

Online Course Syllabus
PSYC 1313: General Psychology
Spring 2016
Department Offering Course

Course Information

Course Description

General Psychology is an introductory course dealing with the major content areas in psychology. Topics may include heredity and environment, emotions and motivation, perception, learning, personality, and intelligence. An examination of how introductory principles are applied in licensure programs is addressed. This course is taken by students fulfilling the leveling requirement for a master's degree in psychology or counseling.

Course Sequence in Curriculum and Prerequisite Information

PSYC 1313 is a required requirement for psychology undergraduate students.

Instructor Information

Name: Darby Hawley, Ph.D.

E-mail: dhawley@hbu.edu *Course correspondence will only be conducted through the HBU email system.

Office Phone: 281-649-3168

Physical Office Location: Hinton 323

Learning Resources

Course Text(s):

Wood, S. E., Wood, E. G., & Boyd, D. (2015). *Mastering the World of Psychology* (Houston Baptist University ed.). Boston, MA: Pearson Learning Solution. ISBN: 978-1-269-78632-4

Make sure that you have the correct edition for this course

Required Software

MyPsycLab is software that was specifically designed for HBU's General Psychology course. Here you will be able to access many tools to facilitate learning of course material. You will be able to access your book online, and even have it read to you, watch videos, take many practice tests and quizzes (these will **not** count towards your final course score), practice with flashcards, and participate in many psychological simulations. The access code for this software comes with your textbook when you purchase it through the HBU Bookstore. You will be able to access this software, after registering for a free Pearson account. You should only use Google or Firefox to access this program.

Other Required Items Include:

- Access to an Internet connection (high-speed ideal)
- An HBU e-mail account
- A computer that meets the following minimum requirements:

Hardware or Software Component	Recommendation
Operating System	Windows XP or Mac OS 10.6 (or higher)
Memory	2GB
CPU	2 GHz
Free Disk Space	256 MB or More
Browser	Mozilla Firefox 14 or higher (IE 8.0 + or Safari 5+ will also work)
Browser Settings	Java, Java Script and cookies enabled; popup blocker disabled
Internet Connection	DSL or Broadband strongly recommended (1.5m or greater will work)
Productivity Software	Microsoft Office (Open Office is a free alternative).

Relation to the Mission of the University

Completion of the Course Objectives, below, contributes to the psychology degree by providing an educational program that is “committed to academic excellence in an intellectually free and objective environment...”

The course endeavors to:

1. Provide students with the opportunity to develop interpersonal communication skills;
2. Promote the development of critical thinking skills;
3. Utilize and promote the development of technology skills;
4. Create a learning environment based on constructivist teaching/learning strategies; and contribute to the student’s degree program by enhancing his or her basic understanding of the scientific and systematic study of behavior and mental processes.

Relation to College Goals and Purposes

The mission of the College of Education and Behavioral Sciences is to prepare students to be effective citizens and professional educators, administrators, counselors, and researchers who reflect Christ in their work and service.

To accomplish this mission, we will provide students with the following:

1. the courses and mentoring necessary for a solid pedagogical grounding in their discipline;
2. essential learning experiences that will provide opportunities to develop both knowledge and wisdom; and
3. an understanding of their Christian mission and calling to influence individuals and the larger society.

Relation to Departmental Goals and Purposes

The mission of Houston Baptist University is to provide a learning experience that instills in students a passion for academic, spiritual, and professional excellence as a result of our central confession, "Jesus Christ is Lord." In accordance with the university purpose (including its commitment to academic excellence, Christian faith, personal growth, respect for all persons, a sense of community, and career preparation), this course endeavors to:

1. Provide a supportive atmosphere for students from all backgrounds, which fosters intellectual and social interaction in the teaching-learning processes;
2. Encourage academic excellence, freedom, and objectivity;
3. Promote the development of critical and creative thinking, compassion, responsibility, and continued interest in learning.

