

Syllabus
Psychological Tests and Evaluations
Fall 2025

Professor:	Nicholas Maxwell, PhD	Course #:	PSYC 4503, Sec. 101
Office:	OD 113	Time:	TR; 12:30 – 1:50pm
email:	nicholas.maxwell@msutexas.edu	Location:	PY 102
		Office Hours:	MWF: 9am – 10am; F: 2pm – 4pm

Required Texts:

Psychometrics: An Introduction (3rd Edition) by R. Michael Furr

Course Objectives:

This class is designed to introduce the concepts, theories, methods, and best practices regarding psychological testing and measurement. We will focus on areas such as psychometric principles (e.g., validity and reliability), test and item analysis, test construction, and applications of psychological testing in a wide variety of settings (such as industry and education). By the end of this semester you will have:

1. A fundamental understanding of the core issues in psychological testing.
2. The skills needed to interpret and report psychometric properties of tests and scores.
3. A basic understanding of test development, including item selection and validation.

Attendance Policy:

***Class attendance is required*.** It is expected that you will be present for all class meetings unless you have a verifiable emergency (e.g., illness, serious accident, death of a family member, etc.) or valid university excuse (e.g., athletics). If you miss class, you will be responsible for the material you missed when absent.

Missing Exams, Assignments or other Class Work:

Exams: If you miss an exam, you will have the opportunity to make it up during finals week. All make-up exams will take place on Thursday 12/11 at 10:30am. No other opportunities will be provided for make-up exams. If you miss a make-up exam, you will not be given another opportunity (there are no make-ups for the make-up!).

Assignments: All papers or other out-of-class assignments will incur a 5% per day late penalty. This is nonnegotiable.

Excessive Absences: Students with more than five unexcused absences may be dropped from this course at the instructor's discretion.

Course Requirements:

1. **Exams:** Students will complete ***three*** exams during the semester. Each exam will be worth 100 points for a total of 300 points (~55% of your final grade).

2. **Quizzes:** Students will complete 11 homework quizzes, which will closely follow the material in the textbook. Quizzes are open-note/open-book and are designed to facilitate reading. Quizzes will be locked after the due date. If you would like to complete a missed quiz, you must contact me within 24 hours of the due date. Quizzes will count for 100 points (~18% of your final grade). Your lowest quiz grade will be dropped.
3. **Group Project:** On the first day of class, students will be assigned to small groups of 3-4 students. Working with your group, you will develop a psychological test. This will entail selecting a psychological construct, identifying three factors that make up your construct, writing test items, collecting data, and presenting your findings at the end of the semester. Your project grade will be based on a combination of the test you develop, data analysis, and end of semester presentation (100 points; ~18% of your final grade).
4. **Class Participation:** Students are expected to come to class prepared (i.e., having read the text) and participate in class activities and discussions. Unexcused absences will count against your participation grade. Class participation is worth 50 points (9% of your final grade).

Your final grade in this course will be calculated based on ***550*** total points.

550:	A
494-440:	B
439-385:	C
384-330	D
< 330:	F

Email Policy:

You are required to use your MSU Texas email accounts for this class. I will not send emails to any other email accounts. I will also not send out class information to any other email address other than your university email account. **Before emailing me about your question, make sure that your question has not been answered/addressed in the syllabus or elsewhere!**

When emailing me, please put the course number (PSYC 4503) AND section number (Sec. 101) in the subject line. This will immediately let me know which class you are in so I can respond faster. ***If you email me with no context, I will not respond.*** I also ***DO NOT*** respond to any email during finals week asking for extra credit, additional opportunities to make up missed assignments, or additional points towards your final grade. Please keep this in mind as you go through the semester. For all other contexts will try my best to get back to you within 24-hours (during the week) or within 3 days (weekends, holidays).

Cell Phones:

Unless you anticipate that you might receive an emergency communication, please turn off your cell phones in class. If you receive an **emergency** phone call or text in class, please excuse yourself and quietly leave the classroom to take the message.

Cheating Policy:

Cheating will not be tolerated. Any evidence of cheating on exams or written assignments will result in dismissal from this class with a grade of "F" and referral to the Dean of Students. Cheating includes, but

is not limited to, using unauthorized notes of any kind during an exam, looking on another's exam, allowing another student to look on your exam, plagiarism, and self-plagiarism.

Desire-to-Learn (D2L):

This course utilizes the MSU D2L program for assignment submission. Relevant course materials will also be posted on D2L. Each student is expected to be familiar with this program as it provides a primary source of communication regarding general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program.

Disability Services:

Any student who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make necessary arrangements. Students must present appropriate verification from Disability Support Services (DSS) during the instructor's office hours. Please note that instructors are not allowed to provide classroom accommodation to a student until appropriate verification from DSS has been provided.

Change of Schedule:

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Important Dates

Last day for Fall 25 schedule changes: **8/28**

Deadline to file for **DECEMBER** graduation: **9/22**

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

Refer to: [Drops, Withdrawals & Void](#)

Course Schedule

A note on the schedule: This schedule represents an ideal outline of what we'll cover in the course. That being said, we may occasionally get behind (or ahead!) of it. If that happens, I will modify the schedule and any exam content accordingly. Updated schedules may be periodically posted on D2L. I will try to send out announcements, but it's important that you regularly attend class!

The Current Schedule

Week	Dates	Topic	Reading	Notes	Project Milestones
1	8/25 – 8/29	Introduction to Psychometrics	Syllabus/Chapter 1	Group Assignments Quiz 1: Due 8/31	Form Groups
2	9/1 – 9/5	Scaling	Chapter 2	Quiz 2: Due 9/7	
3	9/8 – 9/12	Individual Differences and Correlations	Chapter 3	Quiz 3: Due 9/14	Project Proposals Due in class 9/12
4	9/15 – 9/19	Test Dimensionality	Chapter 4 (up to pg. 82)		Draft Items
5	9/22 – 9/26	Intelligence Testing		Exam 1: In class 9/25 Quiz 4: Due 9/28	Submit Item Pool (in class 9/23)
6	9/29 – 10/3	Reliability I	Chapter 5	Qualtrics Demo: 10/2: Bring laptops! Quiz 5: Due 10/5	Receive feedback on items
7	10/6 – 10/10	Reliability II and III	Chapters 6 and 7	Quiz 6: Due 10/12	Begin data collection
8	10/13 – 10/17	Personality Testing		Quiz 7: Due 10/19	
9	10/20 – 10/24	Validity I: Conceptual Basis	Chapter 8	Quiz 8: Due 10/26	Finish data collection
10	10/27 – 10/31	Validity II: Convergent/Discriminant Validity	Chapter 9	Exam 2: In class 10/23 Quiz 9: Due 11/2	Pilot Dataset due 10/31 (submit on D2L)
11	11/3 – 11/7	Test and Response Biases	Chapters 10 and 11	SPSS Demo 11/6	Begin Data Analysis

				Quiz 10 Due: 11/9	
12	11/10 – 11/14	Factor Analysis	Chapter 4 (after pg. 82); Chapter 12	Quiz 11: Due 11/16	Submit Results Write-up (due 11/13)
13	11/17 – 11/21	Occupational and Educational Testing		*No Class 11/20*	Begin Working on Presentations
14	11/24 – 11/28			Exam 3: In class 11/25 *No Class 11/27*	Finish Presentations
15	12/1 – 12/5	Presentation Week		Group Presentations	
Finals Week	Thursday, 12/11 @ 10:30am	Make-up Exams			