

***** SYLLABUS *****

PRINT AND SAVE THIS

You are responsible for everything contained within this syllabus.
Due dates, assignment formats and expectations, and other
important pieces of information are described here.
READ IT! KNOW IT! LOVE IT!

General Psychology Psychology 100

General Course Information:

Instructor: Jillene Grover Seiver, Ph.D. (please call me Jill or Dr. Jill)

Click on the "Inbox" link in the top right corner of the classroom screen
A screen will open:

Email:	<i>In the left side:</i> You'll see all of the messages that you've received or participated in.	<i>In the right side:</i> You can create a new message. Use the address book icon to find your recipient.
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Text: *Exploring Psychology*, 8th edition by David Myers
See the "Textbook" information at the bottom of this Syllabus

Publisher's website: http://bcs.worthpublishers.com/exploring8e/#t_577581 contains

Websites: practice quizzes, flashcards, and other study tools

Discovering Psychology videos: <http://www.learner.org/resources/series138.html>

Course Description:

General Psychology broadly surveys the knowledge and methods of the discipline of Psychology. This course will emphasize the development of critical thinking skills, and familiarity with scientific research and reasoning.

Course Overview:

This is an introductory-level course, which will survey most of the major issues in the field of psychology. The major goals for this course are:

1. Examine how human behavior is studied and analyzed by psychologists.
2. Gain greater insight into the behavior of ourselves and others.
3. Develop familiarity with the theories describing human behavior.
4. Familiarize ourselves with the symptoms of psychological disorders and the various treatment options.
5. Develop critical thinking skills and prepare ourselves to be cautious and analytical consumers of information that proclaims to be scientific or based on some form of research.

In an effort to achieve these goals, you will read the Myers text, view my online Power Point lectures and watch episodes of *Discovering Psychology*. You will submit five projects, take ten weekly quizzes, do a combination of weekly discussions and/or psychology simulations, and take two exams.

Course Requirements:

Syllabus Quiz:

To ensure that you are familiar with this Syllabus and its requirements, you will complete the Syllabus Quiz. You can open and print the quiz (this will give you practice for the weekly quiz procedure), and then answer the questions based upon information contained within this Syllabus.

- The quiz will give you immediate feedback about which items you missed.
- Once you've completed the Syllabus Quiz, I will be confident that you know the rules and requirements for this class.

Weekly Modules:

I've organized the course assignments into weekly modules. You will find all of the assignments that are due within the next week organized together. Each week, you will complete a quiz and a pick-a-task.

Weekly Quizzes:

There will be 10 weekly quizzes. Each will include material covered during the week that the quiz is due.

Quiz format: Quizzes will consist of multiple choice questions selected from the chapter(s), lectures and *Discovering Psychology* video(s) covered during the week. Each quiz will contain 25 items and will be worth 25 points.

Quiz procedure:

- Each week's quiz will be available no later than midnight on Thursday through 11:59 pm on the Wednesday it is due. Check the system calendar and/or syllabus calendar for due dates.
- You may log into the quiz at any time that it is available.
- I recommend that you open the quiz as soon as it appears, and print it out.
 - You will need to "start" the quiz in order to open it; don't worry – I've allotted unlimited time.
 - When the quiz is open, either copy-and-paste it into Word, or else press ctrl+p to print it.
 - Keep the quiz with you as you read the text, watch the videos, and listen to the Power Point lectures. Mark the answers as you encounter them.
 - Once you have all of the answers marked, re-open the quiz and enter, save, and submit your answers.
- I have allowed unlimited attempts.
 - Only your first attempt counts towards your grade.
 - The additional attempts are enabled so that you won't get locked out due to an inadvertent submission.
- The quiz will freeze at 11:59 pm on the due date, so make sure that you begin no later than 11:29 pm.
 - Once the deadline passes, you will receive a submission error when you attempt to submit your answers.
 - Save your answers as you go, so I can submit your answers for you if you don't finish before the deadline.
- When I update the grade book on Thursdays, I'll release the quiz feedback so you can see which items you missed.

Preparing for quizzes:

- Read the assigned chapter(s) in the text.
- Watch the assigned *Discovering Psychology* video(s).
- View/listen to the assigned Power Point lectures.
- Practice with the chapter quizzes, flashcards, and animations at the text's website (http://bcs.worthpublishers.com/exploring8e/#t_577581).

