



**PSYC 1010/Basic Psychology**  
**COURSE SYLLABUS**  
**Hybrid (60% In Class- 40% Online)**  
**Spring Semester 2019**

**COURSE INFORMATION**

Credit Hours/Minutes: 3 /2250

Campus/Class Location: Swainsboro- Room 6215/Larry Butch Parrish Building

Class Meets: M/W 9:30-10:40-1/7/19-3/18/19 (10 weeks) Course Reference Number (CRN): 40086

Preferred Method of Contact: Blackboard (BBL) Email

**INSTRUCTOR CONTACT INFORMATION**

Instructor Name: Leisa Dukes

Office Location: Room 6216

Office Hours: 3:00-5:00 P.M. (Monday-Wednesday)

Email Address: [Leisa Dukes \(ldukes@southeasterntech.edu\)](mailto:ldukes@southeasterntech.edu)

Phone: 478-289-2345

Fax Number: 478-289-2224

Tutoring Hours: 3:00-5:00 p.m. (Monday-Wednesday)

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.

**SOUTHEASTERN TECHNICAL COLLEGE (STC) CATALOG AND STUDENT HANDBOOK**

Students are responsible for all policies and procedures and all other information included in

Southeastern Technical College's [Catalog and Student Handbook](#)

(<http://www.southeasterntech.edu/student-affairs/catalog-handbook.php>).

**REQUIRED TEXT**

Essentials of Psychology, by: Stephen L. Franzoi, 5<sup>th</sup> ed.

**REQUIRED SUPPLIES & SOFTWARE**

Note: Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor the Georgia Virtual Technical Connection (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 take an online course.

You will need a pen and paper to take notes.

Students should to share login credentials with others and should change passwords periodically to maintain security.

## **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**

Provisional Admission

## **COURSE OUTLINE**

1. Contemporary Perspectives
2. Biological Foundations of Behavior
3. Sensation and Perception
4. Learning and Memory
5. State of Consciousness
6. Motivation and Emotion
7. Lifespan Development
8. Personality
9. Psychological Disorders and Treatment
10. Stress and Health Psychology
11. 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.

## **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 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" (Failing 0-59) 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.

### **STUDENTS WITH DISABILITIES**

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

**Swainsboro Campus:** Macy Gay [mgay@southeasterntech.edu](mailto:mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1208

**Vidalia Campus:** Helen Thomas [hthomas@southeasterntech.edu](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 108

### **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 make arrangements with the appropriate campus coordinator.

**Swainsboro Campus:** Macy Gay [mgay@southeasterntech.edu](mailto:mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1208

**Vidalia Campus:** Helen Thomas [hthomas@southeasterntech.edu](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 108

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery **MAY NOT** be accommodated. The coordinator will contact your instructor to discuss

accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments

## **WITHDRAWAL PROCEDURE**

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (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 for the course(s) when the student completes the withdrawal form.

Important – Student-initiated withdrawals are not allowed after the 65% point. After the 65% point of the term in which student is enrolled, the student has earned the right to a letter grade and will receive a grade for the course. Please note: Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" (Failing 0-59) being assigned.

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

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. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

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

All tests, quizzes, homework, and projects MUST be turned in on time. No late assignments are accepted unless approved by the instructor. Everyone must attend and take the exam on the final exam date.

## **ACADEMIC DISHONESTY POLICY**

The Southeastern Technical College Academic Dishonesty Policy states that 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 Southeastern Technical College Catalog and 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" (Withdrawn Failing) 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 third 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:

<p><b>American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer</b></p>	<p><b>Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer</b></p>
<p>Helen Thomas, Special Needs Specialist          Vidalia Campus          3001 East 1<sup>st</sup> Street, Vidalia          Office 108 Phone: 912-538-3126          Email: <a href="mailto:hthomas@southeasterntech.edu">Helen Thomas</a>  <a href="mailto:hthomas@southeasterntech.edu">hthomas@southeasterntech.edu</a></p>	<p>Blythe Wilcox, Director of Human Resources          Vidalia Campus          3001 East 1<sup>st</sup> Street, Vidalia          Office 138B Phone: 912-538-3147          Email: <a href="mailto:bwilcox@southeasterntech.edu">Blythe Wilcox</a>  <a href="mailto:bwilcox@southeasterntech.edu">bwilcox@southeasterntech.edu</a></p>

**ACCESSIBILITY STATEMENT**

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

**GRIEVANCE PROCEDURES**

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College’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 [Southeastern Technical College Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

## TECHNICAL COLLEGE SYSTEM OF GEORGIA (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. **Due date for this project: 10/4/18.**

## 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 (INCLUDING FINAL EXAM)

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

### GRADING POLICY (EXCLUDING FINAL EXAM)

Assessment/Assignment	Percentage
Tests	60 %
Quizzes	20 %
Project	20 %
Total	100 %

### GRADING SCALE

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

## PSYC 1010 Basic Psychology - Hybrid Spring Semester 2019 Lesson Plan

**Note: The lesson plan may be subject for change!!**

Announced and unannounced quizzes will be given form time to time.

**All online assignments and tests are due by the due date by 11:30 p.m.**

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 1 1/7/19 1/9/19	Chapter (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 of class. Reading Assignment: Chapter 1.  <b>Hybrid:</b> Review Blackboard requirements. Begin Reading Chapter 1.  <b>Hybrid:</b> Complete weekly Blackboard assignments by Complete the Discussion board on Theories and Important Points. (see attached rubric for DQ post and replies criteria.)  <b>Due Date : 1/9/19</b>	1 a-c
Week 2 1/14/19- 1/16/19	1-2	Lecture Chapter 1-2	Read Ch. 1 Complete Study Questions  <b>Hybrid:</b> HW: Read Chapter 2. <b>Hybrid: Exam #1 Ch. 1-2 (online) Complete by: 1/16/19</b>	1 2 a-c



Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 3 1/21/19- HOLIDAY  1/23/19	3	Lecture- Chapter 3 Learning Activity – Chapter 3	Homework: Read Chapter 3. Complete Study Questions. <b>Hybrid:</b> Complete any BB assignments <b>by 1/23/19</b>	3 a-c
Week 4 1/28/19 1/30/19	4	Start Lecture Chapter 4	Study handouts/study questions/complete additional worksheet Continue Reading Chapter 3 <b>HYBRID:</b> <b>Exam #2- Chapters 3-4- Due By: 1/30/19</b> <b>Hybrid:</b> Complete any online assignments by <b>1/30/19</b> <b>Complete DQ on chapter 3 and 4.</b>	4 a-c
Week 5 2/4/19 2/6/19	5	Learning Activity- Ch. 3 Lecture Chapter 4	Read chapter 5 Study Handouts/Study Questions/ Complete additional worksheets. Read Chapter 5. Study for Chapters 5-6 test.	5 a-c
Week 6 2/11/19 2/13/19	5-6	Lecture Ch. 5-6 <b>Complete by: 2/13/19</b>	Read Ch.5-6 Complete: <b>Exam #3- Ch. 5-6.</b> <b>Hybrid:</b> Complete any BB assignments by <b>2/13/19</b> .  <b>Hybrid:</b> Complete DQ on Stages of Sleep and Sleeping Disorders by <b>2/13/19.</b>	6 a-c

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 7 2/18/19 2/20/19	7-8	Lecture: Chapter 7-8 Exam #4- Chapter 7-8 – IN CLASS- 2/20/19	Read Chapters 7-8. Complete study questions.	9 10 a-c
Week 8 2/25/19 2/27/19	9-10	<b>Project due:2/25/19</b>	Read Chapters 9-10. Complete Chapters 9- 10 study guide. Complete  <b>Hybrid: Exam #5- Chapters 9-10. Due: 2/27/19</b>  Read Chapters 11-12.	10-11 a-c
Week 9 3/4/19 3/6/19	11-12	Lecture Chapters 11-12 Exam #5- Chapters 11-12. – <b>IN Class: 3/6/19</b>	Continue Reading Chapters 11-12. Complete Chapters 11- 12 – Study guide.	1-11 a-c
Week 10 3/11/19 3/13/19 3/18/19	1-12	<b>Review for final exam</b>  <b>Final Exam- - Final Exam and last day of class- 3/18/19</b>  <b>--- In class- Closed Book!!</b>		

### COMPETENCY AREAS:

- 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 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.

## DISCUSSION BOARD RUBRIC

Instructor: Leisa Dukes

All discussion boards **MUST** contain 1 post and a minimum of 2 replies

Original Post must contain a minimum of 100 **words**

Replies must contain a minimum of 50 **words**

Criteria	5 Points Outstanding	4 Points Proficient	3 Points Basic	2 Points Below Expectations
Critical Thinking	Discussion is rich in content. Generates thought provoking questions. Poster shows insight and analysis of subject	Discussion is substantial in content. Shows some insight and analysis has taken place.	Discussion is generally competent. Information is thin and commonplace	Rudimentary and superficial. No analysis or insight is displayed
Connections	Clear connections to previous or current real life situations.	Connections are somewhat evident. Some connection with real life situations but not very clear or obvious	Limited connections. Vague generalities	No connections. Off topic
Uniqueness	New Ideas. New Connections. Discussions are made with depth and detail	Contains new ideas or discussions but lacks depth and/or detail	Few or no new ideas or connections. Discussions rehash or summarize other postings.	No new ideas. " I agree with..." "I like that concept..." Etc.... statements
Timeliness	ALL required postings are completed in advance of deadline. Discussions and replies are completed throughout the discussion to ensure that others have time to read and respond	All required discussions are completed by deadline. Some replies or discussions are not completed in time for others to read and respond	All required discussions are completed at the last minute without allowing time for others to read and respond.	Some or all required postings are missing
Stylistics	1 or 2 grammatical or stylistic errors	3-5 grammatical or stylistic errors	5 or more obvious grammatical errors. Errors interfere with discussion	Obvious Grammatical errors that makes understanding

Criteria	5 Points Outstanding	4 Points Proficient	3 Points Basic	2 Points Below Expectations
			content	impossible
TOTALS				
X 4				
Total Points. ___/100				

NOTES: