

PSYCHOLOGY 10000

SPRING, 2014

INSTRUCTOR: Dr. Elaine Blakemore

OFFICE HOURS: 1:00 - 2:00 p.m. M & W; 12:00 to 1:00 p.m. Th, and by appointment.

OFFICE: Neff 388G

TELEPHONE: 481-6400

EMAIL: blakemor@ipfw.edu, or email me inside Blackboard

TEXTBOOKS:

1. Kuther, T. L. (2012). *The psychology major's handbook* (3rd ed.). Belmont CA: Thomson Wadsworth.
2. Purdue OWL guide to APA style at <http://owl.english.purdue.edu/owl/section/2/10/>
3. IPFW Bulletin: use the 2013-14 online bulletin at: bulletin.ipfw.edu

WEBSITE: <http://users.ipfw.edu/blakemor/psy100.html>, or access Blackboard through my.ipfw.edu or at <http://www.ipfw.edu/elearning/>

COURSE GOALS

1. To become familiar with various specialty areas in the field of psychology, career opportunities that exist within those specialty areas, and the education and experiences needed to pursue various career paths in psychology and related fields.
2. To understand the bachelor's degree requirements at IPFW, the academic advising procedures in the psychology department, and to create an academic plan to discuss with one's academic advisor in the psychology department, and use that plan to guide one's future course planning.
3. To become knowledgeable about academic and other support services at IPFW.
4. To become knowledgeable about opportunities for active involvement in the Psychology Department and on the IPFW campus outside classes.
5. To explore and refine future academic and professional goals, and to create a sample set of materials for either a job application or a graduate school application.
6. To have exposure to basic communication and information literacy skills (e.g., using electronic databases, writing in APA style, plagiarism) that will support work in other psychology courses.

ATTENDANCE: Your attendance is expected at all class meeting and attendance will be taken, and your attendance and participation will count toward a portion of your grade. Out of consideration for others in the class, please do not arrive late or leave early. You are responsible for all material missed due to your absence.

DISABILITY STATEMENT: If you have a disability and need assistance, special arrangements can be made to accommodate most needs. Contact the Director of Services for Students with Disabilities (Walb, room 113, telephone number 481-6658), as soon as possible to work out the details. Once the Director has provided you with a letter attesting to your needs for modification, bring the letter to me. For more information, please visit the web site for SSD at www.ipfw.edu/ssd.

REQUIREMENTS

1. **Attendance & Participation:** Attendance will be taken and participation, including both in class and online participation, will count toward your grade. **TOTAL: 100 points**
2. **Quizzes:** There will be 14 online 10-point multiple choice quizzes throughout the semester. The quizzes will be based on assigned readings and materials presented in Blackboard. Each quiz will identify what materials are to be covered on it. You will drop your three lowest scoring quizzes. **110 points.**
3. **Campus Events:** Students will be required to attend two events outside of class, and turn in a one-paragraph report of the event. Each “event report” will be worth ten points, and you may attend three additional events for extra credit. **20 points with possible 30 extra credit points.**
4. **Academic Plan:** Students will develop a detailed plan for their courses for the next four semesters, and complete a bingo sheet accounting for all semesters until graduation. Due February 24th. **100 points.**
5. **Online Plagiarism module:** Complete the online plagiarism module, and take (and retake) the quiz until you have achieved 100%. Deadline for completion, March 28th. **20 points** for completion with score of 100% correct.
6. **PsycINFO Literature search, reference page, and sentences:** Students will locate seven references dated 1995 or later on a single topic. Additionally, they will prepare an APA style reference page listing all seven sources, and write four sentences (such as would be found in a potential term paper) integrating one or more references into each sentence. Due March 24th. **70 points.**
7. **Job or Graduate Program:** Students will choose to submit materials for a job search with a bachelor’s degree in psychology, **or** to submit materials to apply to a graduate program in psychology or the field of their choice after earning the bachelor’s degree (counseling, social work, medical, dental, or law school, etc.). **Note that these options have slightly different due dates.**
 - a. **Résumé and Job Search:** Students will find and provide detailed information about two real jobs that would be similar to the type of job that they would possibly be interested in doing after graduating with a bachelor’s degree in psychology, and write an essay about one of the jobs, as well as a letter of application specifically tailored to that job. They will also prepare a résumé which is also to be specifically tailored to the job to which they are “applying.” Due April 21st. **80 points**
 - or b. **Graduate Program and Essay Outline:** Students will locate and describe the requirements for one graduate program that would be an ideal fit for them. They will also prepare an essay to accompany their application to that program. They will also develop a résumé or a curriculum vita (c.v., or vita) that is tailored to accompany their application to this particular graduate program. Due May 3rd. **80 points**

