



IDENTIFYING DATA

Qualitative Methods of Social Research

Subject	Qualitative Methods of Social Research			
Code	P07G092V01301			
Study programme	Grado en Dirección y Gestión Pública			
Descriptors	ECTS Credits	Choose	Year	Quadmester
	6	Mandatory	3rd	1st
Teaching language	#EnglishFriendly Galician			
Department				
Coordinator				
Lecturers				
E-mail				
Web				
General description	Approximation of the process of research. Designing the methodological part of social research following scientific criteria. It will do special upsetting in the possibilities of the qualitative methodology, both in its application and in its analysis.			

Training and Learning Results

Code	
A1	Students will have shown they have sufficient knowledge and understanding of an area of study, starting after completion of general secondary education, and normally reaching a level of proficiency that, being mostly based on advanced textbooks, will also include familiarity with some cutting-edge developments within the relevant field of study.
A2	Students will be able to apply their knowledge and skills in their professional practice or vocation and they will show they have the required expertise through the construction and discussion of arguments and the resolution of problems within the relevant area of study.
A3	Students will be able to gather and interpret relevant data (normally within their field of study) that will allow them to have a reflection-based considered opinion on important issues of social, scientific and ethical nature.
A4	Students will be able to present information, ideas, problems and solutions both to specialist and non-specialist audiences.
A5	That students have developed those learning skills needed to undertake further studies with a high degree of autonomy.
B1	Analysis, synthesis, problem-solving, decision-making, information- and time-management skills.
B3	Ability to work in teams and in multidisciplinary environments.
B5	Critical thinking skills.
B6	To put their knowledge on public management and administration into practice.
B10	To design and manage projects.
C13	To apply the social policies and research methods and techniques and to be able to use quantitative and qualitative research methods.
C14	Ability to use the information and communication technologies (ICT) that can be applied in public management.
C15	To be familiar with the consequences that the decisions made by and the actions performed by civil servants can have for citizens and for society at large, especially the solution of ethical and moral issues within the area of public management and administration.
C16	To develop the ability to solve complex institutional problems.
D1	To identify the meaning of, and to put into practice, gender perspectives in the different areas of knowledge and in one's professional practice, with the aim of contributing to the achievement of fairness and equality in society at large.
D2	To be able to communicate, both orally and in writing, in the two official languages (Spanish and Galician) and in a foreign language.
D4	To master the specific ICT techniques in their respective academic and professional fields.
D5	To acquire independent learning skills.
D6	Ability to adapt to new situations.

Expected results from this subject

Expected results from this subject	Training and Learning Results			
1. Propose the most suitable methodology (qualitative, quantitative or mixed) according to the nature and object of the research.	A1	B1	C13	D1
	A2	B5	C14	D2
	A3	B6	C15	D4
	A4	B10	C16	D5
	A5			
3. Analyse and interpret properly the information collected by means of qualitative technicians	A1	B1	C13	D1
	A2	B3	C14	D2
	A3	B5	C15	D4
	A4	B6	C16	D5
	A5			D6
4. Value the adequacy and validity of an research designed by third and their results	A1	B1	C13	D1
	A2	B3	C14	D2
	A3	B5	C15	D4
	A4	B6	C16	D5
	A5	B10		D6
5. Draft and defend the methodological proposal of a work of researching that include qualitative methodology	A1	B1	C13	D2
	A2	B5	C14	D4
	A3	B6	C15	D5
	A4	B10	C16	
	A5			

Contents

Topic	
1. Methodological plurality and levels of research.	Ontology, epistemology and methodology of the Science. The methodological plurality.
2. The process of research: methodological designs and research projects.	The approach and the operationalization of the problem. Designs and strategies
3. The qualitative practices of researching: employment, analysis, and reflection, on the production of information for the taking of decisions.	Tools of qualitative research (the observation, documentary selection, interview, technical groups). Application, analysis and presentation of results.

Planning

	Class hours	Hours outside the classroom	Total hours
Introductory activities	1	0	1
Lecturing	30	28	58
Portfolio/dossier	1	5	6
Case studies	9	30	39
Mentored work	4	12	16
Objective questions exam	2	28	30

*The information in the planning table is for guidance only and does not take into account the heterogeneity of the students.

Methodologies

	Description
Introductory activities	Explanation by the teachers of the development and evaluation of the matter. Explanation of doubts.
Lecturing	Exhibition by part of the teacher of the theoretical contents of the matter object of study.
Portfolio/dossier	The individual exercises will form part of the folder of the students in the that will go collecting evidences of the work realized and assessment of the competitions reached.
Case studies	Selection of a case chord to the individual preferences of each student. Development the methodology of a proposal of study.
Mentored work	The teachers will make an individual analysis of materials of collected of work of field. In group, students will elaborate a document which will show their analytical capacity and the presentation of results.

