



IDENTIFYING DATA

Social research techniques and methodologies applied to public administrations

Subject	Social research techniques and methodologies applied to public administrations			
Code	P04G091V01604			
Study programme	(*)Grao en Dirección e Xestión Pública			
Descriptors	ECTS Credits	Type	Year	Quadmester
	6	Mandatory	3rd	2nd
Teaching language	Spanish Galician English			
Department	Statistics and Operational Research Sociology, Political & Administration Sciences and Philosophy			
Coordinator	Torres Outón, Sara María Vidal Puga, Juan José			
Lecturers	Torres Outón, Sara María Vidal Puga, Juan José			
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General description	This course aims to provide students an understanding of the methodology and techniques for both qualitative and quantitative research applied to Public Administration.			

Competencies

Code		Typology
CB1	Students have demonstrated to possess and understand knowledge in an area of study that starts from the base of general secondary education, and is usually found at a level that, although supported by advanced textbooks, also includes some aspects that imply knowledge coming from the vanguard of his field of study.	• know
CB2	Students know how to apply their knowledge to their work or vocation in a professional manner and possess the skills that are usually demonstrated through the elaboration and defense of arguments and the resolution of problems within their area of study.	• Know How
CB3	Students have the ability to gather and interpret relevant data (usually within their area of study) to make judgments that include a reflection on relevant social, scientific or ethical issues.	• Know How
CB4	Students can transmit information, ideas, problems and solutions to a specialized and non-specialized audience.	• Know be
CB5	Students develop those skills of necessary learning to undertake back studies with a high degree of autonomy.	• Know be
CG1	Skills in the search for information, in relation to primary and secondary information sources, including the use of computers for online searches	• Know How
CG5	Ser capaz de interpretar datos derivados de las observaciones en relación con su significación y relacionarlos con las teorías apropiadas en el ámbito de la dirección y gestión pública	• Know How
CG6	Capacidad de perseverancia en la realización de tareas y cometidos y confianza en el propio trabajo	• Know How
CE28	Saber aplicar los métodos, modelos y técnicas de datos cuantitativos y cuantitativos	• Know How
CT4	Skill for independent resolution of problems in relation with information qualitative and quantitative know	• Know How • Know be
CT8	Capacity to cooperate teamwork and open to different points of view and opinions	• Know be
CT9	Capacity to create critical thinking and self-criticism	• Know be

Learning outcomes

Learning outcomes	Competences
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Design and carry out a research using suitable qualitative and quantitative techniques.	CB1 CB1 CB2 CB2 CB3 CB4 CB5 CB5 CG1 CG6 CE2 CE8 CE28 CT4 CT8
Understand the processes and criteria for quality research and critically evaluate others' research findings.	CB1 CB1 CB2 CB3 CB4 CB4 CB5 CB5 CG1 CE2 CE8 CT8 CT9
Interpret correctly the meaning of the results of the qualitative and quantitative analyses.	CB1 CB1 CB2 CB2 CB3 CB4 CB5 CB5 CG5 CG6 CE2 CE8 CE28 CT4 CT8 CT9
Use computing tools that allow the application of the studied methods and techniques.	CB5 CG6 CE1 CE2 CE3 CE4 CE12 CE21 CE22 CT1 CT2 CT4 CT4 CT7 CT10 CT13 CT14 CT17 CT18 CT19 CT20

Contents

Topic

1. Science as cognitive paradigm and the scientific condition of the Social Sciences	Ontology, epistemology and methodology of the science. The methodological plurality.
2. Research as a process; designs and strategies	Research design and operationalization. Designs and strategies.
3. Qualitative techniques for research	Observation and documentary selection. The interview and the technical groups.
4. Quantitative techniques for data collection	Empirical translation of the theory. Technique of scales. Survey by sampling. Quality of the sources of information. Official statistical sources.
5. Quantitative techniques for data analysis	Normal populations. Central limit theorem. The distribution of the average of the sample. Interpretation of a confidence interval. Size of the sample to estimate the average. Distribution of a proportion. Multiple linear regression. Statistical hypothesis testing.
6. Computing applied to the resolution of practical cases	Use of spreadsheets for the application of the concepts and quantitative techniques to the resolution of exercises and practical cases.

