Administrative Unit: Criminal Justice Administration and Human Services Department

Course Prefix and Number: HUMS 300

Course Title: Exploring Research

Number of Credit Hours: 3  Lecture Hours: 3  Laboratory Hours: 0

Catalog Description: Finding, understanding, critical analysis and communication of empirically based research for practice application. Prerequisite: MATH 150/170. Offered Spring.

Prerequisite(s)/Corequisite(s): MATH 150/170.

Text(s): Most current editions of:


Recommended Supplements:


Textbooks listed are not necessarily the textbook(s) used in the course. Supplemental texts for literature and APA style are highly recommended.

Course Objectives:

• To find, evaluate, critically analyze and communicate the literature pertinent to a specific topic, issue or question.
• To apply empirically based knowledge to practice.

Measurable Learning Outcomes:

• Find, understand, and critically analyze empirically based research.
• Utilize an academic library.
• Write a literature review.
• Write in APA format.
• Populate and manipulate data in a spreadsheet.

Topical Outline (major areas of coverage):

• Lifelong learning
• Introduction to human inquiry and science
• Paradigms, theory and research
• Ethics and politics of social research
• Research design: an overview
• Conceptualization, operationalization and measurement.
• Indexes, scales and typologies
• Sampling
• Experiments
• Survey research
• Qualitative field research
• Unobtrusive research
• Evaluation research
• Qualitative data analysis
• Quantitative data analysis
• Applying research to practice
• Using Microsoft Excel for data entry and manipulation
• Literature review skills:
  • Qualitative versus Quantitative Reviews
  • Selecting a topic for review
  • Searching for literature and refining the topic
  • Retrieving and evaluating information from the web
  • Retrieving and evaluating information from library resources
  • Taking notes and avoiding unintentional plagiarism
  • Guidelines for evaluating sources of literature
  • Evaluating and interpreting research literature
  • Planning and writing the first draft
  • Revising and refining the first draft

Recommended maximum class size for this course: 35

Library Resources: Online databases are available at http://www.ccis.edu/offices/library/resources.asp. You may access them from off-campus using your eServices login and password when prompted.

Prepared by: Michael R. Perkins
Name ____________________________ Signature __________________

Date: September 23, 2006

NOTE: The intention of the master syllabus is to provide an outline of the contents of this course, as specified by the faculty of Columbia College, regardless of who teaches the course, when it is taught or where it is taught. Faculty members teaching this course for Columbia College are expected to facilitate learning pursuant to the course objectives and cover the subjects listed in the topical outline. However, instructors are also encouraged to cover additional topics of interest so long as those topics are relevant to the course’s subject. The master syllabus is, therefore, prescriptive in nature but also allows for a diversity of individual approaches to course material.

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