

BELLEVUE COLLEGE

Fall Quarter 2017

Psyc& 100 Online Class

Item 5418, 5 credits

Section OCS

Instructor: Ilona Pitkanen, Ph.D.
Office: D200A
Office hours: Wednesdays 3:30-4:20pm
Email: Use **Canvas email** in this course to reach me. If Canvas is down, use:
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Phone: (425) 564-2706 (Voicemail); (425) 564-2331 (Social Science Division)
Mailbox: Social Science Division Office (D110)

Required Text: *Hockenbury & Hockenbury, Discovering Psychology, 6th Edition with DSM-5 update. New York, NY: Worth Publishers* (Launchpad website access and study guide are additional optional resources that you can purchase with the book if you wish to use them; they are not required)

Course Description

Welcome to the Psychology 100 online class! The field of psychology is defined as a “scientific study of behavior and mental processes”, and you will learn that psychologists study a remarkably wide range of topics. Examples of topics we will cover include learning and memory, sleep, lifespan development, social psychology, psychological disorders, and personality. We will also talk about the brain, and about how psychologists conduct research. The main purpose of the course is to introduce you to the major concepts, theories and research findings in psychology. More specific goals for the course are listed below.

Please read this entire syllabus as it contains a lot of important information regarding the class! If you have any questions or concerns, please contact me as soon as possible.

ALL THE INSTRUCTION IN THIS CLASS OCCURS ONLINE, INCLUDING THE EXAMS. THERE ARE NO SCHEDULED MEETINGS ON CAMPUS.

Course Purpose & Goals

COURSE OUTCOMES

After completing this class, students should be able to:

- Describe key concepts, principles, and overarching themes in psychology.
- Describe psychology’s content domains and areas of application to human behavior.
- Use scientific reasoning to understand, apply and/or critique various research methods and theoretical perspectives used by psychologists to study and explain behavior.

- Apply critical thinking and ethical standards to evaluate assumptions, claims, and common sense ideas about behavior.
- Apply psychological principles and findings to enhance interpersonal relationships at individual, community, national, and global levels.
- Communicate effectively in written and/or oral formats in academic and professional life.

Exams & Activities (530 points total)

- 1) **10 Quizzes (200 points):** There will be 10 quizzes that you will take online. 9 of them are each worth 20 points, and a longer final quiz is worth 40 points. Of the 9 20-point quizzes, your lowest score will be automatically dropped, so that only 8 of the quizzes (160 points) count towards your final grade. The last 40-point quiz cannot be dropped. The quizzes cover the readings and films for each module. None of the quizzes is comprehensive; each quiz only covers the material for the given module. The quizzes will be available from Wednesday morning (8am) to Sunday at midnight (11:59pm) and must be taken during this time. The last 40-point quiz will be available during the final exam week (see the course schedule). The quizzes are timed and can only be taken once. **No make-up quizzes will be given. Since your lowest score will be dropped, if you miss a quiz, the missed quiz will be accepted as your lowest score.** However, please contact me for exceptional circumstances such as serious illness or death in the family. Documentation such as a doctor's note or a death certificate is required.
- 2) **2 reflection papers (100 points):** The point of these assignments is for you to explore the complex topics we learn about in this class and to share your findings with other students. You will pick two topics related to psychology that specifically interest you. The topics can be from any chapter in the book, including chapters that are not assigned for reading in this class, or you can select a topic that is not mentioned in the book but is related to psychology. Pick topics that you find fascinating and want to explore further. For each paper, once you have identified a topic, you need to find at least **2 sources** (our textbook can be one of them). I recommend that you find at least one **peer-reviewed, academic journal article** (instructions for how to find these at the library website will be provided). However, this is not required, but try to pick sources that are academic/educated (other books, respected journals/magazines such as the New Yorker, academic websites that usually end in .edu or .org; see the instructions in Canvas). For each topic, you need to write a paper in which you explain why you find this topic interesting, important and worth sharing with others in the class, and also report and discuss the research findings you discovered related to this topic. One paper is due Nov 7th, and the other Nov 29th (but you can submit these papers any time before the due date). The minimum length of each paper is 2 pages (double-spaced). There is no maximum length. You need to use **APA format in-text citations** and an **APA format reference list** in these papers (instructions provided in Canvas). Each paper is worth 40 points (40 points x 2 = 80 points total for your papers). You also need to read other students' papers and make 2 comments in response to other students (in response to 2 different student papers). Your comments should address the content of the student's paper, showing that you read it and thought about it. You receive 5 points for each comment. Therefore, you can get a maximum of 20 points for comments (2 x 5 points = 10 points for each paper assignment, 20 points total). See the detailed instructions in Canvas for these papers.
- 3) **Discussions (220 points):** You need to post at least 4 TIMES A WEEK in discussions related to the

assigned chapters, films and articles. For each discussion, you have to post 2 times in response to my questions, and 2 times in response to other students' posts. In most weeks, the responses to my questions must be posted by EACH THURSDAY BY MIDNIGHT, and the responses to other students' posts must be posted by EACH SUNDAY BY MIDNIGHT. Exception to this is the first week: please see the introduction and the course schedule for the deadlines. Each posting each week is graded in the scale of 1 or 5 points, so that you can collect up to 20 points per discussion for 11 discussions (total $11 \times 20 = 220$ points). It is very important that you read the detailed instructions about how to post in the file labeled "Course structure and expectations" in the introductory module in Canvas.

- 4) **Introduction (10 points):** You need to post an introduction and respond to another student's introduction in the introductory module in Canvas. See the course schedule for the deadlines.

Grading Information

The total number of points you earn will be converted to a percentage of the total points possible. Your final grade will be assigned based on the letter grade scale as shown below:

%	Letter Grade
95-100%	A
90-94	A-
86-89	B+
80-85	B
75-79	B-
71-74	C+
66-70	C
60-65	C-
55-59	D+
50-54	D
49 or less	F

For example, if you earn 430 points out of the total possible 530 points, your points are divided by the total possible points to obtain a percentage of the total points ($430/530 = 0.81 = 81\%$). Once you have the percentage, refer to the table above to figure out the grade ($81\% = B$).

COURSE SCHEDULE

MODULES AND CHAPTERS	DISCOVERING PSYCHOLOGY FILMS	Monday	Tuesday	Wednesday	Thursday (DUE DATE FOR RESPONDING	Sunday (QUIZ AND STUDENT
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					TO TWO DISCUSSION QUESTIONS)	COMMENT DUE DATE)
Week 1 MODULE 1 Ch. 1: History of Psychology and Research Methods	<i>Past, Present and Promise</i>	9/18 FIRST DAY OF THE QUARTER	9/19	9/20	9/21 Post personal intro	9/24 Respond to another student's intro
Week 2 MODULE 1 Ch. 1: History of Psychology and Research Methods	<i>Understanding Research</i>	9/25 Post twice in discussion 1a	9/26	9/27 Respond to two student posts in discussion 1a	9/28 Post twice in discussion 1b	10/1 Module 1 Quiz: History & Research Methods (quizzes are available Wed 8am-Sunday 11:59pm) Respond twice in discussion 1b
Week 3 MODULE 2 Ch. 2: Neuroscience and Behavior	<i>Behaving Brain; Cognitive Neuroscience</i>	10/2	10/3	10/4	10/5 Post twice in the week's discussion by Thursday midnight, and respond to two posts by Sunday	10/8 Module 2 Quiz: Neuroscience and Behavior
Week 4 MODULE 3 Ch. 4: Sleep and Consciousness	<i>The Mind Awake and Asleep</i>	10/9	10/10	10/11	10/12 Post twice in the week's discussion by Thursday midnight, and respond to two posts by Sunday	10/15 Module 3 Quiz: Sleep and Consciousness
Week 5 MODULE 4 Ch. 5: Learning	<i>Learning</i>	10/16	10/17	10/18	10/19 Post twice in the week's discussion by Thursday midnight, and respond to two posts by Sunday	10/22 Module 4 Quiz: Learning
Week 6 MODULE 5 Ch. 6: Memory	<i>Remembering and Forgetting</i>	10/23	10/24	10/25	10/26 Post twice in the week's discussion by Thursday midnight, and respond to two posts by Sunday	10/29 Module 5 Quiz: Memory
Week 7 MODULE 6 Ch. 9: Lifespan Development	<i>Developing Child; Maturing and Aging</i>	10/30	10/31	11/1	11/2 Post twice in the week's discussion by Thursday midnight, and respond to two posts by Sunday	11/5 Module 6 Quiz: Lifespan Development
Week 8 MODULE 7 Ch. 10: Personality	No film	11/6	11/7 REFLECTION PAPER 1 DUE	11/8	11/9 Post twice in the week's discussion by Thursday midnight, and respond to two posts by Sunday	11/12 Module 7 Quiz: Personality
Week 9	<i>The Power of the</i>	11/13	11/14	11/15	11/16 Post twice in	11/19 Module

