SOCI 3301: Social Data and Analysis Laboratory
Marsha Kim Huh
Syllabus
Fall - 2017

**Instructor:** Marsha Kim Huh  
**Email:** mxk033@uark.edu  
**Class Time and Location:**  
Old Main 205  
Lab 1 - Monday: 10:45 - 11:35  
Lab 2 - Tuesday: 11:00 - 11:50  
**Office Hours:** Wednesday: 11:00 to Noon at Old Main 205 (or by appointment)  
**The best way to reach me is by Email!**

### Course Description

This lab, a co-requisite to SOCI 3303, is designed to incorporate the concepts learned in Dr. Yang’s Social Data and Analysis course using the computer program Statistical Package for Social Science (SPSS), which is available for students use on all GACL computers. At the conclusion of this course, you should have a working understanding of some of the many functions and uses of SPSS. We will be analyzing data collected as part of the General Social Survey (GSS), which is among the most highly analyzed data sets in the social sciences. For a data file download link and more information on the GSS, you can visit its official website at: [http://www.gss.norc.org/get-the-data/spss](http://www.gss.norc.org/get-the-data/spss). We will be using the 2016 data, indicating that we are using the most current data, which will hopefully make this feel more applicable.

As stated previously, the lab acts as a supplement to your Social Data and Analysis class. Therefore, you will notice that the assignments we do in lab will follow the concepts you are learning in class and reading from the textbook. **This means it will be helpful if you bring your textbook, class notes and assignments from Social Data and Analysis to the lab.** However, the class grades are independent and will not affect one another.

**There is no extra textbook required for the lab section of Social Data and Analysis.** Please review the syllabus for SOCI 3303 for textbook requirements.

### Lab Hours:

The lab in Old Main 205 is open Monday to Friday from 8 A.M. to 4 P.M. However, you should have enough time to complete assignments within the allotted class time. All GACL Computers in the library and in the Union also have SPSS installed on them.
Assignments and Grading

We will have a lab assignment to complete in each class. The allotted time should be enough to complete the assignment; however, if you are unable to complete the assignment in class, it will need to be turned into me no later than the beginning of the following class period. If you need assistance with the assignment outside of class, please make sure to speak to me about setting up a meeting.

Please note that the assignments will tend to build off of one another. This means that bringing your previous lab assignments will assist you in remembering initial steps for a later assignment.

***I will hold two Revision Days, one for Assignments 1-5, and one for Assignments 6-10. If you miss any questions on any of the lab assignments after grading, you will have the opportunity to correct the mistakes. All corrections must be made and turned in by the end of your class day (Monday or Tuesday). These can be turned into me in person or placed in my mailbox in the Sociology Department office (Old Main 211). No revisions for Assignments 1-5 will be accepted after Revision Day 1. No revisions will be accepted after Revision Day 2 for Assignments 6-10. To receive full credit for the answers you will need to provide the corrected answer and write a complete sentence explaining the error. No revisions will be accepted for assignments that were not turned in by the original deadline.

The grade breakdown for lab will be as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assignment 1</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 2</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 3</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 4</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 5</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 6</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 7</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 8</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 9</td>
<td>80 points</td>
</tr>
<tr>
<td>Assignment 10</td>
<td>80 points</td>
</tr>
<tr>
<td>Attendance</td>
<td>200 points</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>1000 points</strong></td>
</tr>
</tbody>
</table>

Letter grades will follow a normal pattern:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percent</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
<td>1000 - 900</td>
</tr>
<tr>
<td>B</td>
<td>80-89%</td>
<td>899 - 800</td>
</tr>
<tr>
<td>C</td>
<td>70-79%</td>
<td>799 - 700</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
<td>699 - 600</td>
</tr>
<tr>
<td>F</td>
<td>&gt;60%</td>
<td>599 - 0</td>
</tr>
</tbody>
</table>

Calculating your final grade: Points you earned/1000 = Proportion X 1000 = Percent
Example: 900/1000 = .90 X 100 = 90% >>> A

I will round up grades following standard rounding rules that bring your grade to a full percent.
Example: 59.4 will not be rounded up to a D.
59.5 will be rounded up for a D.
<table>
<thead>
<tr>
<th>Final Grade</th>
<th>Minimum required</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>89.5 rounds to 90</td>
</tr>
<tr>
<td>B</td>
<td>79.5 rounds to 80</td>
</tr>
<tr>
<td>C</td>
<td>69.5 rounds to 70</td>
</tr>
<tr>
<td>D</td>
<td>59.5 rounds to 60</td>
</tr>
</tbody>
</table>

**Attendance**

There are a total of 10 classes that I will take attendance at. These are the 10 days that I have assignments listed on the schedule. Each day will be worth 20 points with 200 total points (20%) toward your grade. This means that any missed classes are a 20 point (2%) deduction to your overall grade.

