

## Course Description

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Welcome to the fascinating world of psychology: the science of behavior and the mind! Using a combination of online lessons and activities, you will explore research in key areas of psychology, including perception, cognition, learning, motivation, child development, individual differences, social psychology and abnormal (clinical) psychology. In the process you will hopefully gain some scientific insight into what makes people think, feel, and behave the way that they do.

The course material will be available in the form of weekly online lessons and quizzes with opportunities to further explore and discuss this material in small group discussions conducted in the online discussion forum. We have included these components to help you keep up with the reading, and to promote deeper thinking and better learning through working with your classmates. The discussions and quizzes require your active participation throughout the course.

- ! Unlike other distance courses you may have taken, this is **not** a self-paced course and online activities **must be completed at specific times**. (See timeline for due dates.)

We expect that you will be available via high-speed internet on these key dates (see Timeline). It is your responsibility to get in touch with us at PSYC100D@queensu.ca **by Sept 28th, 2018** if you have a conflict with any of these dates or we cannot guarantee accommodation. During the year, should you experience an illness or serious personal problem, it is your responsibility to contact PSYC100D@queensu.ca as soon as possible (see Accessibility/Accommodations on the left menu for more information).

For students who will be out of Canada for the duration of the term, please note that we have had instances in the past where certain Web sites that are required to complete the online courses, including onQ, have been blocked intermittently in some countries (e.g., China). We do not make accommodations based on the lack of reliable Internet access. It is your responsibility to make sure that you will have adequate high speed Internet coverage for the entirety of the term.

Please note: Updates concerning your course will be sent to your Queen's NetID account **ONLY**.

## University Operating Dates

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<b>Sept 1</b>	Tuition due
<b>Sept 6</b>	Fall Classes start
<b>Sept 19</b>	Last day to add courses
	Last day to drop courses without financial penalty
<b>Nov 2</b>	Last day to change Fall exam centre
	Last day to submit Fall exam accommodation requests (If applicable)
<b>Dec 5-20</b>	Fall Exam period
<b>Jan 7</b>	Winter Classes start
<b>Mar 1</b>	Last day to change Winter exam centre
	Last day to submit Winter exam accommodation requests (If applicable)
	Last day to drop without academic penalty
<b>Apr 5</b>	Winter Classes end
<b>Apr 11-27</b>	Winter Exam period

## Learning Outcomes

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Upon successful completion of this course students will be able to:

1. Summarize the major areas and themes of psychology.
2. Demonstrate an understanding of the role of genes and environment in determining behaviour and mental processes.
3. Describe the major psychological theories and the empirical evidence upon which they are based.
4. Apply the scientific method to the formulation and answering of questions related to psychology.
5. Assess the validity of, and provide accurate interpretations of, psychological findings.

## Course Materials

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Available from Queen's Campus Bookstore (<http://www.campusbookstore.com>):

**Pearson Student Access Code Card:** The Pearson Student Access code (which contains your online lessons) is required. It comes bundled with an e-text (Krause, Corts, Smith & Dolderman. *An Introduction to Psychological Science, 2nd Canadian Edition*). You have the option to buy a looseleaf copy version of the e-text along with the code if you wish.

Your 2 options for your course material:

- Pearson Student Access code (incl. e-text) please visit <http://www.campusbookstore.com/Textbooks/AccessCodes/> to purchase the stand alone access code, or pick one up on the shelf, beside the textbooks.
- Pearson Student Access code (incl. e-text) + looseleaf printed text (<https://www.campusbookstore.com/textbooks/search-engine/results?Course=PSYCB03439>)

### Third-Party Privacy Policy

This course makes use of Pearson MyPsychLab for some activities. Be aware that by logging into the site, you will be leaving onQ, and accessing Pearson Education's website. Your independent use of that site, beyond what is required for the course (for example, purchasing the company's products), is subject to Pearson Education's terms of use and privacy policy. You are encouraged to review these documents, using the link(s) below, before using the site.

<http://www.pearsoncanada.ca/pearson-canada-at-a-glance/legal/privacy-statement>

### Suggested Time Commitment

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Students can expect to spend approximately 10 hours a week in study/practice and online activity for this course.

### Weighting of Assessments

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Assignment Activities	<ul style="list-style-type: none"> <li>• 3 Written Individual Assignments (1 x 4%, 2 x 5% each)</li> <li>• 4 Discussion Participation (4 x 2%)</li> <li>• 3 Aropa Assignments (6% each)</li> </ul>	40%
Proctored Midyear Exam		25%
Proctored Final Exam		35%

Note: Students are **required to pass the exam component of the course** to receive a passing grade. If a student does not pass the combined exam component, they will fail the course. The midyear exam is worth 25%, the final exam is worth 35%, so students must achieve a minimum of 30 marks on the combined midterm and final exam to meet this requirement.

**Note:** Students may substitute up to five hours of research participation for up to 5% bonus on top of their final grade (1 hour for each percentage point). For example, if a student fulfilled all 5 hours of research participation, and received 78% in the course, their final grade would be increased to 83%. For more information, see Participant Pool Participation.

The late penalty for non-Aropa submissions is 0.5 marks for each day late, to a maximum of 1 week. Tasks in Aropa have hard deadlines as your peers rely on you submitting your work for them to provide you with feedback. If you have questions about late submissions, please contact [psyc100d@queensu.ca](mailto:psyc100d@queensu.ca) to see if it is possible to submit late.

### Proctored exams

#### Location and Timing of Final Examinations

The exam dates for each Term are listed on the Faculty of Arts and Science webpage under "Important Dates." Student exam schedules for the Fall Term are posted via SOLUS immediately prior to the Thanksgiving holiday; for the Winter Term they are posted on the Friday before Reading Week, and for the Summer Term they are individually noted on the Arts and Science Online syllabi. **Students should delay finalizing any travel plans until after the examination schedule has been posted. Exams will not be moved or deferred to accommodate employment, travel/holiday plans or flight reservations.** Also, as indicated in Academic Regulation 8.3, students must write all final examination in all on-campus courses on the Kingston campus.

Once the exam schedule has been finalized the exam date will be posted on your SOLUS account. Students living in the Kingston area will write their final exam on Queen's campus. Students writing off campus will receive an email to their Queen's email account with full details of date/time/location of their exam. Please note: off campus exams will be held on the same day as Kingston exams, but the start time may vary slightly due to the requirements of the off-campus exam centre.

When you registered for the course, you indicated the exam centre location. If you do not remember the exam location you chose, or if you wish to change your exam location, please email: [asc.online@queensu.ca](mailto:asc.online@queensu.ca) or call 613-533-3322. The deadline for changing your exam centre can be found on the Queen's Arts & Science Online website. You must request the change prior to this deadline or you will be subject to a non-refundable administrative fee of \$100.00 per exam.

### Calculator Policy

Calculators acceptable for use during quizzes, tests and examinations are intended to support the basic calculating functions required by most Arts and Science courses. For this purpose, the use of the Casio 991 series calculator is permitted and is the only approved calculator for Arts and Science students. This inexpensive calculator sells for around \$25 at the Queen's Campus Bookstore, Staples and other popular suppliers of school and office supplies.

## Assessments and Activities Description

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### Bi-weekly self quizzes

(note: these quizzes do not count toward your final grade, they are designed as practice for the midterm quiz and the Multiple choice portion of the exams.)

There are 12 quizzes, each open for two weeks. The quizzes will be made up of 10 multiple-choice questions based on the online lessons covered in that two-week period. Quizzes will test ONLY the relevant two weeks of material; they are not cumulative. The quizzes can be written from any computer with high-speed internet access. Each quiz will be open for a full two weeks from Monday at 2 pm until the Monday 14 days later at 2 pm, during which time **you can take the quiz as often as you like**. These quizzes are not graded, but rather intended for you to use to gauge your own knowledge.

### Tasks

In this course, there are several types of tasks for you to complete. Some tasks have only a discussion component, some have a discussion and written submission, and some are completed using Aropa (a peer review program).

### Discussions

For each of the 3 discussions, you will need to: (1) access your group's Discussion forum on the first day of each Discussion to submit your initial post which serves as a foundation for later posts and copy this to the dropbox for that discussion, and (2) participate in the Discussion periodically over the next five days. Within the Discussion week, the Discussion board will open at 2 pm on the Wednesday and close Monday at 2pm (see timeline). During this 5 day period, you will be expected to actively participate in that week's discussion topic by contributing at least 4 quality posts in addition to your initial preparatory post. Information on the discussion topics will be posted under the corresponding week.

Your discussion activity will be assessed according to the following rubric:

Criterion	Accomplished	Developing	Needs Improvement
Frequency	Initial post submitted on time; at least 4 posts in the 5-day window of the discussion	Participates somewhat	Does not participate
Initial Post	Posts well developed; work that addresses all aspects of the task.	Posts adequate work. Minimal thought and preparation; doesn't address all aspects of the task	No initial post
Discussion board posting	Demonstrates analysis of other people's initial post (ie comments and requests for feedback). Extends discussion by building on previous posts	Contributions are superficial (e.g. just agrees or disagrees). Does not enrich discussion	Posts no follow-up comments or questions

### Written submissions

Due dates for all written submission are listed in the timeline. You will need internet access to submit your assignments electronically on or before the due date. It is your responsibility to submit on time, remember that technical issues might arise so don't leave it until the last minute!

### Academic Integrity (how to reference other people's work)

In general, informally acknowledge where you got information ("according to the text/on line lessons", "based on this figure from Wikipedia", "according to [url] on [date]..." unless it is common knowledge and comes from your head.

- There is no need for formal referencing in these assignments (date, publishers, and authors information is NOT required).
- No cutting and pasting information from Wikipedia or any other webpage or source even if that source is acknowledged - put everything in your own words.
- Once you've completed your assignment it is okay to have someone else read it over to help edit your language

Criterion	Accomplished	Developing	Needs Improvement
<b>Development of Ideas/Completeness and Accuracy of Explanation/Justification</b>	<ul style="list-style-type: none"> <li>• Addresses all of the relevant issues</li> <li>• Good understanding of the concepts and demonstrates critical thinking about the material.</li> </ul>	<ul style="list-style-type: none"> <li>• Adequately addressed the issues and shows some understanding of the concepts but without much demonstration of critical thinking.</li> </ul>	<ul style="list-style-type: none"> <li>• Does not address all relevant issues.</li> <li>• Lacks understanding of the concepts and does not demonstrate use of critical thinking.</li> </ul>
<b>Organization, Structure and Writing</b>	<ul style="list-style-type: none"> <li>• Well organized; arguments well integrated into coherent structure that pushes explanation forward.</li> <li>• Writing is appropriately concise.</li> </ul>	<ul style="list-style-type: none"> <li>• Some structure apparent, but ideas do not build or follow in a logical order; rambling in places.</li> <li>• Writing is clear for the most part, with some problems in wording and style.</li> </ul>	<ul style="list-style-type: none"> <li>• Weak and unclear organization makes argument difficult to follow.</li> <li>• Quality of writing makes arguments difficult to follow.</li> </ul>

### Proctored Midyear Exam

The midyear exam is 3 hours in length and includes multiple choice as well as short answer questions based on the online lessons, discussions and assignments. It is held in December during the official exam period.

### Proctored Final Exam

The Final exam is three hours in length and includes multiple-choice and short answer questions based on the winter term material, and 2 longer answer questions which require you to provide some theory or evidence from material covered in both terms.

Exam dates: The specific dates for each exam will be announced later in the term by the Registrar's office. Once the exam schedule has been finalized the exam date will be posted on your SOLUS account.

### Arts and Science Calculator Policy (If Applicable)

As noted in Academic Regulation 9.2, "Calculators acceptable for use during quizzes, tests and examinations are intended to support the basic calculating functions required by most Arts and Science courses. For this purpose, the use of the **Casio 991 series calculator** is permitted and is the only approved calculator for Arts and Science students."

### Exam Location

When you register for the course, you will indicate the exam centre location you will use for the exams. Students living in the Kingston area will write the exams on Queen's campus. Students writing off campus will receive an email to their Queen's email account with full details of date/time/location of their exams.