Making up missed quiz:

- You may not make up quizzes unless *Dire Circumstances* (see definition in Exams section) require that you must miss **the entire week** that the quiz is available. You must have documentation that excuses you from class for the week (Thursday – Wednesday).

Pick-a-task:

I know that not all students enjoy participating in discussions, while others love discussing topics with their classmates. To give everyone a chance to engage in activities that they find personally relevant and beneficial, I am giving you a choice of either participating in the week's discussion, or else completing the PsychSim tutorial for the week.

- You're more than welcome to do both activities, but you are only required to complete one – and you will only earn credit for one each week.
- Each week, you can decide which task you wish to complete. You do NOT have to stick with either discussion or PsychSim for the entire quarter. Whichever one suits your interests that week is the one that you should complete.
- Each week's Pick-a-task will be worth 25 points and must be submitted by Sunday at 11:59 pm each week.
- There are absolutely NO MAKE-UPS on the pick-a-task assignments.
- **PsychSim Tutorials**
 - At the publisher's website (http://bcs.worthpublishers.com/exploring8e/default.asp#t_577581) you will find a link called "PsychSim Tutorials." Click on the plus sign (+) to expand the list of tutorials.
 - Select one of the tutorials from the chapter(s) we're covering that week, and complete it.
 - At the end of each simulation, there will be a "summary" page. Please take a screen shot of that page.
 - In your web browser's tools menu, click on "File," then on "Save as. . ."
 - Save the file on your computer, then attach it to a submission in the week's PsychSim dropbox.
 - If you accidentally pass the "summary" page at the end of the simulation, just click the "back" button at the bottom of the simulation window.
- **Discussions**
 - In each week's module, you'll find the discussion area for the week.
 - This is the place to post your insights, questions that you would like answered, or confusions that you might have about the week's readings, lectures or videos. You can post links to news topics or video clips or cartoons that are related to the week's topics, too.
 - Your initial post is due by the pick-a-task deadline and is worth 13 of the points for this task.
 - You must return to the discussion area and comment on at least two of your classmates' posts by Wednesday at 11:59 pm each week.
 - Comments must be substantive; "I agree" or other generic comments will not earn credit. If you agree or disagree, explain why and give examples to support your position. If you have additional information that will make the issue more clear, provide it.
 - Each required comment is worth 6 of the points for this task.

Projects:

You will need to complete five projects, and submit them to the proper Project Dropbox by 11:59 pm on Tuesday of the week that they are due. Each project will be worth 25 points.

Preparing Projects:

- You will select one project from the list of several.
- It is NOT permitted to do more than one project from one list, as a substitute for doing another project on a different list. I have designed the projects to supplement the topics that we will be discussing as you concurrently work on the project. Therefore, you must complete them in order.
- The projects will be graded based on three criteria.
 - **Accuracy.** Each project topic requires some factual content. You will lose points for inaccuracies.
 - **Completeness.**
 - You must answer all parts of the assignment that you choose. For example, if a project asks you to solve a problem and then describe your problem-solving strategy, you must do both of those things.
 - Each project has its own unique set of expectations. You'll know that you've completed the project fully when you've answered all of the issues that I raised in the topic's question.
 - A complete project will require no fewer than 150 words.
 - **Timeliness.** Projects are not accepted late, under any circumstances.
 - The dropbox will literally **lock you out** when the deadline passes, so be prepared to push the "submit" button no later than 11:58 pm on the due date.
 - As a deadline passes, the Dropbox will disappear.
 - Do NOT submit a late project to the next project's dropbox, as that will prevent you from being able to submit the next project to that box, and it won't earn any credit anyway.
 - Do NOT send your project to me via email if you miss the deadline. I will return it unread.
 - I will deduct 20% (5 pts) for spelling errors that should have been picked up by spell check, or grammar errors that are egregious enough that grammar check should have picked them up.
- **Psychological Scales:** In some Projects, I will include a personality scale or other sort of psychological measure for you to complete and score. Your responses on such scales are meant to be kept anonymous, so DO NOT submit your responses or scores to me. All I need is your responses to the questions that I ask about the scale.

Submitting Projects:

You will submit your projects to the Project X Drop box, where X represents the number of the project you're submitting.

- Create your project in your own software, and save it to your computer.
- Copy and paste your work into the message box in the Project X Drop box.
- You cannot attach files in the Drop Box.

The Drop Boxes will limit your access automatically.

- You can only submit one posting to each Drop Box, so make sure that you're submitting your work to the correct drop box.
- The Drop Box will automatically lock when the deadline passes, so you can't submit your work late.

When will I read the projects?

- On the morning after the due date, I will begin reading the projects.

- I will NOT reply to queries about whether I received your project or not. I will send you an email with feedback about your project once I've read it. If you have a question about a project topic, please make sure to put the words "question about" in the subject line of your email to me.

I will return your graded project in the dropbox, and will send an email with your points and my feedback. The points and feedback will also appear in the gradebook.

Exams:

There will be two midterms. Each will include material covered since the last exam; neither of the exams is cumulative.

Exam format: Exams will consist of multiple choice questions selected from the text since the prior exam. Each exam will contain 50 items and will be worth 250 points.

Exam procedure is the same as quizzes, EXCEPT:

- You will find a study guide for each exam in the Exams folder in the Assignments tab.
- I will submit each midterm to the Midterms folder on the Wednesday prior to the exam deadline.
- You will have **one hour** to complete the exam, once you have opened it.
 - Opening the exam starts the timer; if you immediately close the exam, the timer will still continue to run, and the system will submit your zero score when 60 minutes elapse.
 - You won't be able to get back in to actually take the exam.
 - In other words: **Don't open the exam until you're ready to take it.**
- Do NOT take your exam on your smartphone, iTouch, tablet, or other such device. They are notorious for losing connectivity just when you need it most.
- Plan to take the exams from memory.
 - As you enter your answers, click the "save" button so you don't lose answers. If you save your answers, I can force submission of those answers if something goes wrong.
 - If there are items that you're unsure about, and you have time after answering everything else, use that time to look up the answer(s) in the text.
 - Do NOT plan to take the entire exam open-book – you will NOT have time.
- Students with disability accommodations:
 - You need to have your college's disability support office send your accommodation letter to me at jseiver@bellevuecollege.edu.
 - To ensure that I have received the letter and have set up your exam with proper extended time, please send me an email in the classroom email system no later than one week prior to the exam's deadline.
 - Once you have taken an exam, there is no way for me to retroactively allow you extended time.

Making up missed exam:

- You may not make up exams unless:
 - There are arrangements made in advance with instructor's approval, or
 - **Dire Circumstances** require that you must miss **the entire week** that the exam is available
 - Definition of **Dire Circumstances**:
 - Funeral which requires significant travel, documented by a note from the funeral director
 - Illness of self or someone for whom you are the primary caregiver, documented by a note from a doctor excusing you from school **for the entire week**.
- If a make-up is appropriate, your score will be docked 10%.
- Things that **do not qualify** for make-up exam:
 - Forgetting when the deadline is.
 - Computer problems.

- Have a back-up computer access planned, and move to your backup computer if necessary.
- Make sure that you're using a computer with a reliable web connection.
- Use a web browser that works correctly with the classroom's software. That's NOT Explorer in Canvas classrooms.
- Travel that takes you out of town, whether for business, missionary work, or pleasure.
- Being in a different time zone and not realizing that it is 11:59 pm here.
- Changing work schedules or work demands.
- Illness/injury of self or one's child that is not severe enough to visit a doctor.
- Stressful life events.
- Incarceration.
- Any other excuse that seems compelling to you but that is not listed under the "dire circumstances" list, above.

Extra Credit:

Integration of *Discovering Psychology* videos and our text

- Select up to five of the *Discovering Psychology* videos that you have viewed this quarter. You can use any video from any point during the quarter.
- The videos can be found at <http://www.learner.org/resources/series138.html>. The list of videos that are associated with each week can be found in the weekly modules.
- Pose a question that comes to mind while viewing the video(s). Find evidence *in the Myers text* that answers your question(s).
- For each question:
 - Explain why your initial question was posed – e.g., was Zimbardo unclear in his explanation, did he use an unfamiliar term that was confusing, had we not gotten to that topic yet in lecture/readings?
 - Provide information from the Myers text that answers your initial question. Include page number(s) and quotations or paraphrases.
 - Do NOT cite outside sources.
 - Give proper credit to Myers for the information you got from him.
 - Place direct quotes in quotation marks
 - Even better – paraphrase his ideas into your own words, and give him credit for the ideas.
 - Show that you now understand the concepts by providing an example from everyday life. It could be an example from TV/books/movies/music, or it could be from someone you actually know.
- Each question/answer is worth 5 points of extra credit. You must submit your questions NO LATER THAN the day that Midterm 2 is due.

