



Basic Psychology/PSYC1010
COURSE SYLLABUS
Hybrid
Fall Semester 2018

COURSE INFORMATION

Credit Hours/Minutes: 3/2250
Class Location: Room 6215, Bld. 6
Class Meets: M/W 9:30-10:45 a.m.
CRN: 20063
Preferred Method of Contact: BBL email

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Leisa Dukes
Office Location: Room 6216/Building 6
Office Hours: By apt.
Email Address: ldukes@southeasterntech.edu
Phone: 478-289-2345
Fax Number: 478-289-2224
Tutoring Hours (if applicable): By apt.

This course is taught in a hybrid format. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.

REQUIRED TEXT

Essentials of Psychology, by: Stephen L. Franzoi, 5th ed.

REQUIRED SUPPLIES & SOFTWARE

One three-ring binder, paper, pencil, blue or black pen, highlighter, and BBL access.

Note: Although students can use their smart phones and tablets to access the online portion of their course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither BBL nor GVTC provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to complete the online portion of the course.

COURSE DESCRIPTION

Presents basic concepts within the field of psychology and their application to everyday human behavior, thinking and emotion. Emphasis is placed on students understanding basic psychological principles and their application within the context of family, work, and social interactions.

MAJOR COURSE COMPETENCIES

Topics include an overview of psychology as a science, the nervous sensory systems, learning and memory, motivation and emotion, intelligence, lifespan development, personality, psychological disorders and their treatments, stress and health, and social psychology.

PREREQUISITE(S) Provisional admission

COURSE OUTLINE

- I.** Contemporary Perspectives
- II.** Biological Foundations of Behavior
- III.** Sensation and Perception
- IV.** Learning and Memory
- V.** State of Consciousness
- VI.** Motivation and Emotion
- VII.** Lifespan Development
- VIII.** Personality
- IX.** Psychological Disorders and Treatment
- X.** Stress and Health Psychology
- XI.** Social Psychology

GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS (HYBRID)

HYBRID ATTENDANCE

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of F and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an F in a course.

SPECIAL NEEDS

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu, to coordinate reasonable accommodations.

Specific Absences

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

MAKEUP GUIDELINES (TESTS, QUIZZES, HOMEWORK, PROJECTS, ETC...)

If you missed taking an in class test, you can make up one test (WITHIN 3 business DAYS) AT THE CONVENIENCE OF THE INSTRUCTOR. After that, the student will receive a zero for any tests that are missed. Your project **MUST** be on time. There will be no late projects, please do not ask. If the project is not submitted by 5:00 p.m. of the due date, a zero will reflect. If you are absent on a quiz day or an assignment is completed in class, you can make up ONE quiz/assignment that was completed in class. Any other quizzes and/or assignments will result in a zero. There will be No makeups for final exams.

ACADEMIC DISHONESTY POLICY

The STC Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the STC Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer	Title VI - Title IX (Employees) - EEOC Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 bwilcox@southeasterntech.edu

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [STC website](#).

TCSG GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall

possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

FINAL EXAM: A final exam is scheduled to be taken in this class. However, any student who has NO tardies (NO late arrivals AND NO early departures) AND NO absences may exempt the final exam. You must go by my clock for class begin and ending time. A student is considered TARDY if they enter the room after their name has been called OR leaves class before class is dismissed. There will be No makeups for the final exam.

INDIVIDUAL PROJECT: The due date for the project will be discussed in class. The specific guidelines will be reviewed the first day of class. A rubric for this project is attached to the lesson plan. Projects will not be accepted late!! There will be specific guidelines and examples in BBL to assist you during the project. Your individual project will count 20% of your overall grade in the class.

CELL PHONE USAGE: All cell phones must be turned off or on silent. There will be no texting in class. If you are caught texting or on the phone, you will receive a WARNING the first time and the two time, you will be asked to leave the class for the day to take care of your personal business. If you are caught texting in class more than three times, you may be asked to leave the class ongoing. Please be respectful and adhere to the classroom policy.

GRADING POLICY

Excluding Final Exam- Perfect Attendance/No Tardies

Assessment/Assignment	Percentage
Exams	60 %
Project	20 %
Quizzes/Homework	20%
Total	100 %

Including Final Exam

Assessment/Assignment	Percentage
Exams	50 %
Final Exam	20 %
Quizzes/Homework	10%
Project	20%
Total	100 %

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

Psychology 1010/ Basic Psychology

Fall Semester 2018 Lesson Plan

Note: The Lesson Plan can be subject to change!

Exact due dates for tests will be given out in advance in class!!!

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 1	Ch. 1-2	Day 1: First day of class/Introduction to Course—Syllabus/Lesson Plan, Reviews Important due dates, Outline, Rules, Regulation Coverage Safety Issues/Plan, BBL overview, Library links/Films on Demand LECTURE-Chapter 1 Overview	Review all handouts given the first day of class. Reading Assignment: Chapter 1 Hybrid: Review BBL Requirements Complete and return the student profile sheet under the Library Services link of STC. Begin Reading Ch.1.	
Week 2	1-2	Lecture Chapter 1-2 Exam #1 Ch. 1-2	Read Ch. 1 Complete Study Questions HW: Read Chapter 2 Complete Study Questions	
Week 3	3	Lecture- Chapter 3 Learning Activity Ch. 3	HW: Read Ch. 3 Complete Study Questions	
Week 4	4	Start Lecture Chapter 4 Exam #2- Ch. 3-4	Study handouts/study questions/complete additional worksheet Continue Reading Chapter 3-4	

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 5	5	Learning Activity- Ch. 3 Lecture Chapter 4	Read chapter 5 Study handouts/study questions/complete additional worksheets Study for upcoming test Read Chapter 5	
Week 6	5-6	Lecture Ch. 5-6 Exam #3- Ch. 5-6	Read Ch.5-6	
Week 7	9-10	Learning Activity Ch. 9-10 Exam #4- Ch. 9-10	Read Chapter 9-10 Study handouts/study guides	
Week 8	11-12	Lecture Chapter 11-12	Read Ch. 11-12 Study for upcoming test	
Week 9	11-12	Exam #5- Ch. 11-12		
Week 10		Final Exam- 9/19/17 – Last day of class- 10 week class- Term C		

Your lesson plan should indicate what is taught/completed face-to-face and what is completed online. Do not use color to distinguish.

Competency Areas:

1. Psychology as a Science
2. The Nervous Sensory Systems
3. Learning and Memory
4. Motivation and Emotion
5. Intelligence
6. Lifespan Development
7. Psychological Disorders and Their Treatments
8. Stress and Health
9. Social Psychology

General Core Educational Competencies

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.