

Degree Requirements: Students Enrolled Prior to Fall 2014

A student enrolled prior to Fall 2014 may choose a Professional Paper Degree Track in addition to the other two degree tracks (Comprehensive Exam Track Degree Plan and Thesis Track Degree Plan) which are effective Fall 2014.

Core and Elective Courses Required for Professional Paper Track

CORE REQUIRED COURSES (12 hours)¹

SOCI 5310—Seminar in Sociological Theory

SOCI 5312—Seminar in Sociological Research

SOCI 5314—Social Statistics

SOCI 5099—Graduate Readings in Sociology: Professional Paper Practicum

APPLIED CORE ELECTIVE COURSES (Select at least *one* of the following, 3 hours)

SOCI 5313—Qualitative Research Methods

SOCI 5376—Applied Research Methods

SOCI 5378—Techniques of Research Proposal Writing in the Social Sciences

SOCI 5380—Social Impact Assessment & Program Evaluation

ELECTIVE COURSES (Select at least *seven* of the following, 21 hours)²

SOCI 5320—Sociology of Community

SOCI 5322—Medical Sociology

SOCI 5324—Social Change & Development

SOCI 5331—Sociology of the Family

SOCI 5333—Sociology of Religion

SOCI 5337—Gender & Society

SOCI 5338—Sociology of Disaster

SOCI 5351—Seminar in Environmental Sociology

SOCI 5353—Seminar in Race & Ethnic Studies

SOCI 5355—Seminar in Social Inequality

SOCI 5386—Sociology of Aging

SOCI 5099—Graduate Readings in Sociology

SOCI 6360—Seminar in Sociology

Notes:

¹Core required courses are offered each Fall and Spring semester.

²Students may use up to 6 credits from graduate courses from outside of the Sociology department to fulfill this requirement.

Professional Paper (Only available for students admitted prior to Fall 2014)

One requirement of the Masters of Arts Program in Sociology is developing a professional paper. The professional paper should be built on a paper written for a course you have taken at the Sociology Graduate Program. There are two types of professional papers: (1) extended literature review; and (2) original research. An extended literature review addresses a specific set of research questions in-depth. Original research is based on either primary or secondary data analysis. If you conduct original research using primary data, you must obtain IRB approval, have your data collected, analyzed, and a draft paper written *before* enrolling SOCI 5099: Professional Paper Practicum.

SOCI 5099: Professional Paper Practicum is offered in both the Fall and Spring semesters. Please note that it is not offered in summer. Thus, if an August graduation is planned, the professional paper must be completed during the Spring semester. Students are strongly encouraged to contact the Director of Graduate Studies regarding the professional paper process before the posted deadlines indicated below.

Before enrolling in SOCI 5099, students must:

- Complete at least 24 credit hours, including the three core required courses (SOCI 5310, SOCI 5312, and SOCI 5314).
- Submit a draft professional paper to the Director of Graduate Studies by **October 15 for Spring and March 15 for Fall** (firm deadlines; NO EXCEPTIONS)
- Once submitted, the draft will be reviewed by the Director of Graduate Studies to evaluate whether the draft meets the eligibility criteria for enrollment in SOCI 5099. To be eligible, the student's draft must at least have "1" (0-3 scale) in ALL the items of the TWO rubrics (A: Format/Quality of Writing; and B-1 or B-2: Content) linked below. If the draft does not meet the criteria, then the student cannot register for SOCI 5099.

Enrolling in the Professional Paper Practicum does not ensure the requirements for graduation have been met. The professional paper must meet the "Proficient" standard (see Grading Rubrics below) on all sections as determined by the supervising faculty.

Information regarding the Professional Paper can be accessed through the links below.

Professional Paper Rubric A: Format/Quality of Writing

Professional Paper Rubric B-1: Content (Extended Literature Review)

Professional Paper Rubric B-2: Content (Original Research: Secondary Data Analysis)

If you have additional questions, please contact the Director of Graduate Studies.

Professional Paper Rubric A: Format/Quality of Writing

Name: _____

Professional Paper Title: _____

Section	Requirements	Evaluation
Documentation of Sources, Quality of Sources	◆ Peer-reviewed, academic sources (at least 15), plus other sources.	0 1 2 3
	◆ All sources are clearly relevant to research focus.	0 1 2 3
Writing Quality, Spelling & Grammar	◆ Entire document is free of errors in grammar, punctuation, spelling, and usage.	0 1 2 3
	◆ Tone of language and word choice consistent with scientific and academic English.	0 1 2 3
	◆ Writing is clear and arguments are convincing.	0 1 2 3
	◆ Concepts are presented well (comprehensive level of description and analysis).	0 1 2 3
	◆ Content and language is sociological.	0 1 2 3
	◆ Results and discussion properly address the purpose of study and research questions.	0 1 2 3
	◆ Paper is well organized with good flow (sections follow clearly from one another).	0 1 2 3
	◆ Use of proper citations in the text to avoid plagiarism.	0 1 2 3
Manuscript Format (Title page, headings, subheadings, references)	◆ Title page includes: title, name, SOCI 5099, semester/year.	0 1 2 3
	◆ Abstract: 150-200 words.	0 1 2 3
	◆ All information is centered on page.	0 1 2 3
	◆ Headings (all caps) are used appropriately to indicate main sections of the paper.	0 1 2 3
	◆ Subheadings (only first letter capitalized) are used appropriately (if used) to indicate subsections within the main sections of the paper.	0 1 2 3
	◆ Tables or figures should follow the proper format.	0 1 2 3
	◆ ASA citation style is accurately used for both in-text citations and bibliography.	0 1 2 3

Evaluation Criteria:

