

## Course Description

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Welcome to the fascinating world of psychology: the science of behaviour 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.

This course follows a "blended model", meaning that the course material will be available in weekly online lessons and in the text, with opportunities to further explore and discuss this material in an hour-long lecture and an hour-long learning lab each week.



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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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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### Course Materials

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 Canadian Edition*). You have the option to buy a looseleaf or hard copy version of the e-text along with the code if you wish.

Your 2 options for 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=PSYC18466>)

**Warning!** If you buy a used copy of the text, you will still need to buy your own copy of the Pearson Media card code and in the end you may spend more money than the code and e-text alone.

**Lab Pages:** Pages in which to do your learning lab preparatory work. The pages have duplicates such that you handwrite your assignment on a page, hand that in, and keep the copy in your notebook. **These are mandatory** and can be purchased at the Campus Bookstore.

## External Activities

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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### Course Components

1. Weekly on-line lessons (See Pearson Media Card Access Code).
2. Weekly lectures. We will use mobile devices for class activities/surveys in this class so please bring yours if you have one.
3. Small-group "Learning Labs" (see lab schedule). The Learning Labs are led by an upper year undergraduate or graduate facilitator. (Learning labs are described in detail in a separate section). For this large course to run smoothly, we rely on students to attend their assigned sections. If you need to change your lecture section or learning-lab section, please use the "swap" function on SOLUS. If you run into difficulties swapping sections, please see Andrea Labelle (ugpsyc@queensu.ca) our Undergraduate Assistant, in Humphrey Hall, rm 225.
4. Self-Quizzes (each open for 2 week periods).
5. Textbook readings.

### Suggested Time Commitment

Activities	Time
Complete/review online lesson	4 hours every week
Prepare for your learning lab	1 hour every week
Learning lab participation	1 hour every week
Attend Lecture and review notes	2 hours every week
Complete Quizzes	~ 1 hour every 2 weeks
Textbook readings	1.5 hours every week
Total	Approximately <b>10</b> hours/week

### Weighting of Assessments

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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:

Component	Description	Weight (%)
Learning Lab*	Prep work and participation	10%
Midterm exam	Proctored Midterm exam	15%

Midyear Exam	Proctored Midyear Exam	30%
Final Exam	Final 3-hour Proctored Exam	40%
Lecture	Answering questions using smart device	5%

**!** \*Note: You must pass the lab portion (attend a minimum of 14 labs) to pass the course.

**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 Volunteer Research Participation .

### Self-Quizzes (bi-weekly)

Note: these quizzes do not count toward your final grade, they are designed as practice for 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.

### Learning Labs (see Lab Absence Policy for more details)

You will have been assigned to a small group (approximately 25 students) who will meet together once a week all year, in HUM 131 or HUM 132. In the learning lab, you will be further divided into groups of 5-7 students. In your groups, you will engage in activities designed to extend and broaden your understanding of psychology. Details of each week's learning lab will be posted on the Weekly Checklist. Most weeks, you will be expected to complete some preparatory work prior to the learning lab: you must come to the lab with this work complete (on your Lab pages), so that you can work with your colleagues.

\*\* Minimum expectations for lab work:

#### 1. Academic Integrity

- 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 informal assignments (date, publishers, and authors information is NOT required). You must acknowledge the source, though (as described above).
- 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.
- You can work on your lab with another student, but you must write up your prep work on your own in your words.
- Failure to submit your work on the PSYC 100 lab pages will result in a '0' starting in Week 4. You must maintain a copy of your lab work until your final grade is posted and the 21 day appeal period has passed.

If you are struggling to understand the boundaries for plagiarism, please see the following source:

[https://writing.wisc.edu/Handbook/QPA/QPA\\_paraphrase.html](https://writing.wisc.edu/Handbook/QPA/QPA_paraphrase.html)

#### 2. Completing assignment as instructed

Follow instructions carefully and ask for clarification in the discussion forum if you don't understand. For example, if you're asked to critique, don't just summarize: give your opinion about the strengths and weaknesses (make an evaluation) of the work. If you're asked for a definition, be sure to put it in your own words and provide examples if appropriate. If you do not complete the lab prep work as outlined in the lab guide, you may receive only part marks for your work.

In sum, read the instructions carefully and follow them. Put the answer in your own words, and informally refer to any source from which you used information that isn't common knowledge.

The lab grade will be equally divided between submitting accurate and complete lab work on time (5%) and actively participating (5%).

## In Class quiz questions:

In addition, **lectures** will include several **questions** that check your comprehension or ask you to consider a problem or new information. You will use a smart phone, tablet or laptop to answer these questions. You are expected to come to each lecture with a fully charged device. If you do not have access to a device, please contact PSYC100@queensu.ca.

Our goal is to get you thinking actively about the material and providing the instructor with feedback about areas in which there is confusion. You will earn points therefore for answering each question regardless of whether you are correct or not. These lecture questions are worth 5% of your final grade. If you answer **at least 80%** of the lecture questions across the course, you will earn 5/5. If you answer fewer than 80% of all possible questions, your grade will be pro-rated accordingly.

## Life Happens!

We anticipate that there may be times when you cannot attend a lab or lecture, and/or forget to charge your phone or laptop before the lecture.

We have taken this into account and, when final marks are calculated, we will

- drop your lowest two lab grades
- set the threshold for the lecture questions at 80%

## Proctored Midterm Exam

The midyear exam is 1.5 hours in length and is scheduled for Saturday, Oct 13, 2018 at 9am. It contains multiple choice as well as short answer questions based on the online lessons, text, lectures and learning labs from the first 4 weeks.

