



Fall Quarter 2018

Course: PSYC& 100 General Psychology 5 credits Item# 5401 Section B
Time: Daily 8:30 am to 9:20 am
Room: L 220
Instructor: Madhura Sohani
Office: D 200B
Office hours: Wednesday, Thursday, Friday: 11:30 am -12:30 pm
Email: madhura.sohani@bellevuecollege.edu

Course description:

Psyc&100 is a general psychology class. It includes examining different concepts pertaining to human cognition, emotions, behaviors and perceptions. It comprises of studying the empirical facts in a scientific way which are often studied in laboratories and controlled settings. The topics covered in this class are memory, learning, psychological disorders and their treatments, social psychology, stress, therapies, physiological psychology. In this class, you will have the prospect to engage in different learning experiences. Most common ways would be lectures, presentations, assignments, videos, research papers, understanding and applying the APA (American Psychological Association) style. At the end of this class, you will be able to understand various ways in which human behavior, cognition and interaction can be evaluated. It will help you develop the ability to critically evaluate assertions about human behaviors and make observations around you.

Course outcomes:

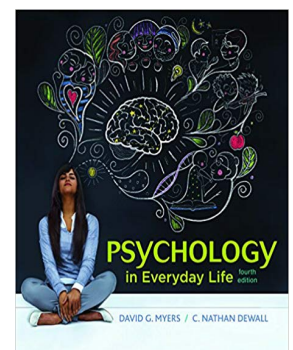
- Describe key concepts, principles, and overarching themes in psychology
- Describe psychology's content domains and areas of application to human behavior
- Use scientific reasoning to understand, apply and/or critique various research methods and theoretical perspectives used by psychologists to study and explain behavior
- Apply critical thinking and ethical standards to evaluate assumptions, claims, and common sense ideas about behavior
- Apply psychological principles and findings to enhance interpersonal relationships at individual, community, national, and global levels
- Communicate effectively in written and/or oral formats in academic and professional life

Textbook requirement

Myers, D.G., & DeWall, C. N. (2017). *Psychology in everyday life*. New York: Worth, Macmillan Learning, (required)

ISBN: 9781319013738

Any format is acceptable, including eBook, notebook, paperback.



Grade distribution

Course Grade

The College Grading Policy is located on page 10 of the Course Catalog: [Grading policy](#). The course letter grade is related to the point total as follows:

Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	F
Minimum %	93%	90%	87%	83%	80%	77%	73%	70%	67%	63%	0%
Minimum Points	372	360	348	332	320	308	292	280	268	252	0-235

Grading system

Course Format

The course is comprised of 3 units. For each unit, students will earn points for attendance and participation. For units 1 & 2 students will take an in-class exam, do online chapter quizzes, do reading assignments intended to engage the student with empirical research in diverse subfields of psychology and complete in-class assignments. For unit 3, students will work on a project and presentation.

Course Grade

- **Your course grade will be wholly determined by the total number of points you accumulate on the assignments described below.**

Assignment	Points	% of Grade
Syllabus Quiz (10 pts)	10	2.5%
Chapter Quizzes (8 quizzes, 10 pts each)	80	20%
Unit Exams (2 Exams, 1 per unit, 50 pts each)	100	25%
Project & Presentation (on topics from last 2 chapters)	70	17.5%
Reading Assignments (5 assignments 10 pts each)	50	12.5%
In-class assignments (5 assignments 10 pts each)	50	12.5%
Attendance and Participation	40	10%
TOTAL	400	100%

Syllabus quiz

You should always consult the syllabus first when you have a question about the class. Chances are, an associated policy is outlined here, and I strictly adhere to my policies. To make sure you have read and understood the policies for this course, you will take a syllabus review quiz on Canvas as your first assignment.

Chapter Quizzes

Students will complete a short multiple-choice quiz for each chapter we have covered. These quizzes can be found on the “**Quizzes**” page of Canvas website. The due dates for these quizzes can be found on the class schedule. All chapter quizzes are available to be **retaken 3 times** to obtain a perfect score before the due date. These quizzes have a **25 minutes’ time limit**. **There is no reason to wait until the due date for your first attempt.**

*****Late policy for quizzes:** Quiz submitted later than the due date by one day (24 hours) will receive 60% credit of the score obtained. Example, if you score 10 on 10 and submit the quiz a day late, your score will be reduced to 6 points. Quizzes submitted two days late (48 hours) will receive 30% credit of the score obtained. **LATE SUBMISSIONS BEYOND 48 HOURS WILL NOT BE ACCEPTED.**

In-class Activity/Assignment

Students will have to do 5 in-class activities/ assignments linked to the units that will count towards their final grades. This is intended to help students follow through the concepts covered in classroom and will be due as announced. Each activity/assignment is worth 10 points and will be administered in the classroom. **If students miss a class and it is an unexcused absence they will not have the opportunity to re-do the assignment except in cases of emergencies accompanied with documentation.**

Unit Exams

Unit 1 & 2 will culminate in in-class 50-point exams. These exams will consist of multiple choice questions. These exams will be administered in class.

