Professor: R Parra
Email: rparra@dccc.edu
Office Phone Number: 214 860-8763
Office Number: W-256A
Office Hours: MW, 9:30-10:30 a.m. TR, 2-3 p.m. Fri., by appointment
Meeting Days & Time: MW, 8:00-9:20 am
Room Number: W170B
Credit Hours: 3

Division: Communications and Social Sciences
Office Hours: 8:00 am to 5:00 pm
Office Phone: 214 860-8830
Office Location: W279B

Please read the following very carefully as failure to do so may result in lower grades than you are capable of and falling behind or missing assignments. Follow all procedures carefully and if you have any questions, please ask now, not later. Thank you.

Course Description:

General Psychology is a survey of the major psychological topics, theories, and approaches to the scientific study of behavior and mental processes.

The purpose of this course is to provide you with an overview of the major areas of study in the field of psychology. This course will introduce you to concepts and critical thinking skills that are used in psychology and that will help you learn to think like a psychologist. You will learn about major theoretical perspectives in psychology, research methods, and concepts from different content areas such as physiological psychology, developmental psychology, social psychology, and cognitive psychology.

Understanding some of the major concepts in psychology should prove beneficial for understanding the mental processes and behavior of people, as well as providing a framework for future studies in this field. This course will help you to develop insights into understanding learning and memory, personality, stages of human development, stress and its effects, behavior in groups, and psychological disorders. Thus, the course will expose you to information that is not only interesting but also useful in “the real world.”

The objective of a behavioral science component of a core curriculum is to increase students' knowledge of how behavioral scientists discover, describe, and explain the behaviors and interactions among individuals,
groups, institutions, events, and ideas. Such knowledge will better equip students to understand themselves and the roles they play in addressing the issues facing humanity.

Course Pre-requisites:

Developmental Reading 0093 or English as a Second Language (ESOL) 0044 or have met the Texas Success Initiative (TSI) standard in Reading.

Course Materials/Supplies Needed

Required etextbook is in Revel: Ciccarelli, Psychology: An Exploration 4e and an Access Code to Revel ISBN# 9780134639017.

Make sure you have funds to purchase this item at the beginning of the semester as there will be no extensions of and due date because of not having the access card purchase for the Revel etextbook and homework assignments. Usually the online purchase of Revel once you use the Ecampus link to register, is a little less expensive than anywhere else. Check it out.

You must have reliable access to the Internet, Ecampus and Pearson’s Revel (Google Chrome Browser recommended). You may use on-campus or library computers or your own tower or laptop PC, NOT a smart phone or tablet PC. See your Instructor as soon as possible if you do not have access to your own computer.

If in doubt about what to buy, please see the MVC bookstore clerk and present your class number and section number to them. They will assist you getting what you need.

Core Objectives:

Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning. Psychology 2314, as part of the core curriculum, satisfies the following Core Objectives in Psychology defined by the Texas Higher Education Coordinating Board.

- **Critical Thinking Skills** – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Communication Skills** – to include effective development, interpretation and expression of ideas through written, oral and visual communication
- **Empirical and Quantitative Skills** – to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
- **Social Responsibility** – to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

Student Learning Outcomes

Upon successful completion of this course, students will:
1. Research methods: Identify research findings through the application of the scientific method. OR Exhibit an understanding and ability to apply basic research methods in psychology including research design, data analysis, and interpretation.

2. Identify factors in the historical development of the study of human behavior including current theoretical perspectives prominent in the field of psychology.

3. Identify terminology unique to the study of psychology.

4. Identify accepted approaches and standards in psychological assessment and evaluation.

5. Identify factors in physiological and psychological processes involved in human behavior.

Course Outline:

Evaluation Procedures:

1. Revel, 13 Chapters of reading assignments in the ebook.
   (All 13 Chapters of reading assignments completed in the Revel course site)

2. Homework on Textbook, four Major Tests plus Final Exam (100 pts. ea.)
   (Completed directly on the eCampus course site)  1800 points   60%

3. Homework (Completed on the Revel course site, Chpts 1-9 only, 100 pts. ea.)
   + 900 points   30%

3. An essay assignment, to be announced.
   + 300 points   10%

Total 3000 points  100%

To calculate your grade at any time in the semester, simply add up your points and divide this total by the total possible number of points that you could have achieved at present (see above). Example: 932 point I have just earned, up to now, on exams, essays, and homework I have been assigned and taken. At this time in the semester I have 1200 point possible if I made a 100 on each exam (see above). Therefore 932 divided by 1200 is 76.6 or C.

You can take a different exam or homework as many times as you want.

A onetime written paper and pencil test will be given for anyone experiencing insurmountable technical difficulties in doing the electronic testing.

