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WELCOME TO PSYCHOLOGY 100A

To students in Psychology 100:

On behalf of the Department of Psychology and as the instructors in this course, we welcome you to Psychology 100.

This is a course that we are both passionate about and feel a great deal of responsibility to prepare not only students who are interested in majoring in psychology but also to prepare non-majors on how we can use psychology to tackle important issues in the world.

We hope that this course will both interest and challenge you. There is a reason why introductory psychology is one of the most popular classes in post-secondary institutions all around the world. Psychology as a field of study has obvious intrinsic appeal: what can be more engaging than exploring the nature and causes of human behaviour? Yet the very accessibility and familiarity of psychology can pose a problem. Although we feel as though we have a good common-sense view of psychology, it is fundamentally shaped by our personal experiences, our contexts, and our folk wisdom. These views might not all be wrong, but they can sometimes interfere with approaching the study of behaviour from other perspectives. We are here to help you explore these issues and to help prepare you to grapple with these issues further in more advanced courses in psychology.

We have almost one thousand students taking introductory psychology in section A01, A02, and A03. While it may not be possible for us to meet with all of you personally, we would really like to engage in conversations with as many of you as we can. We encourage you to take the initiative to make contact with us during the semester by saying hi after class, e-mailing us with a question about psychology, or stopping by during our office hours.

We wish you the best for a successful and productive learning experience in Psychology 100A!

Dr. Louise Chim
PSYC 100 course coordinator
Instructor of sections A02 (11:30am) and A03 (12:30pm)

Carrie Kobelsky, PhD Candidate
Instructor of section A01 (10:30am)
MEET YOUR PSYCHOLOGY 100 TEAM

<table>
<thead>
<tr>
<th>Role</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recordkeeper/Exam TA</td>
<td>COR A250, 250-721-8646, <a href="mailto:p100off@uvic.ca">p100off@uvic.ca</a></td>
</tr>
<tr>
<td>Section TA's (for forums/quizzes/general inquiries)</td>
<td>COR A250, 250-721-8646, <a href="mailto:p100off@uvic.ca">p100off@uvic.ca</a></td>
</tr>
<tr>
<td>A01 (10:30am) Cole Tamburri</td>
<td>Include the section / name of the TA in the subject heading of e-mails</td>
</tr>
<tr>
<td>A02 (11:30am) Emma Ullrich</td>
<td></td>
</tr>
<tr>
<td>A03 (12:30pm) Naz Saadat</td>
<td></td>
</tr>
<tr>
<td>Course coordinator: Dr. Louise Chim</td>
<td>COR A265, 250-472-4490, <a href="mailto:p100co@uvic.ca">p100co@uvic.ca</a></td>
</tr>
<tr>
<td>Section instructors:</td>
<td></td>
</tr>
<tr>
<td>A01: Carrie Kobelsky, PhD Candidate</td>
<td>COR A216, 250-853-3787, <a href="mailto:kobelsky@uvic.ca">kobelsky@uvic.ca</a></td>
</tr>
<tr>
<td>A02 and A03: Dr. Louise Chim</td>
<td>COR A265, 250-472-4490, <a href="mailto:p100co@uvic.ca">p100co@uvic.ca</a></td>
</tr>
</tbody>
</table>

WHO SHOULD I CONTACT WITH A QUESTION?

We have almost 1000 students in this course so when you e-mail us, it can take us a little while to respond. Before sending us a question, please check if the answer is on the course outline or other documents in coursespaces or check if your peers know the answer to your question. If you can’t find the answer, use the list below to determine whom to contact with your question/comment. In your subject heading, please include “PSYC 100A” and your section number (A01, A02, A03).

If you have questions/comments regarding: Contact:
• exam scoring, make-up exams, exam accommodations course recordkeeper at p100off@uvic.ca
• iClicker points your section TA at p100off@uvic.ca
• online quizzes and forums research participation coordinator Dr. Jim Tanaka at p100res@uvic.ca
• research participation bonus points section instructor
• lecture accommodations section instructor
• Tuesday/Wednesday lecture material section TA or instructor
• textbook material
• technical issues with iClicker, computer, e-mail computer help desk (helpdesk@uvic.ca; 250-721-7687; Clearihue A004 or McPherson Library)
• coursespaces, netlink, login, password problems

WHAT IS THIS COURSE ABOUT?

Psychology is an exciting and complex scientific discipline, and it is an essential part of the helping professions as well. We designed PSYC 100A and PSYC 100B to provide an overview of:
• the main areas, findings, and methods of modern psychology
• various theoretical perspectives and professional orientations within psychology
• scientific methods of gathering information and forming conclusions from the study of human behaviour and functioning
• psychological principles that serve as a foundation for taking more advanced courses in psychology and related disciplines
• how psychological principles have been used to help people lead better, healthier lives, and to solve real world problems
• how to locate and utilize psychological research information

PSYC 100A focuses on the historical, methodological, biological, learning, and cognitive aspects of psychology. PSYC 100B focuses on human intelligence, personality, child and adult development, psychological disorders and psychological treatment. You do not have to continue on to PSYC 100A after you have completed PSYC 100B, but you should be aware that if you wish to take any further courses in Psychology at the University of Victoria you have to complete both PSYC 100A and B.
WHAT IS THE FORMAT OF THE CLASS?

For each chapter there will be (1) assigned reading from the textbook, (2) quizzes on CourseSpaces that are designed to be completed after reading the textbook but before coming to class, and (3) online discussion forums. There will also be pre-exam quizzes to be completed before each exam.

