



**Self-Paced Degree Program**  
**PSY 190-WB General Psychology**

### Instructor Information

**Instructor Name:** James Christoff

**UIU Faculty Email:** [christoffj@uiu.edu](mailto:christoffj@uiu.edu)

**Telephone Number:** 435-229-4646

**Availability:** I am available by phone: Sunday - Saturday between the hours of 8:00 AM – 9:00 PM PST.

If I do not answer my phone, leave a message with your name and phone number, and I will get back to you as soon as I am able.

I review e-mails on a daily basis and will get back to you within 24 hours – unless I am traveling for work, on vacation, or out for some type of an emergency.

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### Course Description

**Credits:** 3 semester credits

**Catalog Course Description:** An introduction to the scientific study of behavior and mental processes, including major approaches and methodologies. The course samples a broad range of topics, including biological foundations, development, learning, cognition, personality, abnormal psychology, and social behavior. Meets the social science requirement.

**Prerequisites:** None

#### **Term Information:**

You have six months from the beginning date of your enrollment to complete this course. You should start working on your course immediately upon enrollment and be prepared to submit unit one (1) within the first 60 days of the enrollment period to avoid a potential administrative withdrawal.

#### **Credit Hours:**

As a requirement of HLC Accreditation, all UIU courses, regardless of meeting schedule or instructional mode, follow the Federal Credit Hour Definition. As such, each credit hour earned at UIU is equivalent to a minimum of 45 hours of student engagement.

For more information on how specific instructional modes meet this requirement, please see *UIU's Policy Guidelines for Instructional Time Expectations*: [UIU Policies](#).

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## Course Materials

It is the student's responsibility to make sure she/he has access to all required course materials by the start of the session.

Required Textbook:

Kalat, J. (2017). *Introduction to Psychology*, 11<sup>th</sup> Ed. Cengage. [ISBN: 978-1-305-27155-5]

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## Course Objectives

1. Identify research approaches and descriptive statistics utilized in psychology.
  2. Recognize the ethical standards in the field of psychology.
  3. Understand the overarching themes, questions, and conflicts in psychology.
  4. Identify socio-cultural, environmental, and other external influences that impact the human experience.
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## Program Student Learning Outcomes

- 3: Application of Psychology
    - Students will demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology enabling them to better understand and apply psychological principles to personal, social, and organizational issues.
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## General Education Task

### Task Statement

Task: Use a theory or set of concepts to analyze a feature or consequence of a social institution, an interpersonal process, or an intra- personal state.

### Task Assignment

Unit 2 Exercise: Approaches Paper (will be discussed later in this packet).

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## Course Requirements and Grading Criteria

The course consists of 4 units. All course materials will be available and all work should be turned in for grading. You should not go onto another Unit without completion of the prior unit. Even though you do not attend a regular classroom in the traditional sense and keep up with a set schedule of assignments, it is important to maintain a regular schedule, if possible, to complete all course work. It is too easy to set work aside and decide to do it later.

### **Assignments:**

#### Student Autobiography

Student Autobiography is the first assignment in Unit 1. This assignment is graded and worth 20 points. Since we may never have the opportunity to meet face to face, I would like to know a little bit

about you. Please provide the following information and tell me about yourself (i.e. - your educational aspirations, employment, family, hobbies). Submit this autobiography along with your other assignments in 'Unit 1'.

### Essay Questions:

There are 30 essay questions, eight for each Unit (1-4). Each essay question is worth 15 points. Each question response should be a minimum of 3-4 paragraphs, or one page in length, typed and double spaced.

### Approaches to the Science of Psychology Paper:

In Unit 2, a paper will be written to acquaint you with one of the approaches to the study of psychology (e.g. biological, behavioral, psychoanalytic, evolutionary, or cognitive) discussed in Chapter 1 in the textbook and will be worth 100 points. Research one of the approaches utilizing research journals and other sources. Summarize your study to inform the reader on the topic, what the research is saying, as well as any of your own thoughts, gleaned from your research and/or your personal experience.

### *Guidelines:*

- Paper must be a **minimum of 5 pages of content** (not including the title page and reference list).
- Include minimum of three peer-reviewed journal articles—MUST be journal articles!!
- Use at least one other source, can be print or internet source, but MUST be a professional source
- Use text for basic information, as needed
- Inform audience about basics of topic
- Discuss research findings & other information from your research
- Include personal knowledge & experiences as needed—may include opinion as well
- Relate your paper to the class material and specifically to your future career needs
- Double spaced. 1 inch margins only
- Maximum size 12 font
- Include a title page and APA formatted reference list
- Must use proper APA formatting for within text citations and reference list

### Philosophical Issues in Psychology Paper

In Unit 4, a paper will be written to acquaint you with one of the major philosophical issues in psychology, Free Will versus Determinism, The Mind-Brain Problem, or The Nature-Nurture Issue, and will be worth 100 points. Research one of the issues utilizing research journals and other sources. Summarize your study to inform the reader on the topic, what the research is saying, as well as any of your own thoughts, gleaned from your research and/or your personal experience.

