

PSYC 2301 Sec. 153 Spring 2023

Common Course Syllabus for PSYC 2301: The first 3 pages details the policies that are common to all sections of PSYC 2301, for all instructors/professors teaching the course. Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester. **Beginning on page 4 find information that is specific to Dr. Barr's PSYC 2301 class.**

Common Course Syllabus, Revised August 2022

Department: Behavioral Sciences

Discipline: Psychology

Course Number: PSYC 2301

Course Title: General Psychology

Available Formats: Conventional, INET, ITV

Campuses: Levelland, Lubbock Downtown, Lubbock Center, Plainview, and Dual Credit Campuses

Course Description: Survey of the essential subject areas, major theories and approaches to the scientific study of behavior and mental processes.

Prerequisites: TSI compliance in Reading

Credit: 3 **Lecture:** 3 **Lab:** 0

Textbook: Open Stax Psychology Text or Noba Project Psychology

Supplies: none unless specified in the specific instructor information

This course partially satisfies a Core Curriculum Requirement: Social and Behavioral Science Foundational Component Area (080)

Core Objectives addressed:

- **Communication skills-** to include effective written, oral and visual communication.
- **Critical thinking skills-** to include creative thinking, innovation, inquiry and analysis, evaluation and synthesis of information.
- **Empirical and Quantitative skills-** to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
- **Social Responsibility-** to include the demonstrated intercultural knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national and global communities.

Student Learning Outcomes (SLOs)/Competencies:

Upon successful completion of this course, students will:

1. Identify various research methods and their characteristics used in the scientific study of psychology.
2. Describe the historical influences and early schools of thoughts that shaped the field of psychology.
3. Describe some of the prominent perspectives and approaches used in the study of psychology
4. Use terminology unique to the study of psychology.
5. Describe accepted approaches and standards in psychological assessment and evaluation.
6. Identify factors in physiological and psychological processes involved in human behavior.

Student Learning Outcomes Assessment:

Dr. Alicia Barr is the faculty member who is responsible for the assessment of the student learning outcomes. She will be sending a list of which SLOs will be assessed for each semester. There are 6 outcomes and these are rotated. Dr. Barr is also the person responsible to entry of the data into Weave for documentation.

Course Evaluation: See the instructor's course information sheet for specific items used in evaluating student performance. However, all courses will have multiple exams and a written assignment that is designated by the instructor.

Attendance Policy:

Instructors will create an attendance policy that is consistent with the "Class Attendance" policies stated below in the *SPC General Catalog*:

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus. When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Additional attendance information might be included in the specific instructor's part of the syllabus.

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, examinations, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant.

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

Student Code of Conduct Policy: Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disability Statement: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577; Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675; or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Nondiscrimination Policy: South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Title IX Pregnancy Accommodations Statement: If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2529 or 806-716-2359, or email dburelson@southplainscollege.edu for assistance.

COVID-19 Policy: In compliance with current CDC guideline, if you are experiencing any of the following symptoms, please do not attend class, and either seek medical attention or test for COVID-19:

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscle or body aches
- Vomiting or diarrhea
- New loss of taste or smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is sufficient, but students must submit a photo of the positive e test result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu.

A student is clear to return to class without further assessment from DeEtte Edens if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication. Students must communication with DeEtte Edens, BSN, RN, prior to their return date if still symptomatic at the end of the 5-day isolation.

Welcome to General Psychology with Dr. Barr! (PSYC2301.153, Spring 2023)

CONTACT INFORMATION

Name: Dr. Alicia Barr

Email: abarr@southplainscollege.edu

Phone: (806)716-4641

Office: Lubbock Downtown Campus, room 2011.

Monday Office Hours	Tuesday Office Hours	Wednesday Office	Thursday Office Hours	Friday Office Hrs
1:00–3:00 pm	8:30-9:30 am 2:30-3:00 pm	1:00–3:00 pm + <i>Virtual</i>	8:30-9:30 am 2:30-3:00 pm	10:00-11:00 am

INSTRUCTOR AVAILABILITY—I’m here to help!

