

SWRK111 Introduction to Research Methods and Program Evaluation

Spring 2012 Syllabus

Part 1: Course Information

Instructor Information

Instructor: Dr. Kisun Nam
Office: Mariposa Hall 5029

Office Hours: Tuesday 10:00am to 1:00pm, or by appointment

Office Phone: 916.278.7069

E-mail: <u>kisun.nam@csus.edu</u> (email contact is preferred)

Course Information

Section 1

F2F Schedule: Thursday at 10:30am to 11:45am

Classroom: Mariposa Hall 1016

Section 2

F2F Schedule: Thursday at 12:00pm to 1:15pm

Classroom: Mariposa Hall 5002

See "Course Structure" in page 2 for details.

Course Description

User oriented research methods focusing on locating, understanding, and using the professional research literature relevant to the development of skills for the human service practitioner; and methods of evaluating ones' own practice and agency programs.

Prerequisite

• SWRK 110 Statistics and Research for Social Workers ("C" or higher)

Co-requisite

- SWRK 140C Social Work Practice
- SWRK 195B Field Instruction

Textbook & Course Materials

Required Text

Rubin, A. & Babbie, E. (2013). Essential Research Methods for Social Work. (3rd Edition) Thomson Brooks/Cole.

Textbook is available to purchase OR rent at the Hornet Bookstore (916.278.6446). Contact the Hornet Bookstore for the availability of the textbook.

The main change in the Third Edition of the textbook is the introduction of EPAS Core Competencies. Other than that, there have been minimal changes (such as some tables and pictures) in the content of the textbook from the previous editions. Students who may wish to use the earlier (and maybe cheaper) edition of this textbook can consult the Appendix A for the chart comparison for three editions.

The Second Edition of this textbook is also reserved at the library Reserve Room (next to Java City). You can check out the reserved textbook for three days.

Course Requirements

- Internet connection (DSL, LAN, or cable connection desirable)
- Access to SacCT 9.1
- Use of Real Player and QuickTime (for watching the lecture videos)

Course Structure

This course is designed to provide a **hybrid experience**, including both face-to-face and online activities.

Contact time will be divided in the following way:

Section #	Online sessions (40%)	Face-to-face sessions (60%)
Section 1	Watching the lecture videos and	Thursday, 10:30am to 11:45am, Mariposa Hall 1014
Section 2	other online activities, at students' choice of time & place	Thursday, 12:00pm to 1:15am, Mariposa Hall 5002

Online sessions will be a blend of self-paced and group activities using SacCT and other Web sites. Activities will consist of watching the lecture video (Real Player & QuickTime format) for self-paced learning; pre-class quiz delivered by SacCT; chat, discussion forums, and email for group activities. Most of online activities require SacCT access.

Most of the **face-to-face sessions** (**"F2F sessions"**) will be held on the Sacramento State campus on every <u>Thursdays</u> in <u>Mariposa Hall 1016</u> (Section 1) from 10:30am to 11:45am or <u>Mariposa 5002</u> (Section 2) from 12:00pm to 1:15pm. In some weeks F2F session will be also held on Tuesday at 10:30am or 12:00pm in the same classroom (see the Part 3 of the syllabus for detail).

Typical activities in F2F sessions will consist of the following:

- o Q&A about the course materials and quiz
- The brief review of the course materials
- o Individual and group exercise
- o Group discussion

SacCT Access

This course will be delivered partially online through a course management system named SacCT.

To access this course on SacCT you will need access to the Internet and a supported Web browser (Internet Explorer, Firefox, or Safari). To ensure that you are using a supported browser and have required plug-ins please run the Check Browser from your SacCT course. Refer to the SacCT Browser Tune-up page for instructions.

Also, your computer should have either Real Player or QuickTime (or both) installed to watch the lecture videos. Refer to the ATC web page for instructions.

Technical Assistance

If you need technical assistance at any time during the course or to report a problem with SacCT you can:

- Visit the SacCT <u>Student Resources Page</u>
- Review SacCT Student Tutorials
- Visit the SacCT Student FAQ's Web page
- Submit a <u>SacCT Problem Form</u>

Important Note: This syllabus, along with course assignments and due dates, are subject to change. It is the student's responsibility to check SacCT for corrections or updates to the syllabus. Any changes will be clearly noted in course announcement or through SacCT email.

