



Syllabus

General Psychology
PSYC 1103, section 201
Fall 2025

Professor: Elizabeth Ivey. LPC-S
Office Hours: Tuesday from 10:00 - 11:00 or by appointment
Office: O'Donohoe 132
Class Meets: TR 11:00- 12:20pm
Email: elizabeth.ivey@msutexas.edu
Classroom: PY 102

Instructor Response Policy

During the week (Monday – Friday) I will respond to emails or D2L messages within 48 hours. Do not expect a response from me on Holidays and weekends. As professionals, it's important that we implement boundaries around home and work. Please try to ask your questions before the weekend.

Course Description

Introduction and survey of the basic concepts of psychology as a science of behavior and mental processes. Includes research and current information in the areas of learning, states of consciousness, human development, personality, and abnormal behavior.

Goals

1. To increase multiple-choice test-taking skills and improve study skills/time management. This will be accomplished by:
 1. Taking 5 tests.
 2. Instruction on study and test-taking skills.
 3. Having questions over sections of the chapter that are not discussed in class.
 4. Having to decipher ambiguously written questions.

5. Having to choose between the “best” and “almost best” answer.
 6. Become proficient with taking tests online and with a LockDown browser.
2. Be introduced to the exciting field of psychology.
 1. Each chapter is a survey of a major area of study within the field.
 2. In-class discussions.

Text

**Free* see Syllabus Folder*

Spielman, R. M., Jenkins, W. J., & Lovett, M. D. (2020). *Psychology* 2e. Rice University, [OpenStax](https://openstax.org/details/books/psychology-2e).
<https://openstax.org/details/books/psychology-2e>

Course Requirements

Lectures are for enrolled students only. Permission to post any audio/visual recording of the instructor on social media (e.g., tiktok, YouTube) IS NOT granted and a violation of the instructor’s privacy. Any student caught posting a video(s) of the instructor will be dropped from the course and receive a grade of “F.” In addition, the behavior will be reported to the proper university authorities for discipline.

Grades will be based on your performance 1 quiz, 5 exams, and a research option.

(200 points-50 points each) Each **exam** will be worth 50 points, and the lowest score will be dropped. This means a student who has earned an “**A**” average on the first 4 exams does not have to attend the final (those students will be notified after the 4th exam). Students with a “**B+**” or lower must attend the final (this is solely based upon test grades. No other points will be considered). Tests will be multiple choice. I reserve the right to add essay questions at any point during the semester.

Note: Exams will be taken in D2L and open for 24 hours. Students who do not have access to a computer/tablet and/or internet at home can take the exam at the Clark Student Center computer lab or the first floor Dillard computer lab. Lack of access to a computer/tablet and/or internet is not an excuse for failing to take an exam. Questions will be randomly chosen from

the test bank. Each exam will last 60 minutes, only one test question will show on the screen, but you will be able to go back and see past questions.

There is a practice test available on D2L to ensure your computer works with Respondus LockDownBrowser and Monitor. Please try this before the first test. If you experience issues, please reach out to d2lhelp@msutexas.edu.

(10 Points) Study Skills Quiz-10 items over the first week of study skills. Will be completed in D2L. The quiz will be open for 24 hours and students have 10 minutes to complete it. See exams regarding access to a computer/tablet and the internet.

(10 points) Research Requirement-It is important that students of scientific psychology learn firsthand something about the scientific nature of the discipline. Therefore, all students in PSYC 1103 and 2203 are required to participate in one of the two following research-related exercises. **The deadline for completing the research requirement is 2 weeks before finals week.**

1. Participate in one or more psychology research projects totaling at least 60 minutes. Research opportunities will be announced throughout the semester in postings that appear at <https://msutexas.edu/academics/libarts/psychology/undergraduate-research.php>

OR

2. Complete a research ethics essay. Participating students will read academic writings addressing research ethics. Following this, students will complete a 3-4 page double-spaced, typed summary and review of the information they read. Tables, figures, pictures do not count toward the minimum page requirement. **Essays must be submitted no later than the second to last week of class.**

Extra Credit

Extra credit can be obtained for each test (up to five points) with the completion of a study guide turned in during class the day of the test.

- Section Heading
 - o A Summary and key words of each subsection
 - o Completed by hand in any color ink excluding black and blue

Make Up Work/Tests

All papers and assignments must be turned in the day they are due.

***No exceptions.** If you have an emergency, please let me know in advance, and/or email me your assignment the same day it is due. Any late papers will be lowered ***10%**. Late papers can only be turned in before the deadline for the following assignments. Please observe that your assignments are worth a considerable number of points and skipping even one assignment will most likely significantly lower your grade. Please begin planning your semester schedule accordingly.

Grading

Table 1: Points allocated to each assignment

Assignments	Points
Study Skills Quiz	10
Research Requirement	10
Exams	200
Total Points	220

Table 2: Total points for final grade.

Grade	Points
A	220-198
B	197-176
C	175-154
D	153-132
F	131 or lower

By enrolling in this course, the student expressly grants MSU a 'limited right' in all intellectual property created by the student for the purpose of this course. The 'limited right' shall include but shall not be limited to the right to reproduce the student's work product in order to verify originality and authenticity, and educational purposes.

Important Dates

Last day for term schedule changes: 08/28/2025

Deadline to file for graduation: 09/22/2025

Last Day to drop with a grade of "W:" 11/24/2025

-Confirm all dates on [Academic Calendar](#).

Note

Note: Students with disability must be registered with Disability Support Services before accommodations can be provided. Individuals requiring special accommodation should contact me and must provide documentation by Disability Support Services. The Director of Disability Support Services serves as the ADA Coordinator and may be contacted at (940) 397-4140, TDD (940) 397-4515, or 3410 Taft Blvd., Clark Student Center 168.

Americans with Disabilities Act

Midwestern State University does not discriminate on the basis of an individual's disability and complies with Section 504 and Public Law 101-336 (Americans with Disabilities Act) in its admissions, accessibility, treatment and employment of individuals in its programs and activities.

A copy of the ADA Compliance Document is available online at [disability faq](#). It is the responsibility of the student to inform the instructor of any disabling condition that will require modifications. Students who require special accommodations must register with Disability Support Services before these accommodations can be provided. An Accommodation Request Form can be obtained at [Accommodation Request](#).

Computer Requirements

Taking a modern class requires you to have access to a computer (with Internet access) to complete tests and/or upload assignments. It is your responsibility to have (or have access to) a working computer in this class. **Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.** Computers are available on campus in various areas of the buildings as well as the Academic Success Center. **Your computer being down is not an excuse for missing a deadline!!** There are many places to access your class! Our online classes can be accessed from any computer in the world which is connected to the internet. Contact your instructor immediately upon having computer trouble. If you have technical difficulties in the course, there is also a student helpdesk available to

you. The college cannot work directly on student computers due to both liability and resource limitations; however, they are able to help you get connected to our online services. For help, log into [D2L](#).

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

- a. Brightspace (maker of D2L) has tutorials available on YouTube. Please go to [Brightspace YouTube](#) for additional help.

Lockdown

Your exams require the LockDown Browser and a Webcam.

Most of the time you will not encounter any problems, however, listed below are some common issues.

1. Make sure you have the most recent version of the [LockDown Browser](#) on your computer. You can install the latest version here: <https://msutexas.edu/distance/lockdown-browser.php>
2. The most common issue is the loss of connection during the test. If you get a blank page or a spinning wheel, you will need to exit the test, close the browser, and re-enter the test.
3. If you are taking this test at home, it is best that no other device is being used that requires the Internet while you are taking the test.
4. **Chromebook Laptops are NOT compatible with the LockDown Browser**, so you will need to locate a different device. If you have the ability to come to campus, the LockDown Browser is on the computers in the Clark Student Center lab and the first floor Dillard lab. **Note:** There are no cameras on these computers, you will need to bring your own webcam or check one out from the Library.

If you need assistance with issues, please use the Report a Problem link at the top of this page or email d2lhelp@msutexas.edu.

Always let your Instructor know that you've had a technical difficulty and have reached out to us.

Please be aware of:

1. The LockDown Browser flags problematic behavior like going off camera, talking, or even being back lit. The instructor gets an alert. All moderate and high alert notifications result in the video being watched for evidence of academic dishonesty. Please don't sit with a lamp or bright light behind you as the camera has a hard time reading your face.
2. Please do not take an exam with anyone else present. If you are in an MSU computer lab, we understand that other people may be around. Please don't have conversations with them until after you complete the exam.
3. **The environment scans are not acceptable in many cases.** Students are to show the room including the desk/table top and the wall behind the computer. Students who fail to properly scan the environment are watched very closely. Any behavior that appears like a person is looking at notes or another device may be reported as academic dishonesty.

College Policies and Procedures

Can be found at the bottom of the MSU home page or at [Human Resources Policy](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct. Any evidence of cheating will result in a grade of "F" and being reported to the [Dean of Students](#).

Wikipedia

At no time will a student be allowed to use Wikipedia as a source for any project or paper in this class. If it is determined that Wikipedia was used as a source for a project or paper, the student will be given a grade of zero automatically.

Artificial Intelligence (AI)

Written assignments will be run through a plagiarism and AI checker called Turn It In. If at any point Turn It In identifies that a student used AI to complete an assignment (such as ChatGPT), an automatic grade of zero will be given to the assignment.

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by MSU TEXAS Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the FBI video entitled “Run. Hide. Fight.” which may be electronically accessed via the University police department’s webpage: ["Run. Hide. Fight."](#)

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

Instructor Drop

An instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct. The instructor must give the student a verbal or written warning prior to dropping the student from the class. An instructor's drop of a student takes precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the first 9 weeks of a long semester, the first 6 weeks of a 10-week summer term, or the 12th class day of a 4- or 5-week summer term consisting of 20 days. After these periods, the grade will be an F. The date the instructor drop form is received in the Office of the Registrar as the official drop date. A student dropped from a class by a faculty member for disruptive behavior has the right of appeal to the Student Conduct Committee through the Student Conduct office.