Academic integrity:

It is assumed that all students will maintain the highest academic integrity. Cheating of any sort, including copying on tests, falsifying records, plagiarism, etc. will not be tolerated, and suspected cheaters will be reported to the Dean of Academic Education.

It is plagiarism (cheating) to copy and paste information directly from a website into your projects. If you want to cite a website, you need to reword the information, then give the website credit for the ideas you got from it. Make sure to include the URL when you reference websites.

Finally, it is incorrect to use ideas from the Myers text and fail to mention that you got the idea from the text.

Grading Criteria:

Assignment	Points	Total Category Pts	Percent
Syllabus Quiz	1 @ 25	25	2%
Weekly Quizzes	10 @ 25	250	22%
Weekly Pick-a-task	10 @ 25	250	22%
Projects	5 @ 25	125	11%
Midterms	2 @ 250	500	44%
Total		1150	100%

Grading palette:

A	94-100%	4.0
A-	90-93%	3.7
B+	87-89%	3.3
B	84-86%	3.0
B-	80-83%	2.7
C+	77-79%	2.3
C	74-76%	2.0
C-	70-73%	1.7
D+	67-69%	1.3
D	64-66%	1.0
D-	60-63%	0.7
F	<= 59%	0.0

Each week, I'll report your points to the online gradebook (found in the Grades link) that will show your points to date. You can divide your total points earned by the total points possible so far, so that you'll always know how you're doing in the class.

I strongly recommend that you calculate your own percentage, using the formula:

$$((\text{Total Pts Earned})/(\text{Total Pts Possible So Far})) * 100 = \text{Percent in class so far}$$

The percentage provided by the Canvas gradebook is not necessarily reliable. I compute final grades using an Excel spreadsheet which is always accurate.

Incompletes and Hardship Withdrawals:

These options are reserved for students who, through unforeseeable circumstances, cannot complete a course that they were passing. If you wish to request one of these grading options, the following criteria must be met:

- **You are passing the class at the time of the request.**
- You must make your request in writing, explaining the circumstances and including any documentation.

In the case of an Incomplete, the circumstances must be acute. That is, they must be something that prevents completion of the course within the current quarter, but that would be resolved in time for the student to complete the course work within the next quarter.

In the case of a Hardship Withdrawal, the circumstances must be ongoing, such that the student would not be able to complete the course work within the following quarter. In other words, a student could not request a hardship withdrawal and then retake the course the following quarter.

Qualifying circumstances for Incompletes and Hardship Withdrawals *are limited to*:

- Death in the immediate family (spouse, child, parent) documented by a funeral director's note.

- Significant illness or injury (documented by a doctor's note) of self or a person for whom the student is primarily responsible.
- Relocation outside of the area.

Reading and Video Assignments:

Our text is the most popular introductory psychology text in the world. There's a reason: It's well written and comprehensive. I know David Myers, and he's a consummate educator and absolutely loves psychology.

The video series *Discovering Psychology* is hosted by one of the most outstanding teachers of psychology, Phil Zimbardo.

Check the Calendar below for the week's episode(s); the episodes are not in correct order relative to our text's topics.

- Make sure to enable pop-ups for the website; the videos appear in a pop-up window.
- After finding the video on the website's list, click on the "VoD" button to begin.
- Each video runs approximately 23 minutes – that includes the "on this episode" at the beginning and the "next time" at the end.

Not to toot my own horn, but I am an award-winning instructor whose lectures receive exemplary feedback from students. Despite the distractions in the background (my dog has been accidentally Pavlovian-conditioned to bark whenever I go into my office and shut the door), I think that you will find my lectures not only educational, but also interesting.

Remember: All assignments are due by 11:59 pm on their due date.

