

**Syllabus  
Psychological Tests and Evaluations  
Fall 2026**

|            |                               |               |                               |
|------------|-------------------------------|---------------|-------------------------------|
| 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:**

*Tests & Measurement for People Who (Think They) Hate Tests & Measurement*, 4<sup>th</sup> edition by Salkind and Frey

**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 12/10 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 a second 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 (60% of your final grade).

2. **Quizzes:** Students will complete 12 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, and **\*late quiz submissions are not accepted\***. Quizzes will combine to count for 100 points (20% of your final grade).
3. **Group Project:** During the second week 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 your topic proposal, the test you develop, and your end of semester presentation (50 points; 10% of your final grade). **\*Late project submissions will lose 5% of their total point value each day they are late.\***
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 (10% of your final grade).

Your final grade in this course will be calculated based on **\*500\*** total points.

|          |   |
|----------|---|
| 500:     | A |
| 449-400: | B |
| 399-350  | C |
| 349-300  | D |
| < 300:   | 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 **\*WILL NOT\*** respond to any email sent at the end of the semester asking for extra credit, additional opportunities to make up missed assignments, or to have extra points added to your final grade. Please keep this in mind as you go through the semester. For all other contexts, I will try my best to get back to you within 24-hours (M-F) or within 3 days (weekends, holidays, etc.).

#### **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.

### **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**

| <b>Week</b> | <b>Dates</b> | <b>Topic</b>                               | <b>Reading</b>     | <b>Notes</b>                                                | <b>Project Milestones</b>                   |
|-------------|--------------|--------------------------------------------|--------------------|-------------------------------------------------------------|---------------------------------------------|
| 1           | 8/24 – 8/28  | Why Measurement?                           | Syllabus/Chapter 1 | <b>Quiz 1: Due 8/30</b>                                     |                                             |
| 2           | 8/31 – 9/4   | Levels of Measurement and Their Importance | Chapter 2          | <b>Quiz 2: Due 9/6</b>                                      |                                             |
| 3           | 9/7 – 9/11   | Surveys and Scale Development              | Chapter 14         |                                                             | <b>Project Proposals Due via email 9/11</b> |
| 4           | 9/14 – 9/18  | Surveys and Scale Development              | Chapter 14         | <b>Quiz 3: Due 9/20</b><br><br><b>Exam 1: In class 9/17</b> | Draft Items                                 |
| 5           | 9/21 – 9/25  | Reliability and its Importance             | Chapter 3          | <b>Quiz 4: Due 9/27</b>                                     | <b>Submit Item Pool via email 9/25</b>      |
| 6           | 9/28 – 10/2  | Validity and its importance                | Chapter 4          | <b>Quiz 5: Due 10/4</b>                                     |                                             |

|             |                           |                                             |                        |                                                          |                                              |
|-------------|---------------------------|---------------------------------------------|------------------------|----------------------------------------------------------|----------------------------------------------|
| 7           | 10/5 – 10/9               | Percentages, Percentiles, and Probabilities | Chapter 5              | <b>Quiz 6: Due 10/11</b>                                 |                                              |
| 8           | 10/12 – 10/16             | Building Survey Instruments                 |                        | <b>Exam 2: In class 10/15</b>                            | <b>Begin data collection! (Starts 10/15)</b> |
| 9           | 10/19 – 10/23             | Achievement Tests                           | Chapter 7              | <b>Quiz 7: Due 10/25</b>                                 |                                              |
| 10          | 10/26 – 10/30             | Aptitude Tests                              | Chapter 8              | <b>Quiz 8: Due 11/1</b>                                  | <b>Finish data collection (ends 10/30).</b>  |
| 11          | 11/2 – 11/6               | Intelligence Tests                          | Chapter 9              | <b>Quiz 9 Due: 11/8</b>                                  | <b>Begin Data Analysis</b>                   |
| 12          | 11/9 – 11/13              | Personality Tests                           | Chapter 10             | <b>Quiz 10: Due 11/15</b>                                |                                              |
| 13          | 11/16 – 11/20             | Factor Analysis                             | Factor Analysis Slides | <b>*No Class 11/19*</b>                                  |                                              |
| 14          | 11/23 – 11/27             | Exam Week/ Thanksgiving                     |                        | <b>Exam 3: In class 11/24</b><br><b>*No Class 11/26*</b> | <b>Finish Presentations</b>                  |
| 15          | 11/30 – 12/4              | Presentation Week                           |                        |                                                          | <b>Group Presentations</b>                   |
| Finals Week | Thursday, 12/10 @ 10:30am | Make-up Exams                               |                        |                                                          |                                              |