I realize that you are enrolled as an online student and may not be able to physically meet with me on campus. Nonetheless, I want to make sure you are aware of ALL the ways in which am available to communicate with you and provide help.

Face-to-Face Office Hours

My face-to-face meeting times at the Downtown Lubbock Campus, in room 2011 are: Mondays and Wednesdays 1:00–3:00 pm; Tuesdays and Thursdays 8:30-9:30 am and 2:30-3:00 pm; and Fridays 10-11 am.

Virtual Office Hours

I will have regularly scheduled virtual office hours on Wednesdays from 1:00-3:00 pm. It is fine if you want to “drop in” without notice, however please try to send me an email ahead of time (perhaps 24-hour notice) so I know to expect you and can reschedule with you if I am already meeting with someone. Virtual Office hours will take place using Blackboard Collaborate. On Blackboard there is a link located in the “Instructor Information” folder that you can use to join virtual office hours. If you would like to meet virtually at an alternative time, please send me an email and I will try to arrange a meeting.

Phone

You may reach me at (806)716-4641 during my normal office hours (see table above). If you call outside of these hours, or if you call and I am meeting with another student, then you will reach my voicemail. Please leave a message including your full name, your phone number, and a brief reason for your call. I will return your call ASAP.

Email

You may send me an email at abarr@southplainscollege.edu. Please be aware that if you send me an email between Monday morning and noon on Friday, I will reply within 24 hours. However, if you send an email during the weekend, I may not be able to reply until the following Monday. **IMPORTANT:** As a college student who is working toward a profession/career, it is imperative for your success that you learn to send professional emails. Please follow the “Tips for Using SPC Student Email.”

TIPS FOR USING SPC STUDENT EMAIL

Email Etiquette

For your success as a student, and your success as a professional, you need to learn email etiquette. All emails should include:

- A brief subject line that explains your reason for emailing (e.g., “Subject: Question about the syllabus”),
- Your full name, class and section (e.g., Alexis Rose, PSYC2301, sec. 154), and
- *The use of standard English skills* (e.g., correct spelling, punctuation and grammar).

Here is a very useful guide about emailing your professors: <https://www.insidehighered.com/views/2015/04/16/advice-students-so-they-dont-sound-silly-emails-essay>

How to access SPC Email

South Plains College provides all students with a free SPC Google email account. Because email is one of the main forms of communication in academia, you should check your SPC email at least once a week. Our email communication may touch on confidential academic matters, like your performance on a quiz or your overall grade, therefore you **must** email me using your official SPC Student email account (NOT your personal email account, e.g., yahoo).

In our Blackboard class page, you can find an “SPC email” button in the “Instructor Information” folder. Click the button to compose your email message. You can also access your SPC email (as well as Microsoft Word, Excel, PowerPoint and One Drive for FREE!) by going to <https://office.com> and using the username and password provided in your SPC acceptance letter to sign in. A third way to access your email is by logging in to MySPC and finding the email link in the lower right-hand corner. If you encounter any problems, contact the **help desk** at (806)716-2600 or at helpdesk@southplainscollege.edu.

REQUIRED TECHNOLOGY & COURSE MATERIALS FOR ONLINE SUCCESS

Blackboard

All course content is found on Blackboard, and most (if not all) of your coursework will be completed on Blackboard. Thus, you need a computer with internet access. You can access Blackboard at <https://southplainscollege.blackboard.com>. This address will take you to the login page, where you type in your username and password. Once logged in, you will see a list of classes in which you are enrolled (including PSYC2301.154). Click on the class whose Blackboard page you want to enter.

Noba Project Textbook and Perusall Reading App

Perusall is a free online app that you will use to complete GRADED reading assignments. You will **access Perusall by clicking on Perusall assignment links found in the weekly folders on Blackboard**. **Do NOT log into Perusall from their homepage—if you do, your work will not sync into the Blackboard gradebook**. Rather, **log into/access Perusall through Blackboard links**. You can find detailed information about “How Perusall Works” in the week 1 folder on Blackboard.