In class we will cover material related to the chapter in various forms – through lecture, demonstrations, discussion, and videos with guided questions. **Tuesday and Wednesday classes are generally lecture based and Friday classes provide a somewhat different learning experience.** The Friday classes often involve a video/lecture with guided questions, a guest lecture, or a research demonstration/discussion. Materials such as guided video questions for Friday classes will be available before class on Friday (at the latest 2pm the day before) and we may not post the answers to the video questions discussed until the Monday following. **Material from Friday classes is testable on exams, as with other class material.**

For each week of the course, you should engage in the following activities

- Complete the assigned reading from the textbook.
- Complete and submit the Online Quizzes, Discussion Forums and Web Surveys
- Attend all lectures, and take notes for study purposes.
- Bring your own iClicker (or reef app) to class, and use it to submit responses to surveys and problems.
- Optional but recommended: Complete the “learning curve activity in LaunchPad

Why do we cover the text chapters “out of order”? 

- The Prologue and the first chapters in the textbook deal with the history and organization of the discipline of psychology (Prologue) and research methods in psychology (Chapter 1).
- Although these are important topics (and we do cover them at the end of PSYC 100A – Weeks 12 and 13), they do not deal with the “content” of psychology –with human thoughts, consciousness, memories, perceptions, and so on.
- We feel it is more interesting to start the course with a “content” chapter on psychology – in this case, the study of human consciousness, which includes topics such as attention, sleeping and dreaming, and altering consciousness through things such as drugs, hypnosis and meditation.
- The “non-linear” ordering of chapters is based on the following “conceptual map” of the ideas in the text, and we think it constitutes a more compelling sequence of topics that we hope will better help you become engaged in the excitement of psychological science.
<table>
<thead>
<tr>
<th>Wk</th>
<th>Week Starting Monday:</th>
<th>Reading</th>
<th>Topic(s)</th>
<th>Exams/Notes</th>
<th>Quizzes Due 10:00 PM</th>
<th>Surveys/Forums Due 10:00 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sep 2 (Class starts Sep 4)</td>
<td>Course Outline/Ch. 3</td>
<td>Intro to course / Consciousness</td>
<td>We recommend submitting all quizzes/forums/surveys well before the deadline to avoid technical problems. Please see page 3 of the full course outline for explanation of the chapter order.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Sep 9</td>
<td>Ch. 3</td>
<td>Consciousness</td>
<td><em>Clicker points start counting on Tues Sep 17 (next week)</em></td>
<td>Q1 (Ch 3) Wed Sep 18</td>
<td>Survey 1 Fri Sep 13</td>
</tr>
<tr>
<td>3</td>
<td>Sep 16</td>
<td>Ch. 3,4</td>
<td>Consciousness; Nature, Nurture, and Diversity</td>
<td>Sep 17 is last day to drop courses and receive 100% of tuition fees. Sep 20 is last day to add courses</td>
<td>Q3 (Ch 6) Wed Oct 2 Q4 (Pre-exam quiz Ch. 3, 4, 6) Thu Oct 3</td>
<td>F2 (Ch 4) Mon Sep 30</td>
</tr>
<tr>
<td>4</td>
<td>Sep 23</td>
<td>Ch. 4,6</td>
<td>NND; Sensation and Perception</td>
<td></td>
<td>Q2 (Ch 4) Wed Sep 25</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Sep 30</td>
<td>Ch. 6</td>
<td>Sensation and Perception</td>
<td>Exam 1 (Fri Oct 4) Ch 3, 4, 6 Exams are held MAC A144 (Same as regular classroom)</td>
<td>Q5 (Ch 7) Wed Oct 16</td>
<td>F5 (Ch 8) Mon Oct 21</td>
</tr>
<tr>
<td>6</td>
<td>Oct 7</td>
<td>Ch. 7</td>
<td>Learning</td>
<td>Oct 8 is last day to drop courses and receive 50% of tuition fees</td>
<td></td>
<td>F3 (Ch 6) Mon Oct 7</td>
</tr>
<tr>
<td>7</td>
<td>Oct 14</td>
<td>Ch. 7, 8</td>
<td>Learning; Memory</td>
<td>You must have at least one clicker point showing on your CourseSpaces record by Oct 16 to receive any points for the term.</td>
<td>Q5 (Ch 7) Wed Oct 16</td>
<td>F4 (Ch 7) Mon Oct 14</td>
</tr>
<tr>
<td>8</td>
<td>Oct 21</td>
<td>Ch. 8</td>
<td>Memory</td>
<td>Oct 31 is last day to drop courses without penalty of failure</td>
<td>Q6 (Ch 8) Wed Oct 23</td>
<td>Survey 3 Fri Oct 25</td>
</tr>
<tr>
<td>9</td>
<td>Oct 28</td>
<td>Ch. 9</td>
<td>Thinking and Language</td>
<td></td>
<td>Q7 (Ch 9) Wed Oct 30</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Nov 4</td>
<td>Ch. 2</td>
<td>Biology of Mind</td>
<td></td>
<td>Q8 (Ch 2) Wed Nov 6</td>
<td>Survey 4 Fri Nov 8</td>
</tr>
<tr>
<td>11</td>
<td>Nov 11</td>
<td>Prologue Ch. 1</td>
<td>Story of Psych; Research Methods</td>
<td>Exam 2 (Fri Nov 15) Ch. 7,8,9,2</td>
<td>Q9 (Pre-exam quiz Ch 7,8,9,2) Thu Nov 14</td>
<td>F7 (Ch 2) Mon Nov 18</td>
</tr>
<tr>
<td>12</td>
<td>Nov 18</td>
<td></td>
<td></td>
<td>Fri Nov 22 is Course Experience Survey (CES) day</td>
<td>Q10 (Prologue) Wed Nov 20</td>
<td>Survey 5 Fri Nov 22</td>
</tr>
<tr>
<td>13</td>
<td>Nov 25</td>
<td>Ch. 1 App B</td>
<td>Research Methods Careers in Psych</td>
<td>Note: Wed Dec 4 is Nat'l Day of Remembrance (PSYC 100 class is cancelled, Exam 3 will be on Tue Dec 3, not Wed Dec 4)</td>
<td>Q11 (Ch 1) Wed Nov 27</td>
<td>F8 (Ch 1) Mon Nov 25</td>
</tr>
<tr>
<td>14</td>
<td>Dec 2</td>
<td>Last day for Research Bonus Points Wed Dec 4</td>
<td></td>
<td>Exam 3 (Tue Dec 3) Prologue, App B, Ch. 1</td>
<td>Q12 (Pre-exam quiz Prologue, Ch. 1) Mon Dec 2</td>
<td>Survey 6 Fri Nov 29</td>
</tr>
</tbody>
</table>