Part 2: Course Objectives

Through the expected requirements of this course, students will:

- 1. Become familiar with a broad perusal of current methodological ideas common to the field of human behavior;
- 2. Obtain a system for properly framing and delineating a research problem;
- 3. Have a foundation for the development of consumer research skills;
- 4. Acquire a foundation for the development of scientific research directly applicable to social work practice;
- 5. Have the research skills necessary to undertake a rudimentary research project;
- Acquire knowledge and skills in the use of computer technology, including: to analyze data using SPSS for Windows, to communicate using e-mail, to conduct library search using electronic library resources, and to discover and utilize resources on the internet with appropriate search engines and strategies;
- 7. Examine and understand ethical issues in social research.

You will meet the objectives listed above through a combination of the following activities in this course:

- 1. Collect, classify, and analyze data using statistical methods;
- 2. Interpret statistical findings and communicate the results to a relevant audience;
- 3. Critically evaluate aspects of social work practice for an evidence-basis and use findings to become a more accountable professional;
- 4. Judge the accuracy of published research, including limitations in sampling, methods, design, data gathering, and data analysis;
- 5. Examine ways to engage in research that evaluates and monitors one's own professional practice;
- 6. Examine and understand ethical issues in research;
- 7. Critique research that is of importance to ethnic minorities, women, and other special populations, and that advances social and economic justice;
- 8. Undertake a beginning research activity using tools of empirical research for problem formulation, literature review, design and methods, data analysis, conclusions and implications for social work practice.

Part 3: Topic Outline/Schedule

Important Note: Refer to the course calendar for specific meeting dates and times. Activity and assignment details will be explained in detail within each week's corresponding learning module. If you have any questions, please contact your instructor.

Module 1. The Context of Social Work Research

F2F session	Topic	Before F2F session	Activities	Assignment due date
Week 1 Jan. 24 Jan. 26	 Introduction, overview, and expectation Review of syllabus The utility of research in social work Research as a scientific methods of knowing 	• Chpt. 1 & 2	• Jan. 24: Field trip to the University Writing Center	
Week 2 Feb. 2	Language of social work research Comparison between scientific method and other ways of knowing Factors influencing the research process	• Chpt. 3 & 4 • Lecture video • Quiz #1		

Module 2. Research Questions and Hypotheses

F2F meeting	Topic	Before F2F session	Activities	Assignment due date
Week 3 Feb. 9	Reviewing literature and developing research questions • Literature review • Attributes of good research question	• Chpt. 5 • Lecture video • Quiz #2	• F2F session will be held at the Library (Rm. 2022)	
Week 4 Feb. 16	 Hypotheses formulation Developing a proper hypothesis Types of relationships between variables Operational definition 	Chpt. 6Lecture videoQuiz #3		• Topic for LR Paper

Module 3. Preparation and Planning of Research

F2F meeting	Topic	Before F2F session	Activities	Assignment due date
Week 5 Feb. 23	MeasurementMeasurement errorsReliability and validity	• Chpt. 7 • Lecture video • Quiz #4		• HW #1
Week 6 Mar. 1	SamplingTypes of probability samplingTypes of non-probability sampling	• Chpt. 10 • Lecture video • Quiz #5		

Midterm Exam

F2F meeting	Торіс
Week 7	Midterm Exam
Mar. 6 Mar. 8	 Mar. 6: Exam day, meet at the computer lab (Mariposa Hall 1013) Mar. 8: Review of the exam & the first half of the semester (classroom) HW#2 is due in Mar. 8.

Module 4. Research Design: Experiments

F2F meeting	Торіс	Before F2F session	Activities	Assignment due date
Week 8 Mar. 15	Group designs for evaluating programs and practices Inferring causality Threats to internal validity Research designs with groups	• Chpt. 11 • Lecture video • Quiz #6		• LR Paper: First draft
Week 9	Spring Break			
Week 10 Mar. 29	 Single-case evaluation design Single-case design in social work Measurement and data gathering Types of single-case design 	• Chpt. 12 • Lecture video • Quiz #7		• LR Paper: Peer- review

Module 5. Research Design: Observational Study

F2F meeting	Topic	Before F2F session	Activities	Assignment due date
Week 11 Apr. 5	Own observation: SurveyTypes of surveysStrengths and weakness of	• Chpt. 8 & 9 • Lecture video • Quiz #8		
	survey research • Generic guidelines for asking question	· Quiz iio		
Week 12	Others' observation: Analyzing available records	• Chpt. 15 • Lecture	• F2F session will be held	
Apr. 12	Secondary analysis & Analyzing existing statisticsContent analysis	video • Quiz #9	at MRP 1013 (computer lab)	