Travel Plans

Please do not make travel plans that would hinder your access to a computer or the internet. You are responsible for maintaining electronic(s) equipment and internet access every day during this semester.

Informed Consent

This information is to inform the student of the limits of confidentiality while enrolled at MSU Texas or any other state school. Due to federal and state law, faculty and staff working for a university are required to report any information that falls under Title IX. Any student who indicates experiencing sexual abuse/misconduct, physical/emotional abuse, domestic violence, stalking, suicidal/homicidal ideation, or related experiences will have an incident report sent to either the MSU Texas Title IX and/or the Dean of Student's office. Student disclosure may occur via a face-to-face meeting, in-class self-disclosure, email, statement made in a written assignment, etc. If a student asks a faculty or staff person not to share the information, please note that by law, we have to report and I will report. Please note that as students, you may be aware of classmates/dormmates struggling and can make an incident report at: [Student Referrals and Incident Reporting Forms](#) or <https://cm.maxient.com/reporting.php?MSUTexas>

Report forms are:

Bias Incident Reporting Form
General Student Complaint Form
Campus Incident Report Form

Sexual Misconduct Report Form
Concerning Student Behavior Form
Student Alert Form

Obligation to Report Sex Discrimination under State and Federal Law

Midwestern State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. State and federal law require University employees to report sex discrimination and sexual misconduct to the University's Office of Title IX. As a faculty member, I am required to report to the Title IX Coordinator any allegations, personally observed behavior, or other direct or indirect knowledge of conduct that reasonably may constitute sex discrimination or sexual misconduct, which includes sexual assault, sexual harassment, dating violence, or stalking, involving a student or employee. After a report is made, the office of Title IX will reach out to the affected student or employee in an effort to connect such person(s) with resources and options in addressing the allegations made in the report. You are also encouraged to report any incidents to the office of Title IX. You may do so by contacting:

Laura Hetrick
Title IX Coordinator
Sunwatcher Village Clubhouse
940-397-4213
laura.hetrick@msutexas.edu

You may also file an online report 24/7 at [Online Reporting Form](#)

Should you wish to visit with someone about your experience in confidence, you may contact the MSU Counseling Center at 940-397-4618. For more information on the University's policy on Title IX or sexual misconduct, please visit [Title IX Website](#)

Student Code of Conduct

MWSU's official policy in the University's Code of Student Conduct on page 52, states:

Midwestern State University Student Honor Creed

"As an MSU Student, I pledge not to lie, cheat, steal, or help anyone else do so."

As students at MSU, we recognize that any great society must be composed of empowered, responsible citizens. We also recognize universities play an important role in helping mold these responsible citizens. We believe students themselves play an important part in developing responsible citizenship by maintaining a community where integrity and honorable character are the norm, not the exception. Thus, We, the Students of Midwestern State University, resolve to uphold the honor of the University by affirming our commitment to complete academic honesty. We resolve not only to be honest but also to hold our peers accountable for complete honesty in all university matters.

We consider it dishonest to ask for, give, or receive help in examinations or quizzes, to use any unauthorized material in examinations, or to present, as one's own, work or ideas which are not entirely one's own. We recognize that any instructor has the right to expect that all student work is honest, original work. We accept and acknowledge that responsibility for lying, cheating, stealing, plagiarism, and other forms of academic dishonesty fundamentally rests within each individual student.

We expect of ourselves academic integrity, personal professionalism, and ethical character. We appreciate steps taken by University officials to protect the honor of the University against any who would disgrace the MSU student body by violating the spirit of this creed.

Written and adopted by the 2002-2003 MSU Student Senate.

By enrolling in this course, the student expressly grants MSU a 'limited right' in all intellectual property created by the student for the purpose of this course. The 'limited right' shall include but shall not be limited to the right to reproduce the student's work product in order to verify originality and authenticity, and educational purposes.

Tentative Reading and Exam Schedule

Date	Activities/Assignments/Exams
8/26	- Semester Overview/Course Requirements - Study and test taking skills-See packets
8/26	Study Skills Quiz on D2L
8/26-9/11	- Chapter 1 - Introduction to Psychology - Chapter 2 - Psychological Research
9/8	Labor Day – No Class
9/11	Exam I on D2L & Closes at 10 pm on Friday
9/16-10/02	- Chapter 4-States of Consciousness - Chapter 11-Personality
10/02	Exam II on D2L & Closes at 10 pm on Friday
10/07-10/20	Chapter 9-LifeSpan Development
10/23	Exam III on D2L & Closes at 10 pm on Friday
10/28-11/13	- Chapter 6-Learning - Chapter 14-Stress, Lifestyle, & Health
11/13	Exam IV on D2L & Closes at 10 pm Friday
11/18-12/04	- Chapter 15-Psychological Disorders - Chapter 16-Therapy and Treatment
11/24	Last Day to drop with a grade of "W"
11/27	Thanksgiving – No Class
12/01	Research Participation or Paper Due by 11:59 pm
12/4	Exam V on D2L & Closes at 10 pm Friday

Notice

Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.