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**WAYLAND BAPTIST UNIVERSITY**

**VIRTUAL CAMPUS**

**SCHOOL OF BUSINESS**

**SYLLABUS**

**1.** 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.

**2. Course: MGMT 5320 – {VC01}, Research Methods**

**3. Term: Winter 2017 – November 13, 2017 - February 17, 2018**

**4. Instructor: Tony Strange, Ed.D, Professor Business and Education**

**5. Office Phone and email: 907-378-5876,** [**stranget@wbu.edu**](mailto:stranget@wbu.edu)

**6. Office Hours, Building, and Location: Virtual Campus**

**7. Class Meeting Time and Location: Virtual Campus**

8. Catalog Description: Tools, vocabulary, processes, and methods used in business, industry, and governmental research; measurement of results of internal and external research. Must be taken within first twelve (12) semester hours of graduate enrollment.

9. Prerequisites: None

10. Required Textbook and Resources:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| BOOK | AUTHOR | ED | YEAR | PUBLISHER | ISBN# | REVIEW |
| Research Methods for Business | Sekaran & Bougie | 7th | 2016 | McGraw-Hill | 9781-11916-5552 | 2/1/16 |

11. Optional Materials: American Psychological Association (APA) Manual, 6th edition,

12. Course Outcome Competencies:

Upon completion of this course the student should be able to:

* Apply and explain approaches and techniques required in performing reliable and valid research.
* Explain the terminology involved in conducting research.
* Demonstrate the methodology and analytical skills relevant to researching a business problem.
* Describe the interdisciplinary relationships between business research and other fields.
* Present both an oral and written research proposal and report.
* Develop a conceptual framework for research methodology.
* Be able to prepare a research proposal.
* Understand both qualitative and quantitative research methods.
* Understand research methodology terminology.
* Be able to read and understand research reports.

13. Attendance Requirements: IMPORTANT Notice:  This course is taught online through Wayland Baptist University’s Virtual Campus.  Be sure you have carefully considered your commitment to this form of instruction.  For more information please see the “[TIPS FOR SUCCESS”.](http://www.wbu.edu/academics/online_programs/works/tips.htm)Occasionally, unusual circumstances arise.  I will be flexible and try to accommodate these circumstances, but it is incumbent on you to let me know in advance so a solution can be found.

14. Statement on Plagiarism and Academic Dishonesty: Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

15. 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 Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765. Documentation of a disability must accompany any request for accommodations.”

16. Course Requirements and Grading Criteria:

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 Executive Vice President/Provost 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.

**ALL ASSIGNMENTS WILL BE DONE AS A WORD DOCUMENT AND UPLOADED IN THE APPROPRIATE CONTENT FOLDER. YOUR FINAL PAPER WILL BE SUBMITTED VIA SAFE ASSIGNMENS.**

1. Introduction – All students are required a self-introduction to your virtual campus classmates taking this class.
2. Students will do the required readings for week: “Critical Thinking”, “Academic Voice” articles and review the video, “If I Could Change the World”.

Due: November 17, 2017.

**Writing Assignment: Research Problem Statement**

This assignment will focus the actual research of the formal research project. Students will select a specific problem area and develop a problem statement. Problem statement must be minimum 150 words. Once the instructor has approved your problem statement you can precede to item (c).

\*\* A Problem maybe something that could work better at work or in your community. Students often do research that is job or community related. Critical piece you must be able to find research sources (articles, books, information, etc. on this topic).

Total value 100 points Due: December 4, 2017

**Writing Assignment: The Research Proposal** (3 to 5 pages, double space) will cover the following areas. You can upload the proposal into blackboard. Please use the following headings in the paper:

Title Page (APA format)

Introduction/Overview

Problem Statement

Research Objectives

Literature Review

Research Design

Data Analysis

Summary

Conclusion

 -  You must cite (APA format) minimum (3) sources in your proposal!

\*\*\* You must also prepare an 8-slide power point presentation on your Research Proposal. The power point presentation should be sent via blackboard upload.

Total point value 150 Due: December 18, 2017 (RFP = 100 points - Presentation = 50)

**Mid-Term Exam Due**: January 8, 2018 \_ (Cover Chapter 1 – 9)

**Writing Assignment**: **Develop a survey instrument** and conduct, as a minimum, a 10-person survey. The instructor prior to conducting the survey must approve survey Instrument. \*(See the examples on Blackboard in content folder).

Total point value 100 Due: January 16, 2018

**Final Exam Due**: – February 5, 2018 (Cover Chapter 10 – 17)

**Writing Assignment (Final Paper)**: Completion of your Research Paper (15 – 20 pages) will be in APA format and will include the following sections. **(THE BODY OF THE PAPER MUST MEET THE 15 – 20 PAGES NOT INCLUDING TITLE PAGE, TABLE OF CONTENT, REFERENCES AND APPENDICES).**

Final paper will be submitted using “Safe Assignments” on blackboard.

Introduction; Scope and context for the study

Problem Statement: This section will include the objectives of the study and state the hypotheses tested.