**Late homework**

Late homework **will not be accepted**. All lab assignments are due by the beginning of the following class period. If you miss lab, you can contact me to arrange to pick up the assignment; it will still need to be completed before the following class. I will not accept email submissions of the assignment. If you are not going to be at lab to turn the assignment in, you will need to contact me to make arrangements for submission of the assignment. The only exception to this policy is in documented emergencies or school sanctioned events. You will need to contact me by email as soon as possible in these cases.

**Class Policies**

**Please be respectful of everyone involved.** *Do not disrupt class.* All cell phones will need to be kept on silent or vibrate and do not answer non-emergency calls. If a call does need to be answered, please go into the hallway to do so. *Do not arrive late.* If a student is more than 15 minutes late, they will not receive attendance points for that day. Any student acting otherwise will be asked to leave and miss any attendance and homework points associated with that session.

In the event that the University cancels or postpones classes due to *inclement weather*, this lab will do the same.

*If you are a student with disabilities*, you **must** register with the Center for Educational Access ([http://cea.uark.edu](http://cea.uark.edu)) and give me the associated paperwork if you wish to receive your necessary accommodations. Students with CEA requests must request a meeting with me in order to discuss how to accommodate your needs. You can request such a meeting any time during the semester. However, keep in mind that we must have this meeting before we can provide any CEA accommodations.

**Academic integrity** is essential to completing your courses. Violations carry severe consequences. Consult the U of A webpage for details ([http://provost.uark.edu/245.php](http://provost.uark.edu/245.php)).
Emergency Procedures

Many types of emergencies can occur on campus; instructions for specific emergencies such as severe weather, active shooter, or fire can be found at emergency.uark.edu.

Severe Weather (Tornado Warning):
Follow the directions of the instructor or emergency personnel
Seek shelter in the basement or interior room or hallway on the lowest floor, putting as many walls as possible between you and the outside. If you are in a multi-story building, and you cannot get to the lowest floor, pick a hallway in the center of the building Stay in the center of the room, away from exterior walls, windows, and doors

Violence / Active Shooter (CADD):

CALL 9-1-1
AVOID- If possible, self-evacuate to a safe area outside the building. Follow directions of police officers.
DENY- Barricade the door with desk, chairs, bookcases or any items. Move to a place inside the room where you are not visible. Turn off the lights and remain quiet. Remain there until told by police its safe.
DEFEND- Use chairs, desks, cell phones or whatever is immediately available to distract and/or defend yourself and others from attack.

Questions, Concerns

If you have any questions or concerns, please come see me! I would be glad to help you. I am here to answer your questions, whether it is during class or by appointment. The Best way to reach me is by email!

The instructor holds the express right to interpret all parts of this syllabus and the grading process.
**Tentative Class Schedule:**

**Week 1 (August 22):**
Review of Syllabus
Introductory Assignment

**Week 2 (August 29):**
Assignment 1

**Week 3 (September 5):**
Labor Day Holiday (Monday September 5th)
No Lab for Monday or Tuesday

**Week 4 (September 12):**
Assignment 2

**Week 5 (September 19):**
Assignment 3

**Week 6 (September 26):**
Assignment 4

**Week 7 (October 3):**
Assignment 5

**Week 8 (October 10):**
Revision Day 1
Assignments 1-5 must be revised and turned in by the end of the day.
(Possible make-up day)

**Week 9 (October 17):**
Enjoy your Fall Break!
No Lab

**Week 10 (October 24):**
Assignment 6

**Week 11 (October 31):**
Assignment 7
**Week 12 (November 7):**
Assignment 8

**Week 13 (November 14):**
Assignment 9

*Week 14 (November 21):*
Happy Thanksgiving!
No Lab
(Possible make-up day)

**Week 15 (November 28):**
Assignment 10

**Week 16 (December 5):**
Revision Day 2
Assignments 6-10 must be revised and turned in by the end of the day.
(Possible make-up day)

* Revision Day 1 and Revision Day 2 are explained under Assignments and Grading
* There are three possible make-up days on the schedule. These will be used in the case that class is cancelled on a previous week, or we are falling behind on lab assignments. If these turn into regular lab days, I will update the syllabus and inform you as soon as possible.