**Please note:** Off campus exams will be held on the same day as Kingston exams, but the **start time** may vary slightly due to the requirements of the off-campus exam centre. When you registered for the course, you indicated the exam centre location. If you do not remember the exam location you chose, or if you wish to change your exam location, please email: [cdsexams@queensu.ca](mailto:cdsexams@queensu.ca) or call 613-533-3322.

Click [here](#) for the deadline for changing your exam centre. You must request the change prior to this deadline or you will be subject to a non-refundable administrative fee of \$100.00 per exam.

### Exam Accommodations

All students requiring accommodation should contact ASO immediately following registration to inform them of any arrangements which may be required for proctored exams. Click [here](#) for further information regarding exams.

Requests to write a make-up exam because of conflicting travel plans (e.g. flight bookings) will **NOT** be considered except under extraordinary circumstances. Students are advised to wait until the final exam schedules are posted before making any travel arrangements.

### Tips for Success

## Tips for Success

1. Be sure to use the weekly checklists to keep on top of all of your work and refer to the Timeline so that you do not miss any deadlines.
2. Complete your online lessons *before* you participate in the discussions.
3. Seek clarification on the General Discussion forum as soon as possible about any confusing concepts.
4. Contribute answers to the General Discussion forum.
5. Be proactive – do not leave work until the last minute. Computer problems and technical glitches happen and sometimes life just gets in the way! Despite this, you are still responsible for meeting your deadlines.
6. Contact Student Academic Support Services for help in preparing for and writing essays and multiple-choice exams. They are located in the Learning Commons at Stauffer Library. [Click here for learning strategies workshops and study tips.](#)

**Note** that there are no copies of previous final exams available. However, the quizzes are excellent preparation for the multiple-choice portions. If you stay on top of the material, do the quizzes as described above, and practice short-answer questions, you will be well prepared.

## Grading

All components of this course will receive numerical percentage marks. The final grade you receive for the course will be derived by converting your numerical course average to a letter grade according to Queen's Official Grade Conversion Scale:

### Queen's Official Grade Conversion Scale

Grade	Numerical Course Average (Range)
A+	90-100
A	85-89
A-	80-84
B+	77-79
B	73-76
B-	70-72
C+	67-69
C	63-66
C-	60-62
D+	57-59
D	53-56
D-	50-52
F	49 and below

## Participant Pool Participation

Students in PSYC 100 have the option of volunteering in psychological research being conducted by faculty and advanced students in the Psychology Department. **This is a voluntary activity that is acknowledged by awarding up to 5% bonus marks on your final grade (if you complete all 5 hours of research participation).** These bonus marks will be added to your final grade at the end of the year. Research participation cannot improve a failing grade to a pass.

Although participation is not a requirement, we do consider it to be an integral part of the course and encourage students to contribute up to 5 hours of their time throughout the semester, ending on the last day of classes. Students gain valuable direct experience in methods of psychological investigation, and contribute to research.

Some of the material in PSYC 100 that you are required to learn and think about has to do with the many pitfalls in psychological experimentation. For example, how can you ensure that you are measuring what you think you are measuring? Research questions such as these are not easily answered by textbook examples. Participation in a research study will help you see some of the methodological problems of psychology, and some of the solutions to those problems.

Each study in which your help is solicited has been reviewed in detail and cleared by the Department's Ethics Review Committee. Nevertheless, you may decline to participate, for any reason at all, in any study for which you sign up. You may also direct any ethical concerns to the researcher or Participant Pool Officer.

At the conclusion of each study in which you participate, you should be provided with information about the purpose of the study and other relevant details. The idea is to ensure that your participation will benefit your education, as well as add to the fund of knowledge in psychology. You are warmly encouraged to ask questions about the research in order that you understand fully why the study is being conducted, and what your role is, as a participant.

### HOW TO USE THE PARTICIPANT POOL

- Each student will receive an email containing instructions and a password to book appointments using the on-line Participant Pool sign-up system (SONA). **This email will be sent to your Queen's email during the 1st 2 weeks of term.**
- For each ½ hour, or portion thereof, of participation in a study, students will receive 0.5% bonus added to their final grade. If you can't find the original email sent to you about the participant pool, just click on the Participant Pool link and follow the instructions for a forgotten password.
- Signing up for studies is done through the Participant pool website ( [click here](#)).
- Students will be able to cancel appointments electronically up to 3 hours prior to their appointment. Please note that students must contact the researcher via email if they need to cancel an appointment 3 hours prior to the appointed time. Students who do not cancel the appointment and fail to show up will be penalized. The penalty is equal to the credit value for the study that is missed. You will never lose credits already accrued, regardless of the penalty. For example, you could have 3 credits in penalties, but if you have already earned 2 prior credits, you will still receive your 2 marks. You will only have to make up the time for a missed study before additional credits can be earned.
- Participation in research is entirely voluntary. If you want to earn credit but don't want to participate in a particular study, you can complete an alternative assignment instead. For the alternative assignment, researchers either will offer a walk-through of their experiment, or they will have you to read an article or blog post, listen to a short podcast, or watch a short video and then answer questions about it. Researchers of the particular study for which you wish to get credit will administer the alternative assignment (NOT the course instructor).
- Students will be able to track their current appointments, cancelled appointments, penalties assessed and their mark to date, by logging onto the participant pool website.

If you have any questions or concerns regarding your participant pool marks, or should you have any ethical or procedural concerns regarding the conduct of an experiment or experimenter, please contact the Participant Pool Officer, Dr. Stanka Fitneva by email at [fitneva@queensu.ca](mailto:fitneva@queensu.ca) or 613.533.2363

### FAQ (Frequently Asked Questions)

#### **I'm having difficulty logging in to the PSYC 100 Participant Pool to register for a study.**

Please go to the Psyc Dept website, click on the Undergraduate drop down to go to Quick Links (in the bottom right corner), click on Participant pool information and click the 'Forgot your password?' option.

Once you click on this link, type in your Queen's email address and you will be sent instructions on how to reset your password so you can log in to the PSYC 100 Participant Pool website.

#### **I completed a study through the PSYC 100 Participant Pool but haven't received my credit. Who should I contact?**

Please email the Participant Pool Coordinator, Cheryl Hamilton, stating your name, student number, the name of the study, and the date you completed it.

**For other FAQs**, please visit the main Participant Pool website on the dept of Psychology webpage. ([click HERE](#)).

### Contacting the Teaching Team

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The teaching team contact information is located on the Homepage of the course (see "Teaching Team").

Our teaching staff is here to support you in your learning. For questions related to course content, please first post in the OnQ General Discussion Forum. Our teaching team frequents the forum regularly during business hours, and your peers can also respond. Please note: on weekends and holidays, the teaching team may not see your post. Please ensure that you are proactive, and ask your questions during business hours. Otherwise, the teaching team will be back and eager to assist on Monday morning (or the next business day).

If you have a personal question, please email [PSYC100D@queensu.ca](mailto:PSYC100D@queensu.ca) using your @queensu.ca email address. We cannot send personal information to emails other than your @queensu.ca account.

### Course Feedback

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At various points during the course, students may be asked to take part in a variety of feedback activities (such as questionnaires and exit tickets).

This feedback enables the team to make any adjustments necessary to improve the online learning environment. Additional student feedback will be sought throughout the course. All surveys are anonymous, and directly related to activities, assessments, and other course material.

## Netiquette

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In any course you often communicate with your peers and teaching team through electronic communication. You are expected to use the utmost respect in your dealings with your colleagues or when participating in activities, discussions and online communication.

Here is a list of netiquette guidelines. Please read them carefully and use them to guide your communication in this course and beyond.

1. Make a personal commitment to learn about, understand, and support your peers.
2. Assume the best of others and expect the best of them.
3. Acknowledge the impact of oppression on the lives of other people and make sure your writing is respectful and inclusive.
4. Recognize and value the experiences, abilities, and knowledge each person brings.
5. Pay close attention to what your peers write before you respond. Think through and re-read your writings before you post or send them to others.
6. It's ok to disagree with ideas, but do not make personal attacks.
7. Be open to be challenged or confronted on your ideas and challenge others with the intent of facilitating growth. Do not demean or embarrass others.
8. Encourage others to develop and share their ideas.

## Queen's Email

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The university communicates with students via Queen's email. Please check your email regularly to ensure you do not miss important information related to your course.

