

Marshall University Course Syllabus

CJ 656: Applied Statistics in Criminal Justice

This course is 75% online with 25% consisting of synchronous online sessions. All contact and communications will occur online and all course requirements are to be submitted online within this course.

Course Name	CJ 656 – Applied Statistics in Criminal Justice
Department	Criminal Justice & Criminology
Semester	Spring 2018
Instructor	Dr. Dru Bora
Email	bora@marshall.edu
Telephone	304-696-3087
Office	Smith Hall 733
Course Start Date	January 8, 2018
Course End Date	May 3, 2018 (final exam)

For other deadlines such as add/drop and withdrawal, please go to the Academic Calendar:

<http://www.marshall.edu/calendar/academic/>

Course Materials

The following textbook is required for this course:

Title	<i>Discovering Statistics Using IBM SPSS Statistics</i>
Author(s)	Andy Field
Publisher	Sage
Edition	5 th (2018)
ISBN	ISBN-13: 978-1-5264-3656-6

Textbooks may be ordered online at the Marshall University Bookstore:

<http://www.bkstr.com/marshallstore/home/en> or it can be purchased through the publisher directly at

<https://us.sagepub.com/en-us/nam/discovering-statistics-using-ibm-spss-statistics/book260423>

IBM SPSS Statistics

In addition the textbook, another important component of this course is the effective use of the statistical program known as "IBM SPSS Statistics," simply referred to as SPSS. In fact, many of your assignments will rely upon its use. Typically, students would have to purchase access to their own 'student' version of the software for around \$60 (the full version is in the thousands). However, Marshall has the full version installed in all the computer labs for use. Fortunately for online students, the full version can also be accessed remotely by the entire Marshall community. Full instructions on this procedure can be found in the SPSS tab on Blackboard.

With this being said, your internet connection speed may have a bearing when connecting remotely. If this becomes a serious issue, you may have to do your work in a computer lab on campus or purchase access to the student version known as *IBM SPSS Statistics Standard Gradpack*. You can do this at <http://www.onthehub.com/spss/>. When purchasing this version, you are only getting a six month license

and the software will expire after that time, but this version can be installed on your local computer and you have access at any time whether you have internet connection or not.

Note: *The version of SPSS we will be using is IBM SPSS Statistics 24 (unless you purchase the student version), however the textbook was written with the most recent version in mind (i.e., version 25). This is a very small issue as they are basically still the same. Ever since IBM bought the rights to the software, they release a new version every year, but make only minor changes. Nevertheless, it is important to keep this in mind if you notice certain steps outlined in the book may not be exactly the same in practice.*

Course Details

Catalog Description: This course focuses on the principles of statistical techniques with emphasis upon their application in the criminal justice system.

Credit Hours: 3

Prerequisite: CJ 655- Research Methods in Criminal Justice

Instructor Communication

You are not required to see me in person. To communicate with me, please use the "Mail" tool in the course and refrain from emailing me outside of the course to my main Marshall email account unless it is urgent. Under most circumstances, I will get back to you within 24 hours (normally between the hours of 8:00 AM and 5:00 PM EST Monday through Friday). However, there may be times when my response is delayed during weekends or when I am out of town at an academic conference. If you happen to be on campus, you can also look me up in person. My office is in Smith Hall 733 and my phone number is 304-696-3087. I also have voice mail if you need to leave a message.

Computer Requirements

MU Online Student Resources

<http://www.marshall.edu/muonline/student-resources/>

Recommended Hardware

<http://www.marshall.edu/it/recommendations/>

IT Service Desk – for technical assistance 304-696-3200

<http://www.marshall.edu/it/departments/it-service-desk/>

Once you log into MU Online, be sure to consult the Collaborate Ultra guides and tutorials. For our online synchronous sessions (i.e., virtual classes), you will need a webcam and microphone.

Program Learning Outcomes

Upon completion of the Master of Science degree in Criminal Justice, and in part emphasized and reinforced through this course students will...

1. analyze and critique contemporary criminal justice issues using effective written communication skills with APA citations and information from scholarly sources;
2. evaluate theoretical perspectives, empirical findings, and trends and identify relevant public policy implications;

3. demonstrate scientific literacy by applying research findings to real-world problems within the justice system; and
4. interpret descriptive and inferential statistical data.

