**POSTGRADUATE MODULE HANDBOOK**

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| bbk_politics_mint |
| **Advanced Topics in Quantitative Social Research**  **(2022-23)** |
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# KEY MODULE INFORMATION

### Module Level and Credit Value

Level 7, 15 credits.

### Module Description

This module introduces you to a selection of advanced statistical methods that are commonly used in quantitative social research. The module is designed for students who have prior exposure to basic descriptive statistics, hypothesis testing and multiple linear regression, as well as some working knowledge of the R programming language. We will cover several topics, such as generalised linear models, multilevel/hierarchical models, panel data analysis, and basic tools of causal inference.

By the end of this course, you will become familiar with the key issues in crafting careful and thoughtful quantitative research. You will also perform hands-on statistical programming in R for a variety of data analytical tasks. Altogether, this module provides you with a theoretical understanding of key techniques, as well as the practical experience to apply these techniques independently and critically to advance our understanding of political and socioeconomic issues.

### Module Learning Outcomes

By the end of this module, you will have gained:

* perform advanced statistical methods on a variety of data
* demonstrate hands-on experience with R statistical programming
* engage critically with advanced published quantitative research
* write up and present the findings of advanced quantitative analysis

### Moodle

This module uses a virtual learning environment known as Moodle, which contains electronic copies of module-related materials, such as PowerPoint presentations and selected readings. Moodle will also provide the principal means of electronic communication between lecturers and students and provide a platform for essay submission and marking. The Moodle base for this module can be accessed at the following address: <http://moodle.bbk.ac.uk> by logging on with your ITS username and password (which you should receive when you have enrolled at Birkbeck).

### Module Organisation

The Masterclass will be delivered with the combination of recorded lectures and face-to-face seminars.

### Attendance

Attendance is compulsory. Effective teaching and learning depend on all students attending. If you are unable to attend a class, you should contact your lecturer or seminar tutor to explain the circumstances.

If you miss two or more classes in any module you may be advised to meet with your personal tutor, who will help you to address any academic problems that have arisen. Students attending fewer than three quarters of their classes on all modules may be at risk of their registration being terminated. You can view the full Student Engagement and Attendance Policy [here](https://www.bbk.ac.uk/downloads/registry/policies-2020-21/student-engagement-and-attendance-policy.pdf).

# MODULE CONTACTS

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|  | **Name** | **E-Mail** |
| Convenor/Lecturer | Dr Chao-Yo Cheng | [c.cheng@bbk.ac.uk](mailto:c.cheng@bbk.ac.uk) |
| Module Administration | Politics Admin Team | [politics-admin@bbk.ac.uk](mailto:politics-admin@bbk.ac.uk) |

The module convenor/lecture is available to answer your queries about the module. [Use this link](https://bit.ly/bbkcyc) to make an appointment during Chao-Yo's office hours (Friday between 3-5pm). All meetings will take place via Microsoft Teams. Please email if you would like to arrange the meeting at a different time.

# STUDENT FEEDBACK

The Department believes that student feedback is important to the quality of its teaching. Lecturers and seminar tutor welcome informal feedback in person or via e-mail. It is also possible to provide feedback through the following formal channels.

**Class Representatives** are elected in the second/third week of the term. They represent the class in the Students’ Union and at the Student-Staff Exchange Meetings (see below), and can also approach the programme director or the Head of Department to raise issues on behalf of the class or individual classmates.

**Student-Staff Exchange Meetings** are scheduled each term. All students are welcome, and class representatives are expected to attend. SSEMs are scheduled to precede Department meetings so that staff can consider their responses to the concerns raised and report back to students on action taken.

A **Module Evaluation Questionnaire** is circulated for each module. The module director examines the issues raised and identifies the follow-up action to be taken. A summary is presented by the Student Liaison Officer at the next Student-Staff Exchange Meeting.

Students are also encouraged to convey any concerns or complaints they have informally to module and programme directors or, if necessary, the Head of Department.

