



## Course Requirements

This course is asynchronous allowing students flexibility to work around other courses, clinical placements, and work. Students are responsible for reading the assigned chapters and watching Loom videos posted by the instructor. Please read below regarding the graded tasks for the course.

Loom 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 post, 1 quiz, 3 exams, 1 final, 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 4<sup>th</sup> 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 and answers will be marked on Scantrons. I reserve the right to add essay questions at any point during the semester.

**Note: Exams will be taken in D2L** and open from 8am day 1 till 10pm day 2. 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.

**(5 Points) Participation post**-Posting questions or answers (zero points) for the modules. Each section will have a discussion for posting questions about the material. I will try to answer questions within 36 hours. Please do not post questions the evening before a test closes and expect a response. Classmates may post answers or clarifications also 😊

**(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.**

225 points are possible and grade ranges are as follows:

A = 225-202  
B = 201-180  
C = 179-157  
D = 156-135  
F = 134 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.*

### **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 an online 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.

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](mailto: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.

**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

### **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.

### **College Policies**

#### **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](#)

## **Student Code of Conduct**

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

**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.

### **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.*

**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.

### **Tentative Reading and Exam Schedule**

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



<u>Weeks</u>	<u>Reading Assignment</u>
<b>January 20<sup>th</sup></b>	<b>Martin Luther King Holiday-no classes</b>
1/20-1/24	Semester Overview/Course Requirements Loom Lecture Study and test taking skills-See packets
<b>Sunday January 26<sup>th</sup></b>	<b>Introduce yourself in the Discussion Forum</b>
<b>1/27-28<sup>th</sup></b>	<b>Study Skills Quiz on D2L &amp; Closes at 10 pm Monday</b>
1/27-2/7 <sup>th</sup>	Chapter 1-Introduction to Psychology Chapter 2-Psychological Research
<b>Monday-Tuesday (2/10-11)</b>	<b>Exam I on D2L &amp; Closes at 10 pm</b>
2/12-2/26	Chapter 4-States of Consciousness Chapter 11-Personality
<b>February 17<sup>th</sup></b>	<b>Last day to file for May graduation</b>
<b>Thursday-Friday (2/27-28)</b>	<b>Exam II on D2L &amp; Closes at 10 pm</b>
3/3-3/21	Chapter 9-LifeSpan Development
<b>March 9-12<sup>th</sup></b>	<b>Spring Break-no classes</b>
<b>Monday-Tuesday (3/24-25)</b>	<b>Exam III on D2L &amp; Closes at 10 pm</b>
3/26-4/11	Chapter 6-Learning Chapter 14-Stress, Lifestyle, & Health
<b>Monday-Tuesday (4/14-15)</b>	<b>Exam IV on D2L &amp; Closes at 10 pm</b>
<b>April 18-20<sup>th</sup></b>	<b>Holiday Break-no classes</b>
4/21-5/9	Chapter 15-Psychological Disorders Chapter 16-Therapy and Treatment
<b>April 30<sup>th</sup></b>	<b>Last day for "W"</b>
<b>May 5<sup>th</sup> by 5 pm</b>	<b>Research Participation or Paper Due</b>

**May 8-9<sup>th</sup> No Questions Asked Make-Up Exams**

If an exam was missed due to a non-approved reason, a student may make up an exam/Quiz-no questions asked-during these two days. Please note that historically, students score worse on make-up exams due to time between the section and the exam.

*May 12-16th*

*Finals Week*

**Final on D2L is open Monday and Tuesday May 12-13<sup>th</sup> and Closes at 10 pm Tuesday**