All assignments must be received on time. Assignments in Blackboard are due by midnight on the due date; each day late will receive a 10% deduction.

TOTAL POINTS: 100 + 110 + 20 + 100 + 20 + 70 + 80 = 500

FINAL GRADES : Your final grade will be based on total points. Final grades will be assigned as follows:

- A 450 - 500 points (90% or better)**
- B 400 - 449 points (80% - 89%)**
- C 350 - 399 points (70% - 79%)**
- D 300 - 349 points (60% - 69%)**
- F 299 or less (less than 60%)**

Plus and minus grades may be assigned to students who are near the top or bottom of the ranges for each grade.

ATTENDANCE AND PARTICIPATION (100 points: 45 + 25 + 30)

1. **Attendance:** For each of the 14 class periods between January 23rd and May 1st you will receive three points for being in class, arriving no later than 1:35 p.m. If you arrive after 1:35, but before 1:50, you will receive one point for late attendance. You will gain no credit for attendance on that day if you arrive later than 1:50. Students with perfect or near-perfect attendance will earn bonus points (3 points for missing no classes; 2 points for missing only 1 class; 1 point for missing only 2 classes).
2. **In class participation:** You are expected to participate on a regular basis during class. Meaningful participation is not just quantity, however. This portion of the grade will also take quality of participation into account. The grading scale for class participation is as follows:

- 23 - 25: Very frequent, excellent quality participation
- 19 - 22: Reasonably regular, high quality participation.
- 14 - 18: Less regular, but good quality participation.
- 10 - 13: Infrequent participation
- 8 - 12: Infrequent and noticeably poor participation.
- 0 - 7: Almost no participation

I will determine this grade with two sources of information. First, I will tentatively assign a grade to each student. Second, I will ask you to assign yourself a grade. I will determine a grade using both sources, and students are welcome to come to discuss the final grade. (Total possible 25 points)

3. **Online participation:** I will post threaded discussion topics and questions in Blackboard. I expect regular participation in these online discussions throughout the semester. There is a list of rules for content, length, and etiquette for posting messages in Blackboard. Please read them and follow them throughout the semester. I read all discussion posts and occasionally post my own questions, replies and comments. You will earn three points for each online discussion in which you take part, to a maximum possible of 30 points. If your post isn't deserving of three points (usually because of being too brief and devoid of genuine content), I will inform you privately, and give you the opportunity to post again to earn the credit. You must spread your participation across the semester: (Total possible 30 points)

Discussions 1:	Jan. 16 - Feb. 19	9 points possible (3 postings)
Discussions 2:	Feb. 20 - Mar. 19	9 points possible (3 postings)
Discussions 3:	Mar. 20 - Apr. 9	9 points possible (3 postings)
Discussions 4:	Apr. 10 - May 4	3 - 9 points possible (1 - 3 postings)

The online postings may be made through midnight on the dates specified to count in that unit.

