



## Justice Institute of British Columbia COURSE OUTLINE

<b>Course Code:</b>	FSS314
<b>Course Title:</b>	Public Sector Research and Analysis
<b>Prerequisite Courses:</b>	Computer Applications 100; FSS120 Fire Service Operations; FSS240 Statistical Foundations for Decision Making in the Fire Service
<b>School:</b>	Public Safety & Security
<b>Division/Academy/Centre:</b>	Fire & Safety Division
<b>Previous Course Code &amp; Title:</b>	N/A
<b>Course First Offered:</b>	2007

<b># of Credits:</b>	<b>3.0</b>
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### Course Description:

This course is an introduction to research methods in public and non-profit sector settings. Learners become informed consumers and critics of research and more effective managers of research-related projects. Data analysis skills are also strengthened with the use of spreadsheet software. Topics include: definition and types of research; research design; measurement; methods of data collection; data coding; descriptive and inferential statistics; relationships between variables; ethical and organizational issues; and the research proposal and report.

**Course Goal(s):** Learners can read, interpret and critically assess research reports prepared by others and translate information into action; research proposals accepted are judged on merit; Research activities are properly coordinated and managed.

### Learning Outcomes:

Upon successful completion of this course, the learner will be able to:

- Describe research, the objectives of research and the elements of the research process
- Evaluate and determine the most appropriate data collection methods for each type of research
- Ensure questionnaires are correctly designed to elicit information sought
- Critically evaluate information produced by those who produce research
- Make inferences based on statistical and data analysis, and recommend action based on findings
- Judge the merits of research proposals submitted by consultants and coordinate the resulting research activities

### Course Topics/Content:

- Overview of Research –
  - introduction to research and the research process
  - nature of theory, ethical issues



- defining the problem
- exploratory research
- Primary Data Collection Methods –
  - survey research
  - basic contact methods
  - observational research
  - experimentation
- Principles and Characteristics of Measurement –
  - measurement and scaling
  - attitude measurement
  - questionnaire design
- Sampling Procedures, Statistics and Data Analysis –
  - sampling
  - statistical theory
  - correlation, regression, multiple regression, data coding and analysis
  - presentation of findings

**Text and Resource Materials:** Use APA style; specify chapters where applicable. ([APA Style Guidelines](#))

**Required:**

- Zikmund, R. (2002). *Business research methods* 7<sup>th</sup> Ed., Southwest College Publishers
- Online course manual.

**Recommended:**

**Course Level:**

	First Year		Second Year	X	Third Year		Fourth Year
	Other (describe):						

**Equivalent Course(s) within the JIBC:**

**Class Delivery Methods:**

Delivery Methods	Class Option A (Hours)	Class Option B (Hours)	Class Option C (Hours)	Class Option D (Hours)
Classroom/Lecture/Discussion				
Simulation/Lab				
Practicum/Fieldwork				
Online	42			
Correspondence				



<b>Total Class Hours</b>	42			
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**Comments on Delivery Methods:**

**Course Grading System:**

X	Letter Grades		Percentage		Pass/Fail
	Complete/Incomplete		Attendance Only		

<b>Passing Grade:</b>	50%
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**Evaluation Activities and Weighing:**

Final Exam	%	Assignments	85%	Project	15%	Capstone Project	%
Midterm Exam	%	Portfolio	%	Participation	%	Other	%
Quizzes/Test	%	Simulations	%	Practicum	%	TOTAL	100%

**Comments on Evaluation Activities and Weighing:**

**Other Course Guidelines, Procedures and Comments:**

See UVic calendar – general student information and policies:

<http://web.uvic.ca/calendar2007/GI/index.html>

**View the Justice Institute of BC Policies listed below at:**

<http://www.jibc.ca/about-jibc/governance/policies>

Access Policy  
Harassment Policy  
Academic Integrity  
Student Code of Conduct

Academic Appeals Policy  
Intellectual Property Rights Policy  
Research on Human Subjects: Ethics  
Student Records