

Syllabus  
General Psychology  
Fall 2023

Instructor: Summer Hickman, M.A., LPA-IP      Course #: PSYC 1103, Section X10  
Office: O'Donohoe Hall 117                      Class Time: asynchronous  
Email: [summer.hickman@msutexas.edu](mailto:summer.hickman@msutexas.edu)      Location : Internet Course  
Office Hours: by appointment

**Note: When emailing, put General Psychology X10 in the subject.**

**Textbook:**

OpenStax College. (2020). *Psychology 2e*. <https://openstax.org/details/books/psychology-2e>

**Texas Core Objectives (Competency Based)**

1. Critical Thinking Skills—including creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
2. Communication Skills—including effective development, interpretation, and expression of ideas through written communication.
3. Empirical and Quantitative Skills—including the analysis of numerical data or observable facts resulting in informed conclusions.
4. Social Responsibility—including intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

**Course Objectives:**

1. Help students to gain an overview of the fundamental principles of psychology.
2. Increase student ability to glean and retain pertinent information vis-à-vis independent study.
3. Gain a perspective of the relevance of psychological research in today's world.

**Course Requirements:**

1. Each Monday I will post materials regarding the chapter(s) covered that week. These will consist of notes for reading, PowerPoint presentations of the chapter, and links to relevant videos to assist with learning the concepts covered. On exam weeks, the Monday material will provide an overview of what to expect for the exam, highlight key points you will want to remember, and address any additional areas of discussion in preparation for the exam.
2. In order to encourage students to keep current with their reading and to help students prepare for exams, ten quizzes will be given during the semester (there will be two quizzes over chapter 9). These quizzes will help students identify important concepts emphasized in the exams and will cover material presented in the textbook and the supplemental and discussion materials presented in D2L. Quizzes will be administered through D2L and may be multiple choice or short answer in format and will be worth 10 points each for a total of 100 points. **The quizzes will be open for two days (Thursday from 12:00am to Friday at 11:59pm Central Time) and you will have ten minutes to complete each quiz.** You will have **two** attempts for each quiz (discussed further below) and the best attempt will be counted as the score for that quiz. **No make-up quizzes will be allowed—NO EXCEPTIONS!!** There will be two quizzes the first week of class: one over the syllabus and one over chapter 1—the syllabus quiz will be for extra credit.

3. Exams will be worth 100 points each for a total of 500 points (5 exams). Each exam will consist of 50 multiple choice questions **or** a combination of multiple choice and essay questions. Material on the exam will include both information presented in online discussions and supplemental material, as well as information contained in the text. In other words, all materials presented in D2L as well as all material in the text are apt to appear on the exams. The exams are non-cumulative so you will only be tested over the information presented since the previous exam (this applies to the final exam as well). Exams will be administered through D2L. **Students will have a three-day window to take each exam (from Wednesday at 12:00am to Friday at 11:59pm Central Time) and each exam will be time-limited (60 minutes).** Like with the weekly quizzes, you will have **two** attempts at each exam (discussed further below) and the best attempt will be counted as the score for that exam. **No make-up exams will be allowed.** **Students not completing the first exam will be dropped from the course.** The final exam for this course will cover the last two chapters discussed (Chapters 15 and 16) and will be open from 12/09 to 12/13 and will follow the same design as all other exams (i.e., 60-minute time limit, two attempts).
4. Each week on Monday a discussion topic will be posted and will remain open for commenting until Friday at 11:59pm Central Time. Since consistent participation in a course maximizes learning and performance, this is how I will monitor attendance for the course. **Each student is required to post at least once a week in the discussion group.** Make sure that your post includes at least 25 words, uses correct grammar and punctuation, is respectful to your peers, and is relevant to the content being discussed. **Failure to participate in the weekly discussion will count as an absence and if more than three discussions are missed, you may be dropped from the course.**
5. 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 following research-related exercises. The research participation does not count as part of your total grade, BUT **failure to complete the research requirement will result in a one letter grade reduction for the course. The deadline for completing the research requirement is November 15, 2024.**

Participate in one or more approved psychology research projects totaling at least 90 minutes **no later than November 15, 2024**. Research opportunities will be announced throughout the semester in postings that appear at:

<https://msutexas.edu/academics/libarts/psychology/undergraduate-research.php>

OR

Complete a research ethics essay. Participating students will read academic writings addressing research ethics. Following this, students will complete a 3 or 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 November 15, 2024.**

**Important! Once you click to take the quiz or exam, the countdown clock begins and it cannot be reset. You may not save the exam and restart it later.** It must be completed in one sitting. The quizzes and exams must be completed within the allotted time. Plan accordingly so you can complete them within the time frame and prior to it expiring. Once the allotted time is over, any unanswered questions will be scored as zeros. Quizzes and exams can be taken up to two times and the highest score will be counted as the final score. If you run into technical issues during the first exam administration (e.g., your computer

dies, internet goes out, a storm causes a power outage), this will count as your first try and you will have one more try to complete it. If you run into trouble during the second exam administration, then your score from the first administration will be counted as your exam score. Make sure you plan to take the exams at times when your computer is running properly, is charged, and there are not storms or other distractions present that could affect the administration so you will be able to make the best use of the two tries you are allotted.