## Copyright

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The material on this website is copyrighted and is for the sole use of students registered in PYSC 100. The material on this website may be downloaded for a registered student's personal use, but shall not be distributed or disseminated to anyone other than students registered in PYSC 100. Failure to abide by these conditions is a breach of copyright, and may also constitute a breach of academic integrity under the University Senate's Academic Integrity Policy Statement.

## Accessibility/Accommodations

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Queen's University is committed to achieving full accessibility for people with disabilities. Part of this commitment includes arranging academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. The Senate Policy for Accommodations for Students with Disabilities was approved at Senate in November 2016 ([click here](#))

If you are a student with a disability and think you may need academic accommodations, you are strongly encouraged to contact the **Queen's Student Accessibility Services (QSAS)** and register as early as possible. For more information, including important deadlines, please visit the QSAS website.

## Academic Considerations for Students in Extenuating Circumstances

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Queen's University is committed to providing academic consideration to students experiencing extenuating circumstances that are beyond their control and are interfering with their ability to complete academic requirements related to a course for a short period of time, not to exceed three months. Students receiving academic consideration must meet all essential requirements of a course. The Senate Policy on Academic Consideration for Students in Extenuating Circumstances was approved at Senate in April, 2017 ([click here](#)). Each Faculty has developed a protocol to provide a consistent and equitable approach in dealing with requests for academic consideration for students facing extenuating circumstances. Arts and Science undergraduate students can find the Faculty of Arts and Science protocol and the portal where a request can be submitted at: <http://www.queensu.ca/artsci/accommodations>. Students in other Faculties and Schools who are enrolled in this course should refer to the protocol for their home Faculty.

If you need to request academic consideration for this course, you will be required to provide the name and email address of the instructor/coordinator. Please use the following:

Instructor/Coordinator Name:

Instructor/Coordinator email address:

## Academic Integrity

Academic Integrity is constituted by the six core fundamental values of honesty, trust, fairness, respect, responsibility and courage (see [www.academicintegrity.org](http://www.academicintegrity.org)). These values are central to the building, nurturing and sustaining of an academic community in which all members of the community will thrive. Adherence to the values expressed through academic integrity forms a foundation for the "freedom of inquiry and exchange of ideas" essential to the intellectual life of the University (see the Senate Report on Principles and Priorities <http://www.queensu.ca/secretariat/policies/senate/report-principles-and-priorities>).

Students are responsible for familiarizing themselves with the regulations concerning academic integrity and for ensuring that their assignments conform to the principles of academic integrity. Information on academic integrity is available in the Arts and Science Calendar (see Academic Regulation 1 <http://www.queensu.ca/artsci/academic-calendars/regulations/academic-regulations/regulation-1>), on the Arts and Science website (see <http://www.queensu.ca/artsci/academics/undergraduate/academic-integrity>), and from the instructor of this course. Departures from academic integrity include plagiarism, use of unauthorized materials, facilitation, forgery and falsification, and are antithetical to the development of an academic community at Queen's. Given the seriousness of these matters, actions which contravene the regulation on academic integrity carry sanctions that can range from a warning or the loss of grades on an assignment to the failure of a course to a requirement to withdraw from the university.

## Computer Requirements

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### Microsoft Windows Client

Vista/Windows 7/Windows 8  
Intel Core 2 Duo processor  
4 GB RAM  
Soundcard with speakers and microphone or preferably a headset  
Webcam

### Mac Client

OS X 10.8 or higher  
Intel i5 processor  
4 GB RAM  
Internal, USB or external iSight microphone or preferably a headset  
Webcam

### Supported Browsers

Chrome (latest version)  
Firefox (latest version)  
Safari (latest version on 64-bit Intel processors only)

### Internet Connection

Wired high speed access: Cable or better  
(wifi is not recommended)

### Java

Latest version

### Media Player

Flash (latest version)

### Adobe Reader

Latest Version

## Students Studying or Traveling Abroad

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If you plan to travel, we strongly recommend that you confirm Internet availability in your host country prior to departure. In the past, students in other countries have been blocked from accessing certain websites relevant to their courses, as well as onQ. It is the responsibility of all students to book travel around course work, as we cannot change the format or timing on assessments or assignments as a result of travel plans.