Note: Reading Break – Nov 11-13 No Classes on Monday, Tuesday, and Wednesday
MATERIALS: WHAT WILL YOU NEED FOR THIS COURSE?

Required Text
- Myers, D.M. and DeWall, C.N. (2018). *Psychology* (12th ed.) New York: Worth Publishers. You can purchase this edition of the textbook at the UVic Bookstore, and you should have continuing access to it in order to master the material. There’s no need to bring this book to class with you. **The 11th edition of this textbook is also acceptable.**
- Launchpad (online study resource) comes included with the textbook if you purchase it through the UVic bookstore.
- You have the option to purchase the text in one of three ways: as a hard cover text, as looseleaf pages that go into a binder, or as an ebook. All three options include access to online resources, including an online version of the text, at the publishers LaunchPad website (see “Optional Online Resource Material” for more information)

Required Technology
- **iClicker Personal Response System.** This is necessary in order for you to participate in the class and 3% of your final mark is based on that participation. There are two options:
  1) **iClicker Reef.** iClicker reef is an application that can be used on a personal device (laptop, smartphone, or tablet). If you purchase a 12th edition textbook through UVic Bookstore, the text will come with a free one-year subscription to the online software. In order to receive your 3% participation points, you must create a Reef account ([https://app.reef-education.com/#/login](https://app.reef-education.com/#/login)).
  2) **iClicker 2.** iClicker 2 is a physical remote that can be purchased at the bookstore new or used and it will be usable in other courses that use iClickers. It can also be sold back to the UVic bookstore just like with textbooks. Only the second-generation iClickers can be used. If you use the original iClicker you may not be able to respond to all the questions in class. In order to receive your 3% participation points, you must **register your iClicker online** at the UVic website ([http://www.uvic.ca/iclickerreg](http://www.uvic.ca/iclickerreg)) and **not the iClicker.com website.**

  - See page 8 and on coursespaces for more information.

Course Website
- The PSYC 100 website is accessible through the UVic CourseSpaces system ([http://coursespaces.uvic.ca](http://coursespaces.uvic.ca)). This site includes an online copy of the course outline, posted notes, course assignments, and other course information. You can sign into CourseSpaces using your NetLink ID.
- **NetLink ID:** In order to access the PSYC 100 CourseSpaces you will need a valid UVic Netlink ID. To register, go to the Netlink Website at [http://netlink.uvic.ca/](http://netlink.uvic.ca/) and follow the directions there. If you can’t access it after receiving your NetLink ID, please contact the computer helpdesk ([helpdesk@uvic.ca](mailto:helpdesk@uvic.ca); 250-721-7687; Clearihue A004 or McPherson Library)

Optional Online Resource Material
1. **Textbook “LaunchPad” Online Study Resources:** If you purchased your textbook from the bookstore, you will have received an access code for the Textbook online site along with your paper textbook. If you wish to access the textbook online ("LaunchPad") go to: [http://www.macmillanhighered.com/launchpad/myers12e/10729915](http://www.macmillanhighered.com/launchpad/myers12e/10729915)
   - Please bookmark the page to make it easy to return to.
   - If you have problems registering, purchasing, or logging in to LaunchPad, do NOT contact us until after you have contacted the publisher’s Customer Support. You can reach a representative 24 hours a day, 7 days a week through the online form, by chat at: [https://community.macmillan.com/community/digital-product-support/college-students-support-community](https://community.macmillan.com/community/digital-product-support/college-students-support-community) or from 9 a.m. to 3 a.m. EST, 7 days a week by phone at (800) 936-6899.
HOW WILL WE EVALUATE YOUR PROGRESS?

Final grades will be based on the following criteria:

<table>
<thead>
<tr>
<th>Percent of grade</th>
<th>Evaluation tool</th>
<th>Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>25%</td>
<td>Exam 1 (Chapters 3, 4, 6)</td>
<td>Fri Oct 4</td>
</tr>
<tr>
<td>30%</td>
<td>Exam 2 (Chapters 7, 8, 9, 2)</td>
<td>Fri Nov 15</td>
</tr>
<tr>
<td>15%</td>
<td>Exam 3 (Prologue, App B, Chapter 1)</td>
<td>Tue Dec 3 (Note that the exam is on Tues due to the National Day of Remembrance and Action on Violence Against Women on Wed Dec 4).</td>
</tr>
<tr>
<td>16%</td>
<td>Online Quizzes</td>
<td>Sep 18, 25, Oct 2, 3, 16, 23, 30, Nov 6, 14, 20, 27, Dec 2</td>
</tr>
<tr>
<td>8%</td>
<td>Online Discussion Forums</td>
<td>Sep 16, 30, Oct 7, 14, 21, Nov 4, 18, 25</td>
</tr>
<tr>
<td>3%</td>
<td>Clicker Participation</td>
<td>See page 8 for dates</td>
</tr>
<tr>
<td>3%</td>
<td>Web surveys</td>
<td>Sep 13, 20, Oct 25, Nov 8, 22, 29</td>
</tr>
</tbody>
</table>