Only your last score of each exam or homework will be used to calculate your grade average as a reset will cancel out any previous score. Prints outs of previous test will not be accepted. The tests will not be curved.

All exams and homework are open book and an individual effort. There is to be no outside reference to any source or person(s) while taking a test by computer.
All homework and tests are time limited to 30 minutes. This is not a “look up the answer” testing or homework course. You must study as described in Ecampus under the left pane tab “How to Make A’s”. You will have about 30 seconds to answer each homework and test questions. That is more than enough time to answer the questions, if you have studied. The time limit will not be increased.

Realize that you can take the test and homework as many times as you want with the last score you made being added to your overall course average. Each time you retake one, new questions from the database will be added or changed from the one you just took. So, whether you study and know the answer or keep taking the homework or test until you get the score you want; you will know the material and it will take time to do either one. Please plan ahead to study during the week.

Any tests or homework that receives an overtime mark of either a flag or bubble means the following. **You submitted the test/homework later than 11:59 p.m. when it is due. Any submission after 11:59 p.m. will be give a 0, no exceptions.** Please do not wait until the last minute to do your exam, it is not worth the 0. Better to submit what you completed at 11:59 p.m., rather than risk a 0. If you do get a 0, please retake it again as soon as possible before it is due.

When you are emailing your Instructor use your enrolled name and ensure that the subject line of your email contains the course name and number otherwise your email will be deleted. You must include the specific reason(s) for your concern and be very detailed about what your request is.

Please see this link as I think you might find it helpful for college, your other classes and the world of work after college. [https://www.insidehighered.com/views/2015/04/16/advice-students-so-they-dont-sound-silly-emails-essay](https://www.insidehighered.com/views/2015/04/16/advice-students-so-they-dont-sound-silly-emails-essay)

The final exam schedule is published in the calendar of the schedule for the current semester for normally scheduled sections. We will meet class on the date posted in this schedule. (This does not apply to internet only classes).

Grades for homework and exams will be posted in the Ecampus grade book immediately. You are to keep track of your grades so that any questions concerning them are resolved prior to the end of the semester, not after the semester is over.

There is no extra credit policy, only completion of the syllabus criteria.

All tests and homework are due no later than 11:59 p.m. on the day it is due; the Final Exam is due on the last day of Finals, at 11:59 p.m. Of course, uncompleted work has a value of zero (0) points. Do not wait until late to take the exam because any exam that goes beyond 12 midnight will not be counted and will receive a 0.

Retests are at the discretion of the professor and allowance for work schedule, technical difficulty, equipment failure, childcare, forgetfulness, and other issues related to last minute testing, equipment failure or work turn in will not be accepted. This is especially true when technical problems occur at the last minute with all your assignments due that day. You had the first of the semester and time enough to work them out, not on the due date.

**Important !!!** Contact the “helpdesk” for technical problems, not your Instructor, with Ecampus. Phone: 1-866-374-7169 or 972-669-6402 or for Pearson MyPsychLab 1-844 292-7018. Make sure you have a report number from tech support before you contact your instructor about technical difficulties not related to course content. You must also have them forward your contact information, report number and their report to
me. This is very important, and it must have a report date prior to any assignment that is due, to even be considered.

What will not be excused at all is last minute testing (the day it is due) where no or few assignments are completed before technical difficulty occurs.

Others will have planned to complete their assignments and so should you. We take deadlines and timeliness seriously as does your present or future employer does.

**Instructor Attendance Policy: (Not for Internet Classes)**

Students are expected to attend all classes. Students have the responsibility to attend class and to consult with the instructor when an absence occurs. If for some reason you must leave class early, you should inform the instructor prior to the start of class of your reason for leaving early otherwise you will be counted absent.

*Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will not be granted to students who have been certified as not attending, by the certification date. For this lecture course, your physical participation in class, on or before the certification date will allow you to receive credit for FA purposes. For certification dates, check with the division or FAO for further information. Students, who are not certified as beginning class, are responsible for any payments due as a result of non-certification, to include the dropping of courses.*

Roll will be taken at the beginning of class and end when the last name is called. If you arrive after the last name, you are late and will be counted absent. You are still welcome to come in and be seated, quietly, however you will not be counted present.

If for some reason you must leave class early, you should inform the instructor prior to the start of class of your reason for leaving early, otherwise, **you will be counted absent.**

If you are absent or late, it is your responsibility to obtain the missed class lecture information from another student or myself.

Students have the responsibility to attend class and to consult with the instructor when an absence occurs. It has been the experience of the Instructors that the students who regularly log on and complete their homework and test assignments on time have an excellent chance of completing this course satisfactorily.

We also have a high failure and drop rate among students who do not log on frequently or attend class. The choice is yours.