### *Guidelines:*

- Paper must be a **minimum of 5 pages of content** (not including the title page and reference list).
- Include minimum of three peer-reviewed journal articles—MUST be journal articles!!
- Use at least one other source, can be print or internet source, but MUST be a professional source
- Use text for basic information, as needed
- Inform audience about basics of topic
- Discuss research findings & other information from your research
- Include personal knowledge & experiences as needed—may include opinion as well
- Relate your paper to the class and specifically to your future career needs

- Double spaced. 1 inch margins only
- Maximum size 12 font
- Include a title page and APA formatted reference list
- Must use proper APA formatting for within text citations and reference list

## QUESTIONS & FEEDBACK

You will receive your graded units within approximately three weeks from the date you submit them. If there is a delay, please call Upper Iowa University. After receiving the graded unit, review and contact me immediately with any questions.

## GRADING CRITERIA

The course letter grade will be based on the following grading criteria.

Activity	Points
Student Autobiography	20
4 Unit Essay Questions (120 pts. Per Unit x 4 Units=480)	480
Approaches Paper (100 pts.)	100
Philosophical Issues Paper (100 pts.)	100
Midterm Exam (50 items /Chs. 1-8 /2 pt. each=100)	100
Final Exam (50 items /Chs. 9-15 /2pt. each = 100)	100
<b>Total Points</b>	<b>900</b>

## GRADE SCALE

Letter Grade	Percent	Points
A	93-100%	837-900
A-	90-92%	810-836
B+	87-89%	783-809
B	83-86%	747-782
B-	80-82%	720-746
C+	77-79%	693-719
C	73-76%	657-692
C-	70-72%	630-656

D+	67-69%	603-629
D	63-66%	594-602
D-	60-62%	540-593
F	0-59%	0 – 539

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## Course Schedule

Course units and exams should be completed in the order they are shown below. Completing units/exams out of sequence could result in a loss of points and a reduced grade.

The appropriate unit cover sheet must be included with your assignment.

Unit	Topics of Study	Activities	Assessments
<b>Unit 1</b>	<p><b>Chapter 1</b> What is Psychology?</p> <p><b>Chapter 2</b> Scientific Methods in Psychology</p> <p><b>Chapter 3</b> Biological Psychology</p> <p><b>Chapter 4</b> Sensation and Perception</p>	<p><b>Review your packet</b></p> <p><b>Read:</b> About Your Instructor</p> <p><b>Chapter 1, 2, 3, and 4</b> Formulate a timeline for the course</p>	<p><b>Unit 1:</b> <b>Student Autobiography</b> Essay Questions</p>
<b>Unit 2</b>	<p><b>Chapter 5</b> Development</p> <p><b>Chapter 6</b> Learning</p> <p><b>Chapter 7</b> Memory</p> <p><b>Chapter 8</b> Cognition and Language</p>	<p><b>Read</b> <b>Chapters 5, 6, 7, &amp; 8</b> Review your timeline, confirm you are on schedule</p>	<p><b>Unit 2</b> Essay Questions <b>Approaches Paper</b></p>

Unit	Topics of Study	Activities	Assessments
<b>MIDTERM</b>	<b>Request Midterm Chapters 1-8</b>	<b>50 Multiple Choice Questions 2 pts. each</b>	
<b>Unit 3</b>	<b>Chapter 9</b> Intelligence  <b>Chapter 10</b> Consciousness  <b>Chapter 11</b> Motivated Behaviors  <b>Chapter 12</b> Emotions, Stress, and Health	<b>Read</b>  <b>Chapter 9, 10, 11, &amp; 12</b>  Review your timeline, confirm you are on schedule	<b>Unit 3</b>  Essay Questions
<b>Unit 4</b>	<b>Chapter 13</b> Social Psychology  <b>Chapter 14</b> Personalities  <b>Chapter 15</b> Abnormal Psychology: Disorders and Treatment	<b>Read</b>  <b>Chapter 13, 14, &amp; 15</b>  Review your timeline, confirm you are on schedule	<b>Unit 4</b>  Essay Questions  <b>Philosophical Issues Paper</b>
<b>FINAL</b>	<b>Request Final Chapters 9-15</b>	<b>50 Multiple Choice Questions 2 pts. each</b>	

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## Course Expectations

### Email

Upper Iowa University employees and students are issued an UIU email account. University email communications will only be sent to UIU email address. Faculty and staff are not obligated to respond to students using non-UIU email accounts.

### Technology Requirements

#### Professional Writing and Speaking Guidelines

Communications in class and online should follow the Student Conduct and Discipline, Respect for the University Environment, and Code of Student Responsibility in the [Student Handbook](#) (pg. 20 and 21). Respect the opinions of others using appropriate language and communications.

