

Academic Year/course: 2021/22

29010 - Social Research:Techniques and Methods

Syllabus Information

Academic Year: 2021/22

Subject: 29010 - Social Research:Techniques and Methods

Faculty / School: 228 - Facultad de Empresa y Gestión Pública

Degree: 429 - Degree in Public Management and Administration

ECTS: 6.0

Year: 2

Semester: First semester

Subject Type: Compulsory

Module:

1. General information

2. Learning goals

3. Assessment (1st and 2nd call)

4. Methodology, learning tasks, syllabus and resources

4.1. Methodological overview

The methodology followed in this course is oriented towards the achievement of the learning objectives. In the learning process, different teaching methodologies will be used depending on whether the modality of face-to-face or distance learning is used. The indicated teaching methodologies allow the involvement of the student in their learning process and allow the teachers to solve the problems and doubts that may arise.

The teaching methodologies for the **face-to-face students** are the following:

1. Theory and practice sessions. The presentation of contents by the teacher, including practical exercises on the blackboard.
2. Workshop. Supervised session where students work individually or in groups and receive assistance and guidance when necessary.
3. Problem-based learning. Educational approach oriented to learning and teaching in which the students solve real problems in small groups and under the supervision of a tutor.
4. Project-oriented learning. Situations in which the student must explore and work on a problem practical applying interdisciplinary knowledge. Learning by projects is an example of learning autonomous, in which students in small groups must develop a project or document as result of applying the acquired knowledge to a specific case.

The teaching methodologies **for distance students** are the following:

1. The study materials prepared by the faculty, which will consist of at least one didactic guide for the preparation of the theoretical contents, the elaboration of the continuous assessment tests, the offer of training activities on the Moodle platform and evaluation systems.
2. Workshop. Supervised session where students work individually or in groups and receive assistance and guidance when necessary.

3. Problem-based learning. Educational approach oriented to learning and teaching in which the students solve real problems in small groups and under the supervision of a tutor.
4. Project-oriented learning. Situations in which the student must explore and work on a problem practical applying interdisciplinary knowledge. Learning by projects is an example of learning autonomous, in which students in small groups must develop a project or document as result of applying the acquired knowledge to a specific case.

4.2. Learning tasks

This course is organized as follows:

A. Training activities for the face-to-face students:

Teaching sessions. This part consists on the 40% of the workload of this course. It includes the interaction of students with teaching teams through:

- Lectures. The teacher or external experts explain the contents to the students.
- Practice sessions. Practical exercises, problems and cases solved by the students.
- Assignments.
- Special internships. Field visits (visits to institutions, companies, etc.).
- Face-to-face tutorials, in which specific orientations will be offered on the different topics, additional contents for a deeper study of the course, tips for a better approach to the course and assessment tasks.

Autonomous work. This part consists on the 60% of the workload of this course. It includes:

- The individual study of the topics proposed by the teaching staff.
- The preparation of team and individual assignments. Preparation of activities to present or hand in in the practice sessions or assessment sessions.
- Mandatory readings.
- Autonomous work on the practical activities proposed by the teacher in the continuous assessment.
- Assessment tasks and exams.

B. Training activities for distance students:

Distance learning activities. This part consists on the 20% of the workload of this course. It includes the interaction of students with teaching teams through:

- Working sessions with Zoom, Google Meet and Microsoft Teams Videoconferencing platforms that allow classes, lectures and expository techniques to be carried out through the internet. In addition, it allows all the participants to share the desktop, so they can see the screen e.g. presentations, software, etc.
- Face-to-face/online tutorials, in which specific orientations will be offered on the different topics, additional contents for a deeper study of the course, tips for a better approach to the course and assessment tasks.
- Virtual work in networks or activities on the Moodle platform. Collaborative work that starts from a virtual space (Teaching Digital Ring, specifically Moodle platform), designed by the teacher and of restricted access, in which documents can be shared to work on them simultaneously and new ones can be added. It also contains the classes and lectures, both theoretical and virtual practical activities. It also allows the student to communicate in a synchronous and asynchronous manner, and participate in all the discussions.