*Although you are expected to complete all course requirements, you must complete all three exams to receive credit for the course. Students who do not complete all three exams will receive an “N” (failing) grade. **In addition, there are bonus points for research participation, up to a maximum of 5% (See “Extra Credit for Research Participation” section on page 10 for details).

Cutoff Points for Marks:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>90-100</td>
</tr>
<tr>
<td>A</td>
<td>85-89</td>
</tr>
<tr>
<td>A-</td>
<td>80-84</td>
</tr>
<tr>
<td>B+</td>
<td>77-79</td>
</tr>
<tr>
<td>B</td>
<td>73-76</td>
</tr>
<tr>
<td>B-</td>
<td>70-72</td>
</tr>
<tr>
<td>C+</td>
<td>65-69</td>
</tr>
<tr>
<td>C</td>
<td>60-64</td>
</tr>
<tr>
<td>D</td>
<td>50-59</td>
</tr>
<tr>
<td>F</td>
<td>0-49</td>
</tr>
</tbody>
</table>

Exams (70%)

You are responsible for attending exams as scheduled in your registered section. There are three in-class exams and you have to be present to write the exams during the scheduled class period for your registered section. The exam for each lecture section is different. Be sure not to schedule any trips that overlap with exam dates and notify your family not to schedule any trips for you that overlap with the exam dates.

If you miss an exam due to illness, take the following three steps:

1. Contact the Course Recordkeeper by telephone (250 721-8646) or email p100off@uvic.ca as soon as possible.
2. When you return from your illness, submit medical documentation to the Course Recordkeeper. Note that you do not have to submit the Request for Academic Concession form as it only applies to exams that are written in the final exam period.
3. Upon receipt of proper documentation, the Course Recordkeeper will inform you when the make-up exam will be held. You will have to write the make-up exam at the designated time. We schedule make-up exams normally on the Friday afternoon immediately following the day of the missed exam. If you then miss the scheduled make-up exam, you will have to present additional documentation to account for why you missed the make-up exam.
4. For more information concerning make-up exams, contact the Course Recordkeeper in COR A250, call (250) 721-8646, or email p100off@uvic.ca.

If you miss an exam and fail to contact the Course Recordkeeper within seven days of the exam date or if you fail to submit medical documentation within ten days of the exam date, we will consider you to have not completed a major course requirement and will assign an N mark (failure due to not completing a course requirement) for the course.

If you are a student who requires special arrangements for exams (due to a disability):

1. Complete the Exam Accommodation Request form (available from the Centre for Accessible Learning (CAL) at least two weeks prior to the Exam.
2. Please submit your Exam Accommodation request form for all three exams at the same time.

Note: A referral from the CAL is required in order to receive exam accommodations. See
What will the exam cover and what is the format of the exam?
- Exams cover in-class and textbook material. 20 - 30% of the exam questions will be based on in-class material (Tuesdays, Wednesdays, and Fridays); the remainder will be drawn from information in the textbook. Exams will cover only material since the previous exam (i.e., they are not cumulative).
- The format of all three exams will be multiple-choice. You must fill in the requested information on your bubble sheet otherwise you may have marks deducted.

Online Quizzes (16%)

What's the rationale behind completing online quizzes?
- You will complete the online Chapter quizzes within coursespaces. We have designed the Online Chapter Quizzes to give you an added incentive to keep up with your reading in the course and to give you some practice in utilizing and applying the concepts and studies discussed in the textbook. Because it is much easier to start learning the course material well in advance than on the night before the exam, we have arranged for you to complete online quizzes on a regular basis. If your experience matches that of students in previous years, you'll be pleased that the quizzes helped to motivate and structure your studying.

What if I miss an online quiz?
- You will have 12 quiz opportunities during the semester: These consist of 9 Chapter Quizzes designed to encourage you to complete the necessary pre-class readings and 3 Pre-exam quizzes designed to encourage that you study well in advance of each exam. While the chapter quizzes will be due near the end of the coverage of a chapter in class, you might find it beneficial to read the chapter in the textbook and complete the chapter quiz before we cover it in class. You will only receive marks for the best eight out of twelve quizzes that you complete. Your best bet is, of course, to do them all. This will allow the best chance for high marks on eight of the twelve, and will help you to absorb the material for the exams.
- The eight-out-of-twelve system is designed to give students flexibility in case they have a week where personal or other circumstances keep them from completing the quizzes on time. If you choose to discard your flexibility early in the semester and then something comes up later, you find yourself with no other option than to accept a low (or zero) mark on a quiz.
- Since you have the opportunity to miss four quizzes and still obtain full marks for the Quiz component, there are no additional opportunities to do make-up quizzes for illness or other reasons. The “extra” four quizzes are considered as make-up quizzes.
- Quizzes are unlike exams in that they are completed online, from anywhere. This means that even if you are out of town or you are not feeling well and are at home, you can likely still complete the quiz.
- You are strongly advised to complete the quiz at least one day before the due date of the quiz. That way, you will have time to seek help if you have technical problems with the quiz, or if you get sick the day before the quiz.

