

## SYLLABUS FOR GENERAL PSYCHOLOGY

Semester & Year	Summer 2017	
Course ID and Section #	PSYCH-1-V3977	
Instructor's Name	Dr. Philip Mancus	
Day/Time	Online, Asynchronous mode	
Location	Virtual Campus	
Number of Credits/Units	3	
Contact Information	Office location	DE-6, Del Norte Campus
	Office hours	By appt. through virtual conferencing
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Textbook Information	Title & Edition	Exploring Psychology, 10th ed.
	Author	Myers and Dewall
	ISBN	978-1464154072
<p><b>Course Description</b></p> <p>A course focusing on the scientific study of behavior and mental processes. The content of the course focuses on the exploration of major theories and concepts, methods, and research findings in psychology. Topics include biological foundations, perception, learning, cognition, emotion, motivation, development, personality, social psychology, psychological disorders and therapies, and applied psychology. This course is transferable to four-year colleges and is a prerequisite for most upper division psychology courses.</p>		
<p><b>Student Learning Outcomes</b></p> <ol style="list-style-type: none"> <li>1. Explain concepts in areas of psychological theory and research while representing appropriate breadth and depth of knowledge within the context of historical trends in psychology.</li> <li>2. Recognize and understand the impact of diversity on psychological research, theory and application, including (but not limited to): age, race, ethnicity, culture, gender, socio-economic status, disability, and sexual orientation.</li> <li>3. Demonstrate critical thinking skills and information competence as applied to psychological topics.</li> <li>4. Analyze how experience, culture, learning and biology affect behavior and cognitive processes.</li> </ol>		
<p><b>Special Accommodations</b></p> <p>College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact <a href="#">Disabled Students Programs and Services</a>. Students may make requests for alternative media by contacting DSPS at 707-465-2352.</p>		

## Academic Support

Academic support is available at [Counseling and Advising](#) and includes academic advising and educational planning, [Academic Support Center](#) for tutoring and proctored tests, and [Extended Opportunity Programs & Services](#), for eligible students, with advising, assistance, tutoring, and more.

## Academic Honesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on Redwoods website at: [Code of Conduct](#). Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

## Disruptive Classroom Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: Unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; physically or verbally abusive behavior. In such cases, where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, he or she may be reported the Chief Student Services Officer or designee. The Code of Conduct is here: [Code of Conduct](#). Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods website.

## Emergency Procedures

Please review the campus evacuation sites for whenever you are on campus (posted by the exit of each room). Emergency maps are available at [District Maps](#). For more information on Public Safety, go to [Public Safety](#) In an emergency that requires an evacuation of the building:

- Be aware of all marked exits from your area and building.
- Once outside, move to the nearest evacuation point outside your building:
- Keep streets and walkways clear for emergency vehicles and personnel.
- Do not leave campus, unless it has been deemed safe by the campus authorities.

RAVE – College of the Redwoods has implemented an emergency alert system. In the event of an emergency on campus, you can receive an alert through your personal email, and/or phones at your home, office, and cell. Registration is necessary in order to receive emergency alerts. Please go to [Get RAVE](#) and use the "Register" button on the top right portion of the registration page to create an account. During the registration process you can elect to add additional information, such as office phone, home phone, cell phone, and personal email. Please use your CR email address as your primary Registration Email. Your CR email address ends with "redwoods.edu." Please contact Public Safety at [Phone](#) or [Email](#) if you have any questions.

*College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.*

## COURSE OVERVIEW

Welcome to your online class of General Psychology. This is the official Course Syllabus, which contains vital information you'll need to know to successfully complete the course, including accessing the Course Management System (CMS), getting prepared for class, course policies, grading, and the course. Please save this document to a safe place and read it in its entirety. Whenever you have a question about how the course works, consult this document.

### IMPORTANT DATES

- The course runs from June 19 through August 10.
- Due date to log on and introduce yourself to the class is June 19.
- Final exam is due by August 10.

### THE CANVAS COURSE MANAGEMENT SYSTEM (COURSE WEBSITE)

This course is taught 100% online. We will not meet face to face. All instruction will take place using the Canvas Course Management System. Here are login instructions for Canvas:

1. Open your web browser and go to [redwoods.instructure.com](http://redwoods.instructure.com) ([Canvas Log In](#)). Or, go to the [College of the Redwoods Home Page](#) and click "Canvas."
2. Enter your username and password.
  - a. Your username is your Web Advisor login (e.g., **flast**123 – first initial + **last** name + last three digits of your student ID number).
  - b. The initial password for everyone is your eight-digit birthday (mmddyyyy).
3. Once logged in, find the link for this class. Click the link to enter the course. If you need assistance logging in please go to the following webpage: [Canvas Login Help](#). It is highly advised that you change your initial password once logged in.