Personalized assistance**Methodologies Description**

Lecturing	The students will receive indications in the classes and in the platform MOOVI on the matter object of study, as well as recommendations on documentation of interest (reading and/or audiovisual) that answer to the material complementary offered by the teachers or in reply to the demands formulated, individual or collectively, by students) TIME And PROCEDURE OF TITORING PUBLISHED IN MOOVI (applicable to all the methodologies/proofs)
Case studies	The students has personal attention for the resolution of doubts of personalised way. Personal feedback in the evaluation of the proofs
Mentored work	The students, in addition to the specific indications on the development of the proof, will have of attention customised so much to resolve doubts as to guide his work. Personal feedback in the evaluation of the proofs.
Portfolio/dossier	The students will owe to realize the proofs realized in the classroom and leave evidence of the same that will form part of the his individual folder.

Assessment						
	Description	Qualification	Training and Learning Results			
Lecturing	Extra punctuation in recognition and reward by the good disposal to take part actively in the classroom. It will be use to decide honour grade.	0	A1 A2 A3 A4 A5	B6 B10	C13	D1 D2
Portfolio/dossier	Individual task	20	A1 A2 A3 A4 A5	B1 B6	C13 C14 C15 C16	D1 D2 D4 D5 D6
Case studies	Suitability nd feasibility of the case (proposal of work of investigation): coherence, quality and editorial.	20	A1 A2 A3 A4 A5	B1 B3 B6 B10	C13 C14 C15 C16	D1 D2 D4 D5 D6
Mentored work	Fulfilment of the conditions of work. Correction in the procedure and coordination between group. Assessment of the final report: report	20	A1 A2 A3 A4 A5	B1 B3 B5 B6 B10	C13 C14 C15 C16	D1 D2 D4 D5 D6
Objective questions exam	Questions type test of multiple election and short questions on theoretical contents and of application of the knowledge.	40	A1 A2 A3 A4 A5	B1 B3 B5 B6 B10	C13 C14 C15 C16	D1 D2 D4 D5 D6

Other comments on the Evaluation

CONTINUOUS AND OVERALL EVALUATION

In principle, it is understood that all students follow continuous evaluation, which is committed to through participation in assessment activities. Any individual who wishes to take a single test on the official date (overall evaluation) must communicate this according to the regulations within the first month of the course. The overall evaluation will consist of a comprehensive final test that can measure all competencies; therefore, the test will be different from the continuous evaluation students.

The final grade for students in continuous evaluation will be the average of the grades obtained in the activities carried out in Small Groups (60% of the final grade) and the final exam. To calculate the average grade, it is mandatory to achieve a minimum score of 4 points in the Small Group activities and the exam. If a score below 4 points is obtained in any of these components, the final grade will be a fail with the corresponding numeric grade once the average between both parts is obtained, except if it is above 5, in which case a score of 4.9 will be awarded.

Students who do not take the exam will be marked as Absent, even if they have submitted continuous evaluation activities.

Regarding the activities carried out in Small Groups, the weighting is distributed as follows:

Portofolio/Dossier (20%): Attendance, participation, and brief tests carried out in the classroom will be taken into account.

Case study (20%): It consists of a written assignment weighted at 15% and an oral presentation weighted at 5%.

Supervised project (20%): It includes an individual analysis component weighted at 10% and a group component weighted at another 10%.

Attendance to classes, as well as attitude, willingness, and participation in them, will be positively taken into account for rounding up grades and honor consideration.

EXTRAORDINARY SESSION

During the same academic year, the grades obtained in the first (regular) session will be maintained for the second (extraordinary) session. It is possible to submit tests that were not completed or failed, except for those that were conducted in the classroom and cannot recover the score related to participation and attendance.

Sources of information

Basic Bibliography

Callejo Gallego, Javier (coord.), Val Cid, Consuelo; Gutiérrez Bito, Jesús; Viedma Rojas, Antonio, **Introducción a las técnicas de investigación social**, 1º, Editorial universidad Ramón Areces, 2010

Callejo Callejo, Javier y Viedma Rojas, Antonio, **Proyectos y estrategias de Investigación Social: la perspectiva de la intervención**, 1º, McGraw-Hill, 2010

Complementary Bibliography

Hernández-Sampieri, Roberto e Mendoza Torres, Christina Paulina, **Metodología de la investigación. Las rutas cuantitativa, cualitativa y mixta**, 1º, McGrawHill education, 2018

Ispizua, Marian y Lavía, Cristina, **La investigación como proceso. Planificación y desarrollo**, 1º, Dextra, 2016

Taylor, S.J. y Bogdan, R., **Introducción a los métodos cualitativos de investigación**, Paidós Básica, 2009

Bautista, Nelly Patricia, **Proceso de la investigación cualitativa. Epistemología, metodología y aplicaciones**, 1º, Manual Moderno, 2011

Recommendations