

**Hawaii Campus
School of Business
SYLLABUS**

1. University 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-HI01 - Research Methods

3. Term: HYBRID - Fall 2 Term 2020 (Oct 19, 2020 – December 19, 2020)

4. Instructor: John Hamilton, Ed.D

5. Contact Information: (808) 284-0741, john.hamilton@wayland.wbu.edu

6. Office Hours, Building, and Location: Before and after class or by appointment

7. Course Meeting Time and Location: Monday 5:30 PM – 9:30 PM, Wayland Baptist University, Hickman AFBK Campus –**Hybrid format until further notice.**

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 the first three courses in the MPA. NOTE: Must be taken within the first twelve (12) semester hours of graduate enrollment.

9. Prerequisite: None

10. Required & Optional Textbook and Resource Material:

BOOK	AUTHOR	ED	YEAR	PUBLISHER	ISBN#	UPDATED
REQUIRED: Research Methods for Business: A Skill Building Approach	Sekaran					

Note: Wayland Baptist University has partnered with VitalSource which is a digital copy of the required textbook available on Blackboard. The prices are very competitive with the market and in most cases below the standard cost. The e-textbook will be available for you to sample in the first two weeks (before Census date) of class. Opt-out procedures will be emailed to you. If you choose **NOT to use** this version, you **MUST opt-out by Census Date**, or you will be charged, and refunds are not available. If you choose to opt out, you are responsible for obtaining the textbook on your own. The textbook is needed for Week 1 assignments. The price of the textbook has been billed to your student account.

11. Optional Materials:

- Students may consider purchasing a grammar/APA software program
- Access to the WBU Learning Resource
- Internet and Library

11.1. Required Material:

- Keyboard enabled tablet or laptop needed for each class.

12. Course Outcomes and Competencies:

- Apply and explain approaches and techniques required in performing reliable and valid research.
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who wish to remain in the class must inform the instructor in order to discuss possible arrangements for making up absences.

13.1. Instructor Addendum. Attendance is essential to your success in this class. In the event of a missed assignment or activity, it is the student's responsibility to contact the instructor. Absences will affect your grade. Missing an hour or more of a class is an absence. Participation in online portions counts as an equal part of the attendance component. Missing online assignments is the same as missing face-to-face classes.

14. Statement on Plagiarism & Academic Dishonesty:

16.3. Research Proposal and Scoring: Students will complete a research proposal for this class. Details on the format of the research proposal will be posted on Blackboard. Proposal must use proper APA format. The paper will be submitted to Safe Assignment. If Safe Assignment detects more than a 20% match of previously written work, you must discuss with the instructor to get further instructions. The research proposal is worth 15% of the final grade for the course. See Blackboard for additional details on the assignment.

16.4. Research Proposal Presentation and Scoring: Students will do a presentation of their research proposal. Students will prepare and use a PowerPoint or other visual aide based on their paper. Presentation is limited to 7-10 minutes. Presentation will briefly include the required headings and sub-headings of the research proposal. Additional details of the presentation, if necessary, will be discussed in class and or Blackboard. The research proposal presentation is worth 10% of the final grade for the course.

16.5. Final Research Paper and Scoring: Students will complete one research paper for this class. The paper will be a minimum of ten (10) to fifteen (15) pages of content, excluding cover sheet, abstract, and references, and it will utilize at least ten (10) sources (scholarly journals or books).. Papers must use proper APA format. Problem statement for papers must also be pre-approved by the instructor in advance. The paper will be submitted to Safe Assignment. If Safe Assignment detects more than a 20% match of previously written work, you must discuss with the instructor to get further instructions. The final paper is worth 30% of the final grade for the course. See Blackboard for additional details on the assignment.

16.6. Final Research Paper Presentation and Scoring: Students will do a presentation of their final paper. Students will prepare and use a PowerPoint or other visual aide based on their paper. Presentation is limited to 10-15 minutes. Presentation will briefly cover the respective headings addressed in your research paper. Additional details of the presentation, if necessary, will be discussed in class and or Blackboard. The final paper presentation is worth 10% of the final grade for the course.

16.7. Means for Assessing the Outcome of Competencies:

a. Method Used to Determine Final Course Grade:

Evaluated Area	Percentage
1. Positive Participation and Attendance	15%
2. Group Work/Article Presentations	15%
3. Research Proposal Presentation	10%
4. Research Proposal	15%
5. Final Research Paper	30%
6. Final Research Paper Presentation	15%

b. Grading Criteria: Students will receive a letter grade from “A” to “F” for their individual work. The grading criteria are listed below:

Grade	Points	Percentage
A	100 points to 90 points	100% to 90%
B	89 points to 80 points	89% to 80%

C	79 points to 70 points	79% to 70%
D	69 points to 60 points	69% to 60%
F	59 and below	59% and below
I		Incomplete: See important grading information below

16.8. Grade Appeal Statement: “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/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.”

17. Tentative Schedule: Calendar/Assignments /

Weeks/Dates

Classroom Assignments

Week 5 Nov 16	<ul style="list-style-type: none"> • Q&A • Research Proposal Presentations • Group Work (AE #4) Interviews • Discuss Group Work (AE #5) 	<ul style="list-style-type: none"> • Read CH 10-12-13 • Research Proposal Presentation Due • BB #5 Initial Response (Research Interviews) • Work on Research Paper • Article Evaluation (AE) #5
Nov 23-27 Holiday Week		
Week 6 Nov 30	<ul style="list-style-type: none"> • Group Work (AE #5) Research Design 	<ul style="list-style-type: none"> • Read CH 13 & 14 • BB #6 Initial Response (Research Design) • Work on Research Paper • Article Evaluation (AE) #6
Week 7 Dec 7	<ul style="list-style-type: none"> • Q&A • Group Work (AE #6) Population Sampling Instruments Data Collection/Processing/Analysis 	

- All work will be the original work of the individual student. Academic honesty is expected of all students. Plagiarism, cheating, and other acts that lack academic honesty will result in a zero (0) for an assignment, and additional actions as outlined within online WBU Academic Catalog.
- The student's first point-of-contact for this course is the instructor. If the instructor cannot provide a satisfactory response, then the students will next contact the student's respective campus dean.
- If the student sends the instructor an email/text and does not receive an "acknowledge" reply from the instructor with 48 hours, the student will retransmit the original email and call/text the instructor accordingly.
- All discussions and interactions will remain professional and enable learning and growth.
- No work will be accepted after the last day of class.
- The instructor reserves the right to alter this schedule, as needed.