

# *MNGT-E1011 Qualitative Research (3 ECTS)*

## **SYLLABUS DRAFT**

Instructor's contact information	Course information
Name: Jukka Rintamäki E-mail: jukka.rintamaki@aalto.fi	Status of the course: Advanced Academic Year 2022-23, Period: IV <b>Location: In person</b> Language of Instruction: English Course Website: MyCourses E-mail: jukka.rintamaki@aalto.fi

### **1. LEARNING OUTCOMES**

Students will demonstrate knowledge of:

- The basic epistemological underpinnings of qualitative research.
- A range of qualitative methodologies (ethnography, case study etc.).
- A range of qualitative methods of data collection (interview, field notes etc.) and analysis (thematic analysis, narrative analysis etc.).
- The practical challenges of undertaking fieldwork.

Students will develop the following skills:

- The ability to design qualitative research and make an informed choice about the appropriate use of qualitative research methodologies and methods.
- The competence to collect qualitative data 'in the field'.
- The aptitude to analyze qualitative data manually.
- The capacity to critically reflect on both the content and process of a research project and to identify potential ethical issues.
- The proficiency to discuss and write about qualitative research in a clear and concise manner.

## 2. COURSE REQUIREMENTS AND ASSESSMENT

- In order to pass the course the participants are required to contribute actively to the variety of learning activities. Attendance and active participation in **4/6** lectures.
- Readings (Come to class prepared i.e. read the chapters that are assigned to each class) **and lecture recordings**.
- Assignments and evaluation
- Assignment 1 – 2, 20 % of course work.
  - Evaluation: pass/failed (marked as 0/100 in Turnitin). No possibility to redo.
  - Note: All the assignments have to be done in time even if you do not attend class.
- Final Paper 100 % of course grade.
- In order to pass the course, the student will have to gain a 'pass' from all assignments. Acknowledging the possibility of unexpected network problems, traffic jams, power outages, computer failures etc. a 1 hour grace period is granted. Assignments submitted within this 1 hour period will be graded for full credit. All late submissions beyond the grace period are failed, apart those that are due to sickness.
- In case of sickness, please send a medical certificate to pia.lahti@aalto.fi and inform the course teacher about it. You can get as many extra days for finishing your assignment as your medical certificate states. Please send the late submission to the course teacher via email.
- **NOTE:** None of the completed assignments nor attendance can be transferred from one course to the next in case you drop out of fail the course. Make sure you finish the course at one go.

## 3. CONTENT AND TIMETABLE

Time	Topic	Readings and Assignments
Mon 27.2. 09.15-11.45	Joint lecture between the Qualitative Research and Quantitative Research courses  What is research  Difference between qualitative and quantitative research	Required readings: Course book chapters 1 (Introduction), 2 (Research Philosophy),  Watch the lecture videos from the 'Introduction' section in MyCourses prior to class.
Wed 01.03.	Qualitative RQs Qualitative research materials Interviewing	Required readings: Course book chapters 4 (Focus and Frame), 5 (Access and Relationships), 7 (Qualitative Research Materials) and 8 (Electronic

09.15-11.45		Research)  Watch the lecture videos from the 'Qualitative research materials' and 'Interviewing' section in MyCourses prior to class.
Mon 06.03. 09.15-11.45	Ethnography (and Action Research)  Narrative Analysis and Discourse Analysis	Required readings: Course book chapters 10 (Ethnographic Research) and 13 (Action Research) 14 (Narrative Research) and 15 (Discourse analysis)  Watch the lecture videos on 'Ethnography and Action Research' and Narrative and Discourse Analysis' sections in MyCourses prior to class.  Turn in assignment 1 by 13.00 in MyCourses and be prepared to share your RQs with student colleagues in class.
Wed 08.03. 09.15-11.45	Case study research  Workshop: Designing case study  Signing in for tutoring meetings.	Required readings: Course book chapter 9 (Case Study Research)  Watch the lecture videos in the 'Case Study Research' section in MyCourses prior to class.
Mon 13.03. 09.15-11.45	Analyzing qualitative data  Workshop: Data analysis  Signing in for tutoring meetings.	Required readings:  Watch the lecture videos in the 'Analyzing Qualitative Data' section in MyCourses prior to class.  Download and read the data set for the analysis before the lecture.  Turn in Assignment 2 by 13.00 in MyCourses and be prepared to share your interview guide with student colleagues in class.
Wed 15.03. 09.15-11.45	Workshop: Improving interview guides Research ethics  Writing and assessing qualitative research (self-study)	Required readings: Course book chapters 18 (Writing Process) and 19 (Qualitative Research Evaluation)  Watch the lecture videos on in MyCourses prior to class.
Mon 20.03.	Tutoring meetings	Possibility to discuss about your final paper with the teacher. Please reserve

09.15-11.45		a time. 15 minutes/student
Wed 22.03. 09.15-11.45	Tutoring meetings	Possibility to discuss about your final paper with the teacher. Please reserve a time. 15 minutes/student
<b>WED 29.03.</b>	<b>Final paper</b>	<b>Turn in the final paper in Turnitin return box in MyCourses by 21.00.</b>

#### 4. ASSIGNMENTS

##### **Assignment 1 – Introduction to your research (200-220 words)**

Explicate the title of your research (If you are not yet working on your thesis pick an imaginary topic that interests you and work on it throughout the course). Write a short introduction to the topic by elaborating why the topic is important (to you, society and research). Explicate the research literature you will be drawing upon in your research. Please make sure that you support all your arguments and literature choices with references. Write down your research question and remember to make it focused and contextualized.

