or submit the assignment when due, or miss taking an examination as scheduled must submit a legitimate excuse to the Instructor via email no later than three (3) calendar days after the absence occurs. Only then will the student’s assignment be accepted or the examination administered. If this procedure is not followed, the student may, at the discretion of the Instructor, receive “0” points for that particular assignment or examination.** |
| **Course Drops/Incompletes:** | **Students not completing the course for any reason are required to submit official drop notices to the Registrar’s Office prior to the deadline date. This is your responsibility. Failure to comply with the procedure WILL result in your receiving a letter grade of “F”.**  **Not officially withdrawing from the university may impact your financial aid and result in you owing the university.** |
| **Cheating and plagiarism policy:** | **Cheating in any fashion will not be tolerated, including but not limited to plagiarizing another’s words, work or ideas on individual class assignments.**  **To address the situation of plagiarism, the University has implemented *Turnitin* to fight plagiarism and improve reading, writing, and research skills. *Turnitin* is a comprehensive plagiarism prevention system that lets faculty quickly and effectively check all students’ work. Results are based on exhaustive searches of billions of pages from both current and archived instances on the Internet.**  **Plagiarism will result in at least a failing grade for the assignment(s) and/or course.** |
| **Online Communication**  **Observation of “Netiquette”:** | **Students MUST use Black Board mail for contact with the instructor and other members of the class.**  **All your Online communications should be composed with fairness, honesty and tact. What you put into an Online course reflects on your level of professionalism.** |
| **Technical Problems:** | **If you experience technical/computer difficulties (*need help downloading browsers or plug-in, logging into your course, using your course web site tools, or experience errors or problems while in your online course*), contact 662.254.3114 as well as your instructor.** |
| **Technology Infusion:** | Hardware:   |  |  | | --- | --- | | Operating System: | Windows XP or a Macintosh System 8.1 or higher | | Processor: | 200 MHz or higher | | Memory: | 1 GB or more | | H Drive Space: | 1 GB or more free disk space | | Modem: | 28.8 kbps or higher | | Monitor: | 800x600 resolution |   Software:   |  |  | | --- | --- | | Internet Access: | Any Internet Service Provider | | Browser: | Google Chrome | | Application | Recommend Microsoft Word or application file name .doc | | Audio & Video: | RealPlayer, Quick Time | |
| **Teaching/Learning Strategies** | **The primary instructional model for this course is collaborative learning. Specifically, the instructor will set course content, course objectives, and methods of classroom assessment. The course will incorporate the following instructional strategies: assigned readings/writings, chapter assignments, quizzes and tests. Students are encouraged to actively participate in all the activities and ask questions. Students are also encouraged to offer input regarding instructional strategies and assignments. Most importantly, students are expected to be active learners and to ask for clarification when they have questions. In order to be successful in the class, it is important that students read the assigned material, and submit assignments and be prepared to discuss what they have read. The goal of this approach is to develop a safe learning environment that addresses a variety of learning styles, promotes critical thinking, and fosters creativity.** |
| **Evaluation Procedures** | **Access Blackboard course at** [**http://mvsu.blackboard.com**](http://mvsu.blackboard.com) **or** [**www.mvsu.edu**](http://www.mvsu.edu) **click on Blackboard for detailed instructions regarding assignments.** |
| |  |  | | --- | --- | | **A** | **90-100** | | **B** | **80-89** | | **C** | **70-79** | | **D** | **60-69** | | **F** | **<59** | | |  |  |  |  | | --- | --- | --- | --- | |  | *Assessments* | *Points* | *% of Grade* | | F I N A L E X A M | | 100 | 30% | | Assignments and/or case Analysis | 1, 2, 3, 4 | 400 | 40% | | Quiz | 2 | 200 | 30% | |  | TOTAL | 1000 | 100% |   EXAMPLE OF GRADE CALCULATION  **Final Exam: 90 30% of 90 = 27**  **(2) Assignments and/or Case**  **Analysis**  Assignment 1: 80  Assignment 2: 90  Assignment 3: 80  Assignment 4: 95    **Total of Assignments: 345**  **Average of Assignments: 86 40% of 86 = 34**  **(3) Quiz**  Quiz 1: 80, Quiz 2: 80  **Total of Quizzes:**  **Average of Quizzes: 80 30% of 80 = 24**  **Total: 27+ 34 +24 = 85 Grade: B** |
| **ADA Statement** | **Any student requiring accommodations or services due to a disability must contact the University College, Office of the ADA Coordinator. The coordinator can be contacted directly at 662.254.3446 or through the University College office number at 662.254.3442. The student requiring special instructional strategies should, in writing, make these special needs known to the instructor during the first week of the** |

**COURSE SCHEDULE**

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| 10/29– 11/02 | Week 1 | Assignment 1 Chapters 1 & 2 : **Due by 11/4, 12 Midnight** |
| 11/05 – 11/09 | Week 2 | Assignment 2 Chapters 3 & 4: **Due by 11/11, 12 Midnight.**  Quiz #1 (Chapter 5); **11/05, 8:00 a.m. – 11/11, 12:00 Midnight, Test format: Multiple choice/True or False, Duration: 60 Minutes.** |
| 11/12 – 11/16 | Week 3 | Assignment 3 Chapters 6 & 7 : **Due by 11/18, 12 Midnight**  Quiz #2 (Chapter 8); **11/12, 8:00 a.m. – 11/18, 12:00 Midnight, Test format: Multiple choice/True or False, Duration: 60 Minutes.** |
| 11/19 – 11/23 | Week 4 | Assignment 4 Chapters 7 & 8: **Due by 11/25, 12 Midnight.**  **Study for Final Test: Chapters 9 & 10** |
| 11/26 – 11/30 | Week 5 | **Final Test: Chapters 9 & 10**: **11/26, 8:00 a.m. – 12/02, 12:00 Midnight, Test format: Multiple choice/True or False, Duration: 2 hours.** |

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| This syllabus is not a contract. It is only a guideline. The instructor reserves the right to make changes and additions to this syllabus at her/his discretion. If changes are necessitated during the term of the course, you will be notified of changes via Blackboard mail. |