**PSY 1012**

**(General Psychology)**

**Online Syllabus**

**Session II 2014/15**

**9 WEEK SESSION**

**Instructor - Sheryl Peterson - 394-6948**

**FAX NUMBER 727-444-6815**

Welcome to the Online course, **General** **Psychology, PSY 1012.** This syllabus contains important information that will help you complete the course successfully. Please read it carefully and keep it for reference throughout the session. We at St. Petersburg College are committed to helping you achieve your goals. Keep these things in mind to be successful:

**10 KEYS TO SUCCESS**

1. Plan to spend at least **16 hours** a week for each course and **SCHEDULE** it in your life.
2. Read the entire **SYLLABUS** carefully.
3. **READ AND TAKE NOTES** on all assigned readings WEEKLY.
4. **COMPLETE CHAPTER STUDY QUESTIONS** weekly (Under each MODULE.)
5. ENGAGE your instructor and other students in discussions concerning topics, assignments, on **WEEKLY DISCUSSION FORUMS**.
6. **PLAN YOUR WORK AND WORK YOUR PLAN**: turn in assignments on time. Keep a calendar of Assignment Due Dates and check **COURSE CALENDAR** frequently.
7. ASK QUESTIONS when you are confused or need clarification on course topics OR requirements. **FREE TUTORING** is available online or on campus.
8. **ENJOY LEARNING!** Talk to your family and friends about what you are learning and apply it to your own life whenever possible.
9. Find a **STUDY-BUDDY**to study with for exams. Explaining these concepts to someone else is a great way to check your understanding and comprehension.
10. Remember: online classes are *CONVENIENT*, which is NOT to be confused with *EASIER*!                                                                                                                                                                                                          **TALK TO YOUR INSTRUCTOR IF YOU ARE HAVING A PROBLEM.**

**~Local Instructor Biography~**

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| Sheryl S. Peterson received her Bachelor’s degree from University of Florida, her Master's degree in Counseling Psychology from Anna Maria College, and is currently working on her Doctorate from the University of South Florida. She has been associated with St. Petersburg College since 1981, when she left teaching Psychology to become the counselor of Project Support. She then became the coordinator of Distance Learning until August 1989. At this time she became a member of St. Petersburg College Social Sciences faculty until 1996, when she became Program Director of Social and Behavioral Science on St. Pete/Gibbs Campus. In 2003 she moved to Seminole's eCampus to become a fulltime online instructor and is currently the Academic Chair of Social Science on Seminole Campus.  Ms. Peterson is a graduate of Leadership St. Petersburg , received an award from St. Petersburg College for excellence in the Dual Credit Program and an award from PBS for Outstanding Program Development. She has been listed in Outstanding Young Woman in America and in Who's Who in America and has also served on the advisory committee for the making of several telecourses in conjunction with Coast Community College in Los MyCourses, California. |

**~WEEKLY READING ASSIGNMENT SCHEDULE~**

**General Psychology**

**PSY 1012**

**REQUIRED TEXT--CHOOSE FORMAT:**

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| --- | --- | --- | --- | --- |
| **DISCOVERING PSYCHOLOGY with DSM5 update (Paperback)** | **HOCKENBURY** | **WORTH** | **6th** | **9781464163494** |
| **DISCOVERING PSYCHOLOGY with DSM5 update (Loose Leaf)** | **HOCKENBURY** | **WORTH** | **6th** | **9781464163470** |