QUIZZES (110 points)

There will be 14 multiple-choice quizzes presented online in Blackboard. Each quiz is worth 10 points and will be based on 10 questions chosen from a larger group of questions (not everyone will have exactly the same ten questions). ***I expect you not to use your books and notes to take the quiz.*** The quiz time periods will be very short, so you should be prepared in advance. I will drop the three lowest scoring quizzes, and your score will be based on your top 11 quizzes. I will announce in class and post an announcement in Blackboard about what materials and topics will be covered on each quiz; the last quiz will repeat questions from earlier quizzes. Quizzes will be available from Friday at 8 a.m. until the following Thursday at 1:30. The start dates for the quizzes will be: Jan. 24, 31, Feb. 7, 14, 21, 28; Mar. 7, 21, 28, Apr. 4, 11, 18, 25, May 2. The last quiz, the one that begins on May 2nd, will repeat questions from any of the previous quizzes, although because each quiz will be drawn from a larger set of questions, you may not have previously seen the particular questions you receive on this quiz.

CAMPUS EVENTS (20 points + 30 possible extra credit points)

One of the goals of this class is to become knowledgeable about opportunities for active involvement in the Psychology Department and on the IPFW campus outside classes. Therefore, students will be required to attend and provide documentation (a form to be signed by someone at the event will be provided in Blackboard) of attendance at two events outside of class. In addition, students are required to turn in a one paragraph description of the event. Events are in three categories, and the two required events must come from at least two different categories (I may permit exceptions to this if the two events are very different, but technically in the same category). **One of your required events should be completed March 7th, and the other by May 2nd**, although you may complete them both as soon as you would like to. You may attend up to three additional extra credit events. I will make in-class and in-Blackboard announcements about upcoming events. But, since I cannot do this for all campus events, you may choose any event you learn about from any source, as long as it's on campus. Each event is worth 10 points.

Category I: Psychology Department Events

These consist of Psychology Department events (e.g., panels on going to graduate school in psychology, getting a job with a B.A., or meet-the-faculty gatherings), or Psi Chi and/or Psychology Club meetings or speakers on non-research topics (e.g., local graduate programs).

Category II: Local IPFW events

For this category you may attend any campus events or speakers, including artistic (plays and concerts) and athletic events. The Anthropology Club hosts regular Weds. noontime faculty research presentations, and there are many other similar events on campus. Instead of a campus speaker or presentation, you may visit a campus service (e.g., Writing Center, Health Center, CASA) and use the service or interview a staff member, and report on that experience instead.

Category III: Major Lectures

Throughout the semester, either the College of Arts and Sciences (COAS) or the university (through the Omnibus Lecture series) hosts major lectures. Currently, no Omnibus lectures are scheduled for Spring 14, but I will announce if that changes. There will be a COAS Distinguished lecture on March 21 at 4 p.m.

ACADEMIC PLAN (100 points)

You will use a template which I will provide in Blackboard, an electronic version of the department's bingo sheet, and a set of further instructions which I will provide in Blackboard on or before January 30th, to plan the courses you will take to graduate with a BA. I will provide you with an updated copy of your official bingo sheet in class.

Please note that the version of the assignment and the plan you will use for this assignment depends on your bulletin year. If you just declared psychology as your major, it is likely that you will be under the 13-14 bulletin year, and the "new" IPFW General Education will apply to you. If 13-14 is your bulletin year, but you have been at IPFW some time (in a different major), and have taken considerable General Education courses already, you will be permitted to use an earlier bulletin if your degree completion will be harmed by the new General Education requirements. If you believe this applies to you, contact me directly.

If you declared a psychology major before this year, you are most likely under a prior bulletin year, and the "old" General Education will apply to you. I note that your bingo sheet specifies your bulletin year. Students are always permitted to adopt a newer bulletin, and as noted above, for a short time, students who will be harmed by the new requirements (because they have already accumulated considerable credit when the old system was in place, but hadn't yet declared psychology as a major, and thus had not "locked in" their bulletin year) will be permitted to adopt an older bulletin for some period of time (but the ability to adopt an older bulletin is not typical – it's an exception for this unusual set of circumstances).