We also view completion of assignments on time as a very positive commitment on the part of the student toward completion of the course. We are always ready to provide help as needed for these students.

**Certification:**

Certification of students is based on:

1. Have they logged into Ecampus after the class starts and,
2. Have downloaded, signed and submitted the last page of this syllabus to the Ecampus “Signed Certification Submission” button before the certification date.
Make sure you have logged onto Ecampus and read each of the control buttons on the left side pane. Then set up and register for Revel as your name appears exactly as when you registered at MVC. Otherwise, you may be counted as not certified or not present.

Last, download the last page of this syllabus to your computer, sign and date it. Then upload it on the Ecampus button “Syllabus Upload Here”. Do both of these the first week of class so that any financial aid is not interfered with by your non-certification. Certification date: Feb 3.

Please review the Withdrawal Policy and Drop Date section later in this syllabus.

Grading Scale:

(Based on a percentage of 3000 points listed previously)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
</tr>
<tr>
<td>B</td>
<td>80-89%</td>
</tr>
<tr>
<td>C</td>
<td>70-79%</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
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<tr>
<td>F</td>
<td>59% or less</td>
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Makeup/Late Work Policy: There is no late work policy except for verifiable extreme circumstances that you document on the excuse form that you will requested to complete and provide verification for consideration.

College Sponsored Events:
Any college sponsored events require prior coordination with the Instructor before the event, not after. An excuse form must be submitted, approved, and verified before the event takes place. This includes sporting events.

Electronic Devices:
Students are expected to turn off all cell phones, electronic devices and pagers during class time. The use of laptops, tablets, smart phones, ear buds, headphones, glass devices or recorders are prohibited. If you are using them, class will be stop and you will be asked to put the device under or in something out of sight.

Under no circumstances are texting or viewing of other off subject activities be permitted during class otherwise you may be asked to leave if you have been told once, not to do so.

All cell phones and other communication equipment will be turned off as you enter class and until you leave.

The withdraw date for this class is: Apr. 16.

Academic Dishonesty: Students that caught plagiarizing an assignment will be subject to an “F” in the course and possible expulsion from the college.

Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at https://www1.dcccd.edu/catalog/ss/code.cfm.
The Instructor reserves the right to change the syllabus.

Course Calendar and Completion Dates **Recommendations to keep on track.**

<table>
<thead>
<tr>
<th>Test</th>
<th>and</th>
<th>Chapters</th>
<th>Homework</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test 1</td>
<td></td>
<td>01-03 Homework</td>
<td>Feb. 14</td>
<td></td>
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<tr>
<td>Test 2</td>
<td>and</td>
<td>04-07 Homework</td>
<td>Mar. 13</td>
<td></td>
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<tr>
<td>Test 3</td>
<td>and</td>
<td>08-10 Homework</td>
<td>Apl. 10</td>
<td></td>
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<tr>
<td>Test 4</td>
<td>and</td>
<td>11-13 Homework</td>
<td>May 08</td>
<td></td>
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<tr>
<td>Final Exam</td>
<td></td>
<td>Over all Chapters</td>
<td>May 14</td>
<td></td>
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</tbody>
</table>


All Tests, Ecampus and Revel homework are to be submitted by May 08th with the final exam due May 14. The essay submission date will be announced separately by class mail and on Ecampus.

Because there is more than ample time to make sure there are no technical or equipment difficulties, there will be no excuses for not completing the assignments on time. Make sure you can complete the assignments before the last week in order to not be caught without enough time to complete the assignments. If you follow it, the recommended course calendar above should keep you on time. Late work will not be accepted.

**9.1 Institutional Policies**

**Institutional Policies:** Institutional Policies relating to this course can be accessed from the following link: [www.mountainviewcollege.edu/syllabipolicies](http://www.mountainviewcollege.edu/syllabipolicies) for a complete list of institutional policies (Stop Before You Drop; Withdrawal Policy; Repeating a Course; Financial Aid; Academic Dishonesty; Americans with Disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan, etc).

“As you know from your own experience, a student cannot master the material covered in a course without some hard work, no matter how good the teacher and the textbook are. You must take the time to study, memorize the vocabulary and learn the concepts. Nobody else can do that for you. If you choose to put in the effort, you’ll succeed; if you don’t you’ll fail. The responsibility is primarily yours.”

**Essential of Understanding Psychology,** Robert Feldman.

Certification statement to submit to Ecampus,

I, ____________________________ hereby certify that I have read and understood the above syllabus and know that my compliance is necessary to avoid unnecessarily failing parts of the course or even the entire course. I also have asked the Instructor for an explanation of any part of the syllabus that is unclear to me. Last, I understand that I must submit this document for timely certification and to let my Instructor know I am present.