PSY 1012 - General Psychology
Course Policies and Syllabus

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Class:  Tu/Thur 12:30 – 1:50pm  
Sec.-115F - Building - 330, Rm - 102

Dr. Kramer  
http://www.daytonastate.edu/CampusDirectory/empinfo.jsp?id=7620370353962622

School of Behavioral & Social Sciences -  
http://www.daytonastate.edu/CampusDirectory/deptInfo.jsp?dept=BHS

**SCHEDULE**

<table>
<thead>
<tr>
<th>UNIT I</th>
<th>DATE OF EXAM - 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter 1</td>
<td>What is Psychology?</td>
</tr>
<tr>
<td>Chapter 2</td>
<td>How Psychologists do Research</td>
</tr>
<tr>
<td>Chapter 3</td>
<td>Genes, Evolution and Environment</td>
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<tr>
<td>Chapter 4</td>
<td>The Brain and Nervous System</td>
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<table>
<thead>
<tr>
<th>DATE OF EXAM - 2</th>
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<tbody>
<tr>
<td>Chapter 5</td>
</tr>
<tr>
<td>Chapter 7</td>
</tr>
<tr>
<td>Chapter 8</td>
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<tr>
<td>Chapter 9</td>
</tr>
<tr>
<td>Thursday</td>
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<tr>
<td>September 21, 2017</td>
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<table>
<thead>
<tr>
<th>UNIT II</th>
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<tr>
<td>Chapter 10</td>
<td>Memory</td>
</tr>
<tr>
<td>Chapter 11</td>
<td>Emotion, Stress and Health</td>
</tr>
<tr>
<td>Chapter 12</td>
<td>Motivation</td>
</tr>
<tr>
<td>Chapter 13</td>
<td>Development over the Lifespan</td>
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<tr>
<th>DATE OF EXAM - 4</th>
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<tbody>
<tr>
<td>Chapter 14</td>
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<tr>
<td>Chapter 15</td>
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<td>Chapter 16</td>
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| Thursday  |
| November 16, 2017 |
| December 14, 2017 |
ISBN: 9780134240831

Daytona State College Bookstore

ACCESSING COURSE NOTES / OUTLINES

- Course Notes and other material will be available at Florida Online for this course room.
- Link to Florida Online (http://online.daytonastate.edu).

COURSE - CATALOG DESCRIPTION:

A scientific study of human behavior in relation to our development, motivation, emotion, perception learning and thinking. (Prerequisite or corequisite: ENC 1101.)

This course also helps develop the general education skill of (1) critical/creative thinking; (2) communication; (3) cultural literacy; and (4) information and technical literacy.

CREDIT HOURS: 3 Semester Hours

DEGREE: A.A. (Core) and A.S.

CONTACT HOURS: 45 Hours Lecture

INSTRUCTIONAL METHOD: Lecture/Discussion

STUDENT LEARNING OUTCOMES: Upon successful completion of this course, the student will be able to:

1. Demonstrate a basic knowledge and understanding of the historical perspective of psychology and the basis of contemporary psychological research. (Critical/Creative Thinking)

2. Demonstrate a basic knowledge and understanding of the Biological and Physiological basis of behavior (Critical/Creative Thinking)

3. Demonstrate a basic knowledge and understanding of the Cognitive basis of behavior. (Cultural Literacy) (Critical/Creative Thinking)

4. Demonstrate a basic knowledge and understanding of the Clinical aspects of the science of Psychology (Critical/Creative Thinking)
GRADING CRITERIA:

Your grade will be determined in the following manner:

1) Attendance and Participation  (weight = 10%)
2) Tests  (4 @ 21.5% each = 84%)  (weight = 86%)
3) Comprehensive Post Test  (weight = 4%)

Total: 100%

Explanation of Grading Criteria:

1. Attendance/Participation

A percentage of your total grade is based on regular class attendance. Group activities, demonstrations, and audiovisuals will accompany lectures on a periodic basis and these will add to your understanding and enjoyment of the textbook material. Attendance is particularly important since examinations will cover materials presented in class. More than two (2) unexcused absences during the semester (as well as chronic tardiness) will affect your final grade in this course. VA students are not allowed to accumulate three (3) absences within thirty (30) days of classes.

2. Unit Exams:

This course has four examinations. Please review test taking policies under the classroom policies section of this syllabus. Tests are 60 minutes and starts once the test is handed out.

3. Final Post-test Assessment:

A pre and post tests are required for this course and must be completed during the dates specified in class. Only the post test (end of the semester) will affect your grade. You will find both the pre and post tests in your Florida On-line course shell. You will need to access this course in your Florida On-Line, and look under "Quizzes" in the top Navigation bar for the pre and post tests. You will only have one attempt on each test and the time limit will be 30 minutes

Pretest is open from August 25 – September 5.

Post test will open from December 10 – December14.

Please make sure to click the submit button at the end of the test, and if you have any issues please contact Florida Online at 386-506-3849 or online@daytonastate.edu
COURSE REQUIREMENT/POLICIES

Classroom Policies:

1. Disclaimer: Teaching policies and regulations for this course are not open for discussion or negotiation. This syllabus has been constructed to be as complete as possible but is by no means a binding document. I reserve the right to alter policies, procedures, and the syllabus as needed. Please utilize the website regularly as any changes to the syllabus will be posted there.

Come to Class Prepared:

Reading the textbook material BEFORE attending class is strongly correlated with success in this course. The material is interesting, but difficult for some. I need to stress this point - you must read to succeed. Posted notes are to help, they are not a substitute for the readings in the book. There will also be additional readings of interest posted in the Florida Online Classroom (http://online.daytonastate.edu).

Tests will cover readings in the book that may not be in the notes.

Communication:

My Cell phone and e-mail address are listed on the front page. Students may expect responses to email and phone mail within 3 business days.

Class Format/Use Of Florida Online:

Paper copies of the course syllabus will be given out during the first week of class. All other class materials (chapter power points and test reviews) will be provided electronically in our class shell within the Florida Online system. It is up to each student to print out those handouts and bring them to class. All writing assignments will be turned in using the drop box system in our class shell within the Florida Online) and will be subject to turnitin.com. Writing assignments must be submitted in doc., docx., rtf., or pdf. format (no wps., odt., or pages). Your grades will also be available within the online system. As a college student, you are responsible for obtaining computer access and being up to date and active within the Falconmail and Florida Online systems.

For access to Florida Online, log on to your internet provider, then type in the following address: online.daytonastate.edu or go to the Daytona State Website (www.daytonastate.edu) and use the Drop down Box for Florida Online.

Once you are on the Florida Online site, first timers will be asked to set up a user name and password. Make sure your computer can access everything you need to access. From the first day of class, you will be able to link on to all of your particular classes. Click on our particular course and you will find yourself looking at our class online homepage. It is the student’s responsibility to download the class materials and bring them to class.
Instructor Evaluation:

Instructor evaluation of learning is online in your Falconet system. Open dates for this semester will be announced toward the end of the semester. Evaluations are anonymous and must be done before semester grades are posted for that semester. Evaluation open and close dates for fall semester are: December 04, 2015 through December 18, 2015.

The directions are the same way a student views their grade at the end of term. Go to MyDaytonaState Portal at https://webapps.daytonastate.edu/ics/

1. Login using your college ID and PIN.
2. Click on the FalconNet tab.
3. Click on the Records link on the left.
4. Click on Schedule and Grades.
5. If the evaluation is available, then click on the button labeled Course Evaluation.
6. If you have questions, please call Diana Jabour at 506-3492.

Test Re-Take Policy:

There will be a 10% penalty on make-up exams unless the following criteria are met.

1. The student received prior approval to miss an exam because of a Daytona State College function. These students will be permitted to make up the exam without penalty.

2. Other students will be permitted to retake the exam at my discretion. If there is documentation of a legitimate reason for missing the exam (e.g., death in the family, Dr.’s appointment) the exam may be retaken by appointment. If there is no documentation, the test may be retaken at my discretion with a 10% reduction in score.

Under any circumstances, you must notify my office on the day of the exam- (850) 509-1483. If you have not notified my office on the day of the exam, an automatic penalty of 10% will be imposed.