## 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, lectures, text and learning labs. 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.

## Learning Lab Absence Policy/FAQ

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The learning lab component is integral to this course and therefore the policy is that **all students must attend 14 of the 21 learning labs to pass the course**. Therefore, if you miss more than 7 labs, you will automatically fail the course (regardless of your grade).

Note: that we take the highest 19 lab marks out of the total 21 labs when calculating your lab grade.

There may be times during the term when you will miss a learning lab. If it is a Documented Absence (DA), instead of a 0, your lab grade for that week will be prorated. If it is an unexcused absence, you will receive 0 for that week (remember that your lowest 2 labs grades are dropped).

**Documented absence= extenuating circumstance + appropriate documentation**

**Unexcused absence = no documentation**

## TO REPORT AN ABSENCE:

### Step 1:

To report an absence, please provide documentation by going through Queen's online portal for approval to attend another lab section or receive a documented absence.

Documentation can be provided in the form of:

- a doctor/counsellor's note to verify the timing and impact of health problems
- a death certificate, memorial service bulletin or obituary to verify a death of a close friend/family member.

The portal link can be found here <https://www.queensu.ca/artsci/accommodations>. When asked to specify contact person, please direct the documentation to psyc100@queensu.ca.

Note: For any absences due to athletic events, please forward an email from the Coordinator of Athletic Service at Queen's, Milana McNamee (milana.mcnamee@queensu.ca), to verify a varsity athletic event. This should be emailed to psyc100@queensu.ca

### Step 2:

Once you have reported your absence, if you would like to attend another lab as a guest, email Psyc100@queensu.ca with the following information:

- a) the lab section number you are in (ie. #5)
- b) the lab section number you plan to attend for this week, (click [HERE](#) for the learning lab schedule)

You should hand in your prep work at that lab (You will be marked present and have your prep work graded).

If you cannot attend another lab that week, with appropriate documentation you will receive a Documented Absence (DA) and your lab grade that week will be prorated.

**A Documented Absence is still an absence and will count toward your total number of missed labs.**

Remember: if you miss more than 7 learning labs for any reason, you are not able to pass the course.

You must attend the same lab each week (unless you have received permission to switch)

Religious observances that conflict with your lab must be declared by the end of September to Shana at psyc100@queensu.ca.

You are welcome to email psyc100@queensu.ca if you have any questions/concerns about what situations would constitute as an excused/unexcused absence and the documentation that would be considered appropriate.

## FAQ (Frequently asked questions)

### **I'm missing my learning lab this week, but don't have the appropriate documentation. What should I do?**

Feel free to attend another learning lab as a guest to catch up on the material you missed (click [HERE](#) for the learning lab schedule). However, without formal documentation, you will not receive credit for attending another lab. You do not need to email psyc100@queensu.ca to attend another learning lab as a guest, nor do you need to inform your TA. Remember we drop your lowest 2 lab marks when we calculate your final lab grade.

### **I'm missing my learning lab this week. I have appropriate documentation AND I'm able to attend another lab this week. What should I do?**

- 1) Review the days/times for the other learning labs (click [HERE](#) for schedule).
- 2) Submit documentation to the portal. Click here.
- 3) Email psyc100@queensu.ca with the following information: a) the lab section number you are in, b) the lab section number you plan to attend for this week.
- 4) Make sure to sign the attendance sheet as a guest and submit your prep work to the TA in the lab section you attend that week.

### **I'm missing my learning lab this week. I have appropriate documentation but I'm NOT able to attend another lab this week. What should I do?**

- 1) Submit documentation by going through Queen's portal. The portal link can be found here <https://www.queensu.ca/artsci/accommodations>. When asked to specify contact person, please direct the documentation to psyc100@queensu.ca.
- 2) Once the appropriate documentation is received, you will be provided with a Documented Absence and the lab you missed will be prorated (i.e., replaced with the average of your other lab marks).

### **I forgot to bring my prep work to my learning lab this week. Can I still submit it?**

All prep work is due at the start of every learning lab, and late prep work will not be marked by your TA.

### **Can I still receive credit for my prep lab work if I miss my learning lab this week?**

Due to how lab work is graded you must attend your lab session to receive credit for lab work. However, if you have a Documented Absence then your entire lab grade (lab work and participation) will be prorated.

### **Can my TA provide me with a Documented Absence or approve me as a guest?**

No, your TA does not have the authorization to approve Documented Absences or guest attendance. Documentation must be processed through the Queen's portal (list psyc100@queensu.ca as the contact person).

## Participant Pool (Volunteer Research Participation)/FAQ

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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 Fall-Winter Session, 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 after the end of the add/drop period (around the 3rd week of Sept)**
- 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](#)).
- Note: If you have completed the voluntary Participant Pool prescreening questionnaire (done the first week of classes), you may be contacted directly by researchers.
- 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 4 prior credits, you will still receive your 4 marks. You will only have to make up the time for a missed study before additional credits can be earned.
- 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 want to be removed from the prescreen emailing list. Who do I contact?**

If you no longer want to be contacted by researchers recruiting participants, email Dr. Lee Fabrigar at [fabrigar@queensu.ca](mailto:fabrigar@queensu.ca) to request that your name be removed from the prescreening lists.

### **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](#)).

## Grading

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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

## 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 PSYC100@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 PSYC 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 PSYC 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 at: <http://www.queensu.ca/studentwellness/accessibility-services/>

## 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

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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).

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), 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

Mac Client



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

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 Travelling 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.