Assignment materials will be different for "old" and "new" general education students, so please check with me if you don't know which bulletin year applies to you.

In addition to the completed bingo sheet, I will expect a detailed plan for the next four semesters (form also provided in Blackboard). You are required to meet *in person* with the department's graduate student advisor, Ms. Julie Stills, about the bingo sheet portion of the plan, and obtain her signature on a form I will provide in Blackboard verifying that you have met. You will also write a short paragraph about your meeting with Ms. Stills. Set up the appointment with Ms. Stills in Advisortrac (or call the department secretary at 481-6403 to make the appointment) well in advance and provide the *completed electronic bingo sheet* to her 24 hours in advance of your appointment via email. If you are not able to schedule a time to meet with Ms. Stills, you may meet with your own faculty advisor instead, but the strong preference is for you to meet with Ms. Stills. The plan is **due on February 24th**, inside Blackboard, using the formats provided (Excel, Word) for each purpose.

The 100 points available will be graded as follows:

Four semesters detailed information	40 points
Bingo sheet (Excel, electronic) completed with semesters	50 points
Verification of meeting with advisor	5 points
Your description of advisor meeting	5 points

PLAGIARISM MODULE (20 Points)

There is a module inside Blackboard in which you will read and study the information, including information from the student code of conduct on penalties for academic misconduct, including plagiarism. Also in Blackboard, there is a multiple choice quiz about plagiarism and about the IPFW student handbook as it concerns plagiarism. You can study this material and take this quiz at any point before the deadline, but you must earn a score of 100% on the quiz before you earn any points. You can retake the quiz as many times as you want, until you achieve 100%, thus it's in your best interest not to leave this until the "last minute." The final date to take the quiz is March 28th. **A score of less than 100% will earn no points.** You will be able to see your score each time, and the correct and incorrect choices you have made.

APA STYLE REFERENCE PAGE AND SENTENCES (70 points)

A librarian will provide instructions in using the PsycINFO database at a class meeting on February 27th. Using PsycINFO, you will locate seven references published since 1995, and prepare an APA style reference page listing these references. The references must include at least one book, one chapter in an edited book, and three journal articles. The other four references may be any combination of articles, chapters and books. At least one reference must have a single author, one must have two authors, and one must have three or more authors. In addition to the reference page, you will be asked to write four sentences (in your own words!) integrating some of those references into the sentence.

I will provide a detailed handout for this assignment on or before February 27th. The assignment is **due in Blackboard on March 24th** in Microsoft Word.

The 70 points available will be graded as follows:

Seven appropriate sources	14 points	
Running head correctly formatted	2 points	
APA style page headers on both pages	2 points	
APA style on reference page	32 points	(For every minor error, even those repeated in several references, 1 point will be deducted; for every major error, 2 points will be deducted.)
APA style in sentences	20 points	(5 points/sentence)

JOB OR GRADUATE PROGRAM (80 points)

Students will choose to submit materials for a job search with a bachelor's degree in psychology, **or** to submit materials to apply to a graduate program in psychology or the field of their choice after earning the bachelor's degree (counseling, social work, medical, dental, or law school, etc.). You should choose the one most suited to your plans – either the workplace with a bachelor's degree, or graduate school. **Note that these options have slightly different due dates.**

A. Résumé and Job Search (80 points)

I will provide a more detailed handout about this assignment on or before March 27th. *The Psychology Majors Handbook* provides some details about preparing a résumé, and we will have a presentation from a staff member from the IPFW Office of Career Services to provide more information. You will also receive a copy of their career guide as well as an online link to it, which contains many sample résumés.

