## Introduction to Psychology Dr. Pam Terry

**Summer Semester 2013 317 Russell Hall**

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**Read this syllabus and keep it for reference during the semester.**

**Office Hours: MW 12:30 – 2:30 P.M.**

**General Course Description**

This course is a broad survey of major theory and research in psychology, the scientific study of behavior and mental processes, at the introductory level. It includes investigation of information on learning, memory, perception, psychological disorders, therapies, personality, states of consciousness, human development, thinking, language, intelligence, the brain and nervous system, stress, and social psychology.

**Textbook**

Ciccarelli, S. K. & White, J. N. (2012). Psychology, 3rd Ed. Upper Saddle River, NJ, Prentice-Hall.

Students should obtain a copy of this book in order to make sure that they have access to all of the information necessary to successfully complete course requirements.

**Instructional Objectives**

To assist students in acquiring knowledge of the basic concepts, theories, and issues of psychology and in understanding how these apply in real life situations.

**Course Requirements & Grading Breakdown**

The semester grade will be comprised of five equally weighted requirements weighted 20% each. These will include three test scores, the final exam score, and a composite score from short, homework-type assignments. The Final Exam is not comprehensive.

**Grading Scale**

A - 90 – 100 B - 80 - 89 C - 70 - 79

D - 60 - 69 F - Below 60

**Academic Honesty**

See the *Gordon College Academic Catalog* for the official college policy. Evidence of cheating on examinations or plagiarism of written assignments will in this class, at minimum, result in a grade of zero for the test or assignment. Any work turned in must be your original work, and any information taken from outside sources must be referenced. (Your report should clearly indicate what source the information came from.) This includes facts, statistics, and words and ideas of others, even if they are paraphrased. It is best to avoid all question or appearance of cheating and plagiarism by not working together too closely on project reports, avoiding overuse of wording borrowed from your reference sources, and making sure that all sources are cited in reports.

**Student Responsibilities**

***Attendance and class participation.*** Records of attendance will be kept. While class attendance will not directly affect the course grade, it is expected that students will attend class, and they are responsible for knowing information given in class. Class participation, discussion of relevant topics, and asking questions is always encouraged.

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***Classroom courtesy.*** Taking college courses is optional and requires an investment of time, effort, and money on behalf of the student. Students who have made this investment and need the information from the class and/or the credential of having received an acceptable grade for it deserve the best possible learning environment to facilitate reaching their goals. Students should not be in a particular classroom for any other reason, and private conversations and other disruptive behaviors will not be tolerated. Students engaging in them will be asked to leave.

Other avoidable disruptions include cell phones and beepers. Please make sure that these are turned off prior to the beginning of class. Keep in mind that late arrivals and early departures are disruptive also and have the appearance of being rude. Please keep scheduling of appointments that conflict with class to a minimum. This includes non-emergency appointments with physicians and advisors. Where conflicts are unavoidable, students should give the professor a courtesy notification of the planned late arrival or early departure.

Students should also avoid non-productive and inappropriate behaviors such as sleeping, paper shuffling, text messaging, and similar behaviors. These leave a poor impression with the professor. Overall, classroom courtesy is a definite consideration in evaluation of course performance.

***Preparation for class.*** In order to take the best advantage of classroom lecture and discussion, it is important to prepare for classes ahead of time by reading assigned material. (It is expected that students will have access to a textbook.) You might also check the posted lecture slides scheduled for the class to cover next. In order to keep current with what is happening with the class if you are absent, go to the professor’s web page to find any announcements that may have been made. Please do not e-mail me for a summary of what happened in the class that you missed.

***Awareness and Communication*:** It is the student's responsibility to:

1) be aware of test dates and assignment due dates;

2) make sure that he/she is recorded present for class;

3) make arrangements to make up any work/tests missed during absences;

4) obtain notes or other information missed;

5) make sure that the instructor actually received any work turned in;

6) communicate to the instructor any special circumstances, events, or needs that will

interfere with the student’s completion of his or her course work in a timely fashion.

**Resources**

***The professor’s web page*.** The syllabus, PowerPoint lecture slides, study guides, and assignment instructions will be hyperlinked to my *www.gdn.edu* web page. Materials are updated periodically during the semester, so check the site frequently prior to tests and assignment due dates for any relevant changes. This is actually a better source of information, and a faster one, than contacting me by email. Use it first.

The page can be found on the Gordon website. From the homepage, click on *MyGordon.* Scroll down under *Resources* to *Faculty Credentials and Web Pages*. When you reach that page, click on *T* (rather than scrolling down). My name should appear near the top of the screen. Click on

The words *Personal Web Page* under my name. There you should find the name of your course. Click on it to find the information you need.

***E-mail.*** You may use e-mail to inform me of absences, etc., or to ask specific questions or make requests. If you do, **please identify yourself and your section.** For example, “This is Jane Doe from your Human Growth MW 2:00 section.” I will not respond to e-mails not fully identified other than to ask for further information. I also do not respond to e-mail questions regarding those things already posted on the web page, such as assignment and test dates, or those things already covered in this syllabus such as policy regarding make-up tests, tardy assignments, or excused absences. You often will find an answer more quickly on the web page or in the syllabus than from me. I will respond to emails as promptly as possible when there is a specific need to send you information. If you receive an e-mail from me, it will be on your Gordon e-mail account. If you send me a note, I will generally reply to the account from which it was sent.

**Tests**

Tests may include material from the textbook not covered in class as well as material covered in class that may not be in the textbook. Study guides are provided for download from the computer which will direct you to the most important information to study for the tests.

***Make-up tests.*** No make-up tests will be given. If you have a legitimate reason for missing a test, please obtain and forward documentation to me. We will then consider what might be done to offset the effects of the failing grade.

***Final exams*.** According to Gordon College policy, final exams must be taken on the date and time published in the Schedule of Classes. Students with three or more final exams on the same day or with a documented hardship may petition the Business and Social Science Division Chair for allowing an alternate time of test administration.

**Assignments**

***Completion of assigned work*:** All assignments in this course are required and not for extra-credit unless otherwise indicated. If you fail to complete them for credit, your grade will be lowered accordingly. Instructions for completion of these along with a due date will be given with each assignment.

**Extra Credit**

 No extra-credit work will be offered at the end of the session

***Keeping copies and records.*** *(A word of advice).* It is advisable to keep a copy of all computer files and hard copies of work that you turn in and to keep returned/graded papers and returned tests and SCANTRON sheets until the end of the semester. These will be useful in resolving any questions about your work that might arise.