You will need to buy 2 Scantron sheets from the bookstore to take PSYC& 100 exams.

BECAUSE OF PAST CHEATING, IF YOU ARRIVE TO THE EXAM AFTER A STUDENT HAS COMPLETED THE EXAM AND LEFT THE ROOM, YOU WILL NOT BE ABLE TO START THE EXAM. BE ON TIME.

BECAUSE OF PAST CHEATING, YOU WILL NOT BE ALLOWED TO LEAVE THE ROOM TO USE THE RESTROOM (OR FOR ANY OTHER REASON) DURING AN EXAM.

NOTE: If you are concerned about your ability to understand exam questions due to a language barrier, you may use a translation dictionary or an electronic translator **without internet access**. If this applies to you, speak with me immediately. **I must approve your device before you may use it on an exam.**

Reading Assignments

Reading assignment will be based on an empirical article related to the course material. Articles will be provided as and when due in class. After reading the article, students will answer questions about it following the instructions below. Students are responsible for uploading their assignments to Canvas before the due date or submit in class. Assignment should be at least 1 page, single spaced.

- How does the article relate to material offered in the course? Be precise.
- What is your analysis of the content you read in the article? Try and answer the following questions:
 - What did you find interesting in this article?
 - What was the most challenging part in this article?
 - How will the knowledge help you improve your life?

Project and Presentation

- This is a process-based and collaborative project. For this task, you will work together in small groups (3-4 members per group). **The groups will work to attain an understanding of an assigned psychological disorder and it's treatment from the PSYC 100 textbook and at least two external resources (e.g. research paper, blog posts, journal articles) approved by me.**
- Each member of the group will receive an individual grade based on their own individual submissions and contributions to the group work. The project will be assigned at the start of the quarter and will be **due between November 26th to November 30th.**
- **Each group member will be assigned a different role in the group.** The roles will be Manager/ team organizer, Compiler/ presentation developer, Writer/ handout developer, and Presenter. At the time of completion of the assignment, each student will **complete a self-evaluation as well as a peer-evaluation** for each member of their group.
- This is a large assignment with several different components that will meet several different student learning outcomes and core competencies. Ultimately, students will **deliver a group presentation**, based on their findings and understanding of the psychological disorders, **make a report on the findings, and do in-class quizzes** at the end of presentations.
- **Final grade will be determined by:**
 - Group presentation (20 points)
 - Group report (10 points)
 - Self-evaluation form (10 points)
 - Peer evaluation form (10 points)
 - All in-class quizzes based on the day's presentation (also a measure of attendance) (20 points)

If any one of the above component is missing students may receive a 0 on this project. Absence on any of the presentation days will not be accepted except in cases of emergency supported by medical or legal documentation.

*****The groups will be formed during the first week of quarter.**

Rules and Classroom Policies

1. Attendance & Participation:

Attendance is very important to succeed in this class. Attending classes regularly will help you better understand the concepts and give you the opportunity to get all your questions answered. Also, regular attendance will ensure that you have all the information that is necessary to pass this class with good grades. Up to 40 points can be earned for attendance. Unexcused absence will not be accepted except in cases of emergencies. Excused absence such as family emergencies, doctor visits and job interviews/job related tasks should be accompanied with legitimate documentation such as a doctor's note and a notice of job interview. In addition, to receive points for class assignments, you need to be in class and participate in the activities. It is your responsibility to find out from other students or me what you have missed when you are absent. If you stop attending, you must withdraw yourself from the class to avoid earning a 0.0 in the class.

2. Late policy:

It is important that you meet the deadlines for all assignments. I ensure that you get enough time to complete the assignments. Late submissions will result in losing points. In case of some assignments, you will gain 60% of the points earned if your assignments are one day late (24 hours) and 30% if your assignments are 2 days late (48 hours). Assignments submitted later than 48 hours will not be accepted. In case of emergencies, late submissions may be allowed only if the reason is discussed with me and a legitimate document is presented when necessary.

3. Contacting me:

The best way to get in touch with me is via Bellevue college email (madhura.sohani@bellevuecollege.edu). I check my email regularly and you can expect a reply within 24 hours on weekdays. It may take me longer than 24 hours to reply on the weekends. It is important that you ask brief questions with clarifications when necessary. Anything that needs detailed explanations should be talked about in person during or after the class or my office hours. If I do not reply in time, please try and send me the email again.