The FREE textbook we will use is *Noba Textbook Series: Psychology*, R. Biswas-Diener & E. Diener (Eds), Champaign, IL: DEF Publishers. DOI: nobaproject.com. I will upload each of your assigned readings to Perusall. **You will access each chapter and complete your reading assignments by clicking on the Perusall assignment links found in Blackboard**. Please be aware that graded reading assignments can ONLY be completed using the Perusall assignments links in Blackboard. *However*, you can access readings outside of the Perusall app. To do so, navigate to <http://noba.to/tfke7qy2> to find the online version of the textbook, or open “Course Resources” in Blackboard for the PDF version of the textbook on Blackboard.

Access to a working computer with a reliable internet connection

Because this is an online class, almost all of your coursework will be found and completed online (in Blackboard). Thus, you must have regular access to a computer with the following characteristics:

- A modern operating system (Windows 7 or later is recommended; most class content should be compatible with Mac OS and older versions of Windows, down to XP; Linux operating system is *not* recommended)
- A modern web browser. It is recommended that students use Mozilla Firefox or Google Chrome to access Blackboard.
 - You can download Mozilla Firefox [here](#).
 - You can download Google Chrome [here](#).
- A stable, reliable internet connection. High-speed internet (e.g., Cable, DSL, fiber) is the most reliable.
- It is not required, but it is recommended that you use a computer with a hardwired internet access (e.g., instead of WiFi) especially when you complete quizzes and the final exam. When using WiFi, there is a greater risk of interrupted service, and if this happens, your quiz may automatically submit before you answer all the questions.
- The **Blackboard app for smartphones** can be used to access announcements, readings, videos, podcasts and grades on Blackboard, but is NOT recommended for completing Perusall assignments, or quizzes or exams.

HOW THIS COURSE IS STRUCTURED

In the Blackboard "Course Content" folder, you will find **16 weekly folders**. Each weekly folder contains Perusall reading assignments, videos and/or podcasts to watch/listen to, and a QUIZ over the material for that week. In addition, the folder for week 12 contains the submission link for writing assignment, and week 16 contains the comprehensive FINAL EXAM.

REQUIRED COURSEWORK AND GRADES

Your learning will be assessed via: 1) weekly Perusall assignments, 2) weekly quizzes, 3) a writing assignment, and 4) a comprehensive final exam.

Perusall Interactive Reading Assignments

- 18 Perusall assignments total, 1- 2 per week; each worth 5 points
- Your 3 lowest Perusall assignment grades will be dropped
- The highest possible point total on your top 15 Perusall assignments X 5 points = 75 points (or 17 % of your final grade)
- For each assignment, as you read you annotate by posting comments and questions about the reading, and reply to your classmates' comments and questions (or you can simply upvote classmates' comments and questions).
- Points are based on 1) quality of annotations, 2) quantity (#) of annotations, 3) how much you engage with classmates' posts and how much classmates engage with your posts ("engage" means posting replies and/or upvoting), 4) time spent on the assignment, and 5) posting annotations throughout the entire reading (as opposed to just one section)
- **Due each SATURDAY by 11:59 pm (1 day/24 hours before quizzes are due)**
- Because I drop your 3 lowest Perusall grades, **these assignments cannot be made up if missed**. Work that is submitted between 12 am and 2 am on Sunday will only receive partial credit. No credit will be given for an assignment that is worked on more than 2 hours after the due date and time.

Weekly Quizzes

- 14 weekly quizzes total (for weeks 2-15); each worth 14 points
- For each quiz, you get two attempts; the highest quiz attempt will count toward your final grade.
- Your 3 lowest quiz grades will be dropped
- The highest possible point total on your top 11 quizzes = 154 points (or 36% of your final grade)
- Each quiz has 14 multiple choice questions based on the readings and videos for that week. Note: the 14 questions on the quizzes are *randomly drawn* from a set of 25-30 questions, so the questions for your first attempt will *not* be identical to the questions on your second attempt.
- 20-minute time limit, per attempt
- **Due every SUNDAY by 11:59 pm**
- Because I drop your 3 lowest quiz grades *and* you get two attempts on each quiz, **quizzes cannot be made up if missed and late submissions (e.g., a quiz that is submitted at 12:01 am, or 1:17 am, etc.) will not be accepted**.