Module 6. Research Design: Additional Topics

F2F meeting	Topic	Before F2F session	Activities	Assignment due date
Week 13 Apr. 19	 Methods in qualitative inquiry Types of qualitative research methods Considerations in qualitative observation Strength and weakness of qualitative and quantitative research 	• Chpt. 14 • Lecture video • Quiz #10		• HW #3
Week 14 Apr. 26	 Program evaluation Purpose of program evaluation Practical pitfalls in carrying out experiments in social work agencies Types of program evaluation 	• Chpt. 13 • Lecture video • Quiz #11		

Module 7. Other Topics

F2F meeting	Topic	Before F2F session	Activities	Assignment due date
Week 15 May 1 May 3	Data analysis with SPSSData managementAnalyzing the quantitative data	• Chpt. 18	• Two (2) F2F sessions will be held at MRP 1013 (computer lab)	• LR Paper: Final draft (May 3)
Week 16 May 10	Ethical issues in social work research • Ethical guidelines in social work research • Weighing benefits and costs • Institutional Review Board (IRB)	• Chpt. 16 • Lecture video • Quiz #12		• HW #4

Final Exam

F2F meeting	Topic
Week 17	<u>Final Exam</u>
	 Section 1 (10:30am): Thursday, May 17, 10:15 am – 12:15 pm Section 2 (12:00pm): Tuesday, May 15, 12:45pm – 2:45pm Note: Final exam will be held in the computer lab (MRP1013).

Part 4: Grading Policy

Graded Course Activities

Visit the **Assignments** link in SacCT for details about each assignment listed below. Click on **Assessments** to access quizzes and exams. (See Part 4 for more information about accessing tools and activities).

Each student's final grade will result from adding the scores obtained from all the assignments required by the course (shown below).

1. Exams (40 points; 20 points from the midterm exam, and 20 points from the final exam)

Midterm exam will consist of multiple choice, true-false, and short-answer questions covering first 7 weeks of class content. Final exam will be the same format, covering class content after the midterm exam. Midterm and final exam are equally important; 50% of the scores (20 points) goes to the midterm, and another 50% (20 points) goes to the final exam.

Both midterm and final exams are provided as the online exam through SacCT. You will take those exams at the computer lab (Mariposa 1013). Detailed instructions will be provided before the exams.

If for any reason you cannot take the exam on the scheduling date, make sure to arrange to take the exam ahead of time. You will **not** be allowed to take the exam the day after or to make-up the exam once the test is administered. ALL out of class exam must be arranged through Testing Center in Lassen Hall with a nominal fee.

2. Literature Review Paper (30 points)

The Literature Review Paper ("LR Paper") will be 6 to 8 pages in length, accounting for 30 points of your final grade. Main tasks includes: to identify the interest area; to search the scholastic resources ("literature") related to the interest; to organize the summary of the literature; and to present the critique and future direction of research. There are three assignments on the LR Paper, shown below. **No late submissions are accepted, except good cause absences** (see "Late Work Policy" and "Course Policies – Attend Classes" below).

	Points assigned	Due date	Notes
Topic	2.5 points	Week 4 (Feb. 16)	One-page
First draft	5 Points	Week 8 (Mar. 15)	Full draft
Peer review	2.5 points	Week 10 (Mar. 29)	1 to 2 pages review
Final draft	20 points	Week 15 (May 3)	Revised draft

- o Topic: You are expected to submit the topic of your LR paper. The instructor will give you brief comment on your topic.
- First draft: You are expected to submit the full draft, not the partial or in-progress paper. The instructor will read and comment on your paper.
- Peer review: One of the LR Papers submitted in Week 9 will be randomly assigned to each student. You are expected to read the other student's paper, and provide the feedback in one to two pages.
- Final draft: You are expected to revise your first draft, incorporating the feedback from the instructor and the peer reviewer.

Note that all papers and peer review should be submitted through SacCT as an electronic file (MS Word). You will receive a detailed guideline about the LR Paper later.

The LR Paper must be done individually. No co-author or group project is allowed even if two or more persons write on the same topic. This instructor takes plagiarism very seriously. Plagiarism is a theft of intellectual property of others. Any evidence of plagiarism in your Research Proposal will automatically result in "F" grade regardless of the performance in all other required assignments, including the Research Proposal. Keep in mind that modern technology not only enables one to easily plagiarize, or "copy and paste", but also makes it easy for cheaters to get caught. Consult the Part 5 of this syllabus ("Commit to Integrity").

