

PSYC 101: Introduction to Psychology

Course Syllabus

Spring 2009

Welcome to Psychology 101! This syllabus describes specific course policies and suggestions to help you succeed throughout the course (and your academic career). Schedule and quiz windows information specific to your section are posted to eCampus.

You, the student, are responsible for being aware of course policies. You are also responsible for attending class so that you will know about any changes in the course schedule or materials. You should consider your instructor to be your primary contact for PSYC 101. You are encouraged to discuss any difficulties or concerns with your instructor because they will be the most familiar with you and your course performance. **Before you contact your instructor, you should re-read this syllabus and the information on eCampus to make sure that your question is not already answered.**

If necessary, after contacting your instructor, you may then contact one of the faculty course supervisors:

Dr. Julie Patrick, Ph.D. [Julie.Patrick@mail.wvu.edu]

Dr. Claire St. Peter Pipkin, Ph.D. [Claire.StPeterPipkin@mail.wvu.edu]

Dr. Constance Toffle, Ph.D. [Constance.Toffle@mail.wvu.edu]

Required Texts:

Psychology: Themes and Variations, Briefer Edition by Wayne Weiten

Introduction to Psychology Activities Manual by Julie Patrick, Claire St. Peter Pipkin, & Constance Toffle

Course Objectives: The course fulfills the following two General Education Curriculum objectives:

Issues of Contemporary Society: After completing requirements for this Objective, students will be able to demonstrate understanding of methods of critical thought and principles of scholarly inquiry concerning contemporary society as seen from a humanistic or scientific perspective.

The Individual in Society: After completing requirements for this Objective, students will be able to function successfully within the academic community, demonstrate enhanced knowledge and/or skills in one of the following areas: personality, motivation, cognition, behavior, social interactions, critical reasoning, ethical judgment, psychological and physiological growth and development, health and well-being.

COURSE GRADING

Grading information can be found on the course's eCampus site. Please fill in the blanks below with the grading information on that site.

Your final course grade will be based on a total of 950 points. You can earn these

points through the following:

11 weekly quizzes:	<u>660</u>	points (60 points each)
Welcome to Psychology 101 Quiz:	<u>10</u>	points (if taken in the first week)
Psychology 101 Course Completion Quiz :	<u>20</u>	points
Class Activities :	<u>260</u>	points max (4 points each)

Your final course grade will be determined by how many points you earn. Points will not be rounded. **Every semester a few students are disappointed because they were just a few points away from earning a better grade. Be smart: Take all the quizzes, come to class with your activity manual, take advantage of extra credit opportunities and seek help from your instructor or tutors BEFORE you fall behind.**

855 – 950 points = A
760 – 854.9 points = B
665 – 759.9 points = C
570 – 664.9 points = D
0 – 569.9 points = F

Your points will be posted on eCampus throughout the semester. It is YOUR responsibility to check your points regularly and to report any problems to your instructor. At the end of the semester your instructor will submit your grade based on the points posted on eCampus. Remember that grades are determined based on points and not rounded up or down.

Do not ask your instructor to calculate your grade for you before the end of the semester. You can easily determine how many points you will need by the end of the semester to earn the grade that reflects your best effort.

TESTING AND LEARNING CENTER

You will take one quiz each week at the Testing and Learning Center (TLC), outside of the time when your section meets in the lecture hall. You will find the TLC on the west end of the first floor of the Life Sciences Building. **If you have trouble finding the TLC, as your instructor immediately so that you do not miss any quizzes.** You will take 14 quizzes throughout the semester, one each week. Your three lowest quiz scores will be dropped.

Each quiz will be available for ONE week. During that week you can take the quiz whenever the TLC is open (hours are posted outside the TLC and on the course website). TLC computers will be assigned on a first come first served basis and limited to one hour of use during each visit. Thus, you may come to the TLC more than once on any one day but you not may be in the TLC for more than one hour at any one visit. We enforce this policy so that all students have access to computers.

Helpful advice:

- Quizzes must be completed in one session. You may NOT start a quiz and then come back later to finish it.
- If you do not take a quiz within the one week when it is available, you will earn a

graze of zero for that quiz.

- Different sections begin taking weekly quizzes on different days of the week. You need to know YOUR section's quiz schedule. This is YOUR responsibility.
- If you wait until the last possible moment to take a quiz and cannot get into the TLC because it is filled to capacity (this DOES happen!), you will earn a grade of zero for that quiz.
- We encourage you to take quizzes early in the quiz window.
- There are situations in which the TLC schedule may need to be changed. Whenever possible, instructors will announce these changes in class or send emails regarding these changes. It is your responsibility to be aware of these changes. You will only be given the opportunity to take a quiz again if there is an equipment malfunction in the TLC.
- Do not attempt to work on anything other than your quizzes while in the TLC. The TLC is not available for use as a computer lab. Therefore, accessing any material other than your quiz while in the TLC will be treated as cheating.

