

SYLLABUS PSYC 140

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Course Title: PSYC 140 General Psychology (8 Weeks)

Credit Hours: 3

Course Description

This class is fully online. However, proctored exams are required to be taken at a testing center or with an approved proctor.

Introduction to the scientific study of behavior and experience with emphasis on maturation and learning, motivation, emotion, sensation, perception, and thinking. Aspects of personality and individual differences.

Prerequisite: None

Textbook Information

1. Required Textbook:

Discovering Psychology, 6th edition, authors Hockenbury and Hockenbury..

2. Other Required Materials:

None.

3. Optional:

None.

Course Objectives

Upon Completion of this course, you will be able to:

- Explain the scientific basis and methodology of psychology.
- Describe the organization and structure of the central nervous system.
- Distinguish between the basic theories and principles of developmental psychology.
- Identify the basic forms of learning.
- Describe basic memory functions.
- Identify and critique the major theories of personality.

- Distinguish between the primary sources of motivation and their effects on behavior.
- Identify psychological disorders and differentiate between normal and abnormal behavior. Recognize the cultural, biological and social factors that impact the distinction.
- Recognize the major factors influencing individuals in social situations.
- Evaluate current models of the treatment of psychological disorders.
- Describe problem-solving strategies, decision-making strategies, characteristics of language, effects of bilingualism, and the development of intelligence tests.
- Describe consciousness, sleep, dreams, mental activity during sleep, sleep disorders, hypnosis, meditation, psychoactive drugs.

Communication and Turnaround Time

1. Communication Types:

- Announcements will be posted by the instructor in the Announcement Page.
- Course Messages:
 - If you have specific, personal questions for the instructor, please send a message through Blackboard using the Course Messages link on the left.
- Discussion Boards: Questions and answers will be posted in the discussion board forums that you will want to read. Weekly discussion questions are posted for class interaction.
 - General Question Forum: If you have a general question regarding the course policies and procedures that have not been answered in the syllabus or course orientation materials, there is a discussion board forum labeled General Questions. Your question and the instructor's response will be available there to help others who may have had the same question

2. Communication Turnaround Time:

You can expect all correspondence via discussion board or messaging to be responded to within 48 hours Monday through Friday. The instructor will notify the class if there will be longer periods of time where responses may be delayed.

Grades and Feedback Turnaround time

It is imperative in an online class that you are aware of your grade status in the class at all times.

Please refer to the link below to see how to check your grades and feedback:

- [How to check my grades written tutorial](#)
[How to check my grades video tutorial](#)
- [How to check assignment grades written tutorial](#)
[How to check assignment grades video tutorial](#)

Here are the expected turnaround times for each assignment type.

1. Discussion forums will be graded within 3 days after the due date.
2. Multiple-choice, True/False, Match and other non-essay type questions in Quizzes and Exams are auto-graded immediately after you take them.
3. Papers, journals, essays, short-answer questions and other manually graded written assignments will be graded within one week after the due date.

Grades

Points Grade:

- Chapter Discussions = 12 chapter discussions @ 5 points = 60 points
- Chapter Assignment Blocks= 180 points
 - 11 chapter assignments @15 points = 165 points
 - Chapter 7 assignments 1 @10 points = 10 points
 - Chapter 7 assignment 2 @ 5 points = 5 points
- Chapter Quizzes = 12 chapter quizzes @ 20 points = 240 points
- Journal Assignment: 60 points (3 phases)
 - Phase 1: topic and two references = 10 points
 - Phase 2: abstracts= 20 points: 10 points for two abstracts, 10 points for comments on two other classmates' abstracts (2 comments, 5 points each)
 - Phase 3: paper=30 points)
- Midterm Exam: 60 points
- Final Exam: 60 points

Total Points: 660

Letter Grades

- A = 90-100%= 594 – 660 points
- B = 80-89% = 528 – 593 points
- C = 70-79% = 462 – 527 points
- D = 60-69% = 396 – 461 points

- 59% or less will result in failing the class = 395 points or lower

Assignment Types and Grading Policy (Including Proctored Exams)

1. Discussion Boards:

Each chapter has a discussion. There are 12 discussion forums, and each discussion is worth 5 points.

Discussion board postings will not be graded unless you post a comment by Thursday evening at midnight, and respond to at least two other classmates by Sunday night at midnight. If these minimum requirements are not met, you will receive a zero for that chapter's discussion board grade.

- 5 points = Minimum requirements are met, and your postings are relevant to the topic, thoughtful, and add to the conversation. These postings need to be longer than a sentence.
- 3-4 points = Minimum requirements are met, but posts are too short, or are simply repeating what other students are saying, or lack thoughtful effort.
- Note: if the minimum requirement is met, but the instructor feels the posts are offensive in any way, not respectful of other students, or consist of extremely short statements, the instructor has the option of assigning 0-3 points for the discussion board.

2. Chapter Assignments:

Each chapter has one assignment worth of 15 points. The only exception is chapter 7. Chapter 7 has two assignments worth of 15 points total. These assignments will generally consist of brief essay questions and other miscellaneous tasks specific to certain chapters. The due dates for these quizzes can be found on your course schedule.

3. Quizzes:

Quizzes will be given to cover textbook reading assignments for each chapter. These quizzes will be online and consist of 20 multiple-choice questions. The due dates for these quizzes can be found on your course schedule, and a study guide for these quizzes can be found under Course Documents. The questions will be drawn randomly for each student from a larger pool of questions. (So don't bother with trying to work together on them 😊)

These quizzes must be taken before Sunday at midnight each week of the semester, except where noted on the course schedule. They will be available starting on Thursday of each week. When they are open, you can find them

under the Assignments button on your main menu. Quizzes will be timed, and the questions will be displayed one at a time.

4. Research Paper assignment:

You will write a summary and critique of psychological research requiring you to use professional psychology journal articles. This paper will be worth 60 points, and you cannot receive an "A" in this course unless you complete this assignment.

- Phase 1 Blog: Decide topic and two references
- Phase 2 Discussion: Post abstracts of the two articles from the reference, and then read and comment on two classmates' abstracts.
- Phase 3: Submit a paper.

There are 60 points possible for the Research Paper Assignment, the grading rubric is listed below:

Phase 1 blog = 10 points (each article is 5 point, 2 articles)

Topic and citations turned in by due date and in the appropriate format. Detailed instructions and a sample of a "10 point" topic and citation can be found in the Preview of Research Paper Assignment in Learning Units.

Phase 2 Abstract and discussion = 20 points (each article is worth 10 points, 2 articles)

- 10 points abstracts: Abstracts are in correct format, examples of formatting are included in discussion assignment instructions.
- 10 points comments: Read all summaries and comment on two classmates' summaries. Each comment is worth 5 points.

Phase 3 paper = 30 points (each article is worth 15 points, 2 articles)

Research Paper article abstracts turned in by due date and in the appropriate format. Detailed instructions and examples of an abstract can be found in Week 7. A specific grade breakdown is listed below:

- 3 points = Grammar and spell check completed for abstracts. Up to 10 points may be deducted from your abstracts for spelling, proofreading, and sentence structure errors.
- 3 points = Abstracts are in correct format, examples of formatting are included in journal assignment instructions.
- 9 points = Critical thinking questions for each abstract are answered in a thoughtful manner and are long enough to fully answer the question.

These critical thinking questions are found in the Preview of Research Paper Assignment in Learning Units.

- If the instructor has evidence that a student has plagiarized any part of the journal abstract assignment, a zero score may be given for the entire assignment.

5. Exams:

Two exams will be given online: Midterm exam and Final Exam. The exams will be available for several days, so make-ups outside of the scheduled exam period are not allowed.

- Midterm Exam: The Midterm exam is proctored, which means students will take the midterm exam on a proctoring site. Please refer to Testing center to see how to schedule a proctored exam. The midterm exam will consist of 60 multiple-choice questions and True-and False questions from the chapter 1, 2, 5, 6, 7, 8, 9. These questions will be worth 1 point each, for a total of 60 points.
- Final Exam: The final exam will consist of 60 multiple-choice questions and True-and False questions over the “big ideas” from all the chapters covered during the course (Chapters 1,2, 5, 6, 7, 8, 9, 4, 13, 10, 11, 14). These questions will be worth 1 point each, for a total of 60 points. Chapters taught after midterm exam will have a bigger portion in the final exam (Chapters 4, 13, 10, 11, 14).

Proctored Exams

MCC Online students use SmarterProctoring to sign up for a time to take a proctored exam. Students may sign up to take the exam in one of the MCC testing centers or with another approved proctor. If SmarterProctoring does not offer a pre-approved proctor in the student’s area, the student may find another proctor with the approval of the instructor. Instructions on how to use SmarterProctoring are provided within the course itself.

Please note that if you are testing at one of the MCC locations you will be required to sign up for an available time slot at that testing center before arriving at the site. Even if you are a “walk-in” you will need to access SmarterProctoring to sign up prior to being allowed to take the test.

Course Policies

1. Non-graded But Required Assignments

You **MUST** start the class by completing the Pre-assignments in unit 1 within 3 days after the semester starts. These assignments are not worth any points, but they hopefully get technical issues out of the way before you have to do things that are worth points! These “practice” tasks also let me know who is in the class and who has decided to bail out. **If your practice assignments are not received within 3 days after the semester starts, you will be dropped from the class. There are no exceptions to this policy.**

2. Non-graded and Optional Assignments

Practice chapter quizzes: The practice chapter quizzes for each chapter are designed for students to check their understanding of the chapter before taking a graded chapter quiz or an exam. These practice chapter quizzes are not graded and optional.

3. Extra Credit

No extra credit exists.

4. Expectations

It is expected that you will access this blackboard site at least three times per week. Daily access is encouraged.

This course has been designed to be delivered in as flexible a manner as possible, but this does not mean that you will be able to leave it alone for more than a day. This is a 3-credit-hour class taught in 8 weeks, which would meet for 6 hours a week and have approximately 12-18 hours of outside work and study. You should plan on spending about 18– 24 hours a week on this course with the online time, reading materials, and study time.

5. Attendance Policy

You **MUST** start the class by completing the Pre-assignments in unit 1 within 3 days after the semester starts. These assignments are not worth any points, but they hopefully get technical issues out of the way before you have to do things that are worth points! These “practice” tasks also let me know who is in the class and who has decided to bail out. **If your practice assignments are not received within 3 days after the semester starts, you will be dropped from the class. There are no exceptions to this policy.**

Since this course is online, your “attendance” in class is based on meeting assignment deadlines. You must submit work for the class to be considered attending the class. Federal Guidelines require you to login, participate, and submit assignments to be considered attending.

MCC regulations state that an instructor may withdraw a student from class after a consecutive absence equating to 15% of the total class time, or after total absences equating to 33% of the total class time. If you fail to submit any work for one week of an 8-week course or two weeks of a 16-week course, you may be withdrawn. If you fail to turn in 33% of your work in the course, you may be withdrawn from the course. An instructor may choose to enforce a stricter attendance policy.

Simply logging in to Blackboard does not count as attendance.

6. Late Work

Due dates for assignments, exams, discussions and other work are posted on the course schedule or calendar. Late assignments will not be accepted.

7. Drop Policy

It is your responsibility to withdraw from the course if you decide to stop attending. If you choose to drop the course you must complete a drop form and submit it to the campus records office. Check myMCCCKC > Student Center for the specific dates, including the last date to drop your course without assessment (or grade posted) for the course

Before withdrawing, please contact an advisor to determine what if any impact this drop will have on your financial aid.

8. Code of Conduct

Students are required to follow the [Metropolitan Community College's Student Code of Conduct](#).

******This is important!!**

Additionally, discussion forums are to be used for course content only. They are not to be used for complaint threads, dating threads, or other non-course related discussions. If you have a complaint about me, the course, or a particular grade, please contact me using the messages function. Anyone violating this policy will be warned once, and then dropped from the course if they violate the policy a second time. In addition, foul or offensive language is not allowed, and students will be dropped if they insist on engaging in this type of behavior.

Please be respectful of the opinion of others during discussion threads. At times, we may discuss very controversial topics that you will have strong opinions about. If you disagree with another student's posting, do so in a way that respects his or her right to have an opinion that is different from yours. However, blatantly racist, sexist, homophobic, or otherwise

offensive threads will be deleted and are also justification for being dropped from this course.

9. Student Support

If you need technical support for Blackboard, MCC student email, tutoring services, Library services, advising or counselling services, please click on the “Student Resources” tab on top of blackboard after you logged in to Blackboard.

10. General Education Outcomes Assessment

As part of the Metropolitan Community College’s ongoing assessment of general education outcomes, some of your assignments will not only be evaluated for this course, but may also for district wide assessment projects. The results of any coursework that is considered for general education assessment will be done only on the aggregate level. Individual student achievement will remain confidential.

Netiquette

Netiquette: Information on appropriate online conduct can be found in [The Core Rules of Netiquette](#). You are expected to follow these rules and any other specific rules your instructor may require for interacting in the class.

Satisfactory Academic Progress

In order to continue your eligibility for financial aid, you must make satisfactory academic progress toward your educational plan by maintaining a minimum grade point average and successfully completing a minimum number of courses throughout your enrollment at MCC, and completing your educational plan within a reasonable time. Your progress will be reviewed at the end of each semester. More information is available at [Satisfactory Academic Progress web site](#).

ADA

Metropolitan Community College (MCC) is committed to ensuring equal access to all qualified students with disabilities in accordance with the Americans with Disabilities Act (ADA). If you have a disability which may impact your ability to access or participate in any aspect of your online coursework, please contact the campus Disability Support Services (DSS) Coordinator or your choice. Phone numbers are listed at mccck.edu/disability. The DSS Coordinator will work with you to determine what disability documentation/information is needed in order to provide accommodations. Accommodations are determined on an individualized basis and may take some time to

put in place, so early notification to DSS is helpful. Students can identify themselves to DSS as a student with a disability and request accommodations anytime during their education. Please note that accommodations are not retroactive and may vary based on the nature and requirements of the class. More information is available at mcckc.edu/disability.

- [Blackboard Accessibility Information](#)
- [Smart Proctoring Accessibility Information](#)

Academic Integrity

The Metropolitan Community College, as an academic community, expects all administrators, faculty, staff, and students to behave as responsible members of the college community and to be honest and ethical in their academic work. MCC strives to provide students with the knowledge, skills, judgment, and wisdom they need to function in society as educated adults. To falsify or fabricate the results of one's research; to present the words, ideas, data, or work of another as one's own; or to cheat on an examination corrupts the essential process of higher education and the values of the Academy.

The Metropolitan Community College expects all students to act according to the rules of academic honesty as outlined in the [Student Handbook](#). What this really means is that you are expected to turn in only your own work and that you will complete all quizzes and examinations unassisted. If you should violate this trust, then you will be treated the same as any traditional student that cheats.

Academic Dishonesty includes:

1. Plagiarism - the intentional use of the ideas or words of another as one's own in a paper or other academic assignment.
2. Cheating during examinations, whether by copying from a fellow student or by using information in the form of unauthorized aids brought to the examination.
3. The submission of work for any assignment that has been prepared by another student.
4. Submission of a single paper to fulfill requirements in two courses without prior approval of the instructors in both courses.
5. Using a false name or signing the name of another individual without proper authorization in connection with any course work.

Disciplinary action will be taken for those students suspected of academic dishonesty. At no point in this course is it acceptable for students to submit someone else's work as their own, or use the ideas of someone else as their own. It is also unacceptable for students to share their own work with another student.

Unilateral Instructor Action – If objective evidence exists indicating that a student has practiced academic dishonesty, the instructor may assign a grade of "F" on the paper, examination, or assignment or assign a grade of "F" for the course.

If the instructor feels that a more severe action is appropriate, the complaint may be referred to the division chair and the dean of instruction. The dean has the authority to recommend an action to the president, or the student may request a hearing.

Grievance

Questions or concerns about any aspect of this course should be directed to the instructor so the student and the instructor can work together to resolve any problems that may exist. In the unlikely event that the problem cannot be resolved, then the next step is for the student to make contact the MCC Online Enrollment Manager at 816 604 4487.

Metropolitan Community College is strongly committed to providing workplaces and classrooms that are free of sexual harassment. MCC will not tolerate any behavior, whether verbal or physical, which constitutes sexual harassment. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communication of a sexual nature are prohibited. To file a complaint, contact the MCC Online Enrollment Manager at 816 604 4487.