- ◆ 0: Beginning
- ◆ 1: Developing
- ◆ 2: Proficient
- ◆ 3: Exemplary

Professional Paper Rubric B-1: Content (Extended Literature Review)

Name: _____

Professional Paper Title: _____

Section	Requirements	Evaluation
Abstract	◆ Purpose of research	0 1 2 3
	◆ Method of literature selection	0 1 2 3
	◆ Findings/conclusions in descending order of importance	0 1 2 3
Introduction Paper Focus: Purpose/Position (Thesis)	◆ Significance of the issue/problem	0 1 2 3
	◆ Identification of purpose of research and research questions	0 1 2 3
	◆ Indication that your research is a review paper	0 1 2 3
	◆ Method of literature selection (where and how you select articles or books that you used for your research)	0 1 2 3
	◆ What you will do in paper to explore and answer research question.	0 1 2 3
Analytical Literature Review (In-depth examination of related literature)	◆ Research focus is clearly grounded in previous research/theoretically relevant literature	0 1 2 3
	◆ Theories: Relevant theoretical literature is explored. Theoretical framework for the research question is clearly stated (which theory do you choose to best answer your question and why)	0 1 2 3
	◆ Empirical evidence: Literature providing empirical research evidence relevant to research question is explored. Here you cite and describe related research. How does each help answer your question? What are the limitations? Do empirical results differ across studies? How do you interpret this?	0 1 2 3
	◆ Research questions were clearly answered.	0 1 2 3
Discussion & Conclusions (Answer to Research Question & Suggestions for further research)	◆ Briefly summarize your findings/answers to your research questions and how they contribute to the purpose of the research.	0 1 2 3
	◆ Insightful discussion of how the study relates to and/or enhances the present scholarship in this area.	0 1 2 3
	◆ Limitation of existing studies: Discuss any issues/problems with the research in terms of answering the research questions. What was left out? What still needs to be done?	0 1 2 3
	◆ Suggestions for further research in this area	0 1 2 3

Evaluation Criteria:

- 0: Beginning
- 1: Developing
- 2: Proficient
- 3: Exemplary

Professional Paper Rubric B-2: Content (Secondary Data Analysis)

Name: _____

Professional Paper Title: _____

Section	Requirements	Evaluation
Abstract	• Purpose of research	0 1 2 3
	• Method of literature selection	0 1 2 3
	• Findings/Conclusions in descending order of importance	0 1 2 3
Introduction Paper Focus: Purpose/Position (Thesis)	• Significance of the issue/problem	0 1 2 3
	• Identification of the purpose of the research and research question(s)	0 1 2 3
	• What you will do in the paper to explore and answer the research question.	0 1 2 3
Literature Review Examination of relates literature	• Research focus is clearly grounded in previous research/theoretically relevant literature.	0 1 2 3
	• Theories: Relevant theoretical literature is explored. Theoretical framework for the research question is clearly stated (which theory do you chose to best answer the question and why).	0 1 2 3
	• Empirical evidence: Literature providing empirical research evidence relevant to research question is explored. Here you organize related research literature around common themes that address your research question(s). Within the thematic groups, present in your own words how each study is relevant to your question(s) and what the limitations of each study are. Do empirical results differ across studies? How do you interpret this?	0 1 2 3
	• Discuss the current state of knowledge regarding research question(s). E.g. have others settled on a clear answer to research question(s)? Is there disagreement in the field that this research seeks to remedy?	0 1 2 3
	• Limitations of existing studies: Discuss any issues/problems with previous research as it relates to this research project.	0 1 2 3

Section	Requirements	Evaluation
Research Methods	<ul style="list-style-type: none"> Provides accurate, thorough description about the data (sample, measurement/instrument, data collection method, what/how many data sources were analyzed, plan of analysis or research context) 	0 1 2 3
	<ul style="list-style-type: none"> Data analysis plan and justification of analysis plan. 	0 1 2 3
	<ul style="list-style-type: none"> If applicable, testable hypotheses are provided. 	0 1 2 3
Results/Analysis (Answer to research Question)	<ul style="list-style-type: none"> Results are clearly explained in a comprehensive level of detail and are well-organized. 	0 1 2 3
	<ul style="list-style-type: none"> Tables/figures clearly and concisely convey the analysis results. 	0 1 2 3
	<ul style="list-style-type: none"> Statistical analyses (if used) are appropriate and accurately interpreted. 	0 1 2 3
	<ul style="list-style-type: none"> Interpretations/analyses are clearly informed by the study's results and thoroughly address how they supports, refuted, and/or informed the hypotheses. 	0 1 2 3
	<ul style="list-style-type: none"> The results are coherent to the purpose of the study and research questions. 	0 1 2 3
Discussion & Conclusions (Answer to Research Question & Suggestions for further research)	<ul style="list-style-type: none"> Briefly summarize your findings/answers to your research questions and how they contribute to the literature in the research area. 	0 1 2 3
	<ul style="list-style-type: none"> Insightful discussion of how the study relates to and/or enhances the present scholarship in this area. 	0 1 2 3
	<ul style="list-style-type: none"> Limitations of this research. Discuss both methodological and theoretical limitations. 	0 1 2 3
	<ul style="list-style-type: none"> Suggestions for further research in this area 	0 1 2 3
References	<ul style="list-style-type: none"> Congruence between in-text citations and bibliography. 	0 1 2 3

Evaluation Criteria:

0: Beginning - basic information is missing or incomplete.

1: Developing - basic information is present but undeveloped.

2: Proficient- information is complete and some discussion is present.

3: Exemplary- information is comprehensive and well developed; discussion is organized and thorough.