

School of Business

# Wayland Mission Statement

Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

# Contact Information

**Course**: MGMT 6320 01 – Research Methods

**Campus**: WBUonline

**Term/Session:** Fall 2 2025

**Instructor:** Dr. Samantha Rice Murray, PhD

**Office Phone Number/Cell #:** 806-445-6565; by appointment only. Schedule an appointment at [https://calendly.com/drmurrayappt/dr-murray-appointment?month=2020-10.](https://calendly.com/drmurrayappt/dr-murray-appointment?month=2020-10)

**WBU Email Address:** murrays@wbu.edu

**Office Hours, Building, and Location: :** I am available by appointment

**Class Meeting Time and Location:** Virtual office

# Textbook Information

**Required Textbook(s) and/or Required Materials:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** |
| Writing Literature Reviews: A guide for students of the social and behavioral sciences | Galvan & Galvan | 7th | 2017 | Routledge | 9780-41531-5746 |
| The Only Academic  Phrasebook You’ll Ever Need | Barros |  |  |  | 9781-53952-7756 |
| * APA Manual, 7th Ed. * [Grammarly Premium](https://www.grammarly.com/premium) * [Reciteworks (paid version)](https://reciteworks.com/pricing) | |  |  |  |  |

**Optional Materials:**

How to Write, & Present a Successful Dissertation Proposal. Wentz, E. A., 2014. Sage Publication. ISBN 9781452257884.

*Template Updated*

Writing the Winning Thesis or Dissertation A step by-step guide, 2nd edition. Glatthorn and Joyner 2005. Corwin Press. ISBN 978-0-7619-3961-0.

# Course Information

**Catalog Description:**

Develop skills in designing research in the management area, including the research process, problem definition and hypothesis development, an overview of qualitative, quantitative, mixed research methods, and ethical issues in human research.

**Prerequisite:** In good standing with the DMGT program

**Course Outcome Competencies:**

* Determine how to read and understand academic journal articles.
* Design a literature review that leads to testable hypotheses.
* Create testable hypotheses.
* Integrate course concepts relative to the Christian Worldview.

# Attendance Requirements

WBUonline

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8-week session, may receive an F for that course. Instructors may also file a Report of

Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given session is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy.

# University Policies

**Academic Integrity:**

[Link to Statement on Academic Integrity](https://www.wbu.edu/academics/writing-center/Academic%20Integrity%20Statement%20Pol%208.4.1%20Attch%20Oct%2020222.pdf)

**Disability Statement:** In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests. Office: (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

Accessibility issues with content in WBUonline courses or in Blackboard should be addressed to the WBU accessibility coordinator, Rick Hammer, hammerr@wbu.edu or call 1-866-547-9192 for 24/7 Blackboard Support.

**Student Grade Appeals:** Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog.

Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

# Course Requirements and Grading Criteria

**Weekly Assignment –** During the course of the session, you will be introduced to the basic concepts of research and reviewing the literature. During Weeks 5 – 8, you will begin writing a mini literature review by sections. Please note that the literature review assignments for weeks 5, 6, and 7 are due by Sunday, 1:00PM CST so they can be graded and sent back to you in time to incorporate the revisions. The final version of the literature review is due by Friday, Midnight, of Week 8. All instructions and rubrics are located in Blackboard.

**Late Policy**

Unless there are special circumstances as noted below, all work (including Discussion Board assignments and any other graded assignment) must be submitted by the due date.

* Assignments submitted within one week after the due date will receive a 10% deduction.
* Assignments submitted more than one week and less than 2 weeks late will receive a 20% deduction.
* Assignments submitted two weeks late or after the final date of the course will not be accepted.

Special circumstances (e.g. death in the family, military deployments, personal health issues) will be reviewed by the instructor on a case-by-case basis. ***To be considered for an exemption to the policy, students must contact the professor in advance of the due date.***

**Grading System:**

**Points**

Week 1 83 points

Week 2 70 points

Week 3 70 points

Week 4 110 points

Week 5 120 points

Week 6 120 points

Week 7 110 points

Week 8 200 points

**853 total points**

**The University has a standard grade scale:**

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term, within the last week of an 8-week session, or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student’s control. A grade of “incomplete” is changed if the work required is completed prior to the last day of the next long 16-week term or 8-week session, unless the instructor designates an earlier date for completion. If the work is not completed by the appropriate date, the I is converted to an F.

**Tentative Schedule Subject to change.**

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| --- | --- | --- |
| **WEEK 1** | • | Required First Assignment – Due Wednesday |
|  | • | Lecture & Reading Activities (Galvan & Galvan , 1 – 2; APA Manual, 9) |
|  | • | Discussion Board Activity – Initial reply due Thursday |
|  | • | Assignment – Selecting a Topic and Finding Quality Resources, due Sunday |
| **WEEK 2** | • | Lecture & Reading Activities (Galvan & Galvan, 5; APA Manual  8.2 – 8.3; 8.6) |
|  | • | Self-Assessment due Friday |
|  | • | Assignment - Finding Quality Resources, continued, due Sunday |
| **WEEK 3** | • | Lecture & Reading Activities (Galvan & Galvan, 6; APA Manual  8.10 – 8.11) |
|  | • | Self-Assessment due Friday |
|  | • | Assignment - Finding Quality Resources, continued, due Sunday |
| **WEEK 4** | • | Lecture & Reading Activities (Galvan & Galvan 8 - 9) |
|  | • | Self-Assessment due Friday |
|  | • | Assignment – Outlining your Literature Review, due Sunday |
| **WEEK 5** | • | Lecture & Reading Activities (Galvan & Galvan 10-11; Barros, 5) |
|  | • | Discussion Board Activity |
|  | • | Submit a two – four page Literature Review for Variable 1, note this assignment is due Sunday, CST, 1:00PM. |
| **WEEK 6** | • | Reading Activities (Galvan & Galvan, 12-13) |
|  | • | Discussion Board Activity |
|  | • | Continue with your literature review by adding two – four pages for Variable 2; and revisions for Variable 1 based on professor feedback. Note this assignment is due Sunday, CST, 1:00PM. |
| **WEEK 7** | • | Reading Activities (Barros, 6; APA Manual, 4.2, 4.4, and 4.6) |
|  | • | Self-Assessment |
|  | • | Continue with your literature review by Relationships, Summary, and Introduction; include revisions from professor feedback; submit entire draft for a SafeAssign review. Note this assignment is due Sunday, CST, 1:00PM. |
| **WEEK 8** | • | Submit final, edited version of your literature review by Friday. |