What if I have technical issues logging on or completing the quiz?
- CourseSpaces will close the quizzes automatically at the time designed on the schedule. Please make sure you can COMPLETE the quiz by the due time.
- If you have a technical problem completing a quiz: check with the Computer Help Desk in Clearihue A004 (helpdesk@uvic.ca; 250-721-7687; Clearihue A004 or McPherson Library). It is best if you physically go to the desks with your portable device and show them the problem. Please indicate that you are having a NetLink or CourseSpaces problem.
- If you are still stumped, contact the PSYC 100 office at p100off@uvic.ca. But please follow the steps above before you do, as the Computer Helpdesk and CourseSpaces help are more likely to be able to provide immediate assistance.
Online Discussion Forums (8%)

Eight percent of your grade in PSYC 100 is derived from your regular contributions to the online forums that you submit on CourseSpaces. To give you flexibility you can submit a maximum of 6 of the 8 scheduled forums, and only your best four forums will count. This means you do not have to do all 8 forums – you only have to do 4. If you choose to do 5 or 6, then only your best 4 will count.

Your online forum post will involve an answer to a discussion question that may include one or more sub-questions. Your response should address all of the sub-questions, integrate scientific research, demonstrate accurate knowledge of the material, and should not be an unsupported opinion.

This aspect of the course is distinct from exams and quizzes which assesses your learning of material covered in-class and in the textbook. Forums are designed with the following goals in mind:

- To give you an opportunity to ask and answer relevant questions that go beyond what we learned in class and in the textbook.
- To share your ideas and information about different topics with your classmates and to learn from the ideas and reasoning of your classmates.
- To keep you involved in the course outside of classes and exams.
- To learn how to search for, read, and summarize psychology research articles and use the articles to support your reasoning.
- To learn how to engage in scholarly writing by correctly using American Psychological Association (APA) style in your writing, in-text citations, and references.

What do I do if I miss a forum?

- Since you only need to complete 4 forums, the additional forums serve as “make-up” forums and thus we do not offer any additional make-up forums.
- It is in your best interest to complete the forums scheduled earlier in the term and use the later ones in the term as “supplementary” ones to be used if you wish to improve your mark or if you missed one of the earlier ones because of illness or a personal emergency.

The forums are completed within CourseSpaces and are not expected to be long (200-1000 words). More information about the format of the forums is provided on CourseSpaces.

Clicker Participation (3%)

We will base 3% of your final grade on your in-class participation using the iClicker Personal Response System.

Why do we use clickers in class?

Clickers are used as a way to work together through questions posed in class. When used effectively, iclickers can increase your ongoing engagement and involvement, promote a safe environment to communicate your answers, and create lively discussions in class. Clickers can also provide immediate feedback about your understanding of the class material and help us figure out how to improve your understanding of a concept.

How do I receive points for using my iClicker in class?

1a. If you have an iClicker 2: Register your iclicker on the UVic website

- Go to http://www.uvic.ca/iclickerreg and sign in with your NetLink ID and you should be taken directly to the iClicker registration page; or log into the UVic portal (http://www.uvic.ca/mypage) and click on Student Services located on the left-hand menu and then click on the iClicker tab, located in the top menu bar.
Enter your i>clicker’s serial number and click submit. Note that iClicker serial numbers do not contain letter O’s, only number 0’s. For answers to frequently asked questions about the iClicker see: http://www.uvic.ca/systems/support/learningteaching/iclicker/

1b. If you have the iClicker Reef app:

- Create a Reef account (https://app.reef-education.com/#/login) with your campus email address and then make sure you add your correct student ID number (e.g., “V00123456”) to your REEF profile section. This is the only way you will receive participation marks in the course.
- Download the iClicker Reef app iOS or Android app from your iTunes or Play store.
- You will also need to purchase a subscription or enter in your Access code (if you purchased a new textbook from the bookstore). Follow these steps to enter your access code in your Reef account:
  - Log in to your iClicker account using a web browser.
  - Access codes cannot be entered via the smartphone or tablet apps. A web browser is required for entering your access code.
  - If you are using a smartphone or tablet, simply use the web browser in your device to follow the steps below.
  - Click the “Menu” icon in the upper left corner and select “Subscriptions”.
  - Click “Polling”.
  - Click “Enter Access Code” and enter the code:
  - Click “Submit”.
  - Clicking submit more than once can give you an error message, so click the back arrow to see when your subscription expires if you get an error message.

2. Bring your own iClicker or personal device to class on Tuesdays and Wednesdays

a. If you have an iClicker2: Bring your own iClicker2 to class and participate.
b. If you have the iClicker Reef App: You will need to add the course to your course list by selecting the “+” button, typing in your institution (“University of Victoria”) and then searching for the course (“PSYC 100A”). Make sure you select the right section (A01 is the 10:30am section, A02 is the 11:30am section and A03 is the 12:30pm section). Once you have confirmed that you’ve found the right course, click, “Add this Course” and it will show up on your list.

3. Attend at least 16 of the 20 iClicker classes. Clicker points will be based on participation in PSYC 100 classes on the following 20 dates: Sep 17, 18, 24, 25, Oct 1, 2, 8, 9, 15, 16, 22, 23, 29, 30, Nov 5, 6, 19, 20, 26, 27.

If you participate in clicker questions in 80% or more of the above 20 classes (i.e. in 16 or more classes), you will receive the maximum 3% of your final grade.

