



## 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                                                                                                                                                             | Choose    | Year | Quadmester |
|                     | 6                                                                                                                                                                        | Mandatory | 3rd  | 2nd        |
| Teaching language   | Spanish<br>Galician<br>English                                                                                                                                           |           |      |            |
| Department          |                                                                                                                                                                          |           |      |            |
| Coordinator         | Lage Picos, Jesús Adolfo<br>Vidal Puga, Juan José                                                                                                                        |           |      |            |
| Lecturers           | Lage Picos, Jesús Adolfo<br>Vidal Puga, Juan José                                                                                                                        |           |      |            |
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| Web                 | <a href="http://fatic.uvigo.es">http://fatic.uvigo.es</a>                                                                                                                |           |      |            |
| 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 |                                                                                                                                                                                                                                                                                                                             |
| A1   | (*)Que os estudantes demostren posuír e comprender coñecementos nunha área de estudo que parte da base da educación secundaria xeral e adoita atoparse a un nivel que, malia se apoiar en libros de texto avanzados, inclúe tamén algúns aspectos que implican coñecementos procedentes da vangarda do seu campo de estudo. |
| A2   | (*)Que os estudantes saiban aplicar os seus coñecementos ó seu traballo ou vocación dunha forma profesional e posúan as competencias que adoitan demostrarse por medio da elaboración e defensa de argumentos e a resolución de problemas dentro da súa área de estudo.                                                     |
| A3   | (*)Que os estudantes teñan a capacidade de reunir e interpretar datos relevantes (normalmente dentro da súa área de estudo) para emitir xuízos que inclúan unha reflexión sobre temas relevantes de índole social, científica ou ética.                                                                                     |
| A4   | Students can transmit information, ideas, problems and solutions to a specialized and non-specialized audience.                                                                                                                                                                                                             |
| A5   | Students develop those skills of necessary learning to undertake back studies with a high degree of autonomy.                                                                                                                                                                                                               |
| B1   | Habilidades en la búsqueda de información, en relación con fuentes de información primarias y secundarias, incluyendo el uso de ordenadores para búsquedas en línea                                                                                                                                                         |
| B5   | 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                                                                                                                                    |
| B6   | Capacidad de perseverancia en la realización de tareas y cometidos y confianza en el propio trabajo                                                                                                                                                                                                                         |
| C28  | Saber aplicar los métodos, modelos y técnicas de datos cuantitativos y cualitativos                                                                                                                                                                                                                                         |
| D4   | Skill for independent resolution of problems in relation with information qualitative and quantitative know                                                                                                                                                                                                                 |
| D8   | Capacidad para el trabajo cooperativo en equipo/grupo y abierto a diferentes puntos de vista y opiniones                                                                                                                                                                                                                    |
| D9   | Capacidad para el razonamiento crítico creativo y el autocrítico                                                                                                                                                                                                                                                            |

## Learning outcomes

|                                    |                               |
|------------------------------------|-------------------------------|
| Expected results from this subject | Training and Learning Results |
|------------------------------------|-------------------------------|

|                                                                                                               |                                              |          |                                           |                                                                             |
|---------------------------------------------------------------------------------------------------------------|----------------------------------------------|----------|-------------------------------------------|-----------------------------------------------------------------------------|
| Design and carry out a research using suitable qualitative and quantitative techniques.                       | A1<br>A1<br>A2<br>A2<br>A3<br>A4<br>A5<br>A5 | B1<br>B6 | C2<br>C8<br>C28                           | D4<br>D8                                                                    |
| Understand the processes and criteria for quality research and critically evaluate others' research findings. | A1<br>A1<br>A2<br>A3<br>A4<br>A4<br>A5<br>A5 | B1       | C2<br>C8                                  | D8<br>D9                                                                    |
| Interpret correctly the meaning of the results of the qualitative and quantitative analyses.                  | A1<br>A1<br>A2<br>A2<br>A3<br>A4<br>A5<br>A5 | B5<br>B6 | C2<br>C8<br>C28                           | D4<br>D8<br>D9                                                              |
| Use computing tools that allow the application of the studied methods and techniques.                         | A5                                           | B6       | C1<br>C2<br>C3<br>C4<br>C12<br>C21<br>C22 | D1<br>D2<br>D4<br>D4<br>D7<br>D10<br>D13<br>D14<br>D17<br>D18<br>D19<br>D20 |

## 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 operacionalization. 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 technicians 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           |
| Master Session                                | 28          | 28                          | 56          |
| Troubleshooting and / or exercises            | 6           | 6                           | 12          |
| Autonomous troubleshooting and / or exercises | 0           | 11                          | 11          |
| Practice in computer rooms                    | 6           | 6                           | 12          |
| Short answer tests                            | 4           | 30                          | 34          |
| Jobs and projects                             | 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.                                                                                                       |
| Master Session                                | Contents and theoretical bases of the subject.                                                                                 |
| Troubleshooting and / or exercises            | Resolution of problems and/or exercises related with the subject.                                                              |
| Autonomous troubleshooting and / or exercises | Resolution of proposed problems and/or exercises. The students should upload the answers on time using the eLearning platform. |
| Practice in computer rooms                    | Use of computer tools.                                                                                                         |

### Personalized attention

| Methodologies                      | Description                                                                                             |
|------------------------------------|---------------------------------------------------------------------------------------------------------|
| Master Session                     | Lectures are used to convey background, theory and other relevant information for the course.           |
| Troubleshooting and / or exercises | The proposed exercises will have its resolution available so that the students can check their answers. |
| Practice in computer rooms         | The students will have the chance to apply the theory presented in the lectures.                        |
| Tests                              | Description                                                                                             |
| Jobs and projects                  | The students should work individually and in groups.                                                    |

### Assessment

|                                    | Description                                                                           | Qualification | Training and Learning Results |          |     |                |
|------------------------------------|---------------------------------------------------------------------------------------|---------------|-------------------------------|----------|-----|----------------|
| Troubleshooting and / or exercises | Individual assignments proposed at the theoretical and practical classes.             | 10            | A3                            | B5       | C28 | D4             |
| Short answer tests                 | Evaluation of the theory and the practical classes.                                   | 60            | A1<br>A2<br>A4                | B5       | C28 | D4             |
| Jobs and projects                  | Jobs and projects that the students have to develop either individually or in groups. | 30            | A1<br>A3<br>A5                | B1<br>B6 |     | D4<br>D8<br>D9 |

### 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

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

Cea D'Ancona, María Ángeles, **Metodología cuantitativa : estrategias y técnicas de investigación social**, Síntesis, D.L., 1996

Corbetta, Piergiorgio, **Metodología y técnicas de Investigación social**, McGraw-Hill, 2007

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

#### Complementary Bibliography

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

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

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

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

GUGLER, **Manual de OpenOffice Calc**, 2006

Hopkins, Kenneth D.; Glass, Gene V., **Estadística básica para las ciencias sociales y del comportamiento**, 3ª ed., Pearson Educación, 1997

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

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## Recommendations

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### Subjects that it is recommended to have taken before

Statistics: Introduction to administrative statistics/P04G091V01202

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