Course Learning Outcomes

Course Outcomes	How Each Outcome is Practiced in this Course	How Each Outcome is Evaluated in this Course
Students will be able to evaluate statistical information presented in everyday situations.	Online lectures, activities, and discussions	Quizzes, assignments, and exams
Students will be able to demonstrate the basics of descriptive and inferential statistics.	Online lectures, activities, and discussions	Quizzes, assignments, and exams
Students will be able to understand the different techniques used in criminal justice research to summarize, analyze, interpret, and evaluate data.	Online lectures, activities, and discussions	Quizzes, assignments, and exams
Students will be able to distinguish between different statistical procedures and be able to identify which procedure is appropriate for different types of data and research designs.	Online lectures, activities, and discussions	Quizzes, assignments, and exams
Students will be able to effectively use the Statistical Program for Social Sciences (SPSS), which is the predominant statistical software in the social sciences.	Online lectures, activities, and discussions using SPSS software	Quizzes, assignments, and exams

Course Structure

The course is divided into four modules, each lasting between 3-5 weeks. Within each module, there will be weekly folders with activities to complete for that week (e.g., readings, assignments, videos, discussions, quizzes, module exams, etc.). With the exception of module exams, all activities will be due by midnight on the Sunday of the following week. Module tabs and weekly folders will not be released until their designated dates to ensure a smooth progression of understanding of this complicated material (i.e., you cannot work more than a week ahead). In addition, we will meet in the virtual classroom using the Blackboard Collaborate tool four times throughout the semester, with each session taking place on a Monday immediately before a module exam is due that Thursday. The virtual classes are explained further below, and all due dates are outlined on the course schedule.

Assessment Measures & Grading Criteria

Module Exams (Use a regular PC, not an iPad or laptop)

There are four timed module exams, one at the end of each module. The question formats will include multiple choice, true/false, short answer, and problems. Exams can be accessed by clicking on the appropriate link during the week that it will be administered. The dates for each exam can be found below and on the course schedule. The exams will be open for two days and must be completed by the final date listed. You are allowed only one attempt at each exam, so make sure you are well prepared. A proctor will not be required, nor will any other special arrangements be required for taking the exams. The final exam is partly comprehensive.

Module 1 Exam- Thursday, February 8 (available 2/6-2/8)
Module 2 Exam- Thursday, March 8 (available 3/6-3/8)
Module 3 Exam- Thursday, April 12 (available 4/10-4/12)
Module 4 Exam- Thursday, May 3 (available 5/1-5/3)

PLEASE NOTE: You should be thoroughly prepared to take the exams without the use of your notes, textbook, or other resources as they are timed assessments, and you only have one opportunity to answer a question (i.e., you will not have time to go searching for answers nor come back to a question). In addition, each exam is randomly generated; therefore, no two exams will be the same.

Online Class Discussions

There will be several discussion sessions throughout the semester. You will be asked to respond to the question directly (an original post) and to at least two points or issues that have been raised by your fellow peers. This facilitates more “*active participation*” and more emersion in the course material. Your answer/response should be well thought out, articulate, and insightful. Also, do not respond with a simple statement such as “I agree.” Plus, cite course material and an external related research article or external scholarly source (if appropriate) to support your thoughts. Post throughout the discussion period, that is, throughout the week and not just in the last 48 or 24 hours before it is due. Postings are to be written in a professional manner with proper grammar, spelling, and syntax. I advise students to type it in MS Word or other word processor to check for spelling, grammar, etc. and then copy the post over into the discussion forum. You should write it as you would any formal writing assignment and not an email or instant message. Furthermore, adhere to the netiquette policy. Discussions will be graded by using a rubric.

Discussion and Participation-Online Virtual Class Sessions

As a hybrid course, we will have four online synchronous sessions via Collaborate Ultra to review course material immediately before a scheduled module exam. These sessions take place on select Mondays, from 6:00-9:00 pm, approximately 4-5 weeks apart; although, I don’t expect most sessions to last over an hour. Attendance and participation in these sessions will be assessed. To ensure these sessions run smoothly, be sure to view the Collaborate Ultra tutorials and video links in MU Online. FireFox and Google Chrome are the recommended browsers, and you will need a webcam and microphone to participate.

Assignments & Quizzes

Assignments and short quizzes will be administered in all of the modules to reinforce key ideas and main concepts related to the course material. You will be prompted with directions as how to proceed with these tasks each week. Because limited mathematics is involved in this course, a basic calculator would be handy (i.e., no need for a fancy scientific calculator).

