

City University of Hong Kong
Course Syllabus

offered by Department of Management Sciences
with effect from Semester A 2022 /23

Part I Course Overview

Course Title:	Business Research Methods with SPSS
Course Code:	MS5317
Course Duration:	One Semester
Credit Units:	3
Level:	P5
Medium of Instruction:	English
Medium of Assessment:	English
Prerequisites: (Course Code and Title)	Nil
Precursors: (Course Code and Title)	Nil
Equivalent Courses: (Course Code and Title)	Nil
Exclusive Courses: (Course Code and Title)	MS5214 Business Survey Methods

Part II Course Details

1. Course Aims:

This course aims to provide students with the knowledge and skills necessary for collecting and analyzing appropriate data for making business decisions. It provides students with statistical techniques to help with designs of various data collection approaches, sample design, questionnaire design, data collection process, selected statistical data analysis methods and interpretation of results. It develops students' computing and analytical skills through the use of a common statistical package, SPSS, and real life data.

Course Intended Learning Outcomes (CILOs)

Upon successful completion of this course, students should be able to:

No.	CILOs	Weighting (if applicable)
1.	define a business research problem and determine the information that is needed to address it	10%
2.	design a survey process; use appropriate survey methods and sampling procedures in business research studies (Ability)	25%
3.	demonstrate competence in using appropriate software (SPSS and Excel) in data analysis; analyse business survey data using appropriate statistical techniques	30%
4.	draw conclusions and recommendations that are appropriate and limited/relevant to the information contained in the research data	20%
5.	communicate and explain effectively research findings to the management	10%
6.	work and collaborate as effective team members in multi-disciplinary and cross-professional contexts, and adopt a leadership role when appropriate	5%

Teaching and learning Activities (TLAs)

(These are indicative of likely activities and tasks designed to facilitate students' achievement of the CILOs. Final details will be provided to students in their first week of attendance in this course.)

CILO No.	TLAs	Hours/week (if applicable)
1, 2, 4 & 5	1. Interactive Lectures - Concepts, knowledge, survey research skills and problem solving skills relevant to conducting business survey research are introduced. - Students work in groups to brainstorm and discuss the contents and structure of a questionnaire to be used in collecting information for the survey research project.	
3	2. SPSS Laboratories Students learn and practice statistical computing skills for data organisation, data analysis and data presentation.	
1, 2, 3, 4, 5 & 6	3. Group Project Students work by collaborating in teams to discuss survey objectives, to identify information needed, to design questionnaires and to analyse the data collected. Furthermore, students present their findings in a written survey report as well as in an in-class presentation.	

Constructive Alignment of ILOs and Teaching and Learning Activities

	TLA 1	TLA 2	TLA 3
CILO 1	✓		✓
CILO 2	✓		✓
CILO 3		✓	✓
CILO 4	✓		✓
CILO 5	✓		✓
CILO 6			✓

Assessment Tasks

(These are indicative of likely tasks designed to assess how well the students achieve the CILOs. Final details will be provided to students in their first week of attendance in this course.)

CILO No.	Types of Assessment Tasks (ATs)	Assessment Details	Weighting (if applicable)
1, 2, 4 & 5	1. Written Test 15% & Examination (2 hours) 40%	The test and exam are designed to assess students' professional knowledge and ability in applying survey research techniques to solve business problems.	55%
1, 2, 3, 4, 5 & 6	2. Group Project and Presentation	Students work together in groups of 5 to 6, to complete a survey research project for a local establishment. Assessments/Evaluations are carried out at various stages of the survey research, including the design of the questionnaire, project presentation and project report. Students have to provide recommendations to address the research problems justified by the data collected in relation to the business project at hand.	45%

Constructive Alignment of CILOs and Assessment Tasks

	AT 1	AT 2
CILO 1	✓	✓
CILO 2	✓	✓
CILO 3		✓
CILO 4	✓	✓
CILO 5	✓	✓
CILO 6		✓

Grading of Student Achievement:

Refer to Grading of Courses in the Academic Regulations for Taught Postgraduate Degrees.

