Universida_{de}Vigo

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 Galician English
Department	
Coordinator	Pérez Freire, Silvia 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	
A1	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.
A2	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.
A3	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.
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	Skills in the search for information, in relation to primary and secondary information sources, including the use of computers for online searches
B5	Ability to interpret data obtained from observation with regard to their meaning and establish links with the appropriate theories in the field of public management and administration.
B6	Perseverance skills for performing tasks and missions and confidence in one[]s own work.
C28	To be able to apply the methods, models and techniques of quantitative and qualitative data.
D4	Skill for independent resolution of problems in relation with information qualitative and quantitative know
D8	Capacity to cooperate teamwork and open to different points of view and opinions
D9	Capacity to create critical thinking and self-criticism

Learning outcomes

Expected results from this subject	Training and Learning Results

Design and carry out a research using suitable qualitative and quantitative techniques.	A1 A1 A2 A2 A3 A4 A5 A5	B1 B6	C2 C8 C28	D4 D8
Understand the processes and criteria for quality research and critically evaluate others' research findings.	A1 A1 A2 A3 A4 A4 A5 A5	B1	C2 C8	D8 D9
Interpret correctly the meaning of the results of the qualitative and quantitative analyses.	A1 A1 A2 A2 A3 A4 A5 A5	B5 B6	C2 C8 C28	D4 D8 D9
Use computing tools that allow the application of the studied methods and techniques.	A5	B6	C1 C2 C3 C4 C12 C21 C22	D1 D2 D4 D4 D7 D10 D13 D14 D17 D18 D19 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
Lecturing	28	28	56
Problem solving	6	6	12
Autonomous problem solving	0	11	11
Practices through ICT	6	6	12
Problem and/or exercise solving	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.
Practices through ICT	Use of computer tools.

Personalized assistance

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.
Practices through ICT	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	Training and Learning Results			
Problem solving	Individual assignments proposed at the theoretical and practical classes.	10	A3	B5	C28	D4
Problem and/or exercise solving	Evaluation of the theory and the practical classes.	60	A1 A2 A4	B5	C28	D4
Essay	Jobs and projects that the students have to develop either individually or in groups.	30	A1 A3 A5	B1 B6		D4 D8 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, **Metodologia y técnicas de Investigación social**, McGraw-Hill, 2007
Bryman, A., **Social research methods**, 3rd edition, Oxford University Press, 2008
Punch, Keith F., **Introduction to social research : quantitative and qualitative approaches**, 2nd edition, SAGE,, 2005
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
Gallardo, Agneta, **Curso básico de LibreOffice Calc**, SlideShare, 2017
Machi, L.; McEvoy, B., **The Literature Review: Six Steps to Success**, 2nd Edition, Corwin Press, 2012
Pozo Triviño, M.I.; Vaamonde, A.; Casado Neira, D.: Pérez Freire, S.; Vaamonde Paniagua, A.; Fernan, Specialised training for interpreters working with gender violence victims/survivors. A report on the Delphi survey carried out on interpreters during the Speak out for Support (SOS-VICS) project. F, Universidade de Vigo, 2004
Ritchey, F.J., **Estadística para las ciencias sociales**, Segunda edición, McGraw-Hill, 2008

Scheaffer;Mendejall;Lyman, **Elementos de muestreo**, Thomson, 2006

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

Recommendations

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.

Contingency plan

Description
=== EXCEPTIONAL PLANNING ===
Given the uncertain and unpredictable evolution of the health alert caused by COVID-19, the University of Vigo establishes an extraordinary planning that will be activated when the administrations and the institution itself determine it, considering safety, health and responsibility criteria both in distance and blended learning. These already planned measures guarantee, at the required time, the development of teaching in a more agile and effective way, as it is known in advance (or well in advance) by the students and teachers through the standardized tool.

=== ADAPTATION OF THE METHODOLOGIES ===
* Teaching methodologies maintained: All of them

* Teaching methodologies modified: Nothing of them

* Non-attendance mechanisms for student attention (tutoring): Tutoring will be carried out by telematic means (e-mail, video-conference, FAITIC synchronous and asynchronous forums , ...). Both, offered by the teachers and duly announced on FAITIC, and previously requested by the students.

* Modifications (if applicable) of the contents: No change is required

* Additional bibliography to facilitate self-learning: Information available through the FAITIC virtual teaching platform

* Other modifications: No change is required

=== ADAPTATION OF THE TESTS ===
* Tests already carried out: No change is required

* Pending tests that are maintained: No change is required

* Tests that are modified: No change is required

* New tests: No change is required

* Additional Information: In the event of the activation of distance and blended learning, this will be provided through Campus Remoto and FAITIC virtual teaching platform, without prejudice to other measures that may be taken to ensure the accessibility of students to teach content. All information will be available on the FAITIC virtual teaching platform: documents (reading and audio-visual format) on the subjects taught, instructions for carrying out the tasks, exercises and evaluation tests, news, announcements, planned schedule and dates of the assessments and any other question which must be reported to the students.