**Grading:** The summary of point values for assignments is as follows:

Exams—500 points

Quizzes—100 points

There is a TOTAL of 600 points available with the following grade breakdown (grades will not be rounded up so, for example, an 89.9 is a B):

540-600=A

480-539=B

420-479=C

360-419=D

<359=F

**Attendance:**

Attendance is required for the course and will be monitored via the discussion posts as outlined above. The only absences that will not be counted are absences for a mandatory, university-sponsored event or religious holiday. Mandatory university-sponsored events must be verified by the Dean of Students, Provost, or Athletic Director. Written notification for mandatory university-sponsored events must be provided to the professor at least two days prior to the day of the event. Absences for religious holidays must be cleared through the Dean of Students. Students must inform the instructor of religious holiday absences by the 15<sup>th</sup> day of class. Since this is an online course, generous time allocations have been made for all assessments and discussions which should minimize the need for approved absences or accommodations.

**Midterm Progress Report:**

In order to help students keep track of their progress toward course objectives, a Midterm Progress Report will be provided through each student's WebWorld account (not D2L). The purpose of this is to identify and inform students who are at-risk of a low or failing grade so they can be proactive about raising their grade throughout the remainder of the semester. Midterm grades will not be reported on the students' transcript; nor will they be calculated in the cumulative GPA. They simply give students an idea of where they stand at the midpoint of the semester. Students earning below a C at the midway point should schedule a meeting with me to discuss how to make the most out of the remaining half of the semester.

**Disability:**

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 an online class requires you to have access to a computer (with Internet access) to complete and upload your 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 that 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. Brightspace (maker of D2L) has tutorials available on YouTube. Please go to [Brightspace YouTube](#) for additional help.

### **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](#).

### **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 WATC. 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.

### **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 will interfere with your participation and successful completion of this course.

### **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.

### **Refund and Repayment Policy**

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs.

### **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.**

**Tentative Class Schedule:**

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

<b>Week</b>	<b>Dates</b>	<b>Modules and Topics</b>	<b>Graded Assignments</b>
1	08/26 to 08/30	Introduction to the course and syllabus Chapter 1—Introduction to Psychology	Syllabus Quiz 08/29-08/30  Chapter 1 Quiz 08/29-08/30
2	09/02 to 09/06	Chapter 2—Psychological Research	Chapter 2 Quiz 09/05-09/06
3	09/09 to 09/13	Review for Exam 1	<b>Exam 1</b> (Ch.1&2) open from 09/11-09/13
4	09/16 to 09/20	Chapter 4—States of Consciousness	Chapter 4 Quiz 09/19-09/20
5	09/23 to 09/27	Chapter 14—Stress, Lifestyle, and Health	Chapter 14 Quiz 09/26-09/27
6	09/30 to 10/04	Review for Exam 2	<b>Exam 2</b> (Ch.4&14) open from 10/02-10/04
7	10/07 to 10/11	Chapter 9—Lifespan Development	Chapter 9 Quiz 10/10-10/11 Midterm Progress Report posted by 10/11
8	10/14 to 10/18	Chapter 9 continued	Second Chapter 9 Quiz 10/17-10/18
9	10/21 to 10/25	Review for Exam 3	<b>Exam 3</b> (Ch.9) open from 10/23-10/25
10	10/28 to 11/01	Chapter 6—Learning	Chapter 6 Quiz 10/31-11/01
11	11/04 to 11/08	Chapter 11—Personality	Chapter 11 Quiz 11/07-11/08
12	11/11 to 11/15	Review for Exam 4  <u>**Research Participation or the Research Paper must be completed no later than 11/15 by 11:59pm CST**</u>	<b>Exam 4</b> (Ch.6&11) 11/13-11/15
13	11/18 to 11/22	Chapter 15—Psychological Disorders	Chapter 15 Quiz 11/21-11/22
14	11/25 to 11/29	Chapter 16—Therapy and Treatment	Thanksgiving break begins on 11/26 at 10:00pm
15	12/02 to 12/06	Review for Exam 5	Chapter 16 Quiz 12/05-12/06
16	12/09 to 12/13	Finals Week	<b>Exam 5</b> (Ch. 15&16) open from 12/09-12/13