

CP 3024 Syllabus

Qualitative Analysis & Research Design, 3 credits

Fall 2026

Instructor Information

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General Course Information

Description

Qualitative research provides a powerful method for examining complex processes and relationships over time, allowing researchers to understand the "how" and "why" behind social phenomena. This course is designed to familiarize undergraduate students with the design and practical implementation of qualitative research.

Learning Outcomes

This course focuses on developing the knowledge and skills necessary to create an effective qualitative research design. You will learn to formulate a clear, answerable research question, articulate a strong rationale, and develop appropriate methods for data collection and analysis.

At the end of this course, students should be able to:

1. Reflect on qualitative research and the role of researchers in the production of planning knowledge.
2. Articulate clear and answerable research questions.
3. Identify suitable methods for answering research questions and link research questions to effective research protocols.
4. Understand the process of collecting, analyzing, and reporting qualitative data, including the strategic, logistical, and ethical issues involved.

Required Course Materials

All course materials will be available electronically via the Canvas Reading List or through GT Library.

Grading Policy

Students will be assessed on their consistent, timely, and thorough completion of assignments, as well as their ongoing and meaningful engagement in class discussions.

The grade scale for the course will be:

Points	Grade	Description
90 – 100	A	Exceptional
80 – 89	B	Successful
70 – 79	C	Satisfactory
60 – 69	D	Poor
0 – 59	F	Failure

Description of Graded Components

Your final grade is based on your performance in the following categories:

- **Attendance and Participation (5%):** This grade reflects your attendance and participation in class discussions.
- **Research Design Materials (15%):** This is a completion-based assignment that helps build towards your final pilot study. Students will receive full credit for a complete submission and zero credit for any incomplete or late submissions. The materials include:
 - Research question
 - Annotated bibliography
 - Concept map
 - Data analysis
 - Peer review
- **Pilot Study Proposals (15%):** Students will write three short proposals that demonstrate knowledge of a single data collection method.
- **Key Word Essay (20%):** Students will write a short essay that synthesizes existing research in a topic of their choosing and identifies potential future research areas.
- **Research Evaluation: (20%):** Students be given a qualitative research study and asked to write an essay that evaluates the strengths and limitations of the study's research design.
- **Final Pilot Study (25%):** Working in small groups, students will design and pilot a qualitative research study on a topic of their choosing.

A full description of the assignments and their due dates can be found on the course's canvas page.

Course Policies

Attendance and/or Participation

Your active participation is a vital component of your success in this course. As such, attendance is expected at every class meeting. All students are automatically given three excused absences (including institute-approved absences). Please do not email me to

notify me of these absences. More than three absences require documented approval for all absences. The fourth unexcused absence lowers your class participation grade by 50%. The fifth results in a 0% participation grade. This policy is effective beginning Week 2.

Academic Integrity

Georgia Tech aims to cultivate a community based on trust, academic integrity, and honor. Students are expected to act according to the highest ethical standards. Review [Georgia Tech's Honor Code](#) and the student [Code of Conduct](#).

Any student suspected of cheating or plagiarism will be reported to the Office of Student Integrity, who will investigate the incident and identify the appropriate penalty for violations.

Accommodations for Students with Disabilities

If you are a student with learning needs that require special accommodation, [contact the Office of Disability Services](#) (404-894-2563) as soon as possible to make an appointment to discuss your special needs and to obtain an accommodations letter. Please also e-mail me as soon as possible to set up a time to discuss your learning needs.

Student-Faculty Expectations Agreement

At Georgia Tech, we believe that it is important to strive for an atmosphere of mutual respect, acknowledgement, and responsibility between faculty members and the student body. [The Student-Faculty Expectations](#) articulate some basic expectations that you can have of me and that I have of you. In the end, simple respect for knowledge, hard work, and cordial interactions will help build the environment we seek. Therefore, I encourage you to remain committed to the ideals of Georgia Tech while in this class.

Late Assignments

This course will include hands-on activities in class that build from course assignments. Because timely engagement is essential for the collective learning experience, all deadlines are important. The late policy reflects the different roles assignments play in the class:

- **Integral Class Assignments (No Late Submissions):** Assignments that are directly tied to an in-class activity must be submitted on time. These assignments are listed under Research Design Materials, and all deadlines are listed on canvas. No late submissions will be accepted.
- **Flexible Assignments (48-hour grace period):** For assignments that are not tied to an immediate in-class activity, a grace period will be applied. This includes your key word essay, research evaluation and final pilot study. You may submit these assignments up to 48 hours after the due date without penalty. After this grace period, all late work will receive a 50% penalty.

If all assignments are submitted on time, you will earn 5 additional participation points.

Student Resources

At Georgia Tech, we are concerned about your overall physical, social, and mental well-being. A [comprehensive list](#) of wellness related resources has been compiled and maintained by the Office of the Vice President for Student Engagement and Well-being. Additional resources can also be accessed via the course canvas page.

Use of AI

You are encouraged to use generative AI tools to enhance your learning and productivity in this course. However, it is crucial to understand the distinction between acceptable and unacceptable uses to maintain academic integrity. All submitted work must be an original reflection of your own intellectual effort.

Acceptable uses include:

- **Brainstorming:** You may use AI as a partner for brainstorming research questions, exploring different angles for your argument, or organizing your thoughts. The ideas themselves, however, must be yours.
- **Editing:** You may use AI to improve the clarity, grammar, or style of your own writing. You may use AI to assist you in refining writing from your own pre-existing ideas. However, you are fully responsible for the content, accuracy, and originality of the final text.

Unacceptable uses include:

- **Generating Full Arguments or Sections:** AI should not be used to generate the core arguments, analysis, or entire sections of your written work. Your intellectual contribution must be at the center of all assignments.
- **Summarizing Readings:** Using AI to summarize readings to bypass engaging with the original content is prohibited. This practice undermines the critical thinking and analytical work that is essential for a seminar-style course. You are responsible for engaging with the texts directly and demonstrating your own understanding.
- **Replacing Academic Effort:** Any use of AI that replaces your own critical thought, analysis, or effort is a violation of this policy.

Any use of AI tools must be disclosed. It is your responsibility to understand and abide by this policy, and any violation will be treated as an act of academic misconduct. For additional information, please review the [SCaRP AI policy](#).