Literature Review: Describe what the research literature supports.

Methodology: Details about the population and sample, and methods of data collections. Describe how you survey instrument was constructed and utilized in your study.

Analysis: descriptive and statistical analyses.

Summary; A review of data and information provided.

Conclusion: what the data indicates and how the study could be improved or furthered.

References: What sources did you use and list accordingly (using APA format).

Appendices: Include copies of survey instrument and raw data

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## Using Safe Assignment

Safe Assignment is a third-party plagiarism checking service hosted outside of Blackboard.

### Student Instructions

1. Login to Blackboard (Click here: <http://wbu.blackboard.com>)
2. Select the class for which you want to post an assignment
3. Locate the area in which the assignment is posted
4. Click “>>View/Complete”, add any comments you wish to share with your professor, select the file you want to post, and click “Submit.” Your paper is now uploaded to a database to determine authenticity; it will be available for review by your instructor within 24 hours.

To check on the status of any papers you have uploaded, click on “Check Status” in the navigation area. Assignments that are graded will have a grade assigned. An exclamation point (!) means this paper has not been graded.

Total point value of: 400 Due: February 12, 2018

\*\*\*\*If you like to submit a draft of your paper early. I will review drafts prior to

February 7, 2017.

Grading Scale:

A = 90-100%, D = 60-69%

B = 80-89%, F = 59 and below

C = 70-79%, I = Incomplete

Grading Weight (based on 1000 points possible)

Class Participation – Discussion Board Postings 100 points

Research Problem Statement 100 points

Research Proposal 100 points

Proposal PowerPoint Presentation 50 points

Survey Instrument 50 points

Mid-Term 100 points

Final Exam 100 points

Research Project 400 points

All assignments will have due dates and late penalties. Failure to submit assignments on time will result in the reduction of your grade by 10 points per 24-hour period following the due date. For example, if something is due by midnight CST (Central Standard Time) on September 5, 2017 you will be counted off 10 points if I don't have your submission by midnight CST on September 6, 2017. You will be counted off 20 points after midnight CST on September 7, 2017. After four late periods, the submission will no longer be accepted. Please contact me early if you're having trouble getting something turn in on time.

17. Tentative Schedule: (Calendar, Topics, Assignments)

November 13 Introductions post to Blackboard (Due Nov 17, 2017)

Read “Academic Voice and Critical Thinking Articles”.

Read Chapter 1

Discussion Board Questions (Due November 17, 2017)

**Thanksgiving Holidays** (November 20-24, 2018)

November 27 Read Chapter 2 and 3

Blackboard Assignment

Discussion Board

December 4 Read Chapter 4

Blackboard Assignment

Discussion Board

**Problem Statement Due!**

**\*Start Working on your Research Proposal**

December 11 Read Chapter 5and 6

Blackboard Assignment

Discussion Board

**\*Continue to Working on your Research Proposal**

December 18 Read Chapter 7

Blackboard Assignment

Discussion Board

**Research Proposal Due!**

**Christmas Holiday** (December 20 – January 2, 2018

January 8 Read Chapter 8 and 9

Blackboard Assignment

Discussion Board

**Mid-Term Exam Due!**

January 16 Read Chapter 10 and 11

**(Tuesday)** Blackboard Assignment

Discussion Board

**Survey Instrument Due!**

January 22 Read Chapter 12 and 13

Blackboard Assignment

Discussion Board

January 29 Read Chapter 14 and 15

Blackboard Assignment

Discussion Board

February 5 Read Chapter 16 and 17

Blackboard Assignment

Discussion Board

**Final Exam Due!**

February 12 **Final Complete Paper Due!**

18. Additional information as desired by the faculty member: Writing Assistance

The Wayland Baptist University Writing Center

**Wayland’s Writing Center can help to assist you in understanding your writing instructions, defining your paper’s topic, developing a thesis, improving the organization of your paper, and identifying recurring grammar and mechanical issues.** **If you would like to utilize our online services, you may submit a paper through the Writing Center Portal. The portal requires you to register for a**

**password and to use your WBU email address. Please include your assignment’s instructions along with the paper.**

For more information, watch this video:

<http://www.wbu.edu/academics/academic_resources/writing_center/orientation/default.htm>

For help with your paper or questions about your writing, visit our online portal:

<http://www.wbu.edu/academics/schools/languages_and_literature/writingcenter/login.asp>

For online resources, such as style guides and paper examples, visit our resources page:

<http://www.wbu.edu/academics/academic_resources/writing_center/resources/default.htm>

Please feel free to visit our website, call the Writing Center staff, or email us any time.

<http://www.wbu.edu/academics/academic_resources/writing_center/default.htm>

[wc@wbu.edu](mailto:wc@wbu.edu) • 806.291.3670

**Another great writing resource: University of Purdue Online Writing Center (OWL)**

<http://owl.english.purdue.edu/>

\*\*Please print out and read the syllabus

\*\*Always check the announcement section on blackboard and examples in the assignment sections twice a week.

\*\*Please use the above email address for communication.