MODULE 8 Ch. 11: Social Psychology	<i>Situation</i>	COMMENTS TO REFLECTION PAPER 1 DUE			the week's discussion by Thursday midnight, and respond to two posts by Sunday	8 Quiz: Social Psychology
Week 10 MODULE 9 Ch. 12: Stress, Health and Coping	<i>Health, Mind and Behavior</i>	11/20	11/21	11/22	11/23 HOLIDAY	11/26 Post twice in the week's discussion by SATURDAY midnight, and respond to two posts by MONDAY
Week 11 MODULE 10 Ch. 13: Disorders; Ch. 14: Therapies	<i>Psychopathology; Psychotherapy</i>	11/27 Module 9 Quiz: Stress, Health & Coping (due Monday night)	11/28	11/29 REFLECTION PAPER 2 DUE	11/30	12/3 Post twice in the week's discussion by SATURDAY midnight, and respond to two posts by MONDAY
Week 12 Final quiz available Sun 12/3-Thu 12/7		12/4 COMMENTS TO REFLECTION PAPER 2 DUE	12/5	12/6	12/7 Module 10 Quiz: Disorders and treatment (available 12/3-12/7 midnight)	

Course Policies

LATE POLICY

No make-up quizzes will be given. Since your lowest score will be dropped, if you miss a quiz, the missed quiz will be accepted as your lowest score. However, please contact me for exceptional, prolonged circumstances such as serious illness or death in the family. Documentation such as a doctor's note or a death certificate is required. No late discussion posts are accepted (other than in exceptional circumstances with documentation). 'Computer problems' are not an excuse for lateness, other than the Canvas server being down which I will get confirmation for from the IT people. I cannot confirm other types of computer issues, so I cannot accept them as a reason for lateness. You have several days or weeks to complete the quizzes and assignments, and it is never a good idea to leave them for the last minute. It is your responsibility to find alternative computer access, for example at the campus computer resources or libraries.

Hardship withdrawal policy: According to the social science division policy, hardship withdrawals are for exceptional circumstances that prevent the student from completing the course. Documentation such as a death certificate or a doctor's letter may be required.

Academic Problems: It is important to me that you succeed in this class. If you have concerns about your performance, please contact me as soon as possible. Additionally, Bellevue College offers a variety of learning

assistance services. See the following links for additional help:

[Academic Success Center](#)
[TRiO Student Support Services](#)

Affirmation of Inclusion

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

Religious Holidays

Students who expect to miss classes, examinations, or any other assignments as a consequence of their religious observance should be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious holidays on which they will be absent, preferably at the beginning of the term. Students who are absent on days of examinations or class assignments should be offered an opportunity to make up the work without penalty (if they have previously arranged to be absent), unless it can be demonstrated that a makeup opportunity would constitute an unreasonable burden on a member of the faculty. Should disagreement arise over what constitutes an unreasonable burden or any element of this policy, parties involved should consult the department chair, or Dean.

College Anti-Discrimination Statement

Bellevue College does not discriminate on the basis of race or ethnicity; color; creed; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; gender identity or veteran status in educational programs and activities which it operates.

