Instructor: Grace Bettis  
Email: ggbettis@uark.edu  
Class Time and Location:  
Old Main 205  
Lab 1 – Monday: 12:55 – 1:45pm  
Lab 2 – Thursday: 12:30 – 1:20pm  

Office Hours: 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. 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 lab assignments to complete in each class. The allotted time should be enough to complete the assignments; however, if you are unable to complete the assignments 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 6-9. If you miss any questions on any of the lab assignments after grading, you will have the opportunity to correct the mistakes. After we complete the labs for those days you will be able to make corrections on the previous assignments. All corrections must be made by the Revision Day. No revisions for Assignments 1-5 will be accepted after Revision Day 1. No revisions will be accepted after Revision Day 2 for Assignments 6-9. 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 deadline. No revisions will be accepted for assignments that were not turned in by their initial due date.***

The grade breakdown for lab will be as follows:

| Assignment 1 | 60 points |
| Assignment 2 | 60 points |
| Assignment 3 | 60 points |
| Assignment 4 | 60 points |
| Assignment 5 | 60 points |
| Assignment 6 | 60 points |
| Assignment 7 | 60 points |
| Assignment 8 | 60 points |
| Assignment 9 | 60 points |
| Attendance   | 460 points |
| **TOTAL**    | **1000 points** |

**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.

**Attendance**
There are a total of 10 classes that I will take attendance at. Each day will be worth 46 points with 460 total points (46%) toward your grade. This means that if you miss one day, your grade will drop by 4.6% (half of a letter grade).

*If a class is missed, you should email me to receive the assignment for the missed week. This can be turned in at the start of the next class period for full credit on the assignment.*

**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 or in person as soon as possible in these cases.

**Class Policies**

*Please be respectful of both the instructor and other students.* Do not disrupt class. All cell phones will need to be kept on silent or vibrate. If an emergency call does need to be answered, please go into the hallway to do so. *Please do not arrive late.* If a student is more than 10 minutes late, they will not receive attendance points for that day. Any student not adhering to class policies will be asked to leave and miss any attendance and assignment points associated with that class.

In the event that the University cancels or postpones classes due to **inclement weather**, this lab will do the same. It is possible that I will cancel a lab even if the University does not issue a cancellation. You will be contacted by email as soon as possible if this is the case.

*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 will be taken very seriously. 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](http://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 it’s safe.
DEFEND- Use chairs, desks, cell phones or whatever is immediately available to distract and/or defend yourself and others from attack.

**Questions or 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:** (January 14)
- Review Syllabus
- Introductory Assignment

**Week 2:** (January 21)
- No Class - MLK Holiday

**Week 3:** (January 28)
- Assignment 1

**Week 4:** (February 4)
- Assignment 2

**Week 5:** (February 11)
- Assignment 3

**Week 6:** (February 18)
- Assignment 4

**Week 7:** (February 25)
- Assignment 5

**Week 8:** (March 4)
- Revision Day 1
  - All corrections for Assignments 1-5 will need to be turned in on this day of class.

**Week 9:** (March 11)
- Assignment 6

**Week 10:** (March 18)
- No Class - Spring Break

**Week 11:** (March 25)
- Assignment 7

**Week 12:** (April 1)
- Assignment 8

**Week 13:** (April 8)
Assignment 9

**Week 14: (April 15)**
Revision Day 2
All corrections for Assignments 6-9 will need to be turned in on this day of class.