4. Make Up Exams:

Make up unit exams will only be allowed if legal or medical documentation to explain your absence are presented. Exams may be taken early with at least one week's notice and with written documentation for the upcoming absence.

Tips for Success:

- **Attend all classes. It is your responsibility to obtain and learn material for classes you miss.**
- Read all material before coming to class.
- PowerPoint slides will be available online. **Download the day's material before class.**
- Take advantage of office hours or email if you have questions about the material.

- Make flash cards of key terms, be able to name terms when given a description, and vice versa.
- Form a study group with other students in the class (but make sure to complete assignments independently).
- Go to Psychology Tutoring in the Academic Success Center (D204).

Important Notes About Technology Use:

I will be posting class material (e.g., syllabus, PowerPoints, announcements, readings, assignments, and links to articles) regularly on the Canvas course website. **Plan to check the Canvas website regularly.** If you don't have a home computer with Internet access, an open computer lab is available in N250. You will have plenty of time to complete assignments. Excuses such as "my internet wasn't working," "I couldn't make it to the computer lab this morning," or "I thought I posted on the discussion board" will not be accepted.

You are required to create a BC student network account [here](#). The student network account may be created any time after you receive your student identification number (SID) and personal identification number (PIN). For students enrolled in credit classes, the SID and PIN are issued after you apply for admissions. For students enrolled in classes through BC Continuing Education, the SID and PIN are established after you register for a class. Continuing Education students may contact the Continuing Education office directly to request this identification information. Once you have your student network account, go to the Bellevue College website and click Canvas under Student Links to log into the course website. Our course homepage can be accessed from the Courses dropdown menu on the left side of the page.

Classroom Learning Atmosphere

Classroom Etiquette

Basic respect for each other is expected of all students and the instructor. In accordance with this there are a few class rules:

1. **During class, all cell phones and text-messaging devices must be turned off or left outside the classroom.**
2. **If you must come late or leave early, minimize disruption by sitting near the door, removing outerwear and getting your needed course materials ready before coming into the room.**
3. **Intentional, disruptive activities including (but not limited to): texting, holding private conversations with your neighbors, and using computers for purposes unrelated to the course will cost you 1 point for each occurrence. I will not give warnings.** If I have to 'call you out' in class or wait for you to finish your conversation or put away your phone, you will definitely lose one participation point, but you may lose one point even if I don't 'call you out' in class. I will enter this into the grade feedback on Canvas.

Disagreeing with the instructor, and engaging in passionate, intellectual discussion are not disruptive behaviors if they are done with basic respect. If you feel that your rights have been violated, please contact me immediately. Appropriate action will be taken. Respect is important in three other class rules:

1. Students and teaching staff will not silence the views of others they do not agree with in this class.
2. No one may threaten or intimidate others involved in this course with violence or threats of violence.
3. Harassment, sexual and otherwise, will not be tolerated in this class.

Email Communication

Please use standard professional guidelines for all written communication, including using a formal greeting, writing in complete sentences, and signing your name. Your email should do one of the following:

1. Ask a short, clarifying question whose answer cannot be found in the syllabus
2. Request to meet at a time other than during my scheduled and posted office hours, and include at least two days and times you are available for this meeting.
3. Request additional feedback on a graded assignment. Include: a) the question, b) your answer, c) the feedback you have already received, and d) any follow-up questions.

Religious Holidays

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

College Anti-Discrimination Statement (Title IX)

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

Confidentiality and Mandatory Reporting

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

For further information and contacts, please consult College Anti-Discrimination Statements.

Procedures & Guidelines of the Social Sciences Division

Bellevue College's Affirmation of Inclusion: Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at BC, and students, faculty, staff members, and administrators are to treat one another with dignity and respect. The college's "Affirmation of Inclusion" is in line with the principle of free speech in a free society: we have the right to express unpopular ideas as long as we don't show disrespect for reasonable people who might believe otherwise. In this course, you will be expressing ideas through the medium of the course site as well as face to face in the classroom. In that case, these expectations refer to the courtesy with which you communicate with one another in the classroom and on the course website. Part of this respect involves professional behavior towards the instructor, colleagues, and the class itself.

Plagiarism and Other Conduct Policies: Plagiarism is a form of academic dishonesty that occurs when students use information or material from outside sources and do not properly cite those sources. This is grounds for disciplinary action. It is your responsibility to understand plagiarism and its consequences. Plagiarism occurs if:

1. You do not cite quotations and/or attribute borrowed ideas as references.
2. You fail to enclose borrowed language in quotation marks.
3. You do not write summaries and paraphrases in his/her own words and/or doesn't document his/her source.
4. You turn in work created by another person.
5. You submit or use your own prior work for a current or past course, or work from one current course in another course without express permission from your professors. This may also be considered academic dishonesty.