**Social Science Administration Office: 394-6965**

**FAX: 727-444-6815**

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| |  |  |  |  | | --- | --- | --- | --- | | **Week #** | **Date** | **Class Participation Activity** | **Reading Assignment** | | **1** | **January 12-18** | **Assign 0**  **DF-CH 2** | **Chapter 1:  Introduction and Research Methods**  **Chapter 2:  Neuroscience and Behavior** | | **2** | **January 19-25** | **DF 3**  **PRACTICE QUIZ (CH 1, 2 &3)** | **Chapter 3:  Sensation and Perception**  **(pgs. 87-92; 113-131)**  **Chapter 4:  Consciousness and It's Variations** | | **3** | **Jan. 26 – Feb. 1** | **DF 4**  **PORTFOLIO A** | **Chapter 5:  Learning** | | **4** | **February 2-8** | **CH DF 5**  **UNIT A EXAM** | **EXAM**  **Chapter 6:  Memory** | | **5** | **February 9-15** | **DF CH 6** | **Chapter 7:  Thinking, Language, and Intelligence**  **(pgs. 275-283; 293-313)**  **Chapter 8:  Motivation and Emotion** | | **6** | **February 16-22** | **DF-CH 9**  **PORTFOLIO B;** | **Chapter 9:  Lifespan Development**  **Chapter 10:  Personality** | | **7** | **Feb. 23 – Mar. 1** | **DF-CH 10**  **UNIT B EXAM** | **EXAM**  **Chapter 11:  Social Psychology** | | **8** | **March 2-8** | **DF-CH 12** | **Chapter 12:  Stress, Health and Coping**  **Chapter 13:  Psychological Disorders** | | **9** | **March 16-22** | **PORTFOLIO C**  **DF-CH 14** | **Chapter 14:  Therapies** | | **10** | **March 23-29** | **UNIT C EXAM** | **EXAM** | |
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**Academic Honesty**

St.Petersburg College has an Academic Honesty policy. It is your responsibility to be familiar with the policies, rules, and the consequences of violations. There is no tolerance for cheating and academic dishonesty. Discipline can range from a zero on a specific assignment to expulsion from the class with a grade of F. Note that copy/pasting published information, whether it's from your textbook or the Internet, without citing your source is plagiarism and violates this policy. Even if you change the words slightly the ideas are someone else's so you still have to cite your sources. Cheating, plagiarism, bribery, misrepresentation, conspiracy, and fabrication are defined in Board Rule 6Hx23-4.461. Student Affairs: Academic Honesty Guidelines, Classroom Behavior. [http://www.spcollege.edu/webcentral/catalog/current/stu\_affairs\_honesty.htm](file:///C:\Users\peterson.sheryl\Desktop\Desktop\SESSIONS%202011\SYLLABI,%20SUMMER%2011\redir.aspx)

**Course Goals/Objectives:**

**By completing all reading and online assignments, the student should by the end of the course:**

**· Understand the purposes of psychology, the scope and nature of its subject matter, its potential contribution, and its limitations as an approach to understanding human behavior.**

**· Become aware of many complex forces and variables which one must consider in order to begin to understand one’s behavior and the behavior of others.**

**· Recognize that human behavior, under certain conditions, can be scientifically understood, predicted, modified, and controlled.**

**· Discriminate between reasonable and unreasonable generalizations about behavior in terms of the evidence on which they are based.**

**· Recognize and appreciate the diversity of thought inherent in the professional field of psychology.**

**SPC ATTENDANCE POLICY (SHORT VERSION):**

**Instructors will verify that students are in attendance at least once each week during the first two weeks of class. Students classified as “No Show” for both of the first two weeks will be administratively withdrawn.**

**Immediately following the 60% point of the term, each instructor will verify which students are actively participating in class as defined in the course syllabus. Students classified as not meeting the criteria for active class participation will be administratively withdrawn with a “WF”. Students will be able to withdraw themselves at any time during the term. However, requests submitted after the 60% deadline will result in a “WF”. Students and instructors will automatically receive an e-mail notification to their SPC email whenever a withdrawal occurs.**

**The deadline for students to withdraw themselves with a grade of “W” is FEBRUARY 25, 2015.**

**FROM SPC ADMINISTRATION (LONG VERSION)**

**ATTENDANCE/ACTIVE PARTICIPATION/WITHDRAWAL POLICIES**

In January of 2008 the college implemented a new attendance policy. Revised Board of Trustees rule 6Hx23-4.30 replaces the information found on pages 136 and 137 in the Student Rights and Responsibilities section of the 2008/2009 Student Planner and Handbook.

Each instructor must exercise professional judgment to determine if you are actively participating in class. Faculty will publish their own personal participation/attendance policies in their syllabi. This policy will be used to determine grades. If you are not actively participating in class as defined in an instructor’s syllabus, you will be reported to the Administration during the week following the voluntary withdrawal date.

Instructors will verify that you are in attendance during the first two weeks of class. If you are classified as a “No Show” for both of the first two weeks, you will be administratively withdrawn.

Immediately following the 60% point of the term, each instructor will verify which students are actively participating in class as defined in the course syllabus. If you are classified as not meeting the criteria for active class participation, you will be administratively withdrawn with a “WF.” You will be able to withdraw yourself at any time during the term. Requests submitted after the 60% deadline, however, will result in a “WF.” Both you and your instructor will automatically receive notification through SPC email whenever a withdrawal occurs.

**FEDERAL GUIDELINES RELATED TO FINANCIAL AID AND TOTAL WITHDRAWAL FROM THE COLLEGE**

The U.S. Department of Education has implemented rules for students who obtain a Pell Grant, Stafford Loan, and/or Federal Supplemental Educational Opportunity Grant and subsequently totally withdraw from the College. The rule requires you to refund to the Department of Education a portion of your financial aid if you completely withdraw from St. Petersburg College prior to the 60% point in the term. You also may be required to repay funds to the Collegeif you are identified as not actively participating in all of your classes, or if you do not receive at least one final passing grade (D or higher). Should you consider totally withdrawing from **all classes before the published withdrawal date**, it is important that you consult the Financial Assistance Services office on your home campus to understand your options and the consequences of total withdrawal.

**ACTIVE PARTICIPATION FOR THIS CLASS:**

**Active class participation for this class is defined under the schedule above headed, "Class Participation Activities." A more complete explanation is given below.**

**Please note:**

**Internet Access: Students are required to have Internet access, and the software needed to complete all assignments. Access issues are not accepted as an excuse for lack of completion or participation. If there are computer issues that prohibit the completion of assignments or participation, students are expected to find the appropriate access elsewhere, and therefore should have a plan in place to take care of these responsibilities.**

**~ASSIGNMENT, PARTICIPATION, AND GRADE INFORMATION~**

***STUDENTS SHOULD EXPECT TO SPEND ABOUT 16 HOURS A WEEK DURING THIS SHORTENED SESSION WORKING ON THIS COURSE.***

**Students will be reading 1 chapter a week in the textbook during regular sessions and 2 chapters a week during the summer session. The weekly reading assignments can be found the schedule listed above.**

**Required Assignments (Tests/Activities/Essays, etc) (300 POINTS TOTAL):**

**\*Weekly Participation Activities (100 POINTS TOTAL):**

|  |  |
| --- | --- |
| Syllabus quiz and Assignment 0 | 5 points |
| Portfolios A, B and C | 75 points |
| Participation grade (based on post /reply DFs) | 20 points |
| Practice Quiz BONUS points | ?? |
|  |  |
|  |  |
| TOTAL CLASS PARTICIPATION GRADE | 100+ POINTS |

**Regular weekly participation and activity is expected from each student and will be evaluated as a part of the 100 points allotted to the participation grade.**

**All discussion posts and assignments are graded for original thought and must be in your own words. However, if you wish to use a borrowed fact from an expert source to add strength to your argument or thesis, the borrowed idea—whether quoted or paraphrased--must be cited with proper citations and references using the MLA format. Limit your borrowed information to less that 20% of your total essay. Credit will not be given for any copied or plagiarized work, even if cited.**

**Logging on frequently and reading your email is very important because if I have an important issue to discuss with you, I will send an email. You are responsible for information sent this way. Reading emails regularly helps you stay abreast of what is happening in the course, and consequently is essential to your success. When you have mail, you will see a notation on the course when you log onto MyCourses.**

**I will monitor and award points for participation in VARIOUS ways throughout the semester.**

**Weekly Discussion Forums (DF). Each week you will have required postings.**

        **Students are expected to log in every week and post an original thought in reaction to the course activities/readings and reply to another student's posting. Exploring your own original thought and reacting to another's ideas are both important. Postings should be carefully considered and reveal substantive contemplation concerning the assigned topics.**