### CONFIRMING YOUR PRESENCE IN THE VIRTUAL CLASSROOM

**After you have logged on for the first time, you must confirm your presence in the online classroom by the end of the day on June 19.** Go to the Modules and work your through to the "Getting Started" module. This will establish your enrollment in the course and you will avoid being dropped as a "no show." Students may be dropped from the class if they do not log in and post to the "Introductions" discussion forum by the above deadline.

### COMMUNICATION

**My preferred method of communication is the messaging feature within Canvas.** When you first log on you'll see an icon that says "Inbox." In it, find our class and send me a message. I will usually reply within 24 hours, Monday through Friday. If for some reason you cannot access the Canvas website, send me an [email](#).

### GETTING PREPARED FOR CLASS

Are you ready for online classes? Please take about 15 minutes to review what it means to take an online class by watching the Introduction to Online Learning presentation at:

[Introduction to Online Learning](#). In addition, here are some other resources to help you.

- What to expect when taking an online course: [CR Online Course Information](#)
- Learn more about the Canvas Course Management System: [Canvas Overview](#)
- See what other community college students have to say about what it takes to be a successful online student: [Student Advice on Taking an Online Class](#) .

### TIME MANAGEMENT AND STUDENT COMMITMENT

Good time management is a key to success in college, especially in your online classes. Students are often surprised by how much time it takes to complete the work in an online course. With that said, **expect to spend 9 to 12**

**hours per week working on this class.** Conscientiousness, attention to detail, and skills in reading and writing are critical for success. Your commitment will require at least as much effort as you dedicate to a traditional class. For example, you will be required to:

- Read online lectures and textbook chapters
- Participate in online activities and watch online videos
- Participate in online discussions
- Work collaboratively with fellow students
- Complete online quizzes and exams.

## COMPUTER SKILLS

Online courses require adequate computer skills. It is your responsibility to meet the technological demands of the course. You must be able to:

- Navigate the Course Management System (Canvas)
- Activate and use your mycr.redwoods.edu email account.
- Receive and respond to your CR email. **Course related messages will go to your “mycr.redwoods.edu” email address.**
- Download and upload files to the Canvas website
- Use a word processor
- Download and open PowerPoint files (pptx)
- Download and open Microsoft Word documents (docx)
- Use Adobe Reader to read pdf documents
- Convert word processing files to PDF format
- Download and listen to mp3 digital audio files

## COMPUTER REQUIREMENTS

It is your responsibility to ensure that your computer and internet service provider are adequate and reliable to take this online course. You should have, at the least, broadband services from cable, DSL, or satellite providers. You need reliable and sufficient access to the internet for the entire semester. Anticipate problems that may arise with your computer or internet access (including laptop failures and power outages) by not waiting until the last minute to submit assignments. **Having a technical issue will not count as a legitimate excuse for missed deadlines.**

### Portable Devices vs. Computers

Although you can use late-model portable devices (such as Android or iOS phones & tablets) you should plan on doing the majority of your work (especially exams and assignments) from a reasonably late-model notebook or desktop computer (Mac or PC). If you use your portable device for some of your class work, use the free Canvas app (called “Canvas by Instructure”) available in iTunes (for iOS) and the Google Play Store (for Android). It is unadvised to try to connect to Canvas using a web browser on a portable device. Your experience with Canvas will be a lot better using the app.

## REQUIRED TEXTBOOK

The required textbook for this course is Exploring Psychology, 10<sup>th</sup> edition (DSM-V update), by David G. Myers and Nathan DeWall, from Worth Publishers. It is available from the CR bookstore and from sellers online. There is also an electronic edition. Use this info when ordering your copy: ISBN-13: 978-1464154072.

## POLICIES

### CLASS ETIQUETTE AND ACCEPTABLE USE

While we all have a unique set of social norms for how to act on social media and amongst our peer groups, the digital world is quickly developing social conventions for how to conduct oneself in a public or semi-public virtual environment, like in an online class. Being online requires paying attention to the way we communicate because our

messages often lack important cues such as tone of voice, eye contact, facial expression, gesture, immediate context, etc. We've probably all had the experience where an email was poorly received because someone read it the wrong way. So, the online community has developed a set of guidelines for how to act in cyberspace. To learn more, check out this source on "Internet etiquette" or [Netiquette](#).