Learning Outcomes

Course Objectives

PSYC 1313 is an introductory course of the basic principles underlying human behavior. Emphasis is placed on major areas of study in the field of psychology, such as learning, memory, personality, health and stress, child and adult development, and psychological disorders. Upon completion of this course, students should be able to:

1. Demonstrate a basic understanding of the science of psychology.
2. Recognize the key role that psychology plays in our lives and those around us.
3. Discuss the basic principles of psychology knowledgeably.
4. Applies the scientific method to psychological research
5. Comprehend course materials and acquired skills by completing assignments and earning passing grades

Topical Outline

Module	Topics covered
1	<ul style="list-style-type: none">– Introduction to Psychology (Chapter 1)– Biology and Behavior (Chapter 2)
2	<ul style="list-style-type: none">– Sensation & Perception (Chapter 3)– Health & Stress (Chapter 7)
3	<ul style="list-style-type: none">– Learning (Chapter 4)– Memory (Chapter 5)
4	<ul style="list-style-type: none">– Developmental Psychology (Chapter 6)
5	<ul style="list-style-type: none">– Personality Theory & Assessment (Chapter 8)– Psychological Disorders (Chapter 9)

The content of this outline and the attached schedule are subject to change at the discretion of the professor.

Teaching Strategies

This course is delivered completely online. You do not have to physically attend class at regular times; however, there are participation guidelines. You must meet due dates and deadlines for readings, assignments, on-line discussions, and on-line quizzes/exams. Communication will be through announcements, news forum posts, and/or learning management system (LMS) internal messaging tools.

Assessment of Learning

Course Requirements

Student Cafe

The Student Café is located in the *Course Orientation* section of the course. You are to make an initial post of at least 200 words and no more than 500 words introducing yourself to your classmates. This is worth 15 points of your final course score.

Confirmed Syllabus Statement

Also located in the *Course Orientation* section of the course is an activity entitled “Syllabus and Professional Integrity Statement”. Click on the activity to access it then read the statement and click next to the acknowledgment statement. This is worth 8 points of your final course score.

Discussion Forms with Classmates

Discussion boards will be completed for each module. You are required to make an initial post on the discussion topic and then to reply to a minimum of two other posts made by your classmates. The initial post should be between 400 and 600 words. Your responses should be substantive and should further the discussion. Initial discussion posts and your response posts to your classmates should be written directly into Blackboard (i.e. no need to upload attachments); just hit the “Reply” button and begin typing. This will make scrolling through the discussion easier for you and your classmates. If you submit an attachment for a discussion

post, it will not be opened for grading. All posts, both the initial and response postings, should be professional and in APA format. See the Discussion Forum rubric for more information on the assignment. If you're not familiar with APA formatting, the HBU Psychology Libguide is a great resource (hbu.libguides.com/psychology). There will be a total of 5 discussion questions, each worth 18 points possible, for a total of 90 points towards the final course score.

Quizzes

There will be a total of 5 quizzes worth 10 points each. Each quiz will be multiple choice with a 15 minute time limit. You will only be allowed one attempt per quiz. Once you have opened the quiz on Blackboard do not hit the "Back" button and do not refresh your page as you will not be permitted to finish taking the quiz. You must take each quiz in a single sitting and under no circumstances will you be given a second opportunity to reopen the quiz. Make sure that you have consistent internet connection and technology before beginning your assessment. You will be shown a single question at a time, and must answer it; you will not be permitted to go backwards to change answers. Do not attempt to take these quizzes using a smart phone, Ipad, or WIFI; you must use an actual computer/laptop with consistent internet connection. There are no late makeups for quizzes. It is advisable to take all quizzes; however, your lowest quiz grade will be dropped from the final course score in the case that something happens.