For free, one-on-one help with writing in any class, visit the University Writing Center in Calaveras 128. The University Writing Center can help you at any stage in your reading and writing processes: coming up with a topic, developing and organizing a draft, understanding difficult texts, or developing strategies to become a better editor. To make an appointment or a series of appointments, visit the Writing Center in CLV 128 or call 278-6356. For current Writing Center hours and more information, visit the Writing Center page.

3. Homework (20 points; 5 points for each homework assignment)

There are four homework assignments over the semester. Homework must be printed on paper and submitted at the beginning of the class in due dates. **No late submissions re accepted, except good cause absences** (see "Late Work Policy" and "Course Policies – Attend Classes" below).

Due date	Homework assignment
Week 5 (Feb. 23)	#1: Research questions and hypotheses
Week 7 (Mar. 8)	#2: Measurement, survey instruments, and sampling
Week 13 (Apr. 9)	#3: Research design
Week 16 (May 10)	#4: Data analysis using SPSS

Although students can discuss with each other, the homework assignments must be done individually. Homework assignments are used as learning tools for the application of knowledge, rather than a measure of student mastery their first time attempting a problem. Thus, homework assignment will consist of the review and application questions regarding the course materials in the previous weeks.

Below are the grading criteria for each homework submission. Note that students can earn up to extra 2 points extra (=0.5×4) if they answer ALL questions correctly in all homework assignments. Also note that late submission will earn zero point.

Score	Grading criteria
5.5 points	Submit on time, and ALL answers are correct.
5 points	Submit on time, and showing reasonable effort to complete (ex. answering <i>all</i> questions)
3 points	Submit on time, but lack of reasonable effort to complete (ex. some questions are <i>not</i> answered)
0 point	Late submission without good-cause or no submission

4. Attendance and Class Participation in F2F sessions (10 points)

Your attendance and participation maximize your experience in the class, and together constitute 10 points of your final grade. More than five absences, including one free absence, will result in "F" grade regardless of the performance in all other required assignments. For example, if you miss four classes without good cause, you will earn 5 points out of attendance and class participation portion (one free absence and three additional absences, 50% deduction). Consult Attendance Policy in Part 5 for details.

5. Weekly Quiz (extra, up to 6 points; 0.5 point per quiz)

Throughout the semester, you will be given twelve (12) weekly quizzes. The weekly quiz is design to encourage students to read the textbook and watch the lecture video BEFORE the F2F sessions. Thus, the weekly quiz will be delivered with the lecture video of the week and available until the beginning of the F2F sessions in that week. For example, Quiz #1 is about Week 2 contents (Chapter 2 and 3). Quiz #1 will become available for students' access from Friday, January 27 (last day of Week 1), and be closed by 12:00pm on Thursday, February 2 (beginning of F2F session in Week 2). Students cannot take Quiz #1 after the F2F session in Week 2, as Quiz #2 for Week 3 will be available to take on Friday, February 3.

Students are <u>STRONGLY</u> encouraged (and expected) to read the textbook and watch the lecture video before answering the weekly quiz. For each weekly quiz, students can take the quiz <u>as many times as they want</u> while the quiz is available. Because of this unlimited access, the extra 0.5 point will be given to only the students who get *ALL* answers correct. For example, if the students have six correct answers out of seven

questions, there is no extra point earned by the student; extra 0.5 point will be given to the students with seven correct answers out of seven questions. Thus, take the weekly quiz as many times as you want and answer all questions correctly if you want to receive extra 0.5 point from the quiz, 6 extra points total for the semester. Note that each quiz is graded separately; students who do not receive the 0.5 point in Quiz #1 still can earn extra 0.5 points in Quiz #2, as well as they answer all questions in Quiz #2 correctly.

As a result, your final grade is delineated as follows (see "Letter Grade Assignment" below for the letter grade assignment):

Assignments	Points assigned	
Exams	40	
LR Paper	30	
Homework	20/22	
Attendance	10	
Quiz (extra point)	6	
Total	100 points	

Late Work Policy

Be sure to pay close attention to deadlines—there will be **no** make up assignments or quizzes, or late work accepted without a serious and compelling reason and instructor approval.

Viewing Grades in SacCT

Points you receive for graded activities will be posted to the SacCT Grade Book. Click on the My Grades link on the left navigation to view your points.

Your instructor will update the online grades each time a grading session has been complete—typically a week following the completion of an activity. You will see a visual indication of new grades posted on your SacCT home page under the link to this course.