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# University Policies

## Library Resources

As a student of Upper Iowa University, library resources (online journal databases, e-books, newspaper access, citation help, etc.) are available. If travel to the campus is not feasible, you can access the library through the University's website. Go to: [www.uiu.edu/library](http://www.uiu.edu/library). If you need assistance locating information or using the library's resources, please contact the library at [library@uiu.edu](mailto:library@uiu.edu), Phone: 563-425-5270.

To use any of the materials listed on the site, you can log in using your myUIU username and password. If you need help with your myUIU login credentials, please contact the UIU Help Center Desk at [helpdesk@uiu.edu](mailto:helpdesk@uiu.edu), Phone: 563-425-5876.

## Course Withdrawal (W)

If you wish to withdraw prior to the last day of the enrollment period you must contact your advisor by phone or in writing. After your original six-month enrollment period, you no longer have the option to withdraw from the course. You must finish the course or have a final grade assigned based on the coursework submitted. Please contact the financial aid office if you have questions about course withdrawal's effect on your financial aid award.

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## REFUND POLICY

- Upon receiving a written or phone request for withdrawal, using the date of the request, a refund of tuition is made according to the guidelines listed below.
- On or before the first day of the enrollment period \* 100%
- After the first lesson through 10% of the enrollment period 90%
- After the first 10% through the first 25% of the enrollment period 50%
- After the first 25% of the enrollment period 0%
- \*An enrollment period is defined as a number of units to be submitted during a six-month period of time. The refund/repayments shall be calculated using the percentages noted above. The percentages are determined by the number of units/exams completed as compared to the total number of units/exams required for the course.
- Students who withdraw from a course prior to submitting the first unit or who are administratively withdrawn for nonsubmission of units will be charged an administrative fee.

## Administrative Withdrawal (AW)

A grade of AW (administrative withdrawal) is recorded for any course from which a student is administratively withdrawn. At least one complete unit must be submitted to the instructor within the first 60 days of the enrollment period or the student will be administratively withdrawn from the course.

Students who withdraw from a course prior to submitting the first assignment, or who are administratively withdrawn for non-submission of assignments, will be charged an administrative fee of \$99.

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## INCOMPLETE/EXTENSION

Students who are enrolled in self-paced courses will be allowed to request one four-month extension and receive an 'I' (incomplete grade) at the end of their original six month enrollment period if:

- A minimum of one assignment has been received for grading per guidelines **AND**
- All course units and exams are not completed and submitted **OR**
- A course withdrawal has not been initiated

Incomplete grade details:

- When the extension is granted and an incomplete grade is issued, the student will receive a four-month enrollment period to complete the course.
- Students do not have the option to withdraw from a course after the initial six-month enrollment period.
- An 'I' grade posted to the student's official record will be replaced with a final letter grade; however, the incomplete will remain on the official transcript as a notation.
- If the course is not completed by the end of the incomplete/extension period, the instructor will assign a final grade (A-F) based on work completed in relation to the total course requirements.
- After that point, only re-enrolling and repeating the course in its entirety may earn credit.

**Note: Students are not reported as enrolled during the incomplete/extension period and are not eligible for student loan deferment.**

The fee for a self-paced extension is \$99 per course. To request an extension, the "Self-Paced Course Extension Request" form must be completed and returned to the Self-Paced department. The form can be found at <https://my.uiu.edu> (Academics Tab under Student Forms). The request for an extension and payment must be submitted no earlier than one month before the end of the course and no later than a week before the end of the course. Please see page 40 of the Academic Catalog for more information regarding the Incomplete/Extension guidelines. **If you do not request and pay for an extension, a final grade will be issued for the course based on coursework received by the original course end date.**

If you do not wish to use the extension option and will not be able to finish your Self-Paced class by the original six-month end date, you can submit a course withdrawal form before the course end date if you wish to withdraw from the course. The number of lessons submitted as compared to the total due determines the amount of the course refund. Please see page 38 of the Academic Catalog for more information on the refund policy.

### Academic Accommodations

It is the policy of Upper Iowa University to ensure equal access to educational and co-curricular activities to students with disabilities as mandated by the Americans with Disabilities Act Amendments Act (ADAAA) and Section 504 of the Rehabilitation Act of 1973. A student seeking accommodations should contact the Director of Disability Services (DDS) as early in the session as possible. In order to receive accommodations, students must disclose their disability to the DDS by completing a *Voluntary Disclosure Form*, as well as providing appropriate documentation.



The *Voluntary Disclosure Form* is available in the DDS office or online at [Disability Services](#). Students will be given a *Request for Accommodations Contract* during their initial appointment with the DDS. **This appointment will be in person for Fayette campus students and over the phone for center, online, and self-paced students.** It is the student's responsibility to provide the instