

## **Syllabus □ Psych. 100 On-line Spring 2011 Quarter**

**Instructor: Julia Wales □ Email: Use Vista email in this course □ Mailbox: D110 □ Office: D200f**

### **REQUIRED READING:**

Hockenbury and Hockenbury, (2010). *Discovering Psychology* (5<sup>th</sup> Ed). New York: Worth Publishers

### **COURSE DESCRIPTION:**

Psychology can be defined as the scientific study of mental processes and behavior. While psychology is most often associated with clinical issues (i.e. abnormal, personality), this makes up only a small portion of the field. Thus, this course will serve as an overview of the major fields within psychology with an emphasis on developing an understanding of psychology as the science of human thought and behavior. We will also learn to critically evaluate knowledge about how people function.

### **COURSE OBJECTIVES:**

Upon completion of the course, the student should be

- Describe the purpose, scope, and applications of the field of psychology
- Demonstrate knowledge of basic scientific principles by applying research □ methods used by psychologists.
- Recognize, compare and contrast varying theoretical perspective used to explain psychological phenomenon.
- Identify the historical and present-day contributions of major psychologist.
- Define important psychological terms, concepts, processes and principles.

- Apply critical thinking to "commonsense" ideas and unsubstantiated claims.
- Apply to one's own life some of the findings and principles described by psychologists.

## **REQUIREMENTS**

### **WEEKLY DISCUSSION FORUM**

The discussion forum is the heart of the course. Students will be responding to my questions, responding to other students, and asking questions of their own, just as they would in a "live" discussion.

I will make all of the discussions for each unit available when we begin that unit. You have until the exam that covers that material (Exam 1 for Unit 1, Exam 2 for Unit 2 and so on) to contribute to those discussions. Once we finish a unit and you take that exam, I will hide those discussions and post the discussions for the next unit. Grades will be posted within a week after you take the exam for that unit. You can contribute as many times as you like to all threads. Or you can start your own threads (I will start an open discussion for each chapter where you can start threads on any topic you find interesting for that chapter).

Your comments should further the discussion, add knowledge or ideas, stimulate interest, act as a catalyst, and/or support other students. Try to avoid posts that just say "I agree" or "good comments" to another student. The best responses will include references to the text (including page numbers) and/or references to other sources like web sites or books that can enrich our understanding. Your comments should also reflect your understanding of the reading and the ideas we are discussing. Give some thought to your comments and if necessary do some editing

in a word document before copying and pasting into the discussion. These discussions are more formal than a "chat room;" my expectation is that these will reflect college level writing, so proofread your postings, keep your language academic, and use spell-check and grammar check if necessary.

It is expected that you will read all or almost all of the responses from every student. I consider the discussion the equivalent of "seat time" in face to face classes and count on student discussions to clarify issues in the reading. Not only is this helpful in understanding the material and preparing for exams but you will receive up to points at the end of the quarter for reading other students' contributions in the discussion (I can track this).

Here are the specific criteria I use when grading your points for each post in the discussions:

- Your post is well thought out and well written (college level writing).
- Your post incorporates something from life outside of the class: an observation, a newspaper or magazine article you read (with links if possible), a movie or TV show you saw, etc.
- Your post incorporates something from the text. Quoting is okay, but paraphrasing is better. When you reference the text, please use page numbers, but a full citation isn't necessary since we all have the same text.
- Your post is data driven showing an understanding of the scientific method as the primary way knowing in psychology. Anecdotal stories are good to provide an example of something, but are not the same thing as evidence.
- Your post is on topic, either replying to one of my prompts, something relevant another student said, or if you're starting a

thread, something relevant in that chapter.

Please do not discuss study guides or ask clarification questions in the discussion – you will not receive any points for any of these posts. I will open an ungraded discussion for each unit for this purpose that you may use to clarify anything from the text, from my PowerPoint slides, or from the study guide. I would encourage you to use these threads – students have found them to be very helpful in the past! But if you need to ask me a question, please do so via course email. I will respond to emails within 24 hours on weekdays, but it may take me several days to reply to a discussion thread.

## **REQUIREMENTS & GRADING of DISCUSSIONS**

You will receive up to 10 points for a good quality post to a thread that is started by myself or another classmate. Please see the discussion section of the syllabus for grading criteria.

You should have a total of 270 points from contributing to the discussions, and 30 from reading other students contributions to the discussion (I can track this) for a total of 300 points. How many times you will need to post depends on the quality of each post. If you were to earn the maximum of 10 points for every post you write, you would need 27 posts to get full credit, which would be an average of almost 7 posts per unit. Be aware that I don't always have 7 threads per unit, so you will have to contribute more than once to some threads to earn all of the points. I would encourage you to use the discussions to actually discuss topics in the class and reply to ideas your classmates make!

I will allow you to earn a total of 20 extra credit points for further participation in the discussion threads after you have accumulated your needed 300 points. But I will not award

these extra credit points unless you have read at least 90% of the discussion posts by your fellow students.

You will receive 0 points for a poor quality (or inappropriate) post to the discussion. Inappropriate posts will be removed (see the "Course Structure and Expectations" section of the class for a description of inappropriate posts).

