PSYC 224
INTRODUCTION TO EXPERIMENTAL PSYCHOLOGY

UNIVERSITY OF GHANA
SCHOOL OF CONTINUING AND DISTANCE EDUCATION
PSYC 224
INTRODUCTION TO
EXPERIMENTAL
PSYCHOLOGY

STUDY GUIDE
For Undergraduates Level 200

2015/2016 – 2016/17 Academic Year

Dr. Margaret Amankwah-Poku, University of Ghana, Department of Psychology
Acknowledgements

Many thanks to the Mr. Anakwah-Nkansah, the Teaching Assistant who played a critical role in the development and editing of this study guide and the development of the course slides and presentation of the course module on the University of Ghana Sakai Learning Management System.
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COURSE DESCRIPTION

1. COURSE WEBSITE
   http://sakai.ug.edu.gh

2. INSTRUCTORS
   Dr. Margaret Amankwah-Poku
   Dept. of Psychology
   University of Ghana
   P. O. Box LG 84
   Legon, Accra

   Email: mamankwah-poku@ug.edu.gh
   Office Location: Psychology Department

3. Support Contact Information
   School of Continuing and Distance Education
   University of Ghana
   P. O. Box LG31
   Legon, Accra

   Phone: 030 393 8855
   Email: dde@ug.edu.gh
4. OVERVIEW

The general objective of this course is to introduce students to experimentation in psychology and the methodology applied in psychological research. The specific objectives are to:

- Introduce students to the general principles of experimental research methods
- Introduce students to how experimental methods are applied in the study of behaviour and mental processes
- Help students to understand the logic and methods of experimental research
- Ensure that students understand procedures commonly used to conduct experimental researches.
- Enable students to acquire practical research skills in experimental designs, and achieving internal validity in experimentation
- Ensure students understand the need to apply APA ethical guidelines in research with humans and animals subjects to understand the ethics in psychological research and
- Introduce students to report writing using the APA format.

Experimental Psychology is designed to provide students with knowledge and skill about experimental research methods used in psychology. By taking this course, students will learn how to plan and conduct their own experimental research, as well as write a research report to communicate their research findings to the public.

The topics to be covered include the Defining Experimental Psychology and its origin, Sources of Acquiring Knowledge, Nature of Scientific Methodology, Variables and Terms in used Experimentation, True Experimental Designs, Quasi Experimental Designs, Faulty Experimental Designs, Extraneous Variable and their Control, Descriptive Research Methods, Ethics in Research with Human Participants and Animal subjects, How to do a Literature Search and Writing Research Report using the APA format. Student will write a term paper which will involve writing a proposal on an experimental research topic of their choice to offer students a hands on experience in applying what they have learned and also to test the skill in experimental research design.

5. PROBLEM-BASED LEARNING APPROACH

Problem-based learning (PBL) is a student-centered pedagogy in which students learn about a subject through the experience of problem solving. The goals of PBL are to help the students develop flexible knowledge, effective problem solving skills, self-directed learning, effective collaboration skills and intrinsic motivation. This course will use a problem-based learning approach.

Working in groups, students identify what they already know, what they need to know, and how and where to access new information that may lead to resolution of the problem. The role of the instructor/lecturer/tutor is to facilitate learning by supporting, guiding, and monitoring the learning process. The tutor will help build students’ confidence to take on the problem, and encourage the students, while also stretching their understanding.

6. COURSE FORMAT

The course content will be delivered online through the SAKAI Learning Management System (Sakai LMS). The Sakai LMS will be used to deliver
Announcements will be posted to the course website and/email accordingly. It is the responsibility of students to check on announcements made in class, on the Course Website, and through email.

7. LEARNING OUTCOMES

The learning outcomes for the course are outlined along three strands: knowledge, skills and outcomes.

7.1 KNOWLEDGE

Students must have knowledge on

1. What is Experimental Psychology is and how this branch of psychology came about.
2. The various sources of acquiring knowledge and how the non-scientific sources differ from the scientific source.
3. The steps to follow when using the scientific methodology in the conduct of research.
4. The differences between true experimental designs, quasi experimental designs and faulty experimental designs.
5. Extraneous variables and how to control them.
6. The different types of descriptive research methods and when to use each of these methods.
7. Ethical guidelines governing research in psychology.
8. Scientific Misconduct.
10. Writing a research report using the APA style.