        **Go to the Weekly Discussion Forums Folder in each MODULE from the *Course Content* to find the topics given. You MUST upload your posting in the appropriate discussion forum for it to count. The DFs count as class participation and will appear and disappear as required on Sundays. Once the DF assignment is gone, you will not be able to access it or make it up, so make sure you do this EVERY WEEK.**

        **The postings count toward your participation grade of 20 points. THIS PORTION OF THE GRADE IS AWARDED THE LAST WEEK OF CLASS.**

**Assignment O, Portfolio A, B and C are located in the MODULES.**

**Assignment 0 is about getting to know the course, the book, etc. Portfolio B and C comprise short reaction papers, essay questions, or activities related to the readings from other websites, etc. READ THE FOLLOWING INFORMATION CAREFULLY :**

**Students are expected to critically analyze, discuss and apply information from assigned readings in discussions and opinion essays. One's opinion is often asked for, but it is expected that factual information from the readings or an assessment will be included in the essay as a part of the discussion. Grammar, mechanics of writing, spelling, etc. are evaluated along with the application of concepts learned or the submission of the information requested.**

**The assignments that comprise the portfolio are not necessarily research projects, but sometimes will contain borrowed, cited information. You may include quotes or references from resource materials, but, in addition, as the questions will deal with an application of knowledge gained through the course, you will be using your own thoughts and reactions to the course material. Citations (with page numbers) in the body of the paper and a *Works Cited page* are required when you use either quotes or paraphrased information from any source. *Use the MLA method of citation. Please note that points will be deducted if the MLA method is not used. In addition, if borrowed information is not cited, this may result in a zero for the activity, and/or an F for the course. Also, since that is also considered plagiarism, it may also mean expulsion for St. Petersburg College.***

**For work to be graded and the points included in final grade, PORTFOLIOS must be uploaded in the Dropboxes in the MODULES for A, B and C. Unfortunately, there is no way to award credit unless it is uploaded correctly. Often, there will be several parts to an assignment, but students need to submit ONLY ONE DOCUMENT, WITH ONLY ONE UPLOAD, as I will only open one file per student per Portfolio. In addition, the document should be saved as rich text format (rtf) by utilizing the drop box that appears when one clicks on "save as". To not do so may mean that the document is not readable.**

**Students will have one or more weeks to complete these assignments and bundle them into a Portfolio.**

**ASSIGNMENTS and PORTFOLIOS WILL NOT BE ACCEPTED AFTER SEVEN DAYS PAST THE DUE DATE.   LATE WORK THAT IS SUBMITTED DURING THE SEVEN DAY GRACE PERIOD WILL HAVE POINTS DEDUCTED.**

**Practice Quiz and MODULE EXAM POLICIES**

**As per student request, a practice quiz is offered and serves as a great opportunity to see how well you have learned the material for the module exams. A quiz folder appears under MODULE A and the due date is listed on the calendar. You will want to have completed your study questions provided in the MODULE folder, thoroughly before you begin the test.**

**The quiz is open book and open notes and is taken on your home computer but you are limited to 1 minute per question. While these are designed to help you prepare for the MODULE examination, the bonus points count towards your daily grade.**

**You will not be given the correct answers at the end of the practice quiz or any exam in this course.  If you wish to see what you missed, you may make an appointment by email with the instructor to go over your test.**

**INSTRUCTIONS FOR PRACTICE QUIZ AND MODULE EXAMS**

**Please read the following instructions carefully:**

        **PREPARED TO TAKE IT. (MAKE SURE YOU ARE HARD WIRED.  DO USE WIFI, FOR IF YOUR INTERNET CONNECTION FAILS DURING THE TEST, YOU WILL NOT BE GIVEN ANOTHER CHANCE)**

        **You will have one attempt at EACH question, but the test has a time limit of one minute per question and you will be informed how many questions are on the quiz before it begins. Therefore, you will need to watch the time carefully, as it will submit the test at the prescribed time, which may not allow you to complete all the questions.**

        **Once the test is submitted, it will not re-open. You may use notes or your book, but do not rely on that too much as you will not have time to look up answers in your text. I strongly urge you to have completed the questions, as that is your study guide.**

