

***** 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)

Click on the envelope icon, then click on "Create Message."

Click on "Browse for Recipients," then click on the box under the "To" column next to "All Section Instructors."

Email:

Click on the "save" button.

Make sure to fill in the "subject" box!

Psychology, 9th edition by David Myers

Text: See the "Textbook" information at the bottom of this Syllabus; see FAQ on pg. 9 if you haven't received your text yet.

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 and engage in discussions within the Discussion Area. The discussions will allow you to demonstrate your knowledge and understanding of the issues covered in the text, and will allow us to share our experiences and our insights. You will also take two exams, take practice tests for extra credit, take many surveys (for fun), and you will submit five projects.

Course Requirements:

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 150 points.

Exam procedure:

- 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 may log into the exam at any time during the week that it is available.
- 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 an hour elapses.
 - 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.**
- The exam will automatically submit itself at 11:59 pm on the due date, so make sure that you begin no later than 11 pm.
- When I update the gradebook on Thursdays, I'll release the test feedback so you can see which items you missed.
- After each exam, I will post an Excel spreadsheet that will show your raw score, the extra credit points you earned (see below), and your weighted score (which includes your raw score, your extra credit points, and any curve points I add to everyone's score). The Angel gradebook does not have the ability to do these calculations, so we will have to rely on my Excel spreadsheets.

Extra credit on exams:

You can earn 1 point per chapter towards your midterm score by completing the Extra Credit Quizzes.

- You will find the quizzes in the folder labeled "Extra Credit Quizzes" in the Exams folder in the Assignment tab.
- The quizzes are open-book.
 - You may open the quizzes and print them.
 - You may save your answers and return to finish the quiz later.
- The quizzes for the chapters covered on Midterm 1 must be completed by Midterm 1's deadline. The quizzes for the chapters covered on Midterm 2 must be completed by Midterm 2's deadline.
 - Any quizzes taken after the deadline for the midterm that includes that chapter will not count.
 - If you earn at least 50% on a quiz, you will earn 1 pt of credit toward the midterm. 49% or less, no credit.
- These quizzes are extra credit, so if you choose not to complete them, it will not affect your grade at all.

Making up missed exam:

- You may not make up exams unless:
 - There are arrangements made in advance, or

- Dire circumstances* require that you must miss **the entire week** that the test 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.
 - 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 midnight here.
 - Changing work schedules or work demands.
 - Illness/injury of self or other that is not severe enough to visit a doctor.
 - Stressful life events.
 - Any other excuse that seems compelling to you but that is not listed under the "dire circumstances" list, above.

Discussion Questions:

You will find a list of discussion questions in the "Discussion Questions" folder in the Assignments tab.

- You will answer two of the questions, and submit your answers to the proper week's Discussion Board.
- Each week's DQs will be worth 25 points.
- See the section entitled "Discussion Guidelines" (below) for the requirements for these assignments.

Guidelines for Answering the Discussion Questions

My lecture notes are presented as part of the Discussion Questions, in which I provide background on relevant issues, followed by questions for discussion. You should read all of the content of all of the Discussion Questions, and then select two questions to answer. When you select the two topics that you're going to address, you need to make sure to answer each of the sub-questions (which are highlighted in *red italics*) completely.

A **complete answer** will contain the following elements:

1. **References to information contained in the text that supports your interpretations.** To refer to the text, you can say "as Myers points out on pg. X," or "Myers says that. . ." The point is to show us that your ideas are grounded in evidence that has been provided by the text.
 - It's OK to disagree with the text, but you need to make it clear that you know what the text said, and then back up your counter-argument with good evidence.
 - Do NOT cite an internet webpage **in place of** citing the text. The internet is not necessarily a reliable source of information, and thus cannot substitute for text citations. If you want to include a webpage reference **in addition to** a text citation, make sure that you properly cite the webpage, as described in the "Academic Honesty" section, below.
 - Citing the text is worth 20% per question for a total of 40% (10 pts) per week. I do not say "cite the text" in each question, but that is always a requirement. I will always deduct 20% if there is no reference to the text. The citation must be related to your answer.