GRADING CRITERIA

<u>Criteria</u>	<u>Weight</u>	<u>Grading Scale</u>
Module Exam 1	15 %	90-100% = A
Module Exam 2	15 %	80-89% = B
Module Exam 3	15 %	70-79% = C
Module Exam 4	15%	60-69% = D
Discussions/Virtual Participation	10%	Below 60% = F
Assignments & Quizzes	30%	
TOTAL	100%	

You may check your grades at any time by clicking the “My Grades” tab.

Course Policies

Deadlines and Penalties

You must adhere to the dates listed for completion of exams, discussions, and assignments. Once a due date has expired, the item will no longer be accessible (or writeable, in the case of discussions) and you will receive a zero for that particular item. While there is some flexibility in an online course to proceed at your own pace, it is imperative that you complete the exams as well as the discussion sessions by the due dates listed on the schedule to assure successful course completion. The discussions, exams, and assignments will become **UNAVAILABLE** after midnight on the due date. While you can take an exam before the due date (as soon as it is made available), please make sure you are thoroughly prepared to complete it successfully, as you only have one attempt at each exam. At the same time, do not wait until the last available minute on the due date to complete an exam because you never know when a technological glitch can occur (which I cannot be responsible for). You should plan to complete all activities at least one day prior to the scheduled due date to be on the safe side. This way, if there is a technical problem, you can contact me and I can try to remedy the situation. If you contact me on the day an activity is due, I cannot do anything about it!

Excuses

Because there is a degree of flexibility in completing items, it is your responsibility to keep track of dates and give yourself enough time for completion. If you wait until the last minute, there is no one to blame but yourself. With that said, I am also not heartless. If there is something that occurs which prevents your access to the course for a significant length of time (e.g., serious illness, death in the family, or personal tragedy) please contact me as soon as possible and we may be able to work something out. In this case, I will need verification, and it will be left to my discretion on its acceptability.

Extra Credit

I DO NOT offer extra credit in my courses (online or otherwise), so PLEASE DO NOT ASK!

Material on this Site

The PowerPoint presentations have been developed by the textbook publisher. Therefore, the slideshows are copyrighted. Furthermore, while every effort has been made to ensure that the slides are correct, every once in a while an error or inconsistency between the slides and the textbook may be present. If you notice such an error, please let me know so that it can be corrected. The bottom line is that you should rely on PowerPoint slides as a study aid only. The textbook and assignments, coupled with your notes are of most importance.

Academic Dishonesty

While this is an online course, the same standards used in a traditional classroom setting must be followed. That is, you are expected to do your own work. You must complete your exams individually, without the assistance of another person or your course materials. Anyone who violates this policy will receive a failing grade for the course.

Academic Dishonesty includes cheating, fabrication and falsification of data or information, plagiarism, bribes/favors/threats, and complicity. More specifically with regards to plagiarism, "It is the student's responsibility to clearly distinguish their own work from that created by others. This includes the proper use of quotation marks, paraphrase and the citation of the original source. Students are responsible for both intentional and unintentional acts of plagiarism" (MU Undergraduate Catalog). If a student violates this policy, discretion will be used by the instructor; the possible sanction to be applied will be a failing grade for the assignment, exam, or paper. For those of you who need a reminder about the policy, please refer to the MU Undergraduate Catalog.

Plagiarism

Plagiarism is a serious academic offense with extremely serious consequences. This includes everything from turning in someone else's work as your own, to buying a paper and submitting it as your own, to paraphrasing (i.e., putting into your own words) ideas you got from other sources, whether books or the Internet. **PLEASE DO NOT QUOTE OR PARAPHRASE FROM ARTICLES/BOOKS OR FROM ANY OTHER SOURCE WITHOUT PROPERLY CITING THE SOURCE. YOUR WRITING MUST BE COMPLETELY IN YOUR OWN WORDS.** If you do not understand what plagiarism or paraphrasing is, please read the information below and/or visit Marshall's policy on plagiarism at this site: <http://www.marshall.edu/academic-affairs/policies/#AcademicDishonesty>

STATEMENT ON PLAGIARISM: As a student at Marshall University I fully understand what plagiarism is. If I have any questions whatsoever about whether or not something should be cited or whether or not using someone else's ideas or words is appropriate, I will NOT guess and will consult my course instructor or the website noted above. If I am still confused, I will ask the course instructor and follow his/her advice because I know that my instructor takes this VERY seriously. I also acknowledge that I am fully aware of the penalty in this class for plagiarism/cheating of any type: failure for the semester and referral to the administration. I further acknowledge that I know the administration will put a report on my plagiarism in my permanent record. The administration will also decide if further punishment is warranted, including academic probation and possible expulsion.