Questionnaire Design

Letter Grade	Grade Point	Grade definitions	
A+ A A-	4.3 4.0 3.7	Excellent:	Strong evidence of original thinking; good organization, superior grasp of subject matter; highly effective use of question structure and wording.
B+ B B-	3.3 3.0 2.7	Good:	Evidence of grasp of subject; reasonable understanding of issues; evidence of familiarity with literature; good use of question structure and wording.
C+ C C-	2.3 2.0 1.7	Adequate:	Some evidence of grasp of subject; reasonable understanding of issues; adequate command of the construction of questions.
D	1.0	Marginal:	Sufficient familiarity with the subject matter to enable the student to progress without repeating the design of questionnaire.
F	0.0	Failure	Little evidence of familiarity with the subject matter; a lot of errors in the construction of questionnaire.

Test & Written Examination

Letter Grade	Grade Point	Grade definitions	
A+ A A-	4.3 4.0 3.7	Excellent:	Strong evidence of original thinking; good organization, capacity to analyse and synthesize; superior grasp of subject matter; evidence of extensive knowledge base.
B+ B B-	3.3 3.0 2.7	Good:	Evidence of grasp of subject, some evidence of critical capacity and analytic ability; reasonable understanding of issues; evidence of familiarity with literature.
C+ C C-	2.3 2.0 1.7	Adequate:	Some evidence of understanding the subject; ability to develop solutions to simple problems.
D	1.0	Marginal:	Sufficient familiarity with the subject matter to enable the student to progress without repeating the course.
F	0.0	Failure	Little evidence of familiarity with the subject matter; weakness in critical and analytic skills; limited or irrelevant use of literature.

Written Report

Letter Grade	Grade Point	Grade definitions	
A+ A A-	4.3 4.0 3.7	Excellent:	Strong evidence of original thinking; good organization, capacity to analyse and synthesize; superior grasp of subject matter; evidence of extensive knowledge base and excellent presentation skills; highly effective use of sentence structure, and a high degree of creativity demonstrated.
B+ B B-	3.3 3.0 2.7	Good:	Evidence of grasp of subject, some evidence of critical capacity and analytic ability; reasonable understanding of issues; good use of language overall; coherent piece of writing.
C+ C C-	2.3 2.0 1.7	Adequate:	Some evidence of grasp of subject; little evidence of critical capacity and analytic ability; reasonable understanding of issues and adequate command of the language and presentation skills.
D	1.0	Marginal:	Sufficient familiarity with the subject matter to enable the student to progress without repeating the project; few presentation skills and inadequate command of the language.
F	0.0	Failure	Little evidence of familiarity with the subject matter; weakness in critical and analytic skills; limited or irrelevant use of literature; poor presentation skills; poor use of the language.

Oral Presentation

Letter Grade	Grade Point	Grade definitions	
A+ A A-	4.3 4.0 3.7	Excellent:	Strong evidence of original thinking; good organization, capacity to analyse and synthesize; evidence of extensive knowledge base; highly effective use of language, excellent presentation skills.
B+ B B-	3.3 3.0 2.7	Good:	Evidence of grasp of subject; some evidence of critical capacity and analytic ability; reasonable understanding of issues; ability to communicate fluently and accurately.
C+ C C-	2.3 2.0 1.7	Adequate:	Some evidence of grasp of subject; little evidence of critical capacity and analytic ability; reasonable understanding of issues and adequate command of the language in terms of structure and vocabulary.
D	1.0	Marginal:	Sufficient familiarity with the subject matter to enable the student to progress without repeating the project; few presentation skills.
F	0.0	Failure	Little evidence of familiarity with the subject matter; weakness in critical and analytic skills; limited or irrelevant use of literature; poor use of the language or very difficult to follow.

Part III

Keyword Syllabus:

Decision Making Process and Research Management

Decision making process, Types of research. Business research approaches and steps.

Approaches of Data Collection Methods

Qualitative Approach, Experimental Design, Observational Studies, Survey.

Measurement and Questionnaire Design

Scales of measurement. Attitude scaling. Response set and response bias. Questionnaire components. Question hierarchy. Question wording.

Sampling Design

Population and sample. Population frame. Types of sampling plans. Probabilistic versus nonprobabilistic sampling. Simple random sampling. Stratified sampling. Cluster sampling. Sample size determination.

Data Collection

Personal interviewing. Telephone interviewing. Mail surveys. Field procedures in data collection. Nonsampling errors.

Statistical Analysis Methods and Software

Data validation process, Descriptive data analysis, Two-way frequency tables, Multiple regression model, Analysis of Variance, Use of SPSS.

Communication of Research Results

Research report criteria. Characteristics of research report. Graphical presentation of the research results.