Confidentiality and Mandatory Reporting

As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. However, I am required to share with the Title IX Coordinator any and all information regarding sexual assault and other forms of sexual misconduct (e.g. dating violence, domestic violence, stalking) that may have occurred on campus or that impacts someone on campus. Students may speak to someone confidentially by contacting the BC Counseling Center at (425) 564-2212. The Title IX Office can be contacted at 425-564-2441 and more information can be found at www.bellevuecollege.edu/titleix/.

For further information and contacts, please consult [College Anti-Discrimination Statements](#).

Class evaluations:

You are encouraged to complete a voluntary course evaluation before the end of the quarter. My policy is that if **at least 90% of the class completes the evaluation, everyone will get 10 extra credit points**. The Bellevue College Online Evaluation website is secure and submissions are completely anonymous (I see how many students have submitted the evaluation but I will never know the identities of the students). College instructors, program chairs and administrators are granted access to a class composite document on the website only after all grades are posted to transcripts at the close of the current quarter. To participate in the evaluation process, use your Student ID and PIN to log in on the following site: [STUDENT EVALUATION](#)

On the BC Online Evaluation site, you will find a listing for each of your classes. Access to each course evaluation is granted only once, and after you press the SUBMIT button at the bottom of the page, you will see a screen telling you which class evaluations have been completed. If you have questions or need assistance, please call the Distance Education Office at 425-564-2438 or toll free at 1-877-641-2712.

Plagiarism

Plagiarizing (using the ideas or words of another as one's own without crediting the source) is a violation of the Student Code of Conduct at Bellevue College. Changing some words or sentences in the original source does not make it your own. **You need to completely write your own assignments and discussion posts.** Other examples of academic dishonesty include behaviors such as having someone else write your assignments, copying other students' answers on an exam, allowing other students to take credit for your work, etc. 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 College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct (see below).

Student Code of Conduct and Academic Integrity

Any act of academic dishonesty, including cheating, plagiarism (using the ideas or words of another as one's own without crediting the source), and fabrication and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue 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 Success for investigation. Specific student rights, responsibilities, and appeal procedures are listed in the Student Code of Conduct at: [Student Code](#)

ONLINE PROCEDURES AND GUIDELINES OF THE SOCIAL SCIENCE DIVISION

Bellevue Community College's Affirmation of Inclusion

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at BC, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

The college's "Affirmation of Inclusion" is in line with the principle of free speech in a free society: we have the right to express unpopular ideas as long as we don't show disrespect for reasonable people who might believe otherwise. In an online course, you will be expressing ideas through the medium of the course site rather than face to face in the classroom. In that case, these expectations refer to the courtesy with which you communicate with one another through e-mails and e-discussions. Part of this respect involves professional behavior towards the instructor, colleagues, and the class itself.

Cheating, Stealing, and Plagiarizing* and Inappropriate Behavior

Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/ disruptive behavior are violations of the Student Code of Conduct at Bellevue Community College. Examples of unacceptable behavior include, but are not limited to: plagiarizing material from the Internet and posting rude or personal attacks in discussions. When you are in doubt about any behavior, please consult your instructor. In addition, you may wish to review the general applicable rules of

cyberspace, such as in the [Core Rules of Netiquette](#). The instructor reserves the right to remove posted messages, and downgrade assessments as a result of these types of behaviors. The instructor can refer any violation of the Student Code of Conduct to the Vice President 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 Vice President of Student Services, [link to Student Code](#).

Incomplete

If a student fails to complete all the required work for a course, an instructor may assign the grade of Incomplete (I). It is the student's responsibility for maintaining contact and adhering to the agreed-upon actions. Vista class sites, and material, may not be directly accessible after the end of the quarter so it is important to make arrangements before the quarter ends. The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an F). There is a standard form that instructors have access to in their instructor's grade briefcase.

F Grade

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

Final Examination Schedule

Final examinations may involve proctored on-campus arranged exams or may be administrated completely online at the discretion of the instructor and in keeping with the stated policies provided in the course syllabus. Please refer to the syllabus at the start of the quarter for additional details and contact the instructor directly for any clarifications. A student who is not in compliance with the scheduled format 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 in compliance with 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 end of the seventh week of the quarter during the standard academic year (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course. Check [Enrollment Calendar Deadlines, Refunds/Withdrawals](#), for additional details. As with most enrollment deadlines, it is the student's responsibility to be aware of these dates and act accordingly.