Planning

	Class hours	Hours outside the classroom	Total hours
Introductory activities	1	0	1
Lecturing	28	28	56
Problem solving	6	6	12
Autonomous problem solving	0	11	11
Computer practices	6	6	12
Short answer tests	4	30	34
Essay	0	24	24

*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	Introductory activities.
Lecturing	Basic contents and theory.
Problem solving	Resolution of problems and/or exercises related with the subject.
Autonomous problem solving	Resolution of proposed problems and/or exercises. The students should upload the answers on time using the eLearning platform.
Computer practices	Use of computer tools.

Personalized attention

Methodologies	Description
Lecturing	Lectures in order to convey basics, theory and other relevant information for the course.
Problem solving	The proposed exercises will have their resolution available so that the students can check their answers.
Computer practices	The students will have the chance to apply the theory presented in the lectures.

Tests	Description
Essay	The students should work individually and in groups.

Assessment

	Description	Qualification	Evaluated	Competences
Problem solving	Individual assignments proposed at the theoretical and practical classes.	10		CB3 CG5 CE28 CT4
Short answer tests	Evaluation of the theory and the practical classes.	60		CB1 CB2 CB4 CG5 CE28 CT4

Essay	Jobs and projects that the students have to develop either individually or in groups.	30	CB1 CB3 CB5 CG1 CG6 CT4 CT8 CT9
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Other comments on the Evaluation

GENERAL NOTES

For students NOT taking classes in English language, assessment details are explained in the Galician and Spanish version of this guide.

Students taking classes in English language follow a methodology and evaluation that will be explained on the webpage in FaiTIC.

Sources of information

Basic Bibliography

Callejo Gallego, Javier; Del Val Cid, C.; Gutiérrez, J.; Viedma, A., Introducción a las técnicas de investigación social, Centro de Estudios Ramón Areces, 2010, Madrid

Callejo Gallego, Javier; Viedma Rojas, Antonio, Proyectos y estrategias de investigación social: la perspectiva de intervención, McGraw-Hill, 2005, Madrid

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Porto, B.; Vaamonde, A.; Varela, L., As necesidades de formación do persoal sanitario da rede asistencial do SERGAS, Servicio Galego de Saúde, 2002, Santiago de Compostela

Complementary Bibliography

Babbie, E., The Practice of Social Research, 14th Edition, Wadsworth Publishing, 2015,

Carlberg, Conrad George, Análisis estadístico con Excel, Anaya Multimedia, 2012, Madrid

Chalmers, Alan F, ¿Qué es esa cosa llamada ciencia?, 2ª ed. rev. y ampl., Siglo XXI, 2010, Madrid

Converse, J.; Presser, S., Survey Questions Handcrafting the Standardized Questionnaire, Volume 63, SAGE Publications, 1986,

Gallardo, Agneta, Curso básico de LibreOffice Calc, SlideShare, 2017,

<https://es.slideshare.net/AgnetaGsu/manual-prctico-de-hojas-de-clculo-con-libreoffice-calc-2017>

Machi, L.; McEvoy, B., The Literature Review: Six Steps to Success, 2nd Edition, Corwin Press, 2012,

Scheaffer; Mendenhall; Lyman, Elementos de muestreo, Thomson, 2006,

Valles Martínez, Miguel S., Técnicas cualitativas de investigación social: reflexión metodológica y práctica profesional, Síntesis, D.L., 1997, Madrid

Ritchey, F.J., Estadística para las ciencias sociales, Segunda edición, McGraw-Hill, 2008, México D.F.

Recommendations

Subjects that it is recommended to have taken before

Statistics: Introduction to administrative statistics/P04G091V01202

Other comments

ENGLISH GROUP: The maximum size of the English group is 20 people or 50% of the students, the first limit reached. If necessary, the lecturer will establish the criteria based on the accredited knowledge of the language and the order of application.