- If you participate in fewer than 16 classes, you will receive the following percentages:

<table>
<thead>
<tr>
<th>Classes</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>15</td>
<td>2.8%</td>
</tr>
<tr>
<td>14</td>
<td>2.6%</td>
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<tr>
<td>13</td>
<td>2.4%</td>
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<td>12</td>
<td>2.3%</td>
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<tr>
<td>9</td>
<td>1.7%</td>
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<tr>
<td>6</td>
<td>1.1%</td>
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<tr>
<td>3</td>
<td>0.6%</td>
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<tr>
<td>11</td>
<td>2.1%</td>
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<td>8</td>
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<td>5</td>
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<tr>
<td>4</td>
<td>0.8%</td>
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<tr>
<td>7</td>
<td>1.3%</td>
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<tr>
<td>2</td>
<td>0.4%</td>
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<td>1</td>
<td>0.2%</td>
</tr>
</tbody>
</table>

- The level of participation required to receive maximum points is set at 80% of all classes to allow you to not participate for up to four classes (due to illness, sports competitions, low batteries or missing clickers, technical malfunction, etc.) and still receive your maximum clicker points. For this reason, there is not an opportunity to “make up” or prorate clicker points if you do not participate in class.

- It is an academic infraction to use or bring another student’s clicker to class, or to lend your clicker to another student. This will be treated similarly to other academic infractions (such as cheating on an exam) and will be subject to university disciplinary procedures. Please remember that the clickers provide
with an opportunity to enhance your in-class learning, and it is expected you will cooperate in making the system work to help you and your colleagues learn.

- You can only receive clicker points by using your clicker in the PSYC 100 section that you are registered in. If you are registered in the A01 section, but attend the A02 section, for instance, your clicker will still work in the A02 section, but you will not receive clicker points for that session. We do not encourage students to attend “out of section” as these situations create recordkeeping problems.

- Updated clicker records will generally be posted to the CourseSpaces Website (under “Grades”) within two weeks after Exam 1 and Exam 2. We hope to have your final clicker totals posted on the CourseSpaces Grade link shortly before Exam 3. If you have a question about your clicker points, you should deal with it prior to Exam 3 as the final grades are calculated after Exam 3, and your clicker totals as posted will be used to calculate your final grades.

- It is important that you check your clicker record by October 16 to make sure that you have at least one clicker point posted, and you are receiving correct credit for your clicker participation. Only students who have a posted record on CourseSpaces of at least one clicker point by this date will be eligible to receive any clicker points for the term. **Students who do not have any posted clicker points by October 16 will receive 0 on their final clicker total (out of 3%) regardless of clicker activity after that date.** This deadline is in place to ensure that any clicker registration issues are rectified early in the term, and to encourage students to begin their clicker participation as early as possible.

- If you have questions about your clicker points, please contact the Course Recordkeeper at p100off@uvic.ca; phone (250) 721-8646; or drop by during their office hours (posted on the Course Website).

### Web Surveys (3%)

We will base a percentage of your final mark (3%) on your participation in Internet-based surveys. There are six such surveys and you will receive 0.5% (of your final mark) for each survey you complete. We have designed these activities to provide you with an opportunity to interact and engage with the course and course material using a different “channel” from the classes, quizzes, and forums. One important function of the Web Surveys is to provide the instructors with feedback from you regarding aspects of the course such as T.A. performance. The Web Surveys are completed typically within Coursespaces.

### Extra Credit for Research Participation (+5%)

An important component of this course is for you to learn about research in psychology. Faculty and advanced students in the Department of Psychology will be conducting research throughout the year, performing studies exploring processes such as social interaction, perception, memory, problem solving, and communication. We encourage you to participate in this research, and as part of this encouragement, we have arranged for you to earn extra credit toward your course mark by participating in approved research. By participating in such research projects you will experience first-hand how psychological research is done. Once your participation in a study is complete, you will receive a full description of the purpose of the research. In most projects, your participation involves having your responses recorded or measured as you perform a task or complete a questionnaire. A Departmental committee has reviewed and approved all of the projects that are available to you for bonus points, and the projects have also been approved by the University’s Human Research Ethics Board. The aim of these research projects is not to evaluate your personal abilities, but to explore various features of human behaviour and discover how they change under different conditions. Researchers will protect your confidentiality. Your performance (i.e., the responses you make) will have no effect on your marks.

You will receive 0.5 point for each 15 minutes (or part thereof) of participation, up to a maximum of 10 points. You may participate in as many projects as you wish, but you will receive no more than 10 points per term, and you may not carry over points from one term to another. **Note that while we have set 10 points to be a maximum, the opportunity to earn all 10 points may not be available, as this depends on the number of research projects requiring participants.** You may participate in any given project only once. The last day for
participation in experiments for extra credit is Dec 4. If you do not wish to participate in research studies for some reason, but still wish to have the opportunity to earn an equivalent amount of extra credit, you may contact your course instructor no later than Oct 2 to arrange for an alternative option involving written assignments. Information about how to sign up for research participation is available on coursespaces.

**WHAT WE EXPECT FROM YOU**

Psychology is a scientific discipline, and as such it requires considerable thought and time to develop an understanding of psychological research and principles. We expect students to complete the assigned readings before each class, to attend and engage in the classes, and to spend many hours a week towards mastering the course material.

**Attend class regularly.** Attending class regularly will help to increase your understanding of the material by providing you with opportunities to engage with and discuss the material.

**Prepare for class.** To facilitate discussion and allow you to clarify any questions you may have about the material, you should come prepared for class. Please complete the assigned readings before each class.

**Check the CourseSpaces website often.** All of the course materials, including lecture notes, will be available through CourseSpaces (http://coursespaces.uvic.ca).