# TENTATIVE MODULE SYLLABUS

|  |  |  |
| --- | --- | --- |
|  | **Lecture** | **Seminar** |
| 24-Apr-23  Mon | Introduction and Logistics | |
| 2-May-23  Tue | Generalized Linear Model I:  From OLS to GLM | Refresher: Multiple Linear Regression |
| 9-May-23  Tue | Generalized Linear Model II:  Logit Regression | Logit Regression |
| 15-May-23  Tue | Generalized Linear Model III:  Multilevel/Hierarchical Regression | Multilevel/Hierarchical Regression |
| 22-May-23  Mon | Applied Causal Inference I:  Introduction | How to Complete Quantitative Research Project |
| 29-May-23  Mon | Reading Week (no class) | |
| 5-Jun-23  Mon | Applicated Causal Inference II:  Selection on Observables | Matching |
| 12-Jun-23  Mon | Applicated Causal Inference II:  Regression Discontinuity Design | Regression Discontinuity Design |
| 19-Jun-23  Mon | Applicated Causal Inference III:  Instrumental Variable | Instrumental Variable |
| 26-Jun-23  Mon | Applicated Causal Inference IV:  Difference-in-difference | Difference-in-difference |
| 3-Jul-23  Mon | Conclusion and Looking Ahead | Student Presentations and Happy Hour |

# READING LIST

We will use different chapters from the following two textbooks. You are encouraged to purchase them, but both books are available online.

Weeks 2-4: Roback, Paul, Julie Legler. 2021. *Beyond Multiple Linear Regression: Applied Generalized Linear Models and Multilevel Models in R*. Boca Raton, FL: CRC Press. **[**[**Link**](https://bookdown.org/roback/bookdown-BeyondMLR/)**]**

Weeks 5; 7-10: Huntington-Klein, Nick. 2022. *The Effect: An Introduction to Research Design and Causality*. Boca Raton, FL: CRC Press. **[**[**Link**](https://theeffectbook.net/)**]**

Supplementary materials will be provided on Moodle.

# ASSESSMENT

### Assessment scheme

Students on this module are required to complete the following assignments designed to encourage learning and building on class discussions. The following table provides an overview of required assignments.

Please note that some students may find themselves facing the same deadline for assignments on two or more modules. You are encouraged to pay careful attention to this issue when managing your time so as to avoid working on multiple assignments at the last minute.

Please refer to the Moodle page of the Masterclass for detailed instructions.

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| **Type of Assessment** | **Weighting (%)** | **Deadline** |
| Exercise I (generalized linear model) | 20% | 31 May 2023 |
| Exercise II (applied causal inference) | 20% | 10 July 2023 |
| Final analytical project | 40% | TBD |

### Submission

Students are required to submit their assignments electronically via Moodle on (or before) the submission date.

**The deadline time for all essays is 12 pm (midday). The deadline for take-home tests will be 48 hours after the paper for this is released; the deadline will be made clear on the Moodle page.**

The Department endeavours to maintain anonymity for marking. Students are asked to complete a coursework cover sheet using their student number but not their name. This form should be cut and pasted onto the first page of their essay document. **This file should also be saved using the student number rather than the student name (e.g. 12106999.doc). This is very important. We cannot identify your submission if you do not do this.**

A coursework cover sheet is available on Moodle at: <https://moodle.bbk.ac.uk/mod/resource/view.php?id=516949>

Students are advised to use the Harvard system of referencing but other established systems are acceptable provided they are correctly and consistently employed. For guidance on how to reference books, journal articles, and other material, see:

<https://moodle.bbk.ac.uk/mod/resource/view.php?id=520867>

Please keep an electronic and hard backup of the essay for safekeeping.

### Late Submission and Mitigating Circumstances

College policy dictates how the Department treats work that is due for assessment but submitted after the submission deadline.

Any piece of assessment that is submitted late and for which no application for consideration of mitigating circumstances (see below) has been accepted will be awarded a mark of no more than the pass mark of 50%. As a courtesy, you should tell your module seminar leader and your administrator if you are going to submit an essay late. However, staff cannot give extensions. Please also note:

* **There is a two-week cut off for late submissions.**
* **There is a 10% deduction for any assignment submitted up to 7 days late, after which it will be capped as usual.**
* **If submitted later than two weeks the assignment will not be considered for marking.**
* **Where an assessment has not been submitted or attended and no application for consideration of mitigating circumstances has been accepted a mark of zero will be awarded.**
* **If your essay or essays are submitted late because of illness or other mitigating factors, you are advised to submit a claim for mitigating circumstances to be considered.**

The mitigating circumstances form and procedure is available at <http://www.bbk.ac.uk/registry/policies/documents/MitCircs.pdf> (please read the policy and guidance carefully). If your evidence is regarded as compelling, penalty marks will be revoked, and the ‘merited’ mark substituted.

It is very important that you submit your mitigating circumstances claim within **two weeks** of the assessment deadline for the element of assessment to which the claim relates. **We are normally unable to consider any claims that are not accompanied by independent documentary evidence** – for details on what is appropriate here please see pages 4-5 of the mitigating circumstances policy**:** <http://www.bbk.ac.uk/registry/policies/documents/MitCircs.pdf>

### Marks and Feedback

When you submit coursework during the year you can usually expect to receive a mark and feedback on Moodle within four working weeks (please note that work submitted *after* coursework deadlines may take significantly longer to mark, depending on the time of year). Please note, however, this turn around for marks and feedback excludes any periods during which Birkbeck is closed (e.g. for Christmas or Easter).

The purpose of all feedback is to help you hone your academic skills and improve your work. Feedback on assessment consists of a mark and information on how you did and suggestions for development that you can reflect on and implement in your next piece of work.

**Remember to read the marker’s feedback comments carefully – don’t just look at the mark!**

All marks are provisional until they are approved by the Politics Exam Board. Most module marks (including exam marks) and dissertation results are released after the relevant term’s meeting of the Politics Exam Board and will be made available to you via your My Birkbeck Profile <http://www.bbk.ac.uk/mybirkbeck/> (these marks will not appear on Moodle).

If you have failed a piece of coursework you will be expected to resubmit – please see your programme handbook for information on resubmission and retakes. Whether you can resubmit a piece of coursework on the same topic or not depends on the reasons for the resubmission. You should contact your module leader to clarify this before you resubmit.

### Assessment Criteria

*Assessment criteria: Based on the intended learning outcomes for the work being assessed, the knowledge, understanding and skills markers expect a student to display in the assessment task and which are taken into account in marking the work.*

Essays, exams and take-home tests are marked according to the following schema (not in order of importance):

**Answering the question:** the extent to which the work has dealt directly and clearly with the assigned task and provided a focused answer to the particular intellectual problem posed.

**Structure:** the extent to which the work demonstrates coherent organization of the material and an overall argument that proceeds logically from introduction to conclusion.

**Conceptual clarity:** the extent to which the work has understood key terms and concepts, defined ambiguous terms, and employed them correctly.

**Analytic Content:** the extent to which the work provides a critical analysis of the problem that evaluates competing arguments and interpretations rather than a purely descriptive or narrative discussion.

**Literature:** the extent to which the work demonstrates familiarity with, and command of, the relevant scholarly writings on the subject to which the work is addressed.

**Evidence and Examples:** the extent to which the work deploys apposite examples and pieces of evidence to support its claims, thereby turning unsupported assertions into critical arguments.

**Style and Presentation:** the extent to which the work makes effective and correct use of the English language and is written in a clear and scholarly style.

*Grade descriptors: encapsulate a level of achievement in relation to bands of marks. For individual assignments they indicate how well the assessment criteria have been met.*

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| 0-29: | Totally inadequate work, which does not address the question and shows little or no knowledge of the subject and fails to deal with any of the issues. |
| 30-39: | Inadequate work, which says something relevant to the question, but does not show much evidence of reading or an ability to develop a clear argument. |
| 40-49: | Poor work, which shows some knowledge of the literature and addresses the question but lacks organisation. |
| 50-59: | Satisfactory work, which shows an awareness of the major issues, shows knowledge of the sources and of alternative approaches to the subject. Does not show a clear understanding of alternative arguments and makes uncritical use of sources. |
| 60-69: | Good work, which treats the issues in a critical and balanced way, and shows an awareness of context, sources, and different explanations. |
| 70-79: | Excellent work, which displays exceptional knowledge of the literature and/or a substantial measure of originality. |
| 80-100: | Outstanding work in virtually all areas. Contains substantial evidence of original and independent thought. |

### Plagiarism And Academic Offences

Demonstrating academic integrity is about demonstrating honesty and trustworthiness in relation to your academic studies, something we expect all of our students to do. This means that we expect all the work you produce for a module to be your own, original work i.e. you must not copy work (in any form) from anyone or anywhere else, including work that you have produced yourself for previous assessments.

Where you want to draw on the work of others you must acknowledge the source correctly according to academic referencing conventions for your programme. Failing to demonstrate integrity in relation to your academic studies is called an assessment offence.

The College takes any instance of an alleged assessment offence very seriously and has an [Assessment Offences Policy](http://www.bbk.ac.uk/registry/policies/documents/assessment-offences-policy.pdf)that explains what will happen if we suspect you have committed an assessment offence.

Make the most of the [Study Skills resources](http://www.bbk.ac.uk/student-services/learning-development) to support your studies, including [online tutorials on citation and referencing](http://www.bbk.ac.uk/student-services/learning-development/preparing-for-study).

There are various types of assessment offence.

**Plagiarism**

Plagiarism is defined as the presentation of another person's thoughts or words or artefacts or other output in such a way that they could be assumed to be your own. It represents a serious issue in education that impacts on academic standards and undermines the integrity of education, so it is important that it is understood and avoided.

The College uses Turnitin as an originality checking tool. Your work may be run through [Turnitin](https://www.turnitin.com/solutions/plagiarism-prevention) to help identify potential areas of plagiarism.

The College has a set of [plagiarism guidelines](http://www.bbk.ac.uk/student-services/exams/plagiarism-guidelines), developed for departments by Birkbeck Registry, which are intended to explain what plagiarism is, and how you can avoid it. Speak to a member of staff if you have any concerns or questions.

**Collusion**

Collusion is defined as producing a piece of work for formal assessment with the assistance of another person, or persons, when the assignment was to have been undertaken and completed by you working individually. This includes cases where two or more students submit work for assessment that is identical in its entirety or in substantial parts.

**Contract Cheating (including using 'essay mills')**

Contract cheating refers to the submission of work for assessment in part or in entirety using one or more of a range of services provided by a third party. This is prohibited by the College and includes the use of 'essay mills', which commonly take the form of a company or individual that promotes themselves and receives orders via a website and charges a fee to students for completing an assignment or assignments and/or may offer proofreading and copy-editing services. Such companies have become known as 'essay mills', even though they supply more than just essays.

**Examination offences**

In the case of examinations, any action that could give you an unfair advantage over other students in an examination setting is defined as an examination offence. Examples of offences for face-to-face examinations can include, but are not limited to:

* Taking unauthorised material into the examination room
* Possessing electronic devices, such as mobile phones and smart watches, on your person when in the examination room
* Hiding unauthorised materials in places outside of the examination room
* Removing examination scripts from the examination room
* Communicating with other candidates during the examination
* Copying work from other candidates during the examination
* Assuming a false identity in the examination room
* Adding or amending to examination scripts after the official end of the examination.

Please note that take-home tests will be treated as coursework for the purposes of assessing the work for assessment offences.

### Past exams

You can access [past exam papers](http://www.bbk.ac.uk/library/exam-papers) for both undergraduate and postgraduate modules, to give you a sense of the structure and format of exams and to aid your revision in the library.

# READING WEEK

### Reading Week

Reading Week is held in each term. Lectures and seminars do not run during the Reading Week, the purpose of which is to give you an opportunity to revise the material covered in the first half of the module and to prepare for the second half. This is also an excellent opportunity for you to make a start on essays and other coursework.

# YOUR STUDIES

### Personal Tutors

All students have an assigned personal tutor, who are there to provide you with pastoral support. If difficulties arise at work or with family, money, health or anything else that may affect your studies, feel free to set up a meeting with your tutor.

Personal tutors are not counsellors, but they can listen to the challenges that you may be facing and they can point you to Birkbeck’s Wellbeing Services, which include the Counselling Service, the Mental Health Advisory Service, and the Disability and Dyslexia Service.

Personal tutors are not there to answer very specific questions about essay deadlines or to provide feedback on particular pieces of coursework. Talk to your lecturer or seminar leader in such cases.

You can find out who your personal tutor is and how to contact them to set up a meeting on your MyBirkbeck profile ([www.bbk.ac.uk/mybirkbeck](http://www.bbk.ac.uk/mybirkbeck) — click on ‘Academic Support’).

### Student Advice

[The Student Advice team](http://www.bbk.ac.uk/student-services/student-advice-service/contact-us)is available and ready to answer all your queries, from discussing how you can finance your studies to signposting you to other support services.  You can contact us via telephone or ASK and an adviser will be happy to help you.

[Ask us a question via our online form](http://www.bbk.ac.uk/ask/).

You can also phone us on +44 (0)20 3907 0700 during the following times:

Monday to Thursday: 12pm to 6pm   
Friday: 12pm to 5pm

### Study Skills And Studiosity

[The Study Skills Team](http://www.bbk.ac.uk/student-services/learning-development) offer online face-to-face advice, guidance and support to help all Birkbeck students develop the study skills they need for academic success at university. This includes workshops, self-help resources and access to one-to-one appointments with learning development tutors.