##### **Assignment 2 – Interview guide**

Make a prompt interview guide to your planned/imaginary research. Start by telling 1) what is your research question(s)? (If you are not doing an interview research, find a topic of your interest and formulate a research question) and 2) what kind of interviews you are going to make (structured, semi-structured, open, narrative, focus group) and why? Then 3) make a prompt interview guide to your planned/imaginary research – keep the questions qualitative & make sure that you cover the main themes of your thesis (if you know what they are). It is important that the interview guide reflects the type of research you are doing (processual, narrative etc.).

Remember this is not a survey, so keep your questions qualitative. Also pay attention to the clarity and language of your questions i.e. do not use language that is too theoretical and/or not familiar to your interviewees. Please, read lecture slides and course readings before you start making the guide.

## Technical instructions for the assignments 1-2

- Times New Roman 12 cpi; all margins 2,5; spacing 1.
- No cover page. On top of each paper write your name and student number & the number of the assignment and word count.
- Make references according to APA

### Final paper (1500-2000 words in English, or 1000-1500 in Finnish) excluding references

Write a methodology chapter of your ongoing / upcoming / imaginary thesis. The text should not be a general introduction to a certain method. Instead, focus on how the methodological choices made can assist you in answering your research question. Start with

- A brief introduction and motivation for the study that ends with your research question(s) & a brief positioning of the study i.e. what is the research literature you will converse with. **Use references when positioning your study!** (max 2/3 page)
- Describe why you have chosen a qualitative approach, what is specific about it;
- What is the general qualitative tradition you will follow in your research (ethnography, narrative research, discourse analysis, an interview study without any specific tradition etc.); what is specific about it; why it will be a good approach for your study.
- Describe the research context briefly (External: country, industry, size, competitive, etc.; Internal: organizational culture, position of the unit studies within the organization etc.) (max ½ page)
- Describe your data collection methods: what kind of data you will collect and why (type of interviews, documents, observations etc.). Clearly separate primary and secondary data and explicate for which purposes are they used.
- Sample: Describe the number and nature of participants / texts / videos you intend to collect and why. For example, number of interviewees of particular age, gender, and occupational background; why they were chosen and how you gained access to the organization / interviewees / material.
- Provide a brief description of what kind of analysis method(s) you will use and why, and an overview of the basic analysis steps.
- Evaluate your study using evaluation criteria and discuss. Discuss ethical concerns of your study throughout the text where-ever needed.
- Base the essay on appropriate methodological literature and use academic references = NO slides or youtube videos!. In addition to the course book you need additional references connected to the chosen methodology and methods.
- Please use headings to structure your paper and make sure that you proceed in a logical order. Order of presentation is critical for clarity of the paper and thus has major impact in grading. Your writing style can be reflective and personal. Demonstrate that you have made informed choices.
- Add the list of references.
- NOTE: this assignment may be the draft of your thesis methodology chapter, but the text needs to be edited for the final thesis.

### Technical instructions

- Times New Roman 12 cpi; all margins 2,5; spacing 1,5
- Cover page with the title describing your research and method & your name, student number & word count.
- Make references according APA [http://library.uws.edu.au/uws\\_library/sites/default/files/cite\\_APA.pdf](http://library.uws.edu.au/uws_library/sites/default/files/cite_APA.pdf)

### Evaluation Criteria

- 1) Length
  - Follow the length requirements. **Papers that fail to meet the minimum length are directly failed.**
- 2) Question
  - Does the paper address a clear research question?
- 3) Design
  - What is the study design and is it appropriate in answering the research question?
  - Is the chosen approach sufficiently explicated and adjusted for the study at hand?
- 4) Context
  - Is the context of the study adequately described so that the findings can be related to other settings?
- 5) Data collection methods
  - Are the chosen methods suitable for the study at hand, are they clearly explained and argued for?
- 6) Sampling and data collection
  - Does the study include sufficient cases / settings / interviews / observations / texts so that conceptual generalizations (not statistical) could be done?
  - Is the data collection plan/process systematic, thorough, auditable and appropriate to the research question?
- 7) Data analysis (plan/process)
  - Is the chosen analysis strategy suitable for the study at hand; Is it sufficiently explicated?
- 8) Reflexivity
  - Are the authors' decisions, positions and roles clearly explained and the resulting biases considered?
- 9) Evaluation and Ethics
  - How is the research process evaluated using qualitative evaluation criteria and how are ethical considerations dealt with in different parts of the research process? Is General Data Protection Regulation (GDPR) reflected upon?
- 10) Writing
  - Is the text argumentative or merely referencing literature without reference to the study at hand?
  - Is the paper well-structured, does the text proceed logically within and across paragraphs and sections, are paragraphs well transitioned?
  - Are claims supported by references, are concepts defined using references?
  - Are references made according to academic practice?
  - **NOTE: papers that fail to reference methodology sources or fail to follow ethical academic referencing practices are directly failed.**

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## 5. ETHICAL RULES

<https://www.aalto.fi/en/services/personal-data-and-research-ethics>

Aalto University Code of Academic Integrity and Handling Thereof>

<https://into.aalto.fi/pages/viewpage.action?pageId=3772443>