In addition to a résumé you will need to locate two real jobs that would be similar to jobs you might want to (or be able to) apply to after graduation with a bachelor's degree (they should NOT be jobs which would require a master's or doctoral degree). You will prepare a 300-400 word essay about one of the jobs explaining 1) why you chose to apply to it, and 2) why you would be a good candidate for the job. You will also prepare a cover letter to accompany your hypothetical application. The cover letter and résumé should be tailored specifically to that job, and should show how you are an excellent candidate for the job because of the skills you have developed through your education and/or past experiences (look at sample cover letters in the IPFW Career Guide). The assignment is due in Blackboard **on April 21st**, using Microsoft Word.

The 80 points available will be graded as follows:

Résumé content, general and job-related	25 points
Two jobs, description provided	15 points
Essay	15 points
Cover letter	15 points
Appearance, spelling, and formatting	10 points

B. Graduate Program and Essay (80 points)

Note again that you will complete either the résumé/job assignment **or** the graduate school assignment, but not both.

I will provide a more detailed handout about this assignment on or before April 10th. You will locate and describe the requirements for one graduate (psychology or related field, master's or doctoral) or professional (law, medical, etc.) program that would be a potentially good fit for you. You will describe, in detail 1) what the program is and what the academic requirements are to apply to it, and 2) what materials the program expects you to submit. Further, you will, in 100 to 150 words, describe why this program is a good fit for you. You will also include a résumé or c.v. (curriculum

vita, or simply “vita”) tailored to an application to this graduate program. Finally, you will also prepare an essay to accompany your application to that program. That essay should follow a format to be provided in the detailed handout explaining this assignment that will be provided by April 10th. The assignment is due in Blackboard **on May 3rd** using Microsoft Word.

The 80 points available will be graded as follows:

Specifying/describing graduate program and requirements	5 points
Submission items	5 points
Why the program is a good fit	5 points
Résumé or c.v. content	25 points
Essay	30 points
Appearance, spelling, and formatting	10 points

COURSE OUTLINE

New material will be posted no later than the end of the day Tuesday of each week; it may be posted sooner. If there is going to be an exception, I will post an announcement to that effect.

<i>Date</i>	<i>Topic</i>	<i>Reading (read before class)</i>
INTRODUCTION		
Jan. 16	Introduction	Kuther, Chapter 1
Jan. 23	The subfields of psychology & success in college	Kuther, Chapter 2, 4
THE IPFW PSYCHOLOGY DEGREE		
Jan. 30	IPFW General Education	The IPFW Bulletin ¹
Feb. 6	College of Arts and Sciences	
Feb. 13	IPFW Psychology Major ²	
Feb. 20	Special opportunities for Psychology Majors ³	Kuther, Chapter 3
THE BASICS OF WRITING IN PSYCHOLOGY		
Feb. 27 (Lib. 440A)	Using PsycINFO	
Mar. 6	APA Style, citing sources	Kuther, Ch. 5 & Purdue OWL
Mar. 13	<i>Spring Break</i>	
Mar. 20 ⁴	APA style, reference pages	Kuther, Ch. 6 & Purdue OWL
PREPARING FOR THE JOB MARKET		
Mar. 27 (NF B73)	Résumé	Kuther, Chapter 7
Apr. 3 (NF B73)	Searching for a Job with a BA in Psychology	Kuther, Chapter 8
THE FIELDS OF PSYCHOLOGY AND GRADUATE SCHOOL		
Apr. 10	Fields and Subfields	Kuther, Ch. 1 (pp. 2 - 7)
Apr. 17	Graduate Study in Psychology	Kuther, Chapter 9
Apr. 24	Applying to Graduate School	Kuther, Chapter 10
May 1	Kisses of Death (in graduate applications)	
Finals week	No meeting	

¹You will need to use the online bulletin that applies to you. Online click on the links for General Education requirements, College of Arts and Sciences requirements, and Psychology B.A. requirements.

²Search out information on the Psychology Department Advising web page.

³Field Experience courses, working as a TA, and being a research assistant and more.

⁴Note that Friday, March 21 is the last day to withdraw.