

TRANSFERABILITY

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.ca>

** Grade of D or D+ may not be accepted for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability

EVALUATIONS:

1. 4 Quizzes—5% each; total = 20%
2. Midterm Exam = 30 %; Final Exam = 35%
3. Lecture Attendance/Class Participation= 5%
4. Chapter Assignments—course total = 10%

PLEASE NOTE: In order to preserve an evaluation system that is fair to ALL students, requests for additional/substitute work will NOT be granted to students wishing to compensate for poor grades on assignments, quizzes, midterm exam or final exam.

EVALUATIONS (CONTINUED):

1. **Quizzes:** There will be four in-class quizzes based on material covered in the textbook as well as the lectures. They are closed-book exams, each in multiple-choice format. Each quiz is worth 5%, for a course total of 20%. The dates of the quizzes are posted on page 4. *Please refer to page 5 of this course outline for information on missed quizzes.*
2. **Midterm and Final Exams:** The midterm and final exams will be based on material covered in both the textbook and lectures. They will be closed-book exams and will include multiple-choice as well as short-answer questions. **THE FINAL EXAM WILL NOT BE CUMULATIVE.** The midterm is worth 30% and the final exam is worth 35%. The date of the midterm is posted on page 4 of this outline. The final exam date is to be determined by Student Services (note that the final exam period is from December 14 to 21, inclusive). *Please refer to page 5 of this outline for information on missing the midterm exam or final exam.*

Activities such as holidays or employment are not considered excusable reasons for missing any exam. Students who chose to miss an exam for employment, holiday, or other unexcused reasons may receive a "0" on the exam.

3. **Participation/Attendance/Online Discussions:** Student input during lectures is enthusiastically welcomed and strongly encouraged. There are a variety of ways that students can participate, such as asking relevant questions and/or making insightful comments during the lectures. Attendance will be taken every class and may be taken more than once during a class period. **Please note that in my courses, students who miss more than 10% of classes without an acceptable excuse may be debarred from writing the final exam. Also note that Zoom records how long VC students stay in class. Students who attend only a portion of a lecture may be marked as absent for that lecture.**

4. Chapter Assignments. There will be 8 multiple-choice chapter assignments, each comprised of questions taken from the textbook material. These are open-book assignments to be completed out of class. Your marks across all the assignments will be averaged; the average mark of all the assignments is worth 10% of your overall grade. These assignments will be posted on *myClass* (under the Chapter Assignments widget). You will answer the questions of each assignment by clicking the relevant link. Deadlines for each assignment are noted in 3 ways: this course outline (page 4), the PDF Chapter Assignment booklet posted on *myClass*, as well as on the assignment links found on *myClass*. **Please write these deadlines on your calendar; it is your responsibility to know the deadline of each assignment.** Note: The assignments are generally due before I cover the material in class as they are designed to help prepare you for the lectures. Also, note that *myClass* refers to these assignments as “Quizzes”; the assignments are also accessible by clicking “Quizzes” on the blue banner at the top of the *myClass* page.

GRADING CRITERION

Alpha Grade	4-point Equivalent	Percentage Guidelines	Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	97-100	C+	2.3	70-74
A	4.0	94-96	C	2.0	65-69
A-	3.7	90-93	C-	1.7	60-64
B+	3.3	85-89	D+	1.3	55-59
B	3.0	80-84	D	1.0	50-54
B-	2.7	75-79	F	0.0	00-49

NOTE: The percentage guidelines may vary from class to class.

COURSE SCHEDULE/TENTATIVE TIMELINE

	TOPIC	REQUIRED READINGS	*myClass Chapter Assignment Deadline 11:59 P.M.
SEPT 6	Course Overview	-	
SEPT 11/13/18	Introduction to Psychology	Chapter 1	SEPT 10
SEPT 18/20/25	Research Methods in Psychology	Chapter 2	SEPT 17
SEPT 27	QUIZ 1 (CHPTS 1 & 2)		
SEPT 27, OCT 2/4/11	Biopsychology	Chapter 3	SEPT 28
OCT 11/16/18/23	States of Consciousness	Chapter 4	OCT 10
OCT 23	QUIZ 2 (CHPTS 3 & 4)		
OCT 25	MIDTERM (CHPTS 1 TO 4)		
OCT 30, NOV 1/6	Sensation and Perception	Chapter 5	OCT 29
NOV 8/20/22	Learning	Chapter 6	NOV 7
NOV 22	QUIZ 3 (CHPTS 5 & 6)		
NOV 27/29, DEC 4	Thinking & Intelligence	Chapter 7	NOV 26
DEC 4/6/11	Memory	Chapter 8	DEC 3
DEC 11	QUIZ 4 (CHPTS 7 & 8)		
**BETWEEN DEC 14-21	FINAL EXAM (CHPTS 5 TO 8)		

* The deadlines listed above are the dates when the myClass assignments will be closed (at 11:59 p.m.—i.e., one minute before midnight). The assignments will **NOT** be reopened after the deadlines have passed.

The date of the final exam will be set by Student Services during the final exam period (December 14 to 21, inclusive). The final exam will **not be scheduled early for students who plan their holidays or other activities during the final exam period.



STUDENT RESPONSIBILITIES:

1. **TALK TO ME IF YOU HAVE CONCERNS OR IF YOU ARE EXPERIENCING DIFFICULTIES THAT MAY HAVE A NEGATIVE IMPACT ON YOUR ACADEMIC PERFORMANCE.** These concerns may include personal challenges or class-related issues (e.g., difficulty with material, disruptions from other students). Please know that I will keep your concerns confidential.

EXAM ACCOMMODATIONS: Exam accommodations are used by any number of students whose learning disabilities affect processing and comprehending printed material, learning, and/or concentration (either due to the condition itself, or the effects of the medication which is used to treat the condition). Accommodations can also be sought by students with conditions that include, but are not limited to, mental health conditions, chronic illness, neurological disorders, visual disabilities, and motor disabilities.

If you require exam accommodations due to a disability or condition, you must contact Accessibility Supports (in the Learning Commons (aka Library)). More information is available at <https://libguides.nwpolytech.ca/learningcommons/AccessibilityServices>

Please note that when you contact an advisor, you will be asked to provide them with documentation supporting your request for accommodation. After the advisors inform me of your need for accommodation, I will extend the allotted exam writing times by an appropriate amount.

2. RESPECTFUL BEHAVIOR

Students are expected to exhibit respectful behavior toward the instructor, guest speakers, and other students. We will discuss topics in class that may cause disagreement. It is expected that all participants will deal with such disagreements WITHOUT resorting to behaviors/comments that are dismissive, demeaning, or threatening to others. Swearing and use of slurs against individuals or groups (racial, religious, gender, etc.) are unacceptable. Students unable to meet these expectations will be required to leave the class in the interest of preserving the learning opportunities of other students. Please refer to the NWP calendar for more information regarding student conduct.

It is also expected that students arrive to class on time and stay in class; arriving late and leaving/returning is disruptive to the class.

3. ATTEND CLASS AT THE SCHEDULED CLASS TIMES:

Students are expected to attend lectures at the scheduled class times. Attendance will be taken every class and may be taken more than once each class.

Missed Lecture Material: Although notes are available on *myClass*, they are not complete; attendance is required to get full lecture information. If you miss a class, you are to obtain missed material by approaching a classmate, not the instructor. It would be unfair for students who miss lectures to be advantaged by getting the instructor's notes.

Missed Quizzes/Exams: Dates for the quizzes and midterm are included on page 4 of this course outline. Missed quizzes will generally not be rescheduled. If you miss a quiz due to verified illness, dentistry, accident, emergency, or NWP obligations (e.g., you are away due to the requirements of another course, athletics) the weight of the quiz will be transferred; the weight of Quiz 1 or 2 will be transferred to the midterm exam, the weight of Quiz 3 or 4 will be transferred to the final exam. Quizzes missed for reasons that do not include verified illness, dentistry, accident, or emergency, will be assigned a "0" (zero). Holidays, employment, etc. are NOT considered to be excusable reasons to miss any exam in this course. Furthermore, quizzes missed without explanation from the student will be assigned a "0".

According to NWP policy, deferring a missed Midterm Exam is at the discretion of the instructor. In my courses, students who miss a midterm because of illness, dentistry, accident, or emergency (verified) may write the midterm at a later date (set by me—I will choose a date that is mutually convenient for me and the student). When students miss the midterm for reasons that do not include verified illness, dentistry, accident, or emergency, a "0" is assigned to that midterm. Students who miss the midterm without explanation will receive a "0" on the midterm. Absences from a registrar-scheduled Final Exam fall under NWP Examination Policy. It is the responsibility of the student to be informed about these policies prior to the final examination period.

If you miss the final exam due to illness, you will be required to submit an application to the Registrar's office for permission to write a deferred exam and must do so within 48 hours of the scheduled exam time. You may defer the final exam for up to 20 days of the end of the examination period. You will be required to provide documentation for your illness.

4. **LEARN & RECORD ASSIGNMENT DEADLINES AND EXAMINATION DATES/TIMES**

These dates/times are announced in class and/or are included on course materials (e.g., chapter assignments deadlines are on page 4 of this course outline). **For the sake of fairness for ALL students, assignment deadlines will NOT be extended for those who miss an assignment.** If you know that you will be away when an assignment is due, it is expected that you hand in that assignment earlier than the announced/posted date. FYI—*myClass* chapter assignments can be started/completed before the announced/posted deadlines.

5. **OUT-OF-CLASS WORK**

Students are expected to prepare for each lecture by reading the assigned chapters, PowerPoint lecture slides, and handouts. Although the instructor feels that all the material in the textbook is important and interesting, limited class time prevents discussion of all the material covered in the assigned chapters. You are responsible for learning the material covered in the assigned chapters, including material that is not discussed in class. Please feel free to approach me outside of class if you wish to get clarification on this material.

IMPORTANT INFORMATION FOR VIDEO CONFERENCE STUDENTS:

This course includes a videoconference section. Students registered in the videoconference section are able to attend lectures and complete all course components without attendance on campus.

This course has the requirements listed below for videoconference students; failure to meet these requirements may affect attendance and participation grades or result in a grade of zero for supervised assessments (e.g., exams):

- Technology (webcam, microphone, and speakers)
- Stable internet connection sufficient to meet the class requirements
 - Where disruptions or other technological issues occur with institutional or instructor systems on campus or elsewhere, instructors will ensure that appropriate accommodations are made for videoconference students.
- Class Participation
 - camera must be on during class, appropriate screen name to be used
- Exam Supervision options: To maintain the academic integrity of this course, supervised examinations are required for all students. For video conference students, the following options are available:
 - During the exams you must have a webcam showing your face and a camera behind you showing your work surface with your computer.
 - If you are unable to meet the dual camera setup requirement, you can pay to write your exams with an approved proctor at an approved location (approved by me). **Note: the proctor cannot be a friend/family member, etc.**
 - If neither of these 2 options work for you, another option is to write exams by attending class in person and write the exams during the scheduled class time.

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

**Note: all Academic and Administrative policies are available on the same page.

OTHER IMPORTANT DATES

Sept 14	Last day to add courses or drop courses for a full refund (in most programs) & last day to pay Fall semester fees (except for students on an approved payment plan). Last day to opt-out of Student Health/Dental Plan
Sept 30	National Day for Truth and Reconciliation
Oct 9	Thanksgiving Day—No Classes
Nov 13-17	Fall Break—No Classes
Nov 28	Last day to withdraw from classes (most programs) with a “W”
Dec 8	Deadline to apply for Winter courses
Dec 12	Last day of classes for the Fall semester
Dec 14 - 21	Final exam period

STUDENT RESOURCES

More useful information can be found at: <https://www.nwpolytech.ca/students/>