**Conduct yourself appropriately.** You should listen to and interact with others in a respectful manner. We are all very diverse and have different values, beliefs, and opinions. Please maintain an open mind to these differences. You may argue with others who hold opinions different from your own, but you must remain respectful at all times. Respect also includes creating an environment conducive to learning, which means being on time, not leaving class early, and listening.

**Be mindful of your classroom use of technology.** Please consider the effects of technology on the people around you. We understand you may use digital note taking and the use of laptops and other technology to enhance your learning (e.g., iClicker reef). However, please refrain from using your digital devices for non-course related topics during class time (e.g., checking email or social media) as it can be disruptive to the instructor and to your fellow students. Also, please have your digital devices on SILENT (not vibrate) during class time. If this request is unmanageable got any reason, please contact us and we can discuss a plan that works best for you.

**Provide constructive feedback.** We are always looking for ways to improve the course to facilitate learning. You are highly encouraged to provide constructive feedback about your experiences in the course. Please see us in office hours to discuss your concerns or suggestions.

**Let us know if there are any special circumstances.** We learn in different ways and with varying degrees of success. If you know of any factors in your life that hinder your ability to learn up to your potential in this course, please contact the Centre for Accessible Learning (CAL; https://www.uvic.ca/services/cal/index.php) and let us know at once.

**Be discriminate in sending e-mails to the PSYC 100 team.** We really do want to hear from you! However, in a very large course like PSYC 100, email “overload” can cause problems. Although email can be a very useful mode of communication for certain specific purposes, it can be problematic in a course with upwards of 1000 students. Unrestricted or indiscriminate use of email to pose questions and ask for information can overwhelm the limited resources that TA’s and instructors have to answer such emailed requests. In order to deal with such problems, please follow these guidelines:

**When not to use email:**

- To request information about a specific mark (assignment, exam, final mark or bonus points). We post this information on the course web site and expect you to access your marks there.
To ask instructors to send information via email about material in missed classes. (Summary class notes are posted on Coursespaces).

To request information about why you received a particular mark. Please go to the TA office during office hours with such questions. These kinds of questions usually require a direct interpersonal interaction that is not effectively carried out via email.

To ask for advice on improving your study techniques. This also requires a direct interpersonal interaction. See the section on “Exams” on coursespaces.

When to feel free to use email:
- To notify the Course Recordkeeper that you will have to miss an exam for documented medical or family emergency reasons.
- To ask a simple, short question e.g. “When is the time and place of the make-up exam?”
- To make a comment about course material that you might think of after class, e.g., “I was thinking about that case of dissociative identity disorder that you described in class, and I wondered if …” We are very happy to receive and respond to such comments.
- To make a comment about something that you liked or about something that you think could improve the course. Please be aware that specific, constructive comments are more useful than general ones.

WHAT YOU CAN EXPECT FROM US

We are available to help. We are available to help via e-mail and office hours. For e-mail, please include “PSYC 100A:” and your section number in your subject headline and before you compose your e-mail, check the course syllabus, notes, with your classmates, and on CourseSpaces for the answer to your question. See section “Who do I contact if I have questions” on page 2 to see who you should e-mail.

Please attend office hours for your more detailed or complicated questions. We will be available during office hours to discuss your grades, understanding of the material, or discuss more generally your interest in Psychology.

We will upload class notes on Coursespaces. Power point slides will be posted on Coursespaces prior to or after each class.

We will give and receive feedback. We will be available in office hours to give feedback on the discussion forums and exams. We are also open to receiving constructive feedback about your experiences with the course.

WHAT ELSE CAN YOU DO TO DO WELL IN THIS COURSE?

Check that you have completed all the work. Keep up with the readings, forums, quizzes, and surveys. These are designed to help you keep up with the reading throughout the semester. Because extra “make-up” quizzes and forums (beyond those necessary to receive full marks) are already scheduled, additional make-up quizzes, forums, and surveys are not arranged. It is therefore important to submit assignments well before the deadlines (to avoid technical problems) and complete all the quizzes, forums, and assignments in the course by the due dates until you have reached the required number (8 quizzes, 4 forums, 6 surveys).

Check your performance early in the course. Make sure you check your grades for iClickers, forums, and quizzes ahead of time so that any discrepancies can be resolved early on in the semester. It is also important to check your marks on the exams. If you are not getting the marks you want, immediately come to office hours to ask for help improving the way you study the material. At the end of the term, if you are short of your target (pass, C+, A+), there are no extra opportunities to improve your grade.

Create study groups. You can meet regularly in groups of 2-4 people to work through the material together. Not only can it be helpful to have others explain concepts to you but it can also be helpful to have to explain concepts to others!
Sexualized Violence Prevention and Response at UVic

UVic takes sexualized violence seriously, and has raised the bar for what is considered acceptable behaviour. We encourage students to learn more about how the university defines sexualized violence and its overall approach by visiting www.uvic.ca/svp. If you or someone you know has been impacted by sexualized violence and needs information, advice, and/or support please contact the sexualized violence resource office in Equity and Human Rights (EQHR). Whether or not you have been directly impacted, if you want to take part in the important prevention work taking place on campus, you can also reach out:

Where: Sexualized violence resource office in EQHR, Sedgewick C119
Phone: 250.721.8021
Email: svpcoordinator@uvic.ca
Web: www.uvic.ca/svp
A note to remind you to take care of yourself. Do your best to maintain a healthy lifestyle this semester by eating well, exercising, getting enough sleep and taking some time to relax. This will help you achieve your goals and cope with stress. All of us benefit from support during times of struggle. You are not alone.