Writing Assignment

- Approximately 1 ½-2 pages (not including cover page and reference section) detailing your understanding of 5 psychological terms, and application of these terms to your life. All 5 terms are drawn from one of the assigned reading chapters, of your choice.
- Worth 50 points (12% of your final grade).
- Submitted through Blackboard and due by **10:00 pm on Monday April 10th**

Exams

- One comprehensive Final Exam containing 75 multiple choice questions, worth 150 points (35% of your final grade).
- One attempt! 105-minute time limit (1 hour and 45 minutes)
- The Final Exam is due by **NOON on THURSDAY May 11th** IMPORTANT! This due date is different from the typical due date of for quizzes! The due of the final exam is on a THURSDAY (not Sunday), and it is DUE BY NOON (not 11:59 pm)!

Grade Inquiries

If you have a question about a grade in the gradebook, such as a Perusal grade or a quiz question (e.g., you see a zero in the gradebook, but believe you completed the assignment, or you think your answer to a question was correct, but it was counted as wrong), you must contact me within one week of the assignment due date. Otherwise the grade in the gradebook is final.

EXTRA CREDIT

The extra credit opportunities I will offer this semester are a Perusal reading assignment on the syllabus and a syllabus quiz. Both are completely optional (IOW no one is required to complete these). However, if you would like extra credit points you can complete the syllabus quiz &/or syllabus Perusal. Both the extra credit quiz and Perusal are worth *up to* 5 points. On the quiz you will be given 2 attempts and your highest attempt will count as your extra credit points. Please note, this is *not* 5 (or 10) *percentage* points, but rather “raw points.” If you receive these points, you can imagine these points being added to a quiz, or replacing a 0 on a missed quiz, or being added to the Writing Assignment or Final Exam.

FINAL GRADE CALCULATION

Evaluation Method	Total possible points	% of Final Course Grade
11 highest quizzes at 14 points each	154 points	36%
15 Perusal Reading Assignments at 5 pts each	75 points	17%
Writing Assignment	50 points	12%
Comprehensive Final Exam	150 points	35%
	<i>Total possible points in class = 429</i>	
Tentative Grading Scale for Final Course Grade (the point total might change based on the material we are able to cover which might affect the grading scale):	90% or more of total possible points (384 points or more):	A
	80-89% of total possible points (341-383 points):	B
	70-79% of total possible points (298-340 points):	C
	60-69% of total possible points (255-297 points):	D
	59% or less of total possible points (254 points or less):	F

POLICIES RE: MISSING WORK

Due dates for all work are found in this syllabus, and multiple locations on our Blackboard course page. You need to pay close attention to these dates and do your best to complete them on time.

NOTE: The only computer issue that warrants a make-up is if the entire class is unable to access Blackboard at the time a Perusal assignment, or quiz, or writing assignment, or exam is due. If this occurs, I will extend the due date for the entire class. Because other computer issues are not cause for a make-up, you should carefully read about how to avoid or deal with technology problems in the sections following this one.

Missed Perusal Reading Assignments

Because I drop everyone's 3 lowest Perusal assignment grades, **these cannot be made up if missed**, regardless of the reason for missing the assignment. I drop the 3 lowest grades to account for the possibility that a student is too sick to complete an assignment, or has an ill loved one to attend to, or has a loved one who passes away. *All of these assignments will be available for at least 2-4 weeks before their due date.* If you know you are going to be busy due to school + work + life, please work ahead and be intentional and responsible about your time management.

Missed Quizzes

Because everyone has two attempts on each quiz, and because I drop everyone's three lowest quiz grades, there is no situation that will warrant a make-up on a quiz. In other words, almost everyone will run into a situation that might disrupt a quiz. *However, the two attempts and the three dropped grades are your tickets out of these situations. So, use them wisely!*

Missed Writing Assignment

Because you will have almost the entire semester to work on and submit the writing assignment, I will NOT accept assignments that are submitted more than 3 days after the due date. Writing assignments that are submitted late will receive point deductions for each day it is late. If you have an emergency during the week the assignment is due (e.g., you are

hospitalized, or you lost a loved one), and you have appropriate documentation of the emergency, contact me and I may extend the due date.

Missed Exam

Because students only have one attempt on the Final Exam, I have a more detailed make-up policy for the exam. Please review the table below to see how various situations will be resolved.

Issue leading to missed Exam	How it will be resolved
A student is in the hospital for more than three days during the week the Final Exam is due.	As soon as possible, provide documentation of the hospital stay during the week of the final exam. You must make up the missed exam within 1 week of the last day indicated on the medical documentation (e.g., if you were released from the hospital on the 12 th , your make up work must be submitted no later than the 19 th).
A student lost a loved one the week before the Final exam due date.	As soon as possible, provide documentation in the form of an obituary or funeral program. The student will have 1 week to make up the missed exam.
A student was caring for a terminally ill loved one during the week the Final exam was due.	As soon as possible, provide documentation in the form of a doctor's note from the doctor caring for the loved one. The student will have 1 week to make up the missed exam.
A student's exam attempt is disrupted due to a computer problem, but other students could access Blackboard and the exam during that time.	I will review the Blackboard data recorded from your attempted session to determine if a make-up is given. <u>Remember</u> , you must make sure you have reliable internet access for this course. <u>See the "Technology Problems" section so you can avoid this problem before it happens.</u>
Blackboard is unavailable at some point during the week, but not at the time the exam is due.	No makeup is given. The Final Exam will open approximately 1 week prior to the due date. Thus, all students will have access to the Final Exam for at least one full week.
A student forgot to submit the final exam by the due date.	No makeup is given. I have provided students with the due date for the final exam. It is your responsibility to get your work done by those dates.
A student was traveling and did not have access to the internet when the exam was due.	No makeup is given. It is your responsibility to make sure you have reliable internet access for the duration of this course. If you must travel during the semester, you need to get your work completed ahead of time, or make sure that you have access to the internet at your travel destination.

TECHNOLOGY PROBLEMS AND HOW TO GET HELP:

Remember, a computer issue that affects an individual student, but not the entire class, will not merit an extension on Perusall assignments, quizzes or exams. Thus, it is best to plan ahead and assume that you will experience one or two (or all) of these problems. If you take the time NOW to review the information below and figure out how you will address these issues if/when they arise, you will not be flustered—instead, you will be ready to execute your backup plan.

TECHNOLOGY CONTINGENCY (BACK-UP) PLANS	
Problem(s)	Solution
"Argh! My internet is down!" &/or	Free WiFi is available at many area businesses (Starbuck's, McDonald's, Chick-fil-A, United Supermarkets), and in the buildings and <i>parking lots</i> of many schools including SPC campuses. Click here for WiFi Resources at SPC (at the bottom of the "WiFi Resources at SPC" page you will also find phone carrier assistance plans).
"OMG! My computer is not working!" &/or	Make a list of friends, family members, classmates &/ or even neighbors who might let you borrow their computer, or their WiFi, or their printer in the event yours is not working
	If you are an SPC student, and within driving distance, we have <u>computer labs</u> with computers, printers and internet access at every campus: <ul style="list-style-type: none"> • Downtown Lubbock Campus: Ground floor, to the left after entering front doors

<p>“Darn! I need to print [that thing], but my printer is out of ink.” &/or</p>	<ul style="list-style-type: none"> • SPC Reese Campus: Building 8 (room 827), Building 2 (room 207), and Building 4 (adjacent to room 451) • SPC Levelland Campus: Technology building • SPC Lubbock Center, 39th & Avenue Q: Room 109 and Room 138 • SPC Plainview Center, 1920 W. 24th St., Plainview, Texas
<p>“Ugh! I’m out of town, and I don’t have a computer [or access to the internet]”</p>	<p>Public libraries (wherever you live) typically have computers available to the public</p> <p>If your computer breaks down, contact a local computer repair business (e.g., Best Buy, Office Depot, etc.). Or, if possible, buy an inexpensive computer from sites like edealinfo.com, Amazon marketplace, Newegg or eBay. Consider applying for funds to help with school expenses, such as a new computer and internet service (you can apply here).</p> <p>If you are traveling, find out if the hotel has a computer lab for guests, or if the person you are staying with has a computer with internet access. If not, work ahead and get your quiz, or exam, or written assignment completed before you leave.</p>

