

SYLLABUS

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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)

Email: Click on the "Communicate" tab, then click on "View Inbox." Click on "Compose Message," then click on the "To" button, and check the box next to "All course faculty." Click on the "To→" to move my names into the "recipients" box and click on "OK." Make sure to fill in the "subject" box!

Text: *Psychology*, 9th edition by David Myers
See the "Books" link in the "Syllabus" tab.

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. We will engage in discussions within the Discussion Area, which will allow you to demonstrate your knowledge and understanding of the issues covered in the text, and which will allow us to share our experiences and our insights. You will also take 10 tests, take many surveys (for fun),

and you will submit five projects.

Course Assignments:

Scavenger Hunt

You must complete the Scavenger Hunt, found in the "Initial Activities to Accomplish" folder inside of the "Assignments" tab, by the first Saturday of the quarter (specific date is listed on the calendar). This assignment will familiarize you with the classroom and will force you to read your Syllabus and all other course-related information that I have posted. The assignment is worth 14 points.

Tests

There will be 10 weekly tests. Each will include material covered since the last test; none of the tests is cumulative, and there is no final exam.

Test format: Tests will consist of multiple choice questions selected from the text and the discussion questions since the prior test. Each test will be worth 50 points.

Test procedure: I will submit each week's test to the testing tool on Wednesday. You will log on and take the test by the next Wednesday at 11:59 pm. See the document entitled "Taking Tests" to receive specific instructions for studying for the tests and taking them. I make up the tests each week, and so I cannot post the tests any earlier than Wednesday.

Making up missed tests: This quarter is rather compact: Only ten weeks. If you fall behind, it could destroy your grade. In my effort to make sure that you stay on track, you may not make up tests unless there are arrangements made in advance, or dire circumstances require that you must miss a week. Arrangements for a make-up test due to dire circumstances must be made within one week of the deadline for the missed test.

Situations that qualify as "dire circumstances" are limited to:

1. Death in the immediate family (spouse, child, parent), documented by a funeral director's note;
2. Significant illness or injury (documented by a doctor's note excusing student from school specifically for the date of the missed test) of self or a person for whom the student is primarily responsible;
3. A region-wide act of nature (earthquake, flood, wind storm, or ice storm) that prevents the student from submitting his or her work via email not only from home, but from the local public library, community college, work, or friend's house.

Discussion Questions

You will find a list of discussion questions for each week 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.

Late DQs will be docked 10% per day late, through Wednesday at midnight. DQs will not be accepted after midnight on Wednesday unless dire circumstances (as described in the "Making up missed tests" section, above) exist. You are

always welcome to submit DQs early.

See the document called "Discussion Guidelines" for specific instructions for how to answer the DQs and earn full credit.

Projects

You will need to complete five projects, and submit them to the Project Submission Digital Drop Box. Each project will be worth 25 points. The projects are graded pass/fail. If you submit your project on time and it is completed fully and correctly, 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.

- You will find the list of project choices in the Assignments tab, in the folder called "Projects." You will select one project from the list of several, complete the assignment, and submit it no later than midnight on Tuesday of the appropriate week. Specific dates are listed on the Calendar.
- It is NOT permitted to do more than one project from one list, as a substitute for doing another project from 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.
- Projects are due in the even weeks (check the calendar for specific dates).
- You will find instructions on how to submit your projects in the Projects folder.

Incidental Other Assignments

Occasionally, 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 you will not be required to submit your responses or scores to either the Discussion Area or to me. Indeed, I will request that you NOT tell us your answers to any specific questions on the scales or your scores on the scales as a whole.

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

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

Grading Criteria

Assignment	Points	Percentage
Scavenger Hunt	1 @ 14	2%
Tests	10 @ 50	55%
Projects	5 @ 25	15%
Discussion	10 @ 25	28%
Total	889	100%

Grading Scale

Here's the "grading palette" that I use in assigning final grades:

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 grade book (found inside the Grades tab) that will show your points to date. DO NOT check the grade book until after you've seen an announcement declaring that the weekly grades are posted. I update the grades and release them in stages, so you can see some weird things if you look at the grade book before I tell you that it's been updated.

Weekly Schedule

All assignments are due by 11:59 pm on the day they are due.

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Sundays	Discussion Answers
Tuesdays of even weeks	Projects
Wednesdays	Tests

The **Course Calendar** (in the “Calendar” tab) shows the dates associated with each week.

The **Reading Assignments** document (in the “Course Information” folder in the “Assignments” tab) shows the reading assignments for each week.

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

PCOL students: <http://angel.pcd.edu/default.asp>

WWCC students: <http://angel.wwcc.edu/default.asp>

Students enrolled in WAOL-managed sections (those with course ID 3300): <http://angel.waol.org/default.asp>

Don't rely on the WAOL webpage or your college's webpage and click on the link there, because sometimes those webpages go down and 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 that link and you still get an error message saying that the system is unavailable or that the page cannot be displayed, call the Presidium help desk at 1-866-425-8412 (toll free). That is the company that administers Angel as well as Blackboard, and they are open 24/7. My experience has been that they can assist with 99% of the problems that people have entering the classroom.

If you still can't get into the classroom, have Presidium send me a message verifying that there was a system-wide problem, preventing your access to the classroom. Without a message from them, I won't extend deadlines for you.

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.