Incomplete Grades (I):

"I"- Incomplete - A temporary grade issued only when a student who is passing the course but who, for valid and unforeseen reasons, is not able to complete the course requirements within the semester. The student agrees to complete all of the requirements before the middle of the next major semester. "I" grades automatically convert to "F" grades if the requirements are not met.

A grade of “I” will be given only at the end of this course when a student, in the judgment of the instructor, has satisfied each of the following criteria. A student must:

1. have completed at least three-fourths (75%) of the course work which includes having a record of good class attendance;
2. provide the instructor with a written legitimate and documented reason for not being able to complete the course work by the end of the semester (i.e serious illness, military duty, etc.)
3. have an average grade of “C” or higher for all course work completed.
Withdrawal Process:

Students can withdraw from this class prior to the date listed in the Academic Calendar. It is not necessary to have approval from the instructor to withdraw from the course, but you should discuss the situation with the instructor prior to any action. Many times your issues and concerns can be resolved with communication. You should also check with the Office of Financial Aid to determine how this withdrawal might affect your current and future aid eligibility. If the decision has been made to withdraw, you should

1. Go to FalconNet and login
2. Go to the Registration and Records Menu
3. Go to Class Registration and continue to the next page
4. Select the term you are registered for
5. Select the class you want to withdraw from and select the Drop button

Students with Disabilities:

If you need academic accommodations, such as private testing, interpreters, note takers, etc., you must give me a current letter from Disabled Student Services (DSS) that verifies that you need specific accommodations. Please make an appointment with me as soon as possible to discuss the accommodations. See Daytona State Website for student disabilities for more information [http://www.daytonastate.edu/sds/](http://www.daytonastate.edu/sds/) or see Student Handbook at [http://www.daytonastate.edu/current.html](http://www.daytonastate.edu/current.html)

Audit Policy:

Students who elect to audit the class must attend regularly and complete any written assignment in order to obtain audit credit. Failure to do so will result in a failing grade (F).

VA Students:

VA students are not allowed to accumulate three (3) absences within thirty (30) days of classes. Please see the College catalog.
Classroom Etiquette:

Example: All students should be on time for class. Attend to your needs before entering the room. Students who come late or leave during the class are a distraction to both the instructor and other students. The use of cellular phones, MP3 players and other electronic devices is also a distraction. Please ensure electronic devices are off (or on silent alert). If an emergency arises, please be courteous to your fellow students and leave quietly. Finally, cell phones, watch alarms, beepers, etc. are strictly prohibited in the examination room.

Student Rights & Responsibilities (see Student Handbook at the website http://www.daytonastate.edu/current.html)

a. Daytona State College is committed to providing you with quality instruction, guidance, and opportunities for academic and career success by fostering academic excellence in a supportive and personalized learning environment. Maintaining high standards of academic honesty and integrity in higher education is a shared responsibility and an excellent foundation for assisting you in making honorable and ethical contributions to the profession for which you are preparing. In order to preserve academic excellence and integrity, the College expects you to know, understand, and comply with the Academic Integrity Policy, which prohibits academic dishonesty in any form, including, but not limited to, cheating and plagiarism. Grades conferred by instructors are intended to be, and must be, accurate and true reflections of the coursework actually produced and submitted by you.

b. All cases of suspected violations of the Student Code of Conduct, including academic dishonesty, are reported to the Judicial Affairs Office for resolution.

c. Forms of Academic Dishonesty
   - Cheating - Cheating can be defined as: receiving or giving unauthorized assistance on a quiz, test, exam, paper, or project or unauthorized use of materials to complete such; collaborating with another person(s) without authorization on a quiz, test, exam, paper, or project; taking a quiz, test, or exam for someone else or allowing someone else to do the same for you.
   - Plagiarism - Plagiarism can be defined as: submitting work in which words, facts, or ideas from another source are used without acknowledging that the material is borrowed whether from a published or unpublished source. For specific information on how to document information from other sources, students should check with their instructors, academic departments, or a recognized writing manual, such as the MLA or APA.
   - Fabrication - Fabrication can be defined as: listing sources in a bibliography that one did not actually use in a written assignment; presenting false, invented, or fictitious data/evidence in a written assignment.