Autonomous work training activities. This part consists on the 80% of the workload of this course. It includes:

- The individual study of the topics proposed by the teaching staff.
- The preparation of team and individual assignments. Preparation of activities to present or hand in in the practice sessions or assessment sessions.
- Mandatory readings.
- Autonomous work on the practical activities proposed by the teacher in the continuous assessment.
- Assessment tasks and exams.

4.3. Syllabus

The course will address the following topics:

Thematic Block I: Social Research Design

Topic 1: Social Scientific Methods

The scientific knowledge

The scientific method and social science methods Social phenomena approach perspectives

Plural methodology

Thematic Block II: Quantitative Research Techniques

Topic 2: The organization of research with qualitative method

The research project
 The formulation of the research problem
 Qualitative research design phases
 Topic 3: The mixed method and methodological triangulation
 Why the mixed method and triangulation
 Combination of social research techniques
 Design through the mixed method and triangulation
 Topic 4: Secondary sources
 Secondary analysis and secondary sources
 Types of secondary sources
 Topic 5: The survey
 Concepts and activities in a sociological research through a survey including the phases and all their characteristics.

Thematic Block IV: Research Design and Qualitative Research Techniques

Topic 6: The interview
 Definition
 Types of interviews
 Selection of informants
 Development of the interview
 Transcription of the data
 Data analysis
 Topic 7: Discussion groups and group interviews
 The dynamics of groups and the origin of the discussion groups
 Steps and phases to follow to form a discussion group
 Utility of the groups
 Topic 8: Life stories What is the history of life
 Phases of an investigation through this technique

Thematic Block V: The presentation of the research data and results

Topic 9: The final report

Practicum

Practices 1, 2, 3 and 4. Readings and case studies: approach to different methodological approaches and perspectives of social reality analysis. Designs of research projects with qualitative methods

Practices 5, 6, 7, 8. Design of research projects with quantitative methods. Management of secondary sources using official and public databases with free access through the computer

Practice 9. Design a social research project that includes the structure and the basic sections thereof.

The activities to develop are marked in each one of the blocks and consist in the critical reading of scientific texts, the reading of texts referring to research in social sciences and the active participation in the class through the realization of practical exercises, analysis and research on social reality in public administrations.

4.4. Course planning and calendar

Further information concerning the timetable, classroom, office hours, assessment dates and other details regarding this course will be provided on the first day of class or please refer to the Facultad de Empresa y Gestión Pública website and Moodle.

Training activities for the face-to-face students:	Hours
1.a. Face-to-face training activities: Lectures	30
1.b. Face-to-face training activities: Practice sessions	15
1.c. Face-to-face training activities: Assignments	5
1.d. Special practices. Field visits	5
1.e. Face-to-face training activities: Face-to-face tutorials	5
2.a. Autonomous work training activities: Individual study	40

2.b. Autonomous work training activities: The preparation of team and individual works	10
2.c. Autonomous work training activities: Mandatory readings	5
2.d. Autonomous work training activities: Autonomous work on the practical activities proposed by the teacher in the continuous assessment	33
2.e. Autonomous work training activities: Assessment tasks and exams	2
Training activities for distance students	Hours
1.a. Distance learning activities: Working sessions with videoconferencing platforms	15
1.b. Distance learning activities: Face-to-face tutorials and / or online tutorials	5
1.c. Distance learning activities: Virtual work in networks or activities in the Moodle platform	10
2.a. Autonomous work training activities: Individual study	50
2.b. Autonomous work training activities: The preparation of team and individual works	20
2.c. Autonomous work training activities: Mandatory readings	5
2.d. Autonomous work training activities: Autonomous work on the practical activities proposed by the teacher in the continuous assessment	43
2.e. Autonomous work training activities: Assessment tasks and exams	2