        **You must do your own work.**

**\*MODULE A Exam (75 points total): There will be 75 multiple choice questions, and this exam is worth 75 points.**

**The MODULE A Exam will cover the textbook reading assignments CHAPTERS 1-5, as listed above in the Weekly Reading Assignment Schedule. Review questions for each chapter are available so that students can adequately prepare for the exam.**

**\*MODULE B Exam (78 points total): There will be 78 multiple choice questions, and the EXAM B is worth 78 points.**

**The  Exam B will cover the textbook reading assignments Chapters 6-10, as listed in Weekly Reading Assignment Schedule. Review questions for each chapter are available so that students can adequately prepare for the exam.**

**\*MODULE C Exam (47 points total): There will be 47 multiple choice questions, and the final is worth 47 points.**

**The Exam C will cover the textbook reading assignments Chapters 11-14, as listed in Weekly Reading Assignment Schedule. Review questions for each chapter are available so that students can adequately prepare for the exam.**

**EXTRA CREDIT: Answer review questions  (See instructions at the top of the review questions.)**

**Extra credit assignments are due *BEFORE* THE MODULE EXAM. The extra credit must be attached AS A DOCUMENT to the dropbox that has been provided. You can scan handwritten work and attach as needed.**

**Grading Policy:**

**In keeping with college policy, no grades will be given out over the telephone. Exam grades will be posted within a week after the exam. Written assignments are graded in a timely manner, but keep in mind that every assignment is read and evaluated thoroughly, and that takes time. My goal is to always have assignment grades posted within a week; however--with many students--occasionally it will take two weeks until the grades are posted. If an assignment is turned in late, *it is graded as I can get to it*. I make no guarantees as to when the grades will be posted but I will give credit for work turned in during the seven day grace period before the end of the semester.**

**Your grade in the course is determined on a point basis, by combining points from the weekly participation activities and the module exams. The module exams will be worth 200 points total and the weekly participation activities will total 100 points.**

**The highest number of points that can be scored is 300. The computation is:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **SUMMARY** |  |  |  |  |  |
|  | **ASSIGNMENTS** | **POINTS EARNED** |  | **GRADE** | **POINT RANGE** | **PERCENTAGE** |
|  | **ASSIGN 0 + SYL QUIZ** | **5 PTS** |  |  |  |  |
|  | **PORTFOLIOS A, B & C** | **75 PTS** |  | **A** | **270 points and above** | **90% and above** |
|  | **DISCUSSION FORUMS** | **20 PTS** |  | **B** | **240 to 269 points** | **80 – 89%** |
|  | **MODULE A EXAM** | **75 PTS** |  | **C** | **210 to 239 points** | **70 – 79%** |
|  | **MODULE A EXAM** | **78 PTS** |  | **D** | **180 to 209points** | **60 – 69%** |
|  | **MODULE A EXAM** | **47 PTS** |  | **F** | **less than 180 points** |  |
|  | **TOTAL** | **300 PTS** |  |  |  |  |

**STUDENT AND INSTRUCTOR RESPONSIBILITIES**

**WITHDRAWAL POLICY  
The last day a student can withdraw from this course and receive a grade of W is FEBRUARY 25, 20145.**

**It is the responsibility of the student to withdraw from the course themselves by the withdrawal deadline. Any student wishing to withdraw from the course should do so online at MySPC, found on the homepage of http://spcollege.edu/. In accordance with college policy, no student can withdraw from a course after the withdrawal deadline. Do NOT ask your instructor to withdraw you from the course. It is your responsibility.**

**Third attempts: Students attempting this course for the third time (or more) cannot withdraw (State of Florida regulation, and failing to meet the attendance requirement will result in a grade of WF.**

**GRADING  
Students enrolled after the withdrawal deadline will receive one of the grades listed above.**

**UNDER NO CIRCUMSTANCES will a student receive a W grade after the withdrawal deadline. Students on their third attempt cannot withdraw from the class after the first week.**

**Contact with Instructor (EMAIL, Mail and Phone):**

**Students should use the MyCourses email tool listed under the Communication Tab to reach the instructor. The proper selection in the "TO" dropbox on the email page is "EMAIL INSTRUCTOR".** **This will go directly to the instructor. My college email can be found listed on the staff page of the SPC website, but any course questions should be asked within the Course in MyCourses.**

**All assignments will be uploaded in the Assignment/Portfolio drop box or attached as specified in the directions. However if you have anything that needs to be mailed. please use the address below. Do not forget to include your name and correct local mailing address in the upper left-hand corner of the envelope.**

**Sheryl Peterson**

**St. Petersburg College**

**9200 113th Street North**

**Seminole, FL 33772**

**STUDENT AND INSTRUCTOR RESPONSIBILITIES**

**All course work must be completed by the appropriate due dates. A grade of zero will be assigned to any course requirement not completed.**

**STUDENT RESPONSIBILITIES**

**Course Policies and Procedures:** The student is responsible for knowing all course policies listed in the syllabus and discussed in class.

**Class Participation and Etiquette:**The student is responsible for participating in class. The student will respect the rights of other students to learn. The student will communicate with others in a courteous and respectful manner at all times, including the instructor.

**Assignment Due Dates and Procedures:**The student is responsible for knowing when assignments are due, the formats required, and the procedures for completing and submitting assignments.

**Academic Honesty:**The student is expected to know the SPC Academic Honesty Policy and to act above suspicion at all times with regard to academic issues.

**Attendance:**The student is responsible for logging on to an online class and participating in the prescribed manner. The student is responsible for reviewing the attendance record in MyCourses for inaccuracies and excessive absences.

**STUDENT EXPECTATIONS (IMPORTANT NOTICE FROM SPC ADMINISTRATION)**

All electronic devices such as cell phones, beepers, pagers, and related devices are to be turned off prior to entering the classroom, library, and laboratories to avoid disruption. Use of any device in these areas is a violation of College Policy and subject to disciplinary action.

College computers are intended for academic work. Inappropriate use of computers during class time is prohibited. You should understand that you may be required to use the Internet for some courses. Furthermore, you may be required to have discussions of class assignments and share papers and other class materials with instructors and classmates via chat rooms and other mechanisms. Therefore, Internet users may be able to access your work whether the access is secured or unsecured. The College cannot protect you from the type of materials on the Internet or the potential piracy of your materials.

**INSTRUCTOR RESPONSIBILITIES**

**Course Policies and Procedures:** The instructor is responsible for providing a syllabus that clearly explains all course policies. The instructor will provide a Student Survey of Instruction for fall and spring semesters. The instructor will post grades in MySPC by the end of the semester.

**Class Participation and Etiquette:**The instructor will create a learning environment that engages students and facilitates learning. The instructor will enforce the right of all students to learn. The instructor will communicate with students in a courteous and respectful manner at all times. The instructor will respond to emails within 48 hours, 5 of 7 days per week.

**Assignment Due Dates and Procedures:**The instructor will provide clear guidelines and information regarding when assignments are due, the format required, and the procedure for completing and submitting assignments. The instructor will grade all assignments within 14 days of each due date, with additional time for late assignments, if accepted.

**Academic Honesty:**The instructor will enforce SPC Academic Honesty policies at all times.

**Attendance:**The instructor will maintain student attendance records . The instructor will maintain weekly office hours, as determined by college policy.

**TUTORING**Tutoring in math, reading, and writing is available free of charge, either by appointment or by an on-call tutor in the Learning Commons (TL104). Ask your instructor for more information.

**USING MyCourses**In order to better serve our faculty and students we are asking that both the instructor and student use the logoff button when completing online course work. By logging off, MyCourses server space is freed, and therefore, optimizing the system. In addition, logging off will more accurately record students’ time involved in the course.

**TECHNICAL SUPPORT** <http://www.spcollege.edu/helpdesk/>SPC helpdesk: 727-341-4357

**SYLLABUS ADDENDUM**

***GO TO THE FOLLOWING LINK FOR DETAILS ABOUT COLLEGE POLICIES:***

<http://www.spcollege.edu/addendum/index.php>