d. Other Academic Misconduct: Other Academic Misconduct might include, but is not limited to:
   - In a testing situation, conduct, such as, looking at a classmate's test, talking to a classmate, or leaving the classroom without the instructor's or proctor's permission.
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- Obtaining by the theft/purchase OR selling/ giving part or all of a test.
- Entering an office or building for the purpose of changing a grade on a test, assignment, or in a grade book or for the purpose of obtaining a test.
- Altering or attempting to alter academic records of the College which relate to grades; being an accessory to same.

e. College Network Acceptable Use Policy: The purpose of this policy is to outline the acceptable use of the network and resources provided by Daytona State College and to establish a culture of openness, trust, and integrity. Please make yourself very aware of this policy by clicking these two links:

http://www.daytonastate.edu/current.html (see Student Handbook)

http://online.daytonastate.edu/docs/acceptable_use.pdf (Florida Online)

The Division of Library and Academic Support provides the following free services to students:

**Academic Support Center:** The Academic Support Center (ASC) promotes learning and help students achieve their potential by providing the resources they need to become successful, independent learners. ASC centers are available on all campuses providing academic support such as tutoring, learning sessions, instructor assistance, supplemental instruction and various workshops. For more information please go to http://www.daytonastate.edu/asc/ or email ASC@DaytonaState.edu.

**College Writing Center:** The College Writing Center assists students, staff, and faculty to become better writers through face-to-face or virtual consultations (up to 45 minutes) and workshops. As the hub of writing at Daytona State, staff work with all writers at any stage of the writing process—so whether you’re brainstorming ideas for a psychology paper you haven’t started yet, or you’ve revised a letter several times and you want a fresh perspective, you can bring it into the CWC. We recommend scheduling an appointment because we tend to book up quickly; call (386.506.3297) or visit our website (www.daytonastate.edu/cwc) for more information.

**Library Services:** Daytona State Library Services offers you many different types of resources to support your research needs (or just your curiosity). These resources include everything from thousands of e-books to online databases containing millions of full-text newspaper, magazine and scholarly journal. Many of our resources can be accessed from the web 24/7. We also have a staff of very helpful librarians who can guide you to the best resources for whatever projects you are working on. E-mail the librarians, and/or call us at 386-506-3518, or check out our website and see what we can do for you!
Technical Support is available for Falconmail, printing, web usage, Desire2Learn, and more. Students may call 386-506-4AID (4243) or e-mail falconaid@falconmail.daytonastate.edu. Local access numbers for your area are:

- DeLand/Deltona (386) 785-2000 ext. 4243
- Flagler/Palm Coast (386) 246-4800 ext.4243
- New Smyrna (386) 427-3472 ext. 4243
- Ormond/Daytona (386) 506-4243

The FalconAid after hours of operation are:
- Monday – Thursday 8:00 AM – 10:00 PM
- Saturday 8:00 AM – 4:00 PM

Times may vary during holidays and special circumstances.

### SUMMARY OF GRADING PROCEDURE

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<th>Grade x (In Decimal)</th>
<th>Point Value</th>
<th>Points Earned</th>
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<tbody>
<tr>
<td>Test 1 .215</td>
<td>x 100</td>
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<tr>
<td>Test 2 .215</td>
<td>x 100</td>
<td>= 21.5</td>
</tr>
<tr>
<td>Test 3 .215</td>
<td>x 100</td>
<td>= 21.5</td>
</tr>
<tr>
<td>Test 4 .215</td>
<td>x 100</td>
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<tr>
<td>Post Test .04</td>
<td>x 100</td>
<td>= 4.0</td>
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<tr>
<td>Attendance/Participation .10</td>
<td>x 100</td>
<td>= 10.0</td>
</tr>
<tr>
<td>TOTAL</td>
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Grading Scale:
- 90% - 100% = A
- 87% - 89% = B+
- 80% - 86% = B
- 77% - 79% = C+
- 70% - 76% = C
- 60% - 69% = D
- 0% - 59% = F