7.2 SKILLS

Students must be able to

1. Identify the terms and concepts used in experimentation
2. Determine when to use experimental designs or non-experimental designs when presented with a research topic for investigation
3. Develop a literature review
4. Design simple experiments and identify flaws in basic experimental designs
5. Design and conducting an experiment while control extraneous variables to achieve internal validity
6. Identify the ethical guidelines necessary for the conduct of an experiment
7. Conduct an experiment and write a research report void of scientific misconduct

7.3 COMPETENCE

Students should in the future be able to
1. Identify a research area of interest, do a literature review and write a proposal to conduct a research
2. Identify the requirements necessary for making an ethics clearance application to do research
3. Conduct their own research in their area of interest
4. Write a manuscript for possible publication in a peer review journal
8. **ASSESSMENT**

The assessment for this course has been designed to help all students to maximize their individual and group/team learning opportunities. A summary of the assessment tasks is provided below.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>FORM OF ASSESSMENT</th>
<th>DELIVERED</th>
<th>MARKS</th>
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<tbody>
<tr>
<td>Interim Assessment</td>
<td>Interim Assessment (Multiple Choice Questions [MCQs])</td>
<td>Middle of Semester</td>
<td>20%</td>
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<tr>
<td>Individual Assignments</td>
<td>Research Proposal</td>
<td>Week 10 of Semester</td>
<td>10%</td>
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<tr>
<td>Written Examination</td>
<td>Semester Examination</td>
<td>End of semester</td>
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<tr>
<td><strong>Total</strong></td>
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8.1 **Interim Assessment**

Interim Assessment will be conducted in the middle of the session. This may be in the form of Multiple Choice Questions (MCQs) and Fill-ins. Date for the interim assessment will be announced on Sakai at least two weeks before the assessment.

8.2 **Individual Assignments—Research Proposal**

Select an experimental research topic of your choice and using the outline provided in Appendix A to write a research proposal.

Guidelines for Submission: The proposal should have a cover page which should state the title of the research, the name, index number and email address of the student. Also indicate the word count.

The Research Proposal should be Font size 12, double line spacing, Times New Roman. Word limit should not be more than 1000 words. Use the American Psychological Association (APA) format for citation and referencing. The following website offers information about writing and formatting papers in the APA style including general format, reference of sources cited in your proposal, reference list, examples, notes, and additional resources:

http://owl.english.purdue.edu/workshops/hypertext/apa/index.html

This Research Proposal will be submitted online through Sakai LMS by the end of Week 12th of the semester.

**RECOMMENDED TEXT**


Relevant session notes will be provided for each session.
DETAILED CLASS SCHEDULE

The course is organized into 11 SESSIONS along the following lines: (1) Overview; (2) Goals and Objectives; and (3) Activities and Assignments.

9. SCHEDULE OF SESSIONS

<table>
<thead>
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<tr>
<td>1</td>
<td>Sessions 0</td>
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<td>1</td>
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<td>Session 8</td>
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<td>Session 10 Part 1</td>
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<td>12</td>
<td>Session 10 Part 2 &amp; 3</td>
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<td>13</td>
<td>Session 11</td>
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10. SESSION 0 – INTRODUCTION TO PSYC 224

10.1 Overview

Introducing Experimental Psychology and the various sessions to be discussed for this course. Introducing plagiarism and the need to be familiar with the University of Ghana Plagiarism Policy. Also, introducing the use of the Sakai Learning Management System (LMS) and the available tools for the course.

10.2 Goals and Objectives

By the end of this session, you should be able to

1. Outline the content of this course and the expected outcomes
2. Become familiar with the University of Ghana plagiarism policy
3. Become familiar with the tools in the Sakai LMS to be used in the course.
4. Do self-introductions in the Chat Room (on Sakai) and discuss your expectations for the course

10.3 Activities and Assignments

This week, complete the following tasks:

1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Visit the Chat Room and introduce yourself and discuss your expectations for the course
3. Explore the online tools available in Sakai and familiarize yourself with them.
11. SESSION 1 – WHAT IS EXPERIMENTAL PSYCHOLOGY?

11.1 Overview

We use the term “experiment” in our local parlance quite a lot, and most of the time what we actually mean is that we are trying out something to find out if it is true or not or if it will work or not. But in scientific terms what does that word experiment actually mean? An experiment is the systematic manipulation of some factors in the environment in order to observe the effect of this manipulation on behaviour. Simply put it is the process of scientifically confirming or disconfirming a fact or principle. Experimental psychology is the branch of psychology that studies the processes of sensing, perceiving, learning, and thinking about the world, through the use of controlled experimentation.