Letter Grade Assignment

Final grades assigned for this course will be based on the percentage of total points earned and are assigned as follows. Keep in mind that your final grade will be determined by the total score you would earn through all the required assignments by the class. Social Work major students should earn "C" or better, or 72 points or higher, to receive a passing grade.

Letter Grade	Percentage	Performance
Α	94-100%	Excellent Work

Letter Grade	Percentage	Performance
A-	90-93%	Nearly Excellent Work
B+	86-89%	Very Good Work
В	82-85%	Good Work
B-	79-81%	Mostly Good Work
C+	76-78%	Above Average Work
С	72-75%	Average Work
C-	69-71%	Below Average Work
F	0-68%	Failing Work

Important note: For more information about grading at Sac State, visit the academic policies and grading section of the university catalog.

Part 5: Course Policies

Attend Class

Students are expected to attend all online and F2F sessions as listed on the course calendar. Attendance at F2F class meetings and participation in online activities are essential for the success of the hybrid experience.

Class attendance and participation in F2F session is a prerequisite in receiving a passing grade. Students are expected to attend all class on time. Similar to SWRK110 (statistics) class, this class may be one of the hardest courses you face in your undergraduate social work classes. Therefore, missing classes hurt your chance for achieving an "A" grade for the semester.

Each student is allowed <u>one free absence from F2F session without a good cause</u> (see below). Additional absence(s) without a good cause will receive deductions from the attendance portion (see the table below). More than five absences from F2F session without a good cause (including one free absence) in the semester will result in the student receiving "F" grade for the semester, regardless of her/his performance in all other required assignments.

Grading for class attendance, after the one free absence without good cause:

1 additional absence	–5% of class attendance portion	
2 additional absences	-10% of class attendance portion	
3 additional absences	-50% of class attendance portion	
4 additional absences	-100% of class attendance portion	
5 or more absences	automatic F grade for the course	

Good-cause absence(s) must be notified to the instructor via email or written note *no later than a week after it happened*. One who failed to notify the instructor for good cause absence(s) as stated will not be excused. One's health issue, death of a loved one, and natural disasters (e.g. fire or earthquake) are considered as good cause. Students may be asked to provide additional documents (e.g. the doctor's letter) to confirm the good cause. All other issues, such as car broke down, alarm clock failed, children's school, job interview, and so on do not constitute good cause. Because of the nature of this class, **up to THREE good-cause absences** will be granted to each student. Students with more than three good-cause absences may consider dropping this class (see "Understand When You May Drop This Course" section below).

Participate

In order to enhance feelings of safety and to create a positive learning environment, students are expected to:

- 1. Attend every class, promptly;
- 2. Read the assigned materials and watch the lecture video BEFORE the class;
- 3. Do not ridicule others:
- 4. Mind one's own expression of bigotry; rather than attribute a negative characteristic to a social group or to a member of that group, you may begin with, "this is how I have been taught to believe ..." or "I hate to admit it but I do have the belief that ...";
- 5. Behave with a positive attitude;
- 6. Be committed to growth and self-exploration.

Build Rapport

If you find that you have any trouble keeping up with assignments or other aspects of the course, make sure you let your instructor know as early as possible. As you will find, building rapport and effective relationships are key to becoming an effective professional. Make sure that you are proactive in informing your instructor when difficulties arise during the semester so that they can help you find a solution.

Complete Assignments

All assignments for this course will be submitted electronically through SacCT unless otherwise instructed. Assignments must be submitted by the given deadline or special permission must be requested from instructor *before the due date*. Extensions will not be given beyond the next assignment except under extreme circumstances.

Understand When You May Drop This Course

It is the student's responsibility to understand when they need to consider disenrolling from a course. Refer to the Sac State Course Schedule for dates and deadlines for registration. After this period, a serious and compelling reason is required to drop from the course. Serious and compelling reasons includes: (1) documented and significant change in work hours, leaving student unable to attend class, or (2) documented and severe physical/mental illness/injury to the student or student's family.

Incomplete Policy

This course does not allow an incomplete grade.

Inform Your Instructor of Any Accommodations Needed

If you have a documented disability and verification from the Office of Services to Students with Disabilities (SSWD), and wish to discuss academic accommodations, please contact your instructor as soon as possible. It is the student's responsibility to provide documentation of disability to SSWD and meet with a SSWD counselor to request special accommodation before classes start.

SSWD is located in Lassen Hall 1008 and can be contacted by phone at (916) 278-6955 (Voice) (916) 278-7239 (TDD only) or via email at sswd@csus.edu.