Exams

There will be 4 exams throughout the semester which will cover information presented in the lectures as well as in the assigned readings. The format of the exams will include 50 multiple choice, matching, and true/false. Each exam is worth 50 points each for a total of 200 points towards your final course grade. You will have 60 minutes to complete the exam. You will only be allowed one attempt per exam. Once you have opened the test on Blackboard do not hit the "Back" button and do not refresh your page as you will not be permitted to finish taking the test. You must take each test in a single sitting and under no circumstances will you be given a second opportunity to reopen the test. Make sure that you have consistent internet connection and technology before beginning your assessment. You will be shown a single question at a time, and must answer it; you will not be permitted to go backwards to change answers. Do not attempt to take these tests using a smart phone, Ipad, or WIFI; you must use an actual computer/laptop with consistent internet connection. There are no late makeups for exams. It is advisable to take all exams; however, your lowest exam grade will be dropped from the final course score in the case that something happens.

My Career Journal Project

Throughout the semester you will keep a journal of how the course content from each chapter applies to or could be seen in the career that you are working towards. This will be turned in at the end of the semester as a final paper reflecting on how you see general psychology in your future career path, and how content from each chapter will improve how you see the world in your future profession. Your paper should be submitted in APA format. See the My Career Journal Project rubric for more information. This will be 42 points of your final course score, and should be a minimum of three pages.

Final Exam

The Final will be conducted online just like the rest of our exams; you do NOT have to come to campus in order to take the Final. You will not be able to see the link for the Final until it goes live at 6pm, but it will be located in Module 5. If you're in Blackboard waiting for the link to access the exam, you may need to sign out and log back into the course for the link to show up. The Final Exam is cumulative. At the end of your textbook on page KC-1, there is a list of all of the Key Concepts you will be tested on from each chapter (with the exception of Chapter 10). If

you cannot find it at the end of your textbook, it is also posted in Module 5 on Blackboard. You will be given 120 minutes to complete the 100 multiple choice questions. You will only be allowed one attempt at the Final Exam, and no make-ups will be offered. Once you have opened the test on Blackboard do not hit the “Back” button and do not refresh your page as you will not be permitted to finish taking the test. You must take the exam in a single sitting and under no circumstances will you be given a second opportunity to reopen the test. You will be shown a single question at a time, and must answer it; you will not be permitted to go backwards to change answers. Do not attempt to take the Final Exam using a smart phone, Ipad, or WIFI; you must use an actual computer/laptop with consistent internet connection. Your score for the Final Exam will not be posted on Blackboard; if you would like to know your score you may contact me after grades for the semester are posted on HuskeyNet. There is no late makeup for the final exams.

Grades

There will be a total of 445 possible points this semester from graded assignments. To calculate your score, divide the total amount of points earned by the total amount of points possible and then multiply by 100. Final course grades will be determined as follows:

1. Student Café - 15 points
2. Confirmed Student Statement- 8 points
3. Discussion Questions (5 total)- 18 points each for a total of 90 points
4. My Career Journal- 42 points
5. Quizzes (best 4 out of 5)- 10 points each for a total of 40 points
6. Exams (best 3 out of 4) – 50 points each for total of 150 points
7. Final Exam – 100 points

Extra credit is not offered in this class. The answers to all exam questions will be provided through lectures or within the text. Please do not ask to write a paper for extra credit.

Grading Standards

Grade	
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59
W	

Student Appraisal

Students will complete faculty appraisal forms as regularly administered by the University.

Hints for Successfully Completing the Course

Remember to Log-on

Very few students are capable of learning this course’s content on their own. VERY FEW. Do not assume that you are one of them. Make sure that you are regularly logging into our class and participating in our courses activities.

Keep up with the information

Ideally, the text pages should be read the same day as the lecture or the day before or after. You should take notes on the text, read my lecture, and then review all notes again for each chapter, *before* you begin to study. Under no circumstances should you wait until the night before a quiz or an exam to read the text. Reading the text regularly will help reinforce what you learn from my lectures and prepare you to correctly answer assessment questions on information covered in the book. However, reading is *not* studying. So many times we read something and our eyes just skim over the words, and by the time we get to the end of the paragraph we have no idea what we just read. Studying is *not* like reading; studying should be active and you should be quizzing yourself or using a study buddy to help quiz yourself.

Seek help

Help IS available! While this is an online course, each of you has ample opportunity to obtain assistance if you need it. My contact information is listed at the top of this syllabus and I encourage you to ask me questions. You may also submit questions on the *Q&A Discussion Forum* in the *Are You Ready?* folder. It is your job to get a C or better in this class, and my job to help you do so. I can help you take better notes, learn effectively from your notes, devise effective study strategies, etc. Please contact me if you have questions or concerns. Do not wait until you have failed the first 2 exams to seek help. Do not ask me if you can write a paper in order to salvage your grade.

Class Policies

Absence and Tardy Policies

Regular attendance in class is important for student success. In the on-line classroom environment, attendance is documented through classroom participation (see class participation) and follows the same policy set forth by HBU. Professors may apply additional attendance policies as appropriate to individual courses, so make sure you read your class syllabi. Likewise, the college may also apply additional attendance requirements as necessary. If an official HBU waiver is provided, the student is responsible for any work missed and should be aware that it is in some cases not possible to make up missed assignments. Please see the catalog currently in use for the university's policy on classroom absences caused in the course of student representation of the university, such as athletics, chorale, and mock trial activities.

Academic Honesty

The University has implemented a clear policy with regard to academic honesty, a policy that will be strictly enforced in this class. Please refer to the student catalog for more information. Note that the university utilizes TurnItIn and other programs to investigate possible plagiarism activities. All major papers for this course will be submitted to the plagiarism prevention software, TurnItIn **through a link on Blackboard** on or before a paper's due date. No paper will be graded without meeting this requirement beforehand.

In accordance with FERPA, and to best protect the students' privacy, no personal identification (e.g., name, social security number, H number) should be uploaded with the text of student

papers. However, Turnitin may ask for the student's name and e-mail address when setting up a personal account. This identifying information will be used by the professor to evaluate the student's paper and cannot be viewed by other faculty or students.

In an effort to protect our students and the University, Houston Baptist University has contracted with an identity verification company. Each student will be expected to confirm his/her identity at the beginning of each online course and several times during the course. The questions asked during this process come from public databases and typically are not a challenge for the student in question. A student who does not successfully verify will be expected to undergo additional investigation. The University reserves the right to request additional verification on any student at any time during the course.

Classroom Behavior Expectations

The classroom environment is to be conducive to learning and is under the authority of the instructor. In order to assure that all students have the opportunity to gain from the time spent in class, students are expected to demonstrate civil behavior in the classroom, use proper netiquette, and show appropriate respect for the instructor and other students in on-line discussions and forums. Inappropriate behavior toward the instructor may result in a directive to the offending student withdrawal from course.

Class Participation

This is a 100% online class. We will not meet face-to-face. Class weeks begin each Monday. If participants do not log in to the course shell by noon on Wednesday the first week of class, the facilitator will cancel their enrollment and fill these vacancies with students on the waiting list.

Participants must post responses to the discussion forum question and respond to classmates' posts if clarification is needed. The facilitator has provided a rubric to illustrate appropriate forum posting. While you are welcome to continue discussions after the module ends, the facilitator will not grade posts submitted after the due date and time.

Early Alert

As an instructor, I am committed to your success, not only in this class, but in all aspects of HBU life. To ensure that every student takes full advantage of the educational and learning opportunities, HBU has implemented an *Academic Early Alert Referral System (EARS)*. If I think you would benefit from some of these special programs or services available to you, I will make the appropriate referral. You, in turn, will be expected to take advantage of the help offered to you.

Email Policy

All university and class email communication will be sent to your HBU email account. You are responsible for checking this frequently. All email correspondence must be conducted through your HBU email address, and should be in a professional format with correct spelling, capitalization, and grammar.

Grievance Procedures

The Academic Grievance Policy may be found in the catalog currently in use, in the Academic section of the HBU Forms section of the HBU Portal, and on the Registrar's page on the HBU Website.

Incomplete Grades

Only the dean of the college may grant incompletes and only to students who have a major documented emergency in the last few days of a semester. Students with excessive absences or lack of participation in on-line activities, which may result in failing the course, will not be allowed to take the final exam nor be eligible to receive an incomplete. Any student requesting an incomplete grade due to the aforementioned criteria should contact his/her course instructor. All requests for an incomplete grade are made by the course instructor to the dean of the college.

Late Work

Make-up exams and quizzes are NOT available. Remember that once you begin a quiz or a test you are timed and you will not be able to reopen the assignment once you have started, so you will need to make sure that you are ready to start your assessment when you begin. Do not refresh the page or push the back button.

Learning Disabilities/Academic Accommodations

Houston Baptist University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 regarding students with disabilities. Any student who needs learning accommodations should inform the professor immediately at the beginning of the semester that he/she will be requesting accommodations. In order to request and establish academic accommodations, the student should contact the Coordinator for Learning Disability Services at 504@hbu.edu to schedule an appointment to discuss and request academic accommodation services. Academic Accommodations must be applied for and written each semester. If academic accommodations are approved, a Letter of Accommodations will then be sent to the professor(s). Please refer to the website, www.hbu.edu/504 for all accommodation policies and procedures.

HBU is committed to providing instruction to participants who have disabilities in the on-line environment. If you have a disability that makes it difficult to successfully complete the activities in this on-line course, please contact training@learninghouse.com to discuss appropriate accommodations.

Netiquette

Effective written communication is an important part of online learning. In a face-to-face classroom, body language, verbal responses, and questions help the facilitator and participants communicate with each other. In an online environment, however, misunderstandings can easily occur when participants do not follow basic rules of netiquette (online etiquette). Therefore, please use the following guidelines when communicating in this course:

- Please use ONLY the internal LMS messaging feature, not e-mail, when communicating with your Professor.
- Do not use all capital letters in online communication, as doing so indicates you are yelling. Limited use of capitalized words is acceptable when you need to emphasize a point.
- Use a descriptive subject line in forum posts.
- You may use emoticons in the forums, chats, and messages.

Examples:

- :) = happy
- :(= sad
- ;) = wink; sometimes used to show sarcasm
- Derogatory comments, ranting, and vulgar language are not acceptable in any form of communication in this course.
- Please keep in mind that something considered offensive may be unintentional. If you are concerned about something that appears unacceptable, please inform your instructor.

Course Outline

Module	Readings	Supplemental Activities	Learning Activities	Assessments
1	-Ch. 1 -Ch. 2	-Flash cards -MyPsycLab Video Episode 1: Thinking Like a Psychologist: Debunking Myths -MyPsycLab Video Episode 3: Neurotransmitters	-Discussion Forum -Quiz: Chapters 1 & 2	-Student Café -Confirmed Syllabus Statement -Exam 1: Chapters 1 & 2
2	-Ch. 3 -Ch. 7	-Flash cards -MyPsycLab Video Episode 5: Managing Pain -MyPsycLab Video Episode 15: Reducing Stress, Improving Health	-Discussion Forum -Quiz: Chapters 3 & 7	-Exam 2: Chapters 3 & 7
3	-Ch. 4 -Ch. 5	-Flash cards -MyPsycLab Video Episode 7: Learning Aggression -MyPsycLab Video Episode 8: The Woman Who Cannot Forget	-Discussion Forum -Quiz: Chapters 4 & 5	-Exam 3: Chapters 4 & 5
4	-Ch. 6	-Flash cards -MyPsycLab Video Episode 9: Risky Behavior and Brain Development	-Discussion Forum -Quiz: Chapter 6	-Exam 4: Chapters 6
5	-Ch. 8 -Ch. 9	-Flash cards -MyPsycLab Video Episode 13: Twins and Personality -MyPsycLab Video Episode 17: What Does it Mean to Have a Mental Disorder?	-Discussion Forum -Quiz: Chapters 8 & 9	-My Career Journal -Final Exam

The content of this outline and the schedule listed in the Important Dates Documents are subject to change at the discretion of the professor.

Person Responsible for Developing this Syllabus

Dr. Darby Hawley has developed this syllabus according to the recommendations of the Department, College, and University.

Darby Hawley, Ph.D.

Instructor's Signature