11.2 Goals and Objectives

By the end of this session, you should be able to

1. Define what experimental psychology is
2. Outline how experimental psychology originated
3. Define the field of experimental psychology and what psychologists in this field do.
4. Outline Zimney’s (1966) definition of what an experiment is and explain the various terms in the definition

11.3 Activities and Assignments

This week, complete the following tasks:

1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Read Chapter 1 of Recommended Text –
3. Watch the Videos for Session 1 – What is Experimental Psychology –Video link: https://youtu.be/n-4XXbk-opE
4. Review Session Slides for Session 1 – What is Experimental Psychology
5. Visit the Chat Room and discuss the Forum question for Session 1
6. Complete the Individual Assignment for Session 1 in Sakai

12. SESSION 2 – SOURCES OF ACQUIRING KNOWLEDGE

12.1 Overview

There are many sources from which we obtain information about a given phenomenon, or situation. For instance, we acquire a great deal of information from the events we experience as we go through life. Experts also provide us with much information. Thus, knowledge about behaviour can be acquired by several methods but only one of these methods is acceptable to psychologist, which is the scientific method. This session will focus on the various ways in which knowledge is acquired and the difference between the non-scientific sources and the scientific source.

12.2 Goals and Objectives

By the end of this session, you should be able to

1. Outlined the various sources by which knowledge is acquired or information is obtain
2. Distinguish the scientific source from the non-scientific sources
3. Explain why the non-scientific sources are not acceptable in the realms of science
4. Explain why science is the acceptable method for acquiring knowledge
12.3 Activities and Assignments

This week, complete the following tasks:

1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Read Chapter 2 of Recommended Text –
3. Watch the Videos for Session 2 – Sources of Acquiring Knowledge –Video link: https://youtu.be/Vx8V2bPD2ZM
4. Review Session Slides for Session 2 – Sources of Acquiring Knowledge
5. Visit the Chat Room and discuss the Forum question for Session 2
6. Complete the Individual Assignment for Session 2

13. SESSION 3 – NATURE OF SCIENTIFIC METHODOLOGY

13.1 Overview

Christensen (2008) identifies three main characteristics of scientific research which are; controlling extraneous variables during experimentation to achieve internal validity, operationally defining terms in experimentation for easy communication of research information, and the ability to replicate experiments. The steps in scientific methodology involves identifying a problem to research, designing and conducting the research through to writing and publishing your research findings. This session therefore provides information on the characteristics of scientific research and steps in scientific methodology.

13.2 Goals and Objectives

By the end of this session, you should be able to

1. List and explain the three characteristics of scientific methodology
2. Use a diagram to outline the steps in scientific methodology
3. Explain how important each step is in the conduct of a research
4. Use a practical example to outline the steps you will follow when conducting a research

13.3 Activities and Assignments

This week, complete the following tasks:

1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Watch the Videos for Session 3 – Nature of Scientific Methodology –Video link: https://youtu.be/3k3iZsEW0y0
3. Review Session Slides: Session 3 – Nature of Scientific Methodology
4. Read Chapter 3 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 3
6. Complete the Individual Assignment for Session 3

14. SESSION 4 — VARIABLES AND TERMS IN EXPERIMENTATION PART 1 & 2

14.1 Overview

There are various types and categories of variables used in experimentation. In every experiment there are certain variables that have to be identified, before the experiment can be conducted- the independent, dependent and extraneous variables. Also, in experimental
methodology common terminologies such as population, sample, randomization etc. are used it is therefore very important for students to familiarize themselves with these terminologies which will be referred to throughout this course. This session will discuss the variables and terms that are used in experimental research.

14.2 Goals and Objectives
By the end of this session, you should be able to
1. Explain the role of variables in experimentation
2. Describe the types and categories of variables
3. Distinguish the three variables in experiments
4. List and explain the various terminologies used in experimentation.