At Birkbeck, you can also access [Studiosity](http://www.bbk.ac.uk/student-services/learning-development/studiosity" \t "_blank).  This is an online service for all Birkbeck undergraduate and postgraduate students on taught programmes. It gives you assignment feedback and access to live online tutorials.

[Subject-specific learning development tutors](http://www.bbk.ac.uk/student-services/learning-development/learning-development-tutors) and coordinators are also here to provide you with additional study skills guidance and support in your subject area.

### Wellbeing Services

At Birkbeck we welcome students with disabilities and we are committed to helping you seize the opportunities that studying here presents. Regardless of your condition, our experienced, understanding and welcoming staff are here to support you during your studies

[Wellbeing Services](http://www.bbk.ac.uk/student-services/wellbeing) encompasses Birkbeck's [Counselling Service](http://www.bbk.ac.uk/student-services/counselling-service), [Mental Health Advisory Service](http://www.bbk.ac.uk/student-services/mental-health-advisory-service), and [Disability and Dyslexia Service.](http://www.bbk.ac.uk/student-services/disability-service)

Call us on +44 (0) 20 3907 0700 to speak to a Wellbeing Services Administrator. We’ll help you get the support you need.

### Library

[The Birkbeck Library](http://www.bbk.ac.uk/library)provides a wide range of resources, facilities and services you need to make the most of your study time both on and off campus. Please access the link for full information including contact details for [your subject librarian](http://www.bbk.ac.uk/library/subject-librarians).

### Learning Online

Learning online is a Moodle module accessible through your Moodle dashboard. It is designed to give you advice on how to use the key tools that will be used to deliver teaching online as well as some general advice on how to make use of the online resources available to you.

### Birkbeck Futures - Careers And Talent

[Birkbeck Futures](http://www.bbk.ac.uk/student-services/birkbeck-futures)is a one-stop service that combines the Careers Service, Enterprise Pathways and Birkbeck Talent to support our students and graduates in their future lives.

Go further in your career with our dedicated services to enhance your skills, develop a business idea and connect with employers for your next career step.

# ACCESSING RESOURCES ONLINE

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| --- | --- |
| [MyBirkbeck](https://cis.bbk.ac.uk/apex/a02u/f?p=104:101) | [Moodle](https://moodle.bbk.ac.uk/) |
| Image result for birkbeck owl logo | Image result for moodle logo |
| * Your applications and enrolments * Your teaching timetable * Your exam timetable * Your modules and marks\* * Your attendance and ID card swipes * Your payment information * Your personal tutor details * Your Study Support Plan, and information on the academic support we provide   \*Please note that marks will only appear here once they have been officially published, usually in July.   * Pay your fees * Upload a photo and order your Birkbeck ID card * Request a change to your study status * Confirm your modules * Submit an ASK query * Maintain and update your contact details | * Read your module information including handbooks, reading lists, weekly schedules and messages from tutors * View lectures * Access Library and IT skills information * Participate in discussion groups * Submit your coursework * View feedback and provisional marks for your coursework\* * Enrol on study skills workshops * Access Moodle support   \*Please note that you will have to look on your MyBirkbeck profile to view exam marks and overall module marks. These are normally available in July each year. |

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# APPENDIX

### Policy on the Recording of Lectures and Other Teaching Sessions

Please note that the copyright in the lectures and other teaching sessions reside with the teacher responsible for the teaching session. Students may request permission to record any teaching session delivered as part of their programme of study. All such requests should be made prior to the recording to the teacher responsible for the teaching session, and the decision on whether to grant permission is at the discretion of the teacher. Special provisions apply to students with a disability who wish to record teaching sessions. Please see the [Disability Office](https://www.bbk.ac.uk/student-services/disability-service) for further details.

Recordings of teaching sessions may only be made for the personal and private use of the student making the recording. Students may not: (a) record teaching sessions on behalf of other students; (b) pass such recordings to any other person (except for the purposes of transcription, in which case they can be passed to one person only); and (c) may not publish such recordings in any form (this includes, but is not limited to, the internet and hard copy publication). Where students breach this policy, the College may regard this as a disciplinary offence. All such breaches will be dealt with in accordance with the College’s Code of Student Discipline.