## Course Information

<table>
<thead>
<tr>
<th>General Psychology, PSYC 2301 85501</th>
<th>Dr. Michaelle O’Quin Norman</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer, 2019</td>
<td><a href="mailto:mnorman@dccc.edu">mnorman@dccc.edu</a></td>
</tr>
<tr>
<td>Number of Hours Three (3)</td>
<td>972.238.6300 Office/ Remind App @psyc230185</td>
</tr>
<tr>
<td>M-F  5:40 PM-7:40 PM  ROOM T222</td>
<td>WH 268 (By Appointment)</td>
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## Course Description/Prerequisites

**From the DCCCD Catalog:**

**Description:** General psychology (2301) surveys major topics in the study of behavior. Factors which determine and affect behavior are examined. Psychological principles are applied to the human experience.

**Course Prerequisites**

One of the following must be met: (1) Developmental Reading 0093, (2) English as Second Language (ESOL) 0044, or (3) have met the Texas Success Initiative (TSI) reading standard.

## Instructor Information

**Dr. Michaelle O’Quin Norman**

**Contact Information:**
- 972.238.6300 Office/ Remind App @psyc230185
- mnorman@dccc.edu
- WH 268 (By Appointment)

## Course Materials

**Below are REQUIRED materials for this course.** Please ensure that you carefully select and purchase your materials AS SOON AS YOU REGISTER FOR THE COURSE.

**Title:** Real World Psychology for Richland College with Wiley PLUS Blackboard Card Set, 2nd Edition

**Author:** Karen Huffman; Catherine Sanderson

**Publisher:** Wiley

**Copyright year:** 2018

**ISBN:** 9781119529651

As part of the assessment for this class, you are required to complete online assessments and assignments using the Wiley Plus platform accessed through the required access code enclosed with your textbook. The access code is MANDATORY and vital to your success in this course.

## Disclaimer

The instructor reserves the right to amend this syllabus as necessary.
COURSE OBJECTIVE

This course will cover a wide range of psychological concepts, theories, and topics. In particular, students will be exposed to various psychological approaches, including social, personality, neurological, cognitive, developmental, and clinical psychology via class lectures, audio/visual media, class discussions, activities, and/or handouts. This course further covers theoretical aspects of general psychology, terminology, and normal behavior characteristics for self and others. It should also promote the development of critical thinking.

STUDENT LEARNING OUTCOMES

Upon Completion of PSYC 2301, students should be able to demonstrate:

1. an understanding of the history psychology and its development.
2. an understanding of the research methods used in psychology.
3. knowledge of the basic language of psychology.
4. a description of the basic theories of psychology and how they are used.
5. an understanding of how to apply the above to everyday life.

COURSE POLICIES

Disclaimer Reserving Right to Change Syllabus

The instructor reserves the right to amend this syllabus as necessary. It is the student’s responsibility to stay up to date and aware of any such changes made once the professor indicates that amendments have been made. Such changes may be announced in class, via email, or in the Announcements area of eCampus.
EXAMS AND ASSIGNMENTS

Exams – The exams given will cover course assignments, chapter readings, and other information pertaining to the course. It is your responsibility to ensure that you are well prepared for each exam. Class time is designated for students to gain clarity on course information. Study guides are provided as a study aid. The instructor may, at her discretion, conduct exam reviews, but only as a courtesy if time permits. Generally, there are no make-up exams. You are expected to prepare and make appropriate efforts to take the exam on the designated date. If for some reason you are unable to take the exam by the required date, you will need to contact your instructor for alternate options See Makeup Exam Policy.

This policy is subject to change as would be in the best interest of the class. The instructor reserves the right to amend this policy as needed.

Assignments—You will have several assignments that will be submitted through Wiley Plus. Be sure to register and access your Wiley Plus Learning Space information and assignments through the eCampus links.

Collaboration – You will interact with your colleagues during classroom activities and for your group project. Your participation in the class is vital to a favorable grade. You will complete a group contract at the beginning of your project and a peer assessment form at the end.

GRADING SCALE AND GRADING CRITERIA

Grading Scale: You will have the opportunity to earn points and will be given grades according to the following scale:

<table>
<thead>
<tr>
<th>Grade Point Structure</th>
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</thead>
<tbody>
<tr>
<td>Points Earned</td>
</tr>
<tr>
<td>----------------</td>
</tr>
<tr>
<td>900-1000</td>
</tr>
<tr>
<td>800-899</td>
</tr>
<tr>
<td>700-799</td>
</tr>
<tr>
<td>600-699</td>
</tr>
<tr>
<td>0-599</td>
</tr>
</tbody>
</table>
Grading Feedback:

In general, grades for exams and quizzes are available immediately unless there are technical circumstances which prevent immediate feedback. Written assignments such as reflections, discussion posts, projects and other writing-intensive assessments will be graded within 7-10 days.

If there will be a delay in your receiving feedback, a written announcement or email will be provided to the class addressing the delay.

If your assignment is not submitted in a format can be accessed by the instructor (.pdf, .rtf, .docx), you will receive an initial numeric grade of “1” with comments instructing you to resubmit the assignment. There will be only ONE resubmission allowed for assignments submitted in an incorrect format. Subsequent submissions which are incorrectly formatted will receive a grade of “0”. It is each student’s responsibility to submit each assignment in a format which can be readily accessible by the instructor.

Grade Dispute
Please note that you will have ONE (1) week from the date the grade is posted to eCampus to challenge/dispute a grade you receive on a submission. It is YOUR responsibility to KEEP ALL WORK completed, graded and returned to you by your instructor for the duration of the semester. It is in your BEST interest to KEEP a copy of your submitted work either on a flash drive, electronically (in the cloud), or a hard copy. All disputes must be in writing.

Evaluation Procedures: Your assignments and exams will be scored and weighted as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Points</th>
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<tbody>
<tr>
<td>Module 1 Chapters 1-4  (Assignments, Assessment 1, Participation)</td>
<td>250</td>
</tr>
<tr>
<td>Module 2 Chapters 5-8  (Assignments, Assessment 2, Participation)</td>
<td>250</td>
</tr>
<tr>
<td>Module 3 Chapters 9-11  (Assignments, Assessment 3, Participation)</td>
<td>150</td>
</tr>
<tr>
<td>Module 4 Chapters 12-14  (Assignments, Assessment [Final Exam], Self-Assessments, Participation)</td>
<td>350</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1000</strong></td>
</tr>
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</table>

Please note:

1. The instructor reserves the right to adjust assignments and points as deemed in the best interest of the students. Such adjustments will be provided in writing and will serve as an addendum to this syllabus.

2. You will have ONE (1) week from the date the grade is posted to eCampus to challenge/dispute a grade you receive. It is YOUR responsibility to KEEP ALL WORK
completed, graded and returned to you by your instructor for the duration of the semester. It is in your BEST interest to KEEP a copy of your submitted work either on a flash drive, electronically (in the cloud), or a hard copy.

**Extra Credit:**

As extra credit opportunities vary from semester to semester; these opportunities will be given to students as they are available. There will be a maximum of 50 extra credit points. These points will be added to the total number of points at the end of the course.

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**ATTENDANCE POLICY**

You must be **present** to participate. Once you are present, you must be **active** in all discussions and activities. Regular and punctual attendance is expected of all students. Roll will be taken during each class session. You should always arrive on time and stay for the entire session to receive full credit for attendance. Your attendance is directly linked to participation. If you attend, participation is expected and eminent. There are several in class assignments that will be given in class. There is **NO MAKEUP** for these points. If you miss these days, you will need work hard on subsequent assignments if you wish to recover missing points.

**Late Work Policy:**

It is in each student's best interest to submit work in a timely fashion. Occasionally, however, life prevents one from keeping deadlines. While the preference is that you submit work on time, you will be expected to complete assignments for each module no later than the given due date. If you are unable to complete and submit work by the deadline you are responsible for communicating with the instructor in writing via email.

You will have the opportunity to submit your assignment late but will be penalized by 1-letter grade if submitted within 7 days. After the 7-day period, you will need to complete a Submission Extension Request in order to submit your assignment late. There is a maximum of **two** requests for the semester.

The professor, at her discretion, will determine if you should be granted the extension and the parameters for submission (i.e. grading penalties, deadline, etc.) However, once the exam for that module or chapter has been administered and closed, neither late assignments nor Submission Extension Requests for that module will be accepted. For example, Exam 1 closes in 2 days. A student has not completed Assignment #2. Either
Assignment #2 or Submission Extension Request must be submitted before Exam 1 closes in order to receive credit for that assignment. Failure to submit the assignment by the due date or extended due date will result in the grade of 0.

If you miss the Exam for any unit, you will have the option to take the Comprehensive Makeup Exam at the end of the semester. You will receive a 0 for the missed exam. At the end of the term, you may opt to take the Comprehensive Makeup Exam to replace the LOWEST exam grade.

COMMUNICATING WITH YOUR INSTRUCTOR

Emails: My preferred method of correspondence is email since I may very well be in class or in a meeting if you contact me via phone or in person. When communicating with me via email, please converse in a professional manner (no emojis, or short hand verbiage). In most cases, I will respond within 24 clock hours when the following guidelines are adhered to:

1. The SUBJECT line must read: PSYC 2301 8XXXX (Section number), Last Name, First Name: Subject (Example: Subject: PSYC 2301-8XXXX- DOE, JANE: MY GRADES).
2. Sign/End your email with your Full Name as many email addresses do not match the student’s name.
3. Failure to include the above information could result in a significant delay in your email response.
4. Please allow at least 24 hours for a response.

Telephone: You may feel free to call my office telephone at 972.238.6300. Please keep in mind, that I may be in class, with another student or attending meetings. In most cases, it is best to contact me via text or email. Telephone calls will be accepted between the hours of 9AM and 11PM. You may feel free to call or text my cell phone at 469-954-1579.

Remind App: Most of the announcements for this course will be conveyed through the eCampus platform. To quickly disseminate the information, I will communicate with you through the Remind app. Please feel free to download the application on your cell phone. To register with our course, do one of the following:

1. Send an email to psyc230185@mail.remind.com. In your email provide your Full Name and your ID number.

OR

2. Text this message: @psyc230185 to this number : 81010

Text Messaging: If you need to contact me you may also feel free to send me a text through the Remind Application. Please be sure to sign your text with your name and Course Section (8XXXX) at the end so that I will know with whom I am conversing. Text Messages will be accepted between the hours of 9AM and 11PM.
Withdrawal Policy

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by (Tuesday, June 25). Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. See institutional policies for additional information on withdrawals.

INSTITUTIONAL POLICIES

Institutional Policies relating to this course can be accessed from the following link:

www.richlandcollege.edu/syllabipolicies