14.3 Activities and Assignments
This week, complete the following tasks:
1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Watch the Videos for Session 4– Variables and Terms In Experimentation Part 1 & 2 – Video link: https://youtu.be/HY2lYmFnn0
3. Review Session Slides for Session 4– Variables and Terms In Experimentation Part 1 & 2
4. Read Chapter 4 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 4 Part 1 & 2
6. Complete the Individual Assignment for Session 4 Part 1 & 2

15. SESSION 5 – TRUE EXPERIMENTAL DESIGNS- PART 1

15.1 Overview
The two research settings open for experimentation are the laboratory and field settings. A true experiment is a study in which a researcher actively manipulates the independent variable(s) while controlling the influence of extraneous variables. It is the research method that best demonstrates a cause effect relationship in experiments. There are various types of true experimental designs. Part of these will be discussed in this session while the rest will be discussed in the next session.

15.2 Goals and Objectives
By the end of this session, you should be able to
1. Define what a true experiment is and list its characteristics
2. Describe the two types of research settings available for psychosocial research
3. Outline the two main types of true experimental designs
4. Listed the factors that determine the final structure of a posttest-only design
5. Use practical examples to explain the types of between-participant posttest-only designs

15.3 Activities and Assignments
This week, complete the following tasks:
1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
3. Review Session Slides for Session 5 – True Experimental Designs- Part 1
4. Read Chapter 5 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 5 Part 1
6. Complete the Individual Assignment for Session 5 Part 1

16. SESSION 5 – TRUE EXPERIMENTAL DESIGNS- PART 2

16.1 Overview
There are two main types of true experimental designs as indicated in the previous session. As part of the between-participant posttest only design is the factorial design which is use when an experimenter investigates two or more independent variables at a time. On the other hand is the within-participant posttest only design which is also known as the repeated measures design. This session will focus on the above two designs.

16.2 Goals and Objectives
By the end of this session, you should be able to
1. Determine when to use a factorial design
2. List the benefits of using a factorial design
3. Discuss the within-subject design and how it differs from the between participant design
4. Describe the within-participant design
5. List the strength and weaknesses of the within-participant design

16.3 Activities and Assignments
This week, complete the following tasks:
1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Watch the Videos for Session 5 – True Experimental Designs- Part 2 –Video link:
3. Review Session Slides for Session 5 – True Experimental Designs- Part 2
4. Read Chapter 5 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 5 Part 2
6. Complete the Individual Assignment for Session 5 Part 2

17. SESSION 6– QUASI EXPERIMENTS AND FAULTY EXPERIMENTAL DESIGNS- PART 1 & 2

17.1 Overview
This session will discuss two other kinds of experimental research design; quasi experimental design and faulty experimental design. Quasi experimental designs are similar to true experimental designs but in quasi experiments, the experimenter lacks the degree of control over the conditions that is possible in a true experiment. Some research studies may necessitate the use of quasi designs rather than true experimental designs. Faulty experimental design on the other hand are designs which you should avoid when doing research. They either do not include a control group and/ a pretest. This session will discuss these two designs.
17.2  Goals and Objectives
By the end of this session, you should be able to

1. Define a quasi experiment
2. Distinguish between a quasi experiment and a true experiment
3. Determine when to use a quasi design
4. Outline the types of quasi experimental design
5. Define what a faulty experimental design is
6. Distinguish between faulty experiments and a true experiment
7. Outline the types of a faulty experimental designs

17.3  Activities and Assignments
This week, complete the following tasks:

1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
4. Read Chapter 6 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 6 Part 1 & 2
6. Complete the Individual Assignment for Session 6 Part 1 & 2

18. SESSION 7 – EXTRANEOUS VARIABLES
18.1  Overview
Extraneous variables are any variable other than the independent variable that can influence the dependent variable. In experimentation, an experimenter has to control extraneous variables in order to establish cause effect relationship and achieve internal validity. There are general extraneous variables, as well as participant and experimenter effects which can all act as threats to internal validity during experimentation, if they are not controlled. In this session I will discuss these three categories of extraneous variables.

18.2  Goals and Objectives
By the end of this session, you should be able to

1. Define what an extraneous variable is
2. Distinguish an extraneous variable from an independent variable
3. Discuss the various types of general extraneous variables
4. Outline participant and experimenter effects as sources of extraneous variables
5. Explain how general extraneous, participant effects and experimenter effects can all act as threats to internal validity in experimentation

18.3  Activities and Assignments
This week, complete the following tasks:

1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Watch the Videos for Session 7 – Extraneous Variables – Video link: https://youtu.be/QXY9NYz3iFg
3. Review Session Slides for Session 7 – Extraneous Variables
4. Read Chapter 7 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 7
6. Complete the Individual Assignment for Session

19. SESSION 8 – CONTROLLING EXTRANEOUS VARIABLES

19.1 Overview
The time to be concerned with internal validity is during the design phase of a study. Discovering problems with internal validity after you have conducted an experiment is too late. Extraneous variables cause fluctuations in scores that have nothing to do with the effect of the independent variable. A poorly designed experiment cannot be fixed later on and therefore it is necessary that during the design phase of an experiment an experimenter is be aware possible extraneous variables and controls for them.