- You do NOT have to cite the text in each subquestion, but you need to cite it at least once in **each** Discussion Question.
- 2. **Personal examples that illustrate your interpretations.** These examples can come from your personal experience, or they can come from TV shows you've seen or books that you've read, movies you've seen, things your friends have told you, etc. They may NOT come from the text. The purpose is to help bring your ideas to life and to spur conversation in the classroom. Including personal examples is worth 10% per question, for a total of 20% (5 pts) per week.
- 3. **All parts of each question are fully answered.** The questions are not just guidelines for discussion, they are questions that must be answered! Before you submit your answers, make sure that you've directly answered each subquestion within the two Discussion Questions that you've chosen. This requirement is worth 20% per question, for a total of 40% (10 pts) per week.

Answer format.

- Put both of your answers in one message. I have a tendency to overlook second answers that appear in a second thread or as a reply to another thread.
- DO NOT attach your answers in a file to a new thread; paste your answers right into the body of the thread.
- Include the question number and relevant questions from my original discussion list in your answers. The easiest way to accomplish this is to:
 1. Copy (highlight, then ctrl+c) and paste (ctrl+v) my questions from the Assignment board into your word processor. That way, you can work offline.
 2. Delete the background information so that only the relevant questions are left.
 3. Type your answers after the questions.
 4. Save your work on your own computer. That way you'll never get stuck having to retype answers that get deleted by accident when you're in the middle of typing online.
 5. Copy (highlight, then ctrl+c) and paste (ctrl+v) your answers right into the body of a new thread in the Weekly Discussion Board.

Timeliness. Each week, submit your answers by midnight on Sunday. I will deduct 10% (2.5 pts) for each day that your DQs are late up until midnight on Wednesday. Answers submitted after that will be worth no points at all.

These policies are in place for the discussion questions every week. During Week 1 I will give you lots of feedback about whether you are meeting the requirements adequately or not. As the quarter progresses, I will cut back on the details in my feedback. So make sure to follow the guidelines and apply my feedback from Week 1 to your future answers.

Instructor's Answers: Each week I will post my answers to the DQs. Check them out! Feel free to comment on them.

Feedback: I will provide feedback to your weekly DQs directly on the gradebook. You will find your points and a box containing comments from me.

- Click on the Grades tab.
- Using the drop-down menu, change the category to "grades."
- Click "run."

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.

- 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 are graded pass/fail.
 - If you submit your project on time and it is completed fully, you will receive full credit for the project.
 - If your project is late, isn't handed in at all, or is incomplete, you won't receive any credit for that project.
 - Projects are not accepted late, under any circumstances.
 - 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.
 - 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.
 - You will need to pay attention when you submit your project, because all five Dropboxes will be visible initially.
 - 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.
- 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.

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.

Psychological Scales:

In some Discussion Questions and Projects, I will include a personality scale or other sort of psychological measure for you to complete and score. Consider these to be like in-class activities, meant to edify you and to illuminate what we're discussing. Your responses on such scales are meant to be kept anonymous, so DO NOT submit your responses or scores to either the Discussion Area or to me.

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.

Each quarter, I have students who copy and paste their classmates' work into a new thread and try to pass it off as their own work. Please be on the lookout for signs that another student has copied your work! Because I can never be sure who copied from whom, I tend to assume that the people whose work is copied are as guilty of cheating as those who had done the copying. You don't want to lose points or be expelled from class

because you didn't alert me when someone copied your work. And you don't want to go down the avenue of the students who I've caught copying -- I failed them in my class and reported them to their college, encouraging the school to expel them for academic dishonesty.

Similarly, it is plagiarism (cheating) to copy and paste information directly from a website into your answers. 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. And remember – citing a URL does not satisfy my requirement for citing the text in every DQ.