What to do when you come to the TLC:

1. Place all personal items in a cubicle. You may NOT take belongings to the TLC computer. Please do NOT bring valuable items into the TLC; the department is NOT responsible if they are lost or stolen. You will also be asked to leave hooded sweatshirts, hats, sunglasses, etc, in the cubicle.
2. Bring a government- or WVU-issued picture ID (preferably, your WVU ID) to the desk. You will be asked who your instructor is and we will keep your ID while you take the quiz. Students who do not have a government- or WVU-issued ID will not be allowed to take quizzes.
3. If you have any questions or problems during the quiz: RAISE YOUR HAND.
4. After you take the quiz, return to the desk for your ID. You may also be given your graded activities. It is YOUR responsibility to request their activities if they are not given to you. Activities that you have not collected will be destroyed at the end of the semester. If you wish to contest your grade on activities, you must be able to produce the activity sheets, so it is important for you to collect and save all activity worksheets.

Some important advice:

- *You should study for and take **all** the weekly quizzes.*
- You should NOT plan to miss quizzes or consider them 'extra'.
- Do NOT decide to skip a weekly quiz because you are busy/tired/etc.
- If you have an EMERGENCY and do not take a quiz, it will be one of the three dropped. If you have THREE EMERGENCIES and do not take three quizzes, they will all be dropped. However, we will NOT drop more than three quizzes.
- **Do not ask your instructor for opportunities to makeup missed quizzes. They will say "no." No exceptions.**
- It is assumed that you have registered for this course because you have time to dedicate to learning as much as you can from the opportunities your instructor provides. If other obligations will prevent you from attending the lectures and taking advantage of these opportunities then we hope you will join us once

those obligations are completed.

Welcome to Psychology 101 Quiz

Before you take your first weekly quiz you must take and pass the Welcome to Psychology 101 Quiz in the TLC. The purpose of the Welcome quiz is to make sure that you are familiar with important course information. The answers to the 'Welcome Quiz' are in the syllabus, this supplement, eCampus, and during the first class meeting. The Welcome Quiz is worth 10 points IF it is taken within the first week of classes. If you wait until after the first week, you will still have to take the Welcome Quiz, but you will not earn the points. Please note that your performance on the Welcome Quiz does not affect your grade; you can earn points for taking the quiz, regardless of your performance.

Psychology 101 Course Completion Quiz

A corresponding Psychology 101 Course Completion Quiz will be administered and is worth 20 points IF taken during the quiz window at the end of the term.

CLASS ACTIVITY POINTS

You can earn points by doing activities in class and/or turning in assigned out-of-class activities at almost every class meeting. To earn these points, you **MUST BRING** your Activity Manual (Introduction to Psychology: Course Guide and Activities Manual 2008-2009) to class. If you do not bring your Activity Manual to class you will not earn activity points even if you are in class. During some class meetings, there will be more than one activity. For each chapter, 5 activities will count toward your grade. However, your instructor may conduct more than 5 activities per chapter. The specific activities in each chapter that will be graded will be determined by your instructor; you should always complete all activities.

We understand that emergencies arise that prevent students from attending class. This includes family emergencies, personal issues, and inclement weather, among others. Please do not be concerned if you need to miss class because of an emergency. Although we will cover 14 chapters in the course, only 13 chapters of activity points (260 points total) will count toward your grade. This allows you to miss an entire week of class without penalty.

More helpful advice:

- Incomplete or improperly completed activities may receive partial or no credit.
- No late or "makeup" activities will be accepted.
- You are required to purchase the Activities Manual; activities turned in on photocopies of the Activities Manual will not be accepted and will be considered a prosecutable copyright violation.

EXTRA CREDIT OPPORTUNITIES

You may earn up to 28 points of extra credit in two ways (outlined below). **You must complete half of your eligible extra credit by mid-terms (14 points). Only 14 points**

of extra credit can be accrued between midterms and finals. Thus, you should *plan ahead* and complete extra credit throughout the semester.

(1) Participate in research projects in the Department of Psychology. You will earn 2 points for each ½ hour of participation. You will receive a research participation slip from the researcher or credit will be granted through the SONA system. It is your responsibility to give the completed and signed slip to your instructor. Announcements about eligible projects will be posted on the first floor bulletin board in the Life Sciences Building, on the SONA website (<http://wvu.sonasystems.com>), and/or announced in class. If you have questions about SONA participation, ask the researcher or SONA administrator, NOT your instructor. **Credit earned by a single research project can only be used for one class. In other words, you may not participate in one study and then apply that to two different classes.**

SONA participation will not be posted to eCampus but will be included in calculation of your final grade. If you are concerned about whether your participation has been registered to SONA, you should ask the SONA administrator, NOT your instructor.