I will post grades for each Unit's discussions about a week after you take the exam on that unit. **You will be responsible for adding up and keeping track of your point totals!**

## **STUDY GUIDES**

You will be given a study guide to prepare you for each Exam. The study guides will consist of a comprehensive set of questions pertaining to the upcoming Exam. Study guides are worth 25 points each. To get full credit, you must answer all questions **correctly** and turn in the study guide before you begin the exam. **Study Guides should be turned in through the Assignments folder and will ONLY be accepted via the Assignments folder.** I would encourage you to complete the study guide as a word document. Once you download it, you can type the answers right into the downloaded document. **But when you submit it please copy and paste the study guide into the assignment drop box (do not attach the document).** Late study guides will not be accepted. I realize it is quite time-consuming to complete the study guides, but points are given to provide extra motivation to complete the study guide because I think it is the best way to prepare for my exams. To use the study guide most effectively, don't stop once it is complete. Use the study guide to study!! Create flash cards out of the questions or

cover the answers and try to come up with the answer yourself using the study guide you have created to check your work. Or better yet, give the completed study guide to someone else and have them quiz you. If you can answer all of the questions on the study guide without looking up the answers, you should be able to get an A on my exams. **Begin the study guides right away -- don't wait until right before the exam!**

## **EXAMS**

Four multiple choice exams will be given in this course. See the course calendar for the dates of the exams as well as which chapters will be covered in each exam. There will be no comprehensive final in this class. Each exam will cover 3 or 4 chapters and each will have 50 questions and will be worth 100 points. You will have an hour after you begin each exam to complete it. You can log in and take the exam any time during that period allowed time period, but once you log in, you will have an hour to complete the exam. You will receive your score upon completion of the exam. Exams must be taken on the date they are scheduled and there will be no make-up exams or re-takes for exams unless arranged ahead of time with me and I will only allow this if you have a legitimate emergency. Please contact me as soon as possible if you have any issues with the dates of the exams.

**GRADING:** Grades will be determined on the basis of points earned, rather than on a curve. Possible points for each part of the class are as follows:

ASSIGNMENT	BRIEF DESCRIPTION
Syllabus Quiz	A quiz to make sure you've read and understand the syllabus
Discussion	See separate discussion document for an explanation of how points are awarded
Exams	4 Exams, 100 points each
Study Guides	4 Study Guides, 25 points each
Personal Introduction	Introduce yourself and respond to at least one other student's response in the Discussion
	Total

## QUARTERLY CALENDAR: READING & EXAM SCHEDULE

The quarter will be arranged in 4 units. Each unit will include 3-4 chapters and will end with a test on those chapters. There will be no comprehensive final exam. The following schedule includes the chapters each exam will cover and the dates the exam will be available. The exams will be available from 8 am until midnight on the days scheduled (exam 4 will be available during all 3 days of finals week). Once you log in you will have an hour to complete the exam. I have added an extra weekend day since I know many of you have full time jobs and would like to take your exam on a weekend. Those of you who would like to keep your weekends free, you still have at least 2 days in all cases in which to log in and take the exam. **Unless you have a documented emergency, exams must be taken as scheduled.**

### Exam Schedule

Syllabus Quiz, April 10-16

Unit 1: Chapters 1-4; Exam 1, April 21 - 23

Unit 2: Chapters 5-7; Exam 2, May 5-7

Unit 3 Chapters 8, 9, 11; Exam 3, May 26 - 28

Unit 4: Chapters 12 - 14; Exam 4, June 12 – 17

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## **POLICIES AND PROCEDURES OF THE SOCIAL SCIENCE DIVISION**

Revised Fall 2003

### **Cheating, Stealing and Plagiarizing\***

"Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue Community College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of



Student Services for possible probation or suspension from Bellevue Community College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Dean of Student Services."

### Incomplete\*

If a student fails to complete the majority of the work for a course due to unforeseen circumstances, an instructor may or may not assign the grade of Incomplete (I). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an "F").

### F Grade\*

Students who fail a course will receive a letter grade of "F."

### Final Examination Schedule

The Social Science Division will adhere to the final examination schedule as stated in the BCC Schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

### Withdrawal From Class

College policy states that students must formally withdraw

from a class by the date posted in the quarterly schedule. If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course.

### Hardship Withdrawal

Instructors may assign the grade of "HW" (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme and exceptional circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

### Disabled Students

Students with a disability requiring special accommodation from the College and/or the instructor are required to discuss their specific needs with both the Office of Disabled Students (B233) and the instructor. If you require accommodation based on a documented disability, emergency medical information to share, or need special arrangements in case of emergency evacuation, please make an appointment with your instructor as soon as possible.

If you would like to inquire about becoming a DSS student you may call 564-2498 or go in person to the DSS (Disability Support Services) reception area in the Student Services Building.

### Distribution of Grades

Grades will not be posted in the Social Science Division or in faculty offices, and secretaries will not give out grades. Students should access their grades through the BCC Web site.

\* If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue Community College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110C), the Dean of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.