Week	Date	Chapter	Discovering Psychology Videos	Assignments
0	9/18-19			Check email, write bio, work on Syllabus Quiz
1	9/20-26	1: Thinking Critically with Psychological Science	2. Understanding Research	Sunday: Wk 1 Pick-a-task Due Wednesday: Week 1 Quiz Due
		2: The Biology of Mind	3. The Behaving Brain 25. Cognitive Neuroscience	
2	9/27-10/3	3: Consciousness and Two-Track Mind	13. The Mind Awake and Asleep	Sunday: Wk 2 Pick-a-task Due Tuesday: Project 1 Wednesday: Week 2 Quiz Due
		4: The Nature and Nurture of Behavior	4. The Responsive Brain 17. Sex and Gender	
3	10/4-10	5: The Developing Person	5. The Developing Child 18. Maturing and Aging	Sunday: Wk 3 Pick-a-task Due Wednesday: Week 3 Quiz Due
4	10/11-17	6: Sensation and Perception	7. Sensation and Perception	Sunday: Wk 4 Pick-a-task Due Tuesday: Project 2 Wednesday: Week 4 Quiz Due Midterm 1 becomes available
5	10/18-24	7: Learning	8. Learning	Sunday: Wk 5 Pick-a-task Due Wednesday: Week 5 Quiz Due Midterm 1 due by 11:59 p.m.
		8: Memory	9. Remembering and Forgetting	
6	10/25-31	9: Thinking, Language & Intelligence	10. Cognitive Processes 11. Judgment and Decision Making 6. Language Development 16. Testing and Intelligence	Sunday: Wk 6 Pick-a-task Due Tuesday: Project 3 Wednesday: Week 6 Quiz Due
7	11/1-7	10: Motivation	12. Motivation and Emotion	Sunday: Wk 7 Pick-a-task Due Wednesday: Week 7 Quiz Due
		11: Emotions, Stress & Health		
8	11/8-14	12: Personality	14. The Mind Hidden and Divided 15. The Self	Sunday: Wk 8 Pick-a-task Due Tuesday: Project 4 Wednesday: Week 8 Quiz Due
9	11/15-21	13: Psychological Disorders	21. Psychopathology	Sunday: Wk 9 Pick-a-task Due Wednesday: Week 9 Quiz Due Midterm 2 becomes available
		14: Therapy	22. Psychotherapy	
10	11/22-28	15: Social Psychology	19. The Power of the Situation 26. Cultural Psychology	Sunday: Wk 10 Pick-a-task Due Tuesday: Project 3 Wednesday: Week 6 Quiz Due Midterm 2 due by 11:59 p.m.

What To Do If You Can't Log Into The Canvas Webpage

I hold you responsible for submitting your assignments on time, assuming that the classroom is working correctly. Ninety-eight percent of the time, the classroom is working fine. Occasionally, Blackboard goes down, preventing all students from accessing the classroom.

Most of the time when students can't get into the classroom, it's because they are trying to access it through a school homepage and that page is down, or because there is something wrong with the student's ISP.

To avoid the first problem, you should add the direct address to your "favorites" list:

<https://bc.instructure.com>

Don't rely on the link on the BC webpage, because sometimes that webpage goes down. You'll be unable to log into the classroom, even though the classroom is up and available. Remember: If the classroom is available, you're responsible for getting your work into it.

Unless there is a system-wide event that is preventing all of us from accessing the classroom, I will not extend deadlines for students who have difficulties accessing the classroom. You need to make sure that you've left yourself enough time prior to the deadline to be able to cope with technical difficulties that may arise. And you need to arrange for back-up computer access (e.g. the public library, your college, a friend's house, your computer at work) so that if your primary computer has problems, you will still be able to keep up with your work.

Textbook:

Myers, D. (2011). *Exploring Psychology*, 8th ed. New York: Worth publishers.

Textbook website:

http://bcs.worthpublishers.com/exploring8e/#t_577581 There are great study tools available, including flashcards, practice tests, chapter outlines, and more! If your text hasn't arrived, this website can really help you get by.

I'd like to mention that our text is available as an eText for \$42, in loose leaf for \$52, and in paperback for \$98. Any of these versions is acceptable for this class. For more information, visit the [Text's Catalog](#).

FAQs:

"What should I do if I haven't received my text yet?"

- You can check with the bookstores of local colleges to see if it's being used there this quarter. Perhaps you can just drive over to your local college and get a copy. **MAKE SURE YOU GET THE RIGHT BOOK, THOUGH.**
- Check with your local library. Even if the only thing you can check out is an older edition, that's useful to carry you over until you get your book.
- Do the best that you can if your book hasn't arrived yet. Use the publisher's website to prepare for the first quiz (URL at top of syllabus).

"Do I really need the newest edition of the text?"

You can use whatever text you want. The quiz and exam questions come from the 8th edition, though. There's a reason the text is out in a new edition; that is, it's been reorganized, and new information has been added. So use that information to help you make your textbook buying decision.