University Policies

By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to www.marshall.edu/academic-affairs and clicking on "Marshall University Policies."

- Academic Dishonesty
- Excused Absence Policy for Undergraduates
- Computer Services Acceptable Use Policy
- Inclement Weather
- Dead Week
- Students with Disabilities
- Academic Forgiveness
- Academic Probation and Suspension
- Academic Rights and Responsibilities of Students
- Affirmative Action
- Sexual Harassment

Policy for Students with Disabilities: Marshall University is committed to equal opportunity education for all students, including those with physical, learning and psychological disabilities. University policy states that it is the responsibility of students with disabilities to contact the Office of Disability Services (ODS) in Prichard Hall 117 (304.696.2467) to provide documentation of their disability. Following this, the ODS Coordinator will send a letter to each of the student's instructors outlining the academic accommodation he/she will need to ensure equality in classroom experiences, outside assignment, testing, and grading. The instructor and student will meet to discuss how the accommodation(s) requested will be provided. For more information, access the website for the Office of Disabled Student Services: <http://www.marshall.edu/disabled>

Course Schedule

Since this is an online course, you have some flexibility to work at your own pace within each week's due dates. However, all activities must be completed by the due dates posted below on the Course Schedule. As mentioned previously, I strongly recommended that you complete all activities **at least one day prior** to the scheduled due date to be on the safe side. This way, if there is a technical problem, you can contact me and I can try to remedy the situation. If you contact me on the day an activity is due, I cannot do anything about it. In this case, you have forfeited your right to a remedy. Even though you have the flexibility to work at your own pace, please do not underestimate the amount of time necessary to go through the online content in addition to thoroughly reading the chapters from the text. You should be prepared to spend at least 8-10 hours per week both online and offline to successfully complete the course.

CJ 656 Course Schedule: Spring 2018

Module	Week	Important Dates
1: Building a Statistical Foundation	1) January 8-13 2) January 14-20 3) January 21-27 4) January 28- February 3	All activities due Sunday, January 14 by 11:59 pm (EST) All activities due Sunday, January 21 by 11:59 pm (EST) All activities due Sunday, January 28 by 11:59 pm (EST) All activities due Sunday, February 4 by 11:59 pm (EST)
	5) February 4-10	Virtual class meets Monday, February 5 @ 6:00 pm (EST) Module 1 Exam- Thursday, February 8 by 11:59 pm (EST) [available 2/6-2/8]
2: Exploring Relationships	6) February 11-17 7) February 18-24 8) February 25- March 3	All activities due Sunday, February 18 by 11:59 pm (EST) All activities due Sunday, February 25 by 11:59 pm (EST) All activities due Sunday, March 4 by 11:59 pm (EST)
	9) March 4-10	Virtual class meets Monday, March 5 @ 6:00 pm (EST) Module 2 Exam- Thursday, March 8 by 11:59 pm (EST) [available 3/6-3/8]
3: Making Predictions & Examining Differences	10) March 11-17 11) <i>March 18-24</i> 12) March 25-31 13) April 1-7	All activities due Sunday, March 18 by 11:59 pm (EST) <i>Spring Break- no activities</i> All activities due Sunday, April 1 by 11:59 pm (EST) All activities due Sunday, April 8 by 11:59 pm (EST)
	14) April 8-14	Virtual class meets Monday, April 9 @ 6:00 pm (EST) Module 3 Exam- Thursday, April 12 by 11:59 pm (EST) [available 4/10-4/12]
4: Understanding Categorical Outcomes	15) April 15-21 16) April 22-28	All activities due Sunday, April 22 by 11:59 pm (EST) All activities due Sunday, April 29 by 11:59 pm (EST)
	17) April 29-May 3	Virtual class meets Monday, April 30 @ 6:00 pm (EST) Module 4 Exam- Thursday, May 3 by 11:59 pm (EST) [available 5/1-5/3]