19.2 Goals and Objectives
By the end of this session, you should be able to
1. Explain why control of extraneous variables is important in experimentation
2. Discuss the three basic techniques for controlling extraneous variables
3. Describe the various ways in which participant effects can be controlled
4. Describe the various ways in which experimenter effects can be controlled

19.3 Activities and Assignments
This week, complete the following tasks:
1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Watch the Videos for Session 8 – Controlling Extraneous Variables
3. Review Session Slides for Session 8 – Controlling Extraneous Variables – video link: https://youtu.be/qqOrPP3_ZoE
4. Read Chapter 8 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 8
6. Complete the Individual Assignment for Session 8

20. SESSION 9 – DESCRIPTIVE RESEARCH METHODOLOGY - PART 1 & 2

20.1 Overview
In psychology, not every research conducted require the use of an experimental design. There are instances where it may not be practically/ethically feasible to conduct experiments or a researcher cannot manipulate the independent variable, or instances where manipulation may cause physical or psychological harm to participants. Such instances, require the use of non-experimental research methods known as descriptive research methods. This involves studying people as they lead their lives in order to describe their behaviour and mental processes. There are various types of descriptive research methods which I will be discussing in this session
20.2 Goals and Objectives

By the end of this session, you should be able to
1. Discuss the basic characteristics of descriptive research methods
2. Distinguish between descriptive research and experimental research
3. Identify when to use descriptive research methods and which type to use
4. List and explain the various descriptive research methods
5. Discuss the strengths and weaknesses of the various descriptive research methods

20.3 Activities and Assignments

This week, complete the following tasks:
1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
4. Read Chapter 8 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 9 Part 1 & 2
6. Complete the Individual Assignment for Session 9 Part 1 & 2

21. SESSION 10 – ETHICS IN PSYCHOLOGICAL RESEARCH- PART 1

21.1 Overview

Research in psychology is governed by a set of ethical guidelines that psychologists have to adhere to when conducting their research. Research should be conducted in an ethical manner without causing harm to human participant or animal subjects. Participants’ dignity and welfare should be maintained. Overall, research involving human participants and animal subjects should be conducted according to the APA regulations and standards

21.2 Goals and Objectives

By the end of this session, you should be able to
1. Define what ethics in research mean
2. Explain why it is important to consider ethical issue when designing and conducting research
3. Outline the APA ethical guidelines governing the conduct of research involving human participants

21.3 Activities and Assignments

This week, complete the following tasks:
1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Watch the Videos for Session 10 – Ethics in Psychological Research- Part 1 – Video link: https://youtu.be/GPQBm1tSB8tk
3. Review Session Slides for Session 10 – Ethics in Psychological Research- Part 1
4. Read Chapter 8 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 10 Part 1
6. Complete the Individual Assignment for Session 10 Part 1
22. SESSION 10 – ETHICS IN PSYCHOLOGICAL RESEARCH- PART 2 & 3

22.1 Overview

As discussed in the previous session, research in psychology is governed by ethical guidelines. The use of animals in research has played a major role in the development of the field of psychology. After a long standing debate about the unethical use of animals in experimentation, the need for ethical guidelines was acknowledged. Thus, there are APA ethical guidelines governing the use of research involving the use of animal subjects. Psychologists are obliged to treat animals humanely.

Besides maintaining the ethical guidelines during experimentation with human participants and animal subjects, psychologists in all their research activities (from designing and conducting research up to research report writing) are to avoid scientific misconduct.