Blackboard, Perusall and Email Technical Support

For Blackboard issues, contact the SPC Tech Support staff at 806-716-2180, Mon-Fri, 8 am – 4 pm; or email blackboard@southplainscollege.edu or go to <https://help.blackboard.com> or call Blackboard Support at (800)424-9299.

For Perusall issues, follow this link to find answers to frequently asked questions: <https://support.perusall.com/hc/en-us/categories/360002173133-Students>, or contact Perusall Support at: <https://support.perusall.com/hc/en-us/requests/new>

For SPC email issues, contact the SPC help desk at (806)716-2600 or at helpdesk@southplainscollege.edu.

The table below contains possible troubleshooting solutions to help you solve common technology issues:

TECH TROUBLESHOOTING	
Problem	Possible Solution
<p>I cannot access Blackboard, but I can access other websites</p>	<p>Blackboard might be down. Check your SPC email and MySPC for announcements about Blackboard outages. IF you cannot access these sources of information, or if there are no such announcements, contact Blackboard support (see above).</p>
<p>I cannot access any websites.</p>	<p>Your internet may be down. If you know how, try resetting your modem and/or router. If your internet is still not working, contact your internet provider, or implement one of your contingency plans (see above).</p>

OTHER IMPORTANT POLICIES AND INFORMATION:

Academic Integrity: Students are expected to do their own work on all quizzes, assignments, and exams. Failure to comply with this policy (e.g., plagiarism, cheating) will result in an F for the assignment and can result in an F for the course if circumstances warrant. ****In the spirit of upholding academic integrity, I want to express my gratitude to my colleague, Dr. Will Crescioni for sharing his online syllabi with me. My syllabus draws heavily from Dr. Crescioni’s beautifully formatted and worded syllabus, especially the sections on technology and missed work.**

Attendance and Drop Policy: For online students, I will take “attendance” based on your completion of graded work by the due date, and logging into Blackboard. A student may be dropped from this course if 1) the student has not logged on to Blackboard for 14+ consecutive days, or 2) the student has not logged onto Blackboard *or* completed any work by the 12th day of classes (September 14th), or 3) the student has too much incomplete work to pass the course.

COURSE OUTLINE/CALENDAR:

