

Contents

Activity level index	viii
Activity type index	xii
Companion website	xvi
About the author	xvii
Introduction	1
PART 1 TUTOR NOTES	3
SECTION 1: FINDING AND USING SOURCES OF INFORMATION	5
Activity 1: Distinguishing between primary and secondary sources	7
Activity 2: Finding and using primary sources	9
Activity 3: Improving observation skills	11
Activity 4: Assessing prior experience and learning	13
Activity 5: Reflecting on your inquiry skills	15
Activity 6: Using the internet for background research	17
Activity 7: Evaluating sources	19
Activity 8: Recognizing statistics, facts, arguments and opinions	22
Activity 9: Discovering questionable statistics published online	24
Activity 10: Managing critiques and reviews	26
Activity 11: Critiquing quantitative research papers	28
Activity 12: Critiquing qualitative research papers	30
Activity 13: Evaluating science in the media	32
Activity 14: Recognizing media and political bias	35
Activity 15: Recognizing research(er) bias	38
SECTION 2: PLANNING A RESEARCH PROJECT	41
Activity 16: Choosing a research topic	43
Activity 17: Producing aims and objectives	45
Activity 18: Developing a research question	47
Activity 19: Designing a research project	49
Activity 20: Choosing research methods	52
Activity 21: Using multiple or mixed approaches	54
Activity 22: Knowing about probability samples	57
Activity 23: Knowing about non-probability (purposive) sampling	60
Activity 24: Choosing sample size	63
Activity 25: Avoiding sampling problems	65
Activity 26: Justifying your research topic	68
Activity 27: Defending methodology	70
Activity 28: Costing a research project	72
Activity 29: Producing and justifying your budget	75
Activity 30: Producing a research proposal	77
Activity 31: Obtaining funding	79
Activity 32: Working collaboratively with others	81
SECTION 3: CONDUCTING RESEARCH	85
Activity 33: Understanding the process of science	87
Activity 34: Knowing about real-world scientific research	89

Activity 35: Avoiding mistakes in experiments	91
Activity 36: Undertaking ethnographic work	93
Activity 37: Conducting interviews	96
Activity 38: Constructing questions	99
Activity 39: Producing an interview schedule	102
Activity 40: Running a focus group	104
Activity 41: Establishing rapport	107
Activity 42: Listening to interviewees	109
Activity 43: Understanding group dynamics	112
Activity 44: Recording techniques	115
Activity 45: Using observation techniques	117
Activity 46: Using visual methods	120
Activity 47: Designing questionnaires	122
Activity 48: Administering questionnaires	125
Activity 49: Improving response rates	128
Activity 50: Using the internet as a tool for research	131
SECTION 4: USING AND ANALYSING DATA	135
Activity 51: Reading scientific material	137
Activity 52: Improving data search techniques	140
Activity 53: Storing and using data	143
Activity 54: Making use of statistics	145
Activity 55: Choosing software for statistical analysis	148
Activity 56: Finding and using datasets	151
Activity 57: Analysing quantitative data	154
Activity 58: Operationalizing and classifying	156
Activity 59: Ensuring validity and reliability in quantitative research	159
Activity 60: Knowing about data management	161
Activity 61: Analysing qualitative data	163
Activity 62: Analysing visual data	166
Activity 63: Coding and categorizing qualitative data	169
Activity 64: Evaluating qualitative analyses	171
Activity 65: Drawing conclusions from qualitative data	173
Activity 66: Knowing about data protection	175
SECTION 5: DISSEMINATING RESULTS	179
Activity 67: Presenting to a lay audience	181
Activity 68: Dealing with the media	183
Activity 69: Presenting conference papers	185
Activity 70: Writing journal papers	187
Activity 71: Disseminating via social media	189
Activity 72: Publishing online	192
Activity 73: Writing an impact statement	195
Activity 74: Overcoming writer's block	197
Activity 75: Planning and writing a dissertation	200
SECTION 6: ACTING ETHICALLY	203
Activity 76: Recognizing ethical issues	205
Activity 77: Understanding legal requirements	208
Activity 78: Avoiding plagiarism	211
Activity 79: Producing a code of ethics	214
Activity 80: Understanding issues of informed consent	216
Activity 81: Treating participants with respect	218
Activity 82: Avoiding conflict of interest	221
Activity 83: Understanding biased financial relationships	223
Activity 84: Recognizing and managing the funding effect	225

Activity 85: Knowing about the ethical approval process	227
Activity 86: Collaborating and cooperating ethically	230
Activity 87: Conducting research that involves risk	232
Activity 88: Conducting research with vulnerable people	235
Activity 89: Conducting research with children	238

SECTION 7: DEVELOPING DEEPER RESEARCH SKILLS **243**

Activity 90: Knowing about epistemology and ontology	245
Activity 91: Asking epistemological questions	247
Activity 92: Understanding methodology	249
Activity 93: Asking methodological questions	251
Activity 94: Locating epistemological and methodological standpoint	253
Activity 95: Understanding theoretical perspective	255
Activity 96: Reasoning inductively and deductively	258
Activity 97: Recognizing problems with reasoning	260
Activity 98: Hypothesizing and theorizing	263
Activity 99: Generating theory inductively and deductively	265
Activity 100: Identifying effective theory	267

PART 2 STUDENT HANDOUTS **269**