22.2 Goals and Objectives

By the end of this session, you should be able to
1. Explain how animal ethics came about
2. Outline and explain the APA ethical guidelines governing the use of animals subjects in research
3. Define scientific misconduct
4. Name and discuss the component that make up scientific misconduct

22.3 Activities and Assignments

This week, complete the following tasks:
1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Watch the Videos for Session 10 – Ethics in Psychological Research- Part 2 & 3 – Video link: https://youtu.be/1Ef6S5KMBcY
3. Review Session Slides for Session 10 – Ethics in Psychological Research- Part 2 & 3
4. Read Chapter 8 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 10 Part 2 & 3
6. Complete the Individual Assignment for Session 10 Part 2 & 3

23. SESSION 11 – READING AND WRITING OF RESEARCH REPORTS

23.1 Overview

Doing a literature review involves a systematic and detailed search of all types of published information to obtain relevant information on a specific topic. Sources of information include academic texts, journals, long essays, dissertation/thesis, newspapers, archived information, images, conference proceedings, audio and video recordings etc. Doing a good literature review set you off to write a research proposal. Once a proposed research has been conducted and data has been analysis then a research report has to be written to communicate the findings of the research to the public.
23.2 Goals and Objectives

At the end of this session, you should be able to
1. Outline step by step how to do a literature review
2. List possible databases from which you can do a literature search
3. Outline how to write a research proposal
4. Distinguish between a research proposal and a research report
5. Outline how to write a research report using the APA format

23.3 Activities and Assignments

This week, complete the following tasks:
1. Log onto the UG Sakai LMS course site: http://sakai.ug.edu.gh
2. Watch the Videos for Session 11 – Reading and Writing of Research Reports – Video link: https://youtu.be/q2F-DQQAGiM
3. Review Session Slides for Session 11 – Reading and Writing of Research Reports
4. Read Chapter 8 of Recommended Text
5. Visit the Chat Room and discuss the Forum question for Session 11
6. Complete the Individual Assignment for Session 11
GROUP ASSIGNMENT

Select a research topic of your choice and using the following outline provided in Appendix A to complete a research proposal.

Submission Guidelines: Each research proposal should be presented with a cover page which should state out the title of the research and also outline the name, index number and email address of students in the group. Research Proposal should be single-spaced, font-size 12, Times New Roman. Submit online through Sakai LMS by the end of the 12th Week.

Each assignment, therefore, should be carefully edited for grammar, typos, and/or spelling mistakes. Appropriate citations should be provided using the American Psychological Association (APA) format. The following website offers information about writing and formatting papers in the APA style including general format, reference of the works of others in your texts, reference list, examples, notes, and additional resources:

- http://owl.english.purdue.edu/workshops/hypertext/apa/index.html

1. Cover page
   a. Each research report should be presented with a cover page which should state out the title of the research and also outline the name, index number and email address of student.

2. Contents
   a. Table of Contents
   b. List of Figures (where necessary)
   c. List of Tables (where necessary)
   d. Abbreviations (where necessary)
   e. Definition of Terms (where necessary)

3. Introduction
   a. Research Background [300 words]
      • Usually provides an introduction to the research issue. It may examine current discourse, trends or views concerning social phenomena in order to pose a research question. The research question will not be explicitly stated but implied in an argument.
      • Provide a minimum of 5 references
      • Include some background statistics or an industry report or media report concerning the issue
   b. Research Problem [400 words]
      • A situation in need of a solution, improvement, or alteration; or a discrepancy between the way things are and the way they ought to be.
      • Provide a minimum of 8 references. At least 3 references should be on authors who support the need for your research or who have gaps in their research which you want to fill.
   c. Research Purpose [less than 100 words]
      • A purpose is a concise, clear statement of the specific goal or aim of the study.

4. Research Objectives
   • Provide a maximum of 3 objectives

5. Research Questions
6. Literature Review [300 words]
   • Use this section to introduce the relevant literature you need to read or review for your research. Also explain the key concepts in the research and possible factors or issues to be explored. If a research framework has been identified you can mention it.

7. Proposed Research Methodology [400 words]
   • Identify the type of study to be carried out. What research strategy will be used to conduct the study and why were those strategies were selected? Where data will be collected and what methods will be used?

8. Significance of the Research [250 words]
   • Discuss the potential benefits or potential implications of this research study on Future Research, Practice and Policy

9. Research Limitations [200 words]
   • Points out the limitations in the research issues which may influence the research. Definitional concepts - what is included and what is not. Scope and Constraints - which respondents will not be involved and, perhaps. Variables - Which data will not be collected/studied?

10. Project Schedule [200 words]
    • Outline the schedule for your long essay or research activities. Be realistic and also add a timetable. You can use your chapter outline as a guide for the activities.

11. Chapter Outline [300 words]
    • Present an outline for the long essay detailing the objective of each chapter. Gives an indication on the number of chapters in the dissertation

12. References
    • Provide the references for all the journal articles and readings you referred to in the work.