Consequences: If you have plagiarized or engaged in other forms of academic dishonesty, you will likely fail the assignment and possibly the course, despite points earned through other work. Acts of academic dishonesty are reviewed for disciplinary action. If you are new

to writing then please come talk to me during office hours and/or visit the Writing Center. Their website is <https://www.bellevuecollege.edu/asc/writing/> and they are located in D204.

Cheating, Stealing and Plagiarizing: Cheating, stealing and plagiarizing (using the ideas or words of another as one's own without crediting the source) and inappropriate/disruptive behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: Plagiarizing material from the internet and posting rude or personal attacks in discussions. When you are in doubt about any behavior, please consult your instructor. In addition, you may wish to review the generally applicable rules of cyberspace, such as in the Core Rules of Netiquette. The instructor reserves the right to remove posted messages, and downgrade assessments as a result of these types of behaviors.

The instructor can refer any violation of the Student Code of Conduct to the Vice President of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Vice President of Student Services. <https://www.bellevuecollege.edu/policies/id-2050/>

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

F Grade: Students who do not withdraw by the deadline and fail a course will receive a letter grade of "F."

Final Examination Schedule: Final examinations may involve proctored on-campus arranged exams or may be administrated completely online at the discretion of the instructor and in keeping with the stated policies provided in the course syllabus. Please refer to the syllabus at the start of the quarter for additional details and contact the instructor directly for any clarifications. A student who is not in compliance with the scheduled format may forfeit the right to make up the examination. If, for illness or some other circumstance beyond the student's control, the student is unable to follow any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designated by the instructor.

Withdrawal from Class: Academic Year: College policy states that students must formally withdraw from a class by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, an appropriate letter grade will be assigned for the course. Check the [enrollment calendar](#) for additional details. As with most enrollment deadlines, it is the student's responsibility to be aware of these dates and act accordingly.

Hardship Withdrawal (HW): Hardship Withdrawal indicates a withdrawal request made because of extenuating circumstances after the official withdrawal period is over. The student must contact the instructor to request this withdrawal option, or the faculty member may initiate the contact. No points are calculated into the grade-point average. Students may also contact the enrollment Services Office BEFORE grades are assigned in cases of hardship.

Students Who Require Disability Accommodations: Students with disabilities who have accommodation needs are encouraged to meet with the Disability Resource Centre (DRC) <http://bellevuecollege.edu/drc/>. The office is located in B132 (telephone 425.564.2498 or TTY 425.564.4110 email drc@bellevuecollege.edu). Students will need to establish their eligibility for accommodation. The DRC office will provide each eligible student with an accommodation letter or contact your online instructor directly by email. Students who require accommodation in a course should review the DRC accommodation letter with each instructor during the first week of the quarter.

Students with mobility challenges who may need assistance in case of an emergency situation or evacuation should register with Disability Resource Centre, and review those needs with the instructor as well.

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

The DRC office is located in B132 or you can call our reception desk at 425.564.2498. Deaf students can reach us by Skype: the address is DRCatBC (NOTE: There is no @ sign...it is actually DRCatBC). Please visit our website at Disability Resource Center for application information into our program and other helpful links.

COURSE OVERVIEW:

DATE		REMARKS
September 17 th to October 19 th	<u>Unit 1</u> Chapter 1: Psychology's roots, Big Ideas and Critical Thinking Tools Chapter 2: Biology of Mind Chapter 3: Developing through the Life Span Chapter 10: Stress, Health and Human Flourishing	
September 26 th	Quiz for Chapter 1	Due 11:59 PM
October 3 rd	Quiz for Chapter 2	Due 11:59 PM
October 12 th	Quiz for Chapter 3	Due 11:59 PM
October 18 th	Quiz for Chapter 10	
October 19 th	Unit 1 Exam	Due in class
October 22 nd to November 21 st	<u>Unit 2</u> Chapter 6: Learning Chapter 7: Memory Chapter 11: Social Psychology Chapter 12: Personality	
October 30 th	Quiz for Chapter 6	Due 11:59 PM
November 5 th	Quiz for Chapter 7	Due 11:59 PM
November 13 th	Quiz for Chapter 11	Due 11:59 PM
November 20 th	Quiz for Chapter 12	
November 21 st	Unit 2 Exam	Due in class
November 26 th to November 30 th	<u>Unit 3</u> Project & Presentation chapters Chapter 13: Psychological Disorders Chapter 14: Therapy	Due in class

The syllabus is not set in stone and is subject to change. Any change will be informed in classroom.