College of the Redwoods also has an [acceptable use policy](#), which governs what kinds of activities are allowed (or prohibited) on CR computing resources. Even if you are working from your home computer, you are still restricted from using the class website in ways that violate the college's policy.

## ACADEMIC INTEGRITY

The academic community places a high value on honesty, especially on work submitted for credit. Students new to college are sometimes unfamiliar and uncertain of what is acceptable and what isn't. One of the biggest problems in an online environment is plagiarism, which loosely defined as trying to pass off someone else's ideas, data, or text as if they were your own. For a quick guide on what plagiarism is and how to avoid it, the [Online Writing Lab](#) at Purdue University has a great resource. **It is your responsible to know what plagiarism is and to refrain from it entirely.**

In addition to plagiarism, academic dishonesty includes but is not limited to cheating, collusion, complicity, abuse of resources, computer misuse, fabrication or falsification, unpermitted multiple submissions, and bearing false witness. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Overall, it is important that we each conduct ourselves in a manner fitting for a college classroom, just as if we were assembled together in a physical setting. In general, if we all abide by the following rules we should get along just fine:

- All work must be your own, completed by you without assistance from anyone, other than basic editing;
- Be respectful when communicating with your fellow students and with your instructor.

**Students who are caught committing academic dishonesty on an assignment immediately forfeit all credit for that assignment.** If the problem persists, I will file a formal code of conduct complaint and you may end up being dropped from or receive a failing grade in this class. To learn more about your rights and responsibilities as a student, please familiarize yourself with the [Student Code of Conduct](#), especially pages 10-20.

## ATTENDANCE AND PARTICIPATION

This is an online course. It is essential that you participate in the class. Participation in this class is defined as fully completing each learning unit, including all quizzes and discussions, working collaboratively with assigned peer groups, and completing exams. You must have reliable access to the Internet and be able to log in to the class on a predictable basis, including on any day an event occurs or an item is due. Also, please be sure that you keep up with the assigned textbook readings and participate in all discussions. If you cannot meet these requirements and participate in the class, you should not take this class. Please note my policies about lack of course participation.

- Students who do not log on by the confirmation date ([see above](#)) will be dropped from the course.
- Students who do not complete all assignments by the end of the first unit will be dropped from the course.
- Students who show a pattern of excessively missing assignments may be dropped from the course. I reserve the right to determine what constitutes "excessive."

## ASSESSMENT, EVALUATION, AND GRADING

The course is organized around seven learning units containing slides, course notes, and chapter readings. Each unit runs for one week. Each unit has a corresponding discussion and quiz. The final assignment for the course is a reflection essay.

**DISCUSSIONS (40%)** For each unit there is a discussion forum. You respond to a weekly prompt and then respond to each other. The forum is a weekly writing assignment where your fellow students, in addition to your instructor, will see your work.

**QUIZZES (40%)** For each unit there will be quiz. Quizzes are timed, open-book, and open-notes.

**WRITING ASSIGNMENTS (20%)** The midterm is a research proposal due half way through the semester and the final assignment is an essay that you complete the last week of class.

**GRADING** The Canvas website will show your current grade in the class as a percentage. The following is the grading scale that I use in determining your final letter grade:

- A = 90% and above
- B+ = 87-89%
- B = 80-86%
- C+ = 77-79%
- C = 70-76%
- D = 50-69%
- F = 49% and below

An Incomplete (I) is given at your instructor's discretion and will only be granted to those students who continue to participate in class, have completed all prior work, and who have made arrangements with me by the end of the 15<sup>th</sup> week. This is a rare privilege and is not granted lightly.

#### OVERVIEW OF THE WEEKLY PATTERN/RHYTHM OF THE COURSE\*

Monday	Tuesday	Wednesday	Thursday	Friday
Weekly start date, unit module activated		Initial post for weekly discussion due		All discussion responses due  Weekly quiz due

*\*See the Syllabus page on Canvas for due dates.*

#### COURSE SYLLABUS SUBJECT TO CHANGE

While I make every effort to follow the standards and schedule of this syllabus, there may be times when changes are necessary. I will inform the class of changes using the Announcements tool.