Finally, it is incorrect to use ideas from the Myers text and fail to mention that you got the idea from the text. I require that you cite the text in every answer, so make sure to not only mention terms and concepts that you got from the text, but to mention that the term or idea came from the text.

Grading Criteria:

Assignment	Points	Percentage
Scavenger Hunt	1 @ 25	4%
Tests	2 @ 150	43%
Projects	5 @ 25	18%
Discussion	10 @ 25	36%
Total	700	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 inside the “More Tools” menu in the My Grades button) 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.

After each midterm, I will post an Excel spreadsheet on the Homepage that will show all of your points, correctly summed and with correct percentages. The Blackboard Vista gradebook is not capable of computing weighted grades for the midterms.

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

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

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 Assignments:

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

Don't forget that assignments are still due by the due dates even on Thanksgiving weekend. You can turn them in early if you wish.

We are skipping a chapter, and reading some out of order. Make sure to pay attention to this calendar!

Week	Date	Chapter	Topic	Assignments
0	9/16-22		Zero Week	Check email, write bio, work on Scavenger Hunt
1	9/23-29	Pro	Prologue	Sunday: DQs
		1	Thinking Critically with Psychological Science	
2	9/30-10/6	2	Neuroscience and Behavior	Sunday: DQs Tues: Project 1
		3	Consciousness and Two-Track Mind	
3	10/7-13	4	The Nature and Nurture of Behavior	Sunday: DQs
		5	The Developing Person	
4	10/14-20	6	Sensation and Perception	Sunday: DQs Tues: Project 2 Wed: Midterm 1 becomes available
5	10/21-27	7	Learning	Sunday: DQs Wed: Midterm 1 due by 11:59 p.m.
		8	Memory	
6	10/28-11/3	9	Thinking/Language	Sunday: DQs Tues: Project 3
		10	Intelligence	
7	11/4-10	11	Motivation and Work	Sunday: DQs
		12	Emotions, Stress, and Health	
8	11/11-17	13	Personality	Sunday: DQs Tues: Project 4
9	11/18-24	14	Psychological Disorders	Sunday: DQs Wed: Midterm 2 becomes available
		15	Therapy	
10	11/25-12/1	16	Social Psychology	Sunday: DQs Tues: Project 5 Wed: Midterm 2 due by 11:59 p.m.

What To Do If You Can't Log Into The Blackboard Vista 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, BbVista 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 the 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 appropriate direct address to your "favorites" list:

<http://vista.bellevuecollege.edu/webct/urw/lc9140011.tp0/cobaltMainFrame.dowebct>

Don't rely on the BC webpage to always be able to click on the link there, because sometimes that webpage or its links go 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.

If you're using the link that I provided and you still get an error message saying that the system is unavailable or that the page cannot be displayed, troubleshoot the problem at

<http://bellevuecollege.edu/distance/troubleshooting.asp>.

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. (2010) *Psychology*, 9th ed. New York: Worth pub.

Textbook website:

<http://www.worthpublishers.com/myers9e>. 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 \$52. For more information, visit

<http://ebooks.bfwpub.com/psych.php>.

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.
- If your textbook hasn't arrived and you ordered it in a timely fashion, I can let you slide on the text citation requirement for the first week. Make sure to mention in your DQ that you're answering without benefit of the text. Beginning with Week 2, though, in order to earn full credit on your DQs, you'll need your text. And you'll definitely need your text in order to take the Tests, the first of which is due on Wednesday of Week 1.

- Do the best that you can if your book hasn't arrived yet. You undoubtedly aren't the only person whose book hasn't arrived. Don't let your lack of a book keep you from participating in the discussion!

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

You can use whatever text you want. The DQs and the test questions come from the 9th 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.

"Why hasn't the bookstore sent my books yet?"

The bookstore won't mail out the text until they've received payment. So, if you said that you'd pay by check, they are waiting for your check. If you paid by credit card, they should have sent it out "immediately," a term loosely used by bookstores to indicate that they're not intentionally waiting for you to do anything.