WEEK	ASSIGNMENTS	QUIZ / EXAM	DUE DATES (no later than...)
Mon 1/16 is Martin Luther King, Jr. Holiday—all campuses closed			
Week 1 Tue 1/17-Sun 1/22	Read the Syllabus! Complete an <u>optional</u> Extra Credit (EC) Perusall assignment &/or Quiz over the syllabus, each worth <i>up to</i> 5 points. If you do the extra credit, you will be familiar with Perusall AND understand the syllabus (2-for-1!).	Optional Extra Credit (EC) Syllabus Quiz	Perusall: Sat 1/21 by 11:59 pm Quiz: Mon. 2/6 by 11:59 pm <i>No, this is not a typo— you can complete the EC Quiz any time up to 11:59 pm on Feb. 6th.</i>
Week 2 Tues 1/23-Sun 1/29	Perusall #1: History of Psychology Perusall #2: Psychological Perspectives	Quiz: History & Perspectives	Perusalls: Sat 1/28 by 11:59 pm Quiz: Sun 1/29 by 11:59 pm
Week 3 Mon 1/30-Sun 2/5	Perusall #3: Research Designs	Quiz: Research Designs	Perusall: Sat 2/4 by 11:59 pm Quiz: Sun 2/5 by 11:59 pm
Week 4 Mon 2/6-Sun 2/12	Perusall #4: The Healthy Life	Quiz: The Healthy Life	Perusall: Sat 2/11 by 11:59 pm Quiz: Sun 2/12 by 11:59 pm
Week 5 Mon 2/13-Sun 2/19	Perusall #5: The Brain and Nervous System	Quiz: Brain & Nervous Sys.	Perusall: Sat 2/18 by 11:59 pm Quiz: Sun 2/19 by 11:59 pm
Week 6 Mon 2/20-Sun 2/26	Perusall #6: States of Consciousness Perusall #7: The Unconscious	Quiz: Uncon. & Consciousness	Perusalls: Sat 2/25 by 11:59 pm Quiz: Sun 2/26 by 11:59 pm
Week 7 Mon 2/27-Sun 3/5	Perusall #8: Conditioning and Learning	Quiz: Learning & Conditioning	Perusall: Sat 3/4 by 11:59 pm Quiz: Sun 3/5 by 11:59 pm
Week 8 Mon 3/6-Sun 3/12	Perusall #9: Memory (Encoding, Storage, Retrieval)	Quiz: Memory	Perusall: Sat 3/11 by 11:59 pm Quiz: Sun 3/12 by 11:59 pm
** SPC Spring Break: Monday March 13th through Friday March 17th —all campuses closed**			
Week 9 Mon 3/20-Sun 3/26	Perusall #10: Personality Assessment Perusall #11: Personality Traits	Quiz: Personality	Perusalls: Sat 3/25 by 11:59 pm Quiz: Sun 3/26 by 11:59 pm
Week 10 Mon 3/27-Sun 4/2	Perusall #12: Prejudice, Discrimination and Stereotyping	Quiz: Intergroup Relations	Perusall: Sat 4/1 by 11:59 pm Quiz: Sun 4/2 by 11:59 pm
Week 11 Mon 4/3-Sun 4/9	Perusall #13: Obedience and Conformity Perusall #14: Persuasion: So Easily Fooled	Quiz: Social Influence	Perusalls: Sat 4/8 by 11:59 pm Quiz: Sun 4/9 by 11:59 pm
Week 12 Mon 4/10-Sun 4/16	Writing Assignment: Psychology in My Life Perusall #15: Mood Disorders	Quiz: Mood Disorders	Writing Assignment: Mon 4/10 by 10:00 pm Perusall: Sat 4/15 by 11:59 pm Quiz: Sun 4/16 by 11:59 pm
Week 13 Mon 4/17-Sun 4/23	Perusall #16: Anxiety Disorders	Quiz: Anxiety Disorders	Perusall: Sat 4/22 by 11:59 pm Quiz: Sun 4/23 by 11:59 pm
Week 14 Mon 4/24-Sun 4/30	Perusall #17: Schizophrenia Spectrum Disorders	Quiz: Schizophrenia	Perusall: Sat 4/29 by 11:59 pm Quiz: Sun 4/30 by 11:59 pm
Week 15 Mon 5/1-Sun 5/7	Perusall #18: Therapeutic Orientations	Quiz: Therapy	Perusall: Sat 5/6 by 11:59 pm Quiz: Sun 5/7 by 11:59 pm
Week 16: Final Exam Week! Mon 5/8-Thur 5/11	Complete the Final Exam on the material covered in weeks 2 through 15; Review your past quizzes to prepare for the Final Exam	FINAL EXAM	You must complete the Final Exam no later than <u>NOON THURSDAY 5/11!</u>

IMPORTANT NOTE: *In addition to weekly Perusall assignments and quizzes, there are **videos** that students are required to watch, and these will be posted in the weekly folders. Please watch the videos and take notes as some of the quiz and exam questions are drawn directly from the videos.*

Other Important Academic Dates and Holidays:

Wednesday, February 1st —the 12th Class Day (students who have not accessed Blackboard by 2/1 will be dropped)

Thursday, April 27th —Last day for students to drop a course

Monday May 8th to Thursday May 11th—Final Exam Week (no regularly held classes, final exams only)