Code of Ethics

In the social work profession, it is expected that students will become familiar with and adhere to the NASW Code of Ethics. This code for professional behavior should guide your actions in class and in the field agency setting. Ethical violations (e.g. disrespect toward classmates and the instructor) may result in failure of this course, particularly if the instructor has previously advised a student of the violation(s).

Electronic device

Unless you are expecting important phone calls, please turn off all your electronic devices, including cellular phone, pagers, PDA, and laptop computer. Do not use your laptop to take note in class (PowerPoint slides will be provided). It is the rule of this class that no laptop or PDA be used for any reason during class time. Students with disabilities that need to use special devices, including laptop/PDA, must be arranged through the Office of Service to Students with Disabilities.

Commit to Integrity

As a student in this course (and at this university) you are expected to maintain high degrees of professionalism, commitment to active learning and participation in this class and also integrity in your behavior in and out of the classroom.

Sac State's Academic Honesty Policy & Procedures

"The principles of truth and honesty are recognized as fundamental to a community of scholars and teachers. California State University, Sacramento expects that both faculty and students will honor these principles, and in so doing, will protect the integrity of academic work and student grades."

Read more about Sac State's <u>Academic Honesty Policy & Procedures</u>.

Definitions (Source: Sacramento State University Library)

At Sac State, "**cheating** is the act of obtaining or attempting to obtain credit for academic work through the use of any dishonest, deceptive, or fraudulent means."

"Plagiarism is a form of cheating. At Sac State, "plagiarism is the use of distinctive ideas or works belonging to another person without providing adequate acknowledgement of that person's contribution."

Important Note: Any form of academic dishonesty, including cheating and plagiarism, may be reported to the office of student affairs.

Course policies are subject to change. It is the student's responsibility to check SacCT for corrections or updates to the syllabus. Any changes will be posted in SacCT.

Part 6: Campus Resources

Sac State has many programs and resources available to assist you during your academic studies.

Academic Advising

The Academic Advising Center offers new student orientation, mandatory freshman advising, and advising on General Education and graduation requirements for all students.

IRT Service Desk (Helpdesk)

The helpdesk provides assistance to students, faculty and staff in their use of campus technologies. Help is available via walk-in service, telephone service, email, or chat.

Services to Students with Disabilities

Services to Students with Disabilities (SSWD) offers a wide range of support services and accommodations to students in order to ensure equal access and opportunity to pursue their educational goals.

Student Affairs

If you need help discerning who to see to get a question answered, advice on which classes to take, or information about how to obtain financial aid, Student Affairs may be able to assist you.

Student Health Center

Student Health Services promotes the health and wellness of Sac State students.

University Library

The Sac State University Library provides access to a wide array of workshops, research guides, subject specialists, databases, electronic journals, and other electronic resources for the campus community.

University Writing Center

The University Writing Center can help you at any stage in your reading and writing processes: coming up with a topic, developing and organizing a draft, understanding difficult texts, or developing strategies to become a better editor.

Appendix A. Comparison Chart for the Textbook Editions

Chart below shows the comparison of three editions of the textbook. The main difference in the Third Edition is the EPAS Core Competencies marked in the textbook. If you prefer to use the earlier editions of the textbook, consult the chart below to get the corresponding chapters.

3 rd Edition (current textbook)	2 nd edition (2009)	1 st edition (2007)
Chapter 1	Chapter 1	Chapter 1 & 2
Chapter 2	Chapter 2	n/a
Chapter 3		
Chapter 4	Chapter 3	Chapter 3
Chapter 5	Chapter 4	Chapter 6
Chapter 6	Chapter 5	Chapter 7
Chapter 7	Chapter 6	Chapter 8
Chapter 8	Chapter 7	Chapter 9
Chapter 9	Chapter 8	Chapter 10
Chapter 10	Chapter 9	Chapter 11
Chapter 11	Chapter 10	Chapter 12
Chapter 12	Chapter 11	Chapter 14
Chapter 13	Chapter 12	Chapter 13
Chapter 14	Chapter 13	Chapter 15
Chapter 15	Chapter 14	Chapter 16
Chapter 16	Chapter 15	Chapter 4
Chapter 17	Chapter 16	Chapter 5
Chapter 18	Chapter 17	Chapter 17
Chapter 19	Chapter 18	Chapter 18
Appendix A	Appendix A	Appendix A
Appendix B	Appendix B	Appendix B
Appendix C	Appendix C	Appendix C