Hardship Withdrawal (HW)

From page 9 of the current course catalog, [2008-2009 online catalog](#), HW indicates a withdrawal request made because of extenuating circumstances after the official withdrawal period is over. The student must contact the instructor to request this withdrawal option, or the faculty member may initiate the contact. No points are calculated into the grade-point average. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

Distribution of Grades

Students should access their grades through the BC Web site. Any returned material should be accessed prior to the end of the quarter. After the end of the quarter, Vista class sites may not be accessible by students. Individual instructors may use non-Vista tools for recording and maintaining the students' progress. Questions about grades assigned should be initially directed to your instructor.

Submission and Returning of Papers, Assignments and Assessments:

Specific guidelines for taking exams and submitting assignments are published in the syllabus. Please contact

instructor at the start of the quarter for any clarifications.

**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 (D110), the Vice President of Student Services (B231A) or the Associated Student Body (C212) for information regarding the appeals process.*

Important Links

▪ **Bellevue College E-mail and access to MyBC**

All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to MyBC. To create your account, go to: [Create Email](#)

BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations for all student labs by visiting the [Technology Help Desk](#)

▪ **Disability Resource Center (DRC)**

The Disability Resource Center serves students with disabilities. A disability includes any physical or mental impairment that substantially limits one or more major life activities. Common disabilities include physical, neurological (e.g. Autism, ADD), and mental health (e.g. depression, anxiety). If you are a student who has a disability or if you think you may need accommodations in order to have equal access to programs, activities, and services, please contact the DRC.

If you require assistance in an emergency, please meet with your individual instructors to develop a safety plan for while in class and contact the DRC to develop a safety plan for while you are elsewhere on campus.

If you are a student with a documented autism spectrum disorder, there is an additional access program available to you. [Contact Autism Spectrum Navigators](#) (ASN). Email and phone number is on the web page. ASN is located in the Library Media Center in D125.

The DRC office is located in building B Room 132. You can contact the DRC by stopping by B132, calling our desk at 425-564-2498, emailing drc@bellevuecollege.edu, and Deaf students can reach us by Skype (account name **DRCatBC**). For more information about the services we offer, including our Initial Access Application, visit our website at www.bellevuecollege.edu/drc.

Accessibility

The online elements of this course are designed to be welcoming to, accessible to, and usable by everyone, including students who are English-language learners, have a variety of learning styles, have disabilities, or are new to online learning. Be sure to let me know immediately if you encounter a required element or resource in the course that is not accessible to you. Also, let me know of changes I can make to the course so that it is more welcoming to, accessible to, or usable by students who take this course in the future.

▪ Public Safety

Public Safety and Emergencies

Public Safety is located in the D building (D171) and can be reached at **425-564-2400** (easy to remember because it's the only office on campus open 24 hours a day—2400). Among other things, Public Safety serves as our Parking Permits, Lost and Found, and Emergency Notification center. Please ensure you are signed up to receive alerts through our campus alerting system by registering at [RAVE Alert Registration](#)

If you work late and are uneasy about going to your car, Public Safety will escort you to your vehicle. To coordinate this, please phone ahead and let Public Safety know when and where you will need an escort.

Please familiarize yourself with the emergency postings by the door of every classroom and know where to go in the event of an evacuation. Your instructor will be asked if anyone might still be in the building, so check in before you do anything else. Emergency responders will search for anyone unaccounted for.

If a major emergency occurs, please follow these three rules:

- 1) Take directions from those in charge of the response** -We all need to be working together.
- 2) Do not get in your car and leave campus (unless directed to)** - Doing so will clog streets and prevent emergency vehicles from entering the scene. Instead, follow directions from those in charge.
- 3) In an emergency, call 911 first, then Public Safety.**

Please do not hesitate to call Public Safety if you have safety questions or concerns at any time. You may also visit the [Public Safety](#) web page for answers to your questions.