(2) Research Article Quiz. You can earn 2 points for each article quiz on which you earn 70% or higher. Fourteen articles will be posted on eCampus. Article quizzes will be available in the TLC during the semester. Each article quiz will be available during a separate 2 week period only.

MIX e-mail and eCampus

You are expected to check your WVU Mix e-mail account frequently. Important course messages are sent ONLY to that account. You will also need to access your WVU eCampus account to complete quizzes in the TLC. Your ID and password for Mix and eCampus are identical. More information is available online: Mix (<http://www.wvu.edu/~mix/>); eCampus (<https://ecampus.wvu.edu>). If you have difficulties with your ID/password, call the OIT Help Desk at 293-4444 x 1. You are responsible for ensuring access to your account and allowing ample time to take quizzes in the TLC. NOTE: Course lab fees are used to maintain the technology utilized in this course.

GENERAL POLICIES

Students with Special Concerns: If you are a student with a learning, sensory, or physical disability and feel that you need special assistance in regards to lectures, reading assignments, or testing, please notify your instructor during the first week of class and make appropriate arrangements with Disability Services (293-6700). All matters of this nature will be held in strict confidence as the need determines.

Academic Integrity: You are expected to be aware of and conform to the University's standards of academic integrity. You should review WVU's policy on academic integrity in the Undergraduate Handbook. Academic dishonesty in this class includes but is not limited to (a) helping another student or receiving help yourself on a quiz; (b) bringing course materials (e.g., book, notes, activity manual, handwritten notes on one's person, cell phones or other electronic devices) to a computer in the TLC (whether or not you are taking a quiz; the TLC is considered a testing environment); (c) copying another

student's work, including (but not limited to) activities; (d) providing another student with your own work, including (but not limited to) activities; (e) forging a student's name on an activity/asking another student to complete your activity or allowing another student to copy your work; and (f) having access to any external sources of information while taking a quiz.

Should academic dishonesty occur, course instructors and supervising faculty will take vigorous action, possibly including a grade of "zero" on the assignment, an unforgivable "F" in the course, or recommending to administration that you be dismissed from WVU.

Social Justice: West Virginia University is committed to social justice. We concur with that commitment and expect to foster a nurturing learning environment based on open communication, mutual respect, and non-discrimination. Our university does not discriminate on the basis of race, sex, age disability, veteran status, religion, sexual orientation, color, or national origin. Any suggestions as to how to further such a positive and open environment in this class will be appreciated and given serious consideration.

Attendance: The format of the class does not require excused absences. If a student misses an activity, the points will be forfeited for that assignment. The total for activity points that is incorporated in the final course grade allows for the student to miss few class meetings without penalty. Thus, there is no need to inform your instructor regarding absences.

No special considerations will be made for any reason. If the student will be out of school for an extended period of time (e.g., due to hospitalization, family crisis, etc.), the student should contact his or her instructor as soon as possible to make appropriate arrangements. In such cases, a grade of "Incomplete" may be assigned at the discretion of the instructor. Alternatively, the student may decide it is necessary to withdraw from the course if a significant absence has occurred. If the grade of "Incomplete" is assigned all work must be completed within one academic semester according to University policy. If the student does not remove the "Incomplete" grade within the next semester, the grade will be changed to an "F", regardless of the number of points obtained in the course.

Students are responsible for attending class and keeping apprised of any changes in the course syllabus, outline and schedule.

Policy on Course Enrollment: It is a university policy that you may not attend class if you are not enrolled. If you are administratively dropped (e.g., for nonpayment of fees), then it is your responsibility to resolve the issue with Admissions and Records before attempting to take weekly quizzes in the TLC. It is impossible for students to take quizzes in the TLC if they are not registered. If you are not registered in the class or are deleted for administrative reasons (e.g., nonpayment of fees), you will not be allowed to make up missed work.

Policy on Switching Sections and Getting Into Psychology 101: The only way to be admitted to a section of Psychology 101 is through the STAR registration system.

Neither your instructor nor the course supervisor will “sign you in” to a section. If you want to switch to a different section, you must do so through the STAR system. If you are not currently enrolled in a section of Psychology 101, keep trying to get in using STAR. Many students drop the class during the first week and you may be able to get in. If not, keep in mind that Psychology 101 is offered each semester of the academic year as well as during the summer. Neither instructors nor course supervisors will “sign you in” to a section after STAR registration has closed. No exceptions will be made due to an administrative hold on your account.

Appropriate Behavior in Lecture Halls and the TLC

Behavior that is disrespectful or that disrupts others’ learning will not be tolerated in lectures or in the TLC. Examples of such behavior include, but are not limited to, reading the newspaper or non-course materials in class, talking when the instructor is talking, making disparaging comments about classmates, the instructor or lecture materials, ringing cell phones, and talking on cell phones. Students who engage in such behavior may be asked to leave the lecture hall or TLC, may be administratively removed from the course, or receive a grade of unforgivable F in the course.