**Social Life, Friends, & Community at UVic:**
Having a social network is an extremely important foundation for positive mental health. There are lots of benefits to joining clubs, course unions, intramurals and teams on campus.

**Counselling Services:**
Counselling Services can help you make the most of your university experience. They offer free professional, confidential, inclusive support to currently registered UVic students. [www.uvic.ca/services/counselling/](http://www.uvic.ca/services/counselling/)

**Health Services:**
University Health Services (UHS) provides a full service primary health clinic for students, and coordinates healthy student and campus initiatives.
[www.uvic.ca/services/health/](http://www.uvic.ca/services/health/)

**Centre for Accessible Learning:**
The CAL staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations [www.uvic.ca/services/cal/](http://www.uvic.ca/services/cal/). The sooner you let us know your needs, the quicker we can assist you in achieving your learning goals in this course.

**Elders' Voices:**
The Office of Indigenous Academic and Community Engagement (IACE) has the privilege of assembling a group of Elders from local communities to guide students, staff, faculty and administration in Indigenous ways of knowing and being.
[www.uvic.ca/services/indigenous/students/programming/elders/](http://www.uvic.ca/services/indigenous/students/programming/elders/)

**Mental Health Supports and Services:**
Mental health supports and services are available to students from all areas of the UVic community: [www.uvic.ca/mentalhealth/undergraduate/](http://www.uvic.ca/mentalhealth/undergraduate/)
Prerequisites

Students who remain in courses for which they do not have the prerequisites do so at their own risk. Students who complete courses without prerequisites ARE NOT exempt from having to complete the prerequisite course(s) if such courses are required for the degree program.

Program Requirements

For more information see pages 309-312 of the UVic Calendar September 2019.

Registration Status

Students are responsible for verifying their registration status. Registration status may be verified using My Page, View Schedule. Course adds and drops will not be processed after the deadlines set out in the current UVic Calendar.

Commitment to Inclusivity and Diversity

The University of Victoria is committed to promoting, providing and protecting a positive and supportive and safe learning and working environment for all its members.

In the Event of Illness, Accident or Family Affliction (See UVic Calendar, September 2019, p. 49-51)

Refer to the course outline

Policy on Academic Integrity including Plagiarism and Cheating

The Department of Psychology fully endorses and intends to enforce rigorously the Senate Policy on Academic Integrity [https://web.uvic.ca/calendar2019-09/pdfs/undergraduate-201909_Part4.pdf](https://web.uvic.ca/calendar2019-09/pdfs/undergraduate-201909_Part4.pdf), (p.45-47, UVic Calendar September 2019). It is of utmost importance that students who do their work honestly be protected from those who do not. Because this policy is in place to ensure that students carry out and benefit from the learning activities assigned in each course, it is expected that students will cooperate in its implementation.

The offences defined by the policy can be summarized briefly as follows:

1. **Plagiarism.** You must make sure that the work you submit is your work and not someone else’s. There are proper procedures for citing the works of others. The student is responsible for being aware of and using these procedures.

2. **Unauthorized Use of an Editor.** The use of an editor is prohibited unless the instructor grants explicit written authorization.

3. **Multiple Submission.** Only under exceptional circumstances may a work submitted to fulfill an academic requirement be used to satisfy another similar requirement. The student is responsible for clarifying this with the instructor(s) involved.

4. **Falsifying Materials Subject to Academic Evaluation.** This includes falsification of data, use of commercially prepared essays, using information from the Internet without proper citation, citing sources from which material is not actually obtained, etc.
5. **Cheating on Assignments, Tests, and Examinations.** You may not copy the work of others in or out of class; you may not give your work to others for the purpose of copying; you may not use unauthorized material or equipment during examinations or tests; and you may not impersonate or allow yourself to be impersonated by another at an examination. The Department of Psychology has a policy of not making old examinations available for study purposes. Therefore, use of old exams without the express written permission of the instructor constitutes cheating by the user, and abetting of cheating by the person who provided the exam.

6. **Being an Accessory to Offences.** This means that helping another student to cheat (for instance, by showing or communicating to them answers to an assignment, or by allowing them to view answers on an exam) is an academic offence.

Instructors are expected to make every effort to prevent cheating and plagiarism. This may include the assignment of seating for examinations, asking students to move during examinations, requests to see student identification cards, and other measures as appropriate. Instructors also have available to them a variety of tools and procedures to check for Internet and electronic media-based cheating. In instances of suspected or actual plagiarism or cheating, instructors, following prescribed procedures, are authorized to take steps consistent with the degree of the offence. These measures will range from a zero on the test or assignment or a failing grade for the course, probation within a program to temporary or even permanent suspension from the University.

Rights of Appeal are described in the Policy on Academic Integrity in the University calendar (on p. 46 in September 2019).


**Other useful resources on Plagiarism and Cheating include:**
1. The Study Solutions Office: [https://www.uvic.ca/services/counselling/success/study/index.php](https://www.uvic.ca/services/counselling/success/study/index.php)
2. The Ombudsperson’s office: [https://uvicombudsperson.ca/tips/plagiarism/](https://uvicombudsperson.ca/tips/plagiarism/)
   - The **Office of the Ombudsperson** is an independent and impartial resource to assist with the fair resolution of student issues. A confidential consultation can help you understand your rights and responsibilities. The Ombudsperson can also clarify information, help navigate procedures, assist with problem-solving, facilitate communication, provide feedback on an appeal, investigate and make recommendations. Phone: 250-721-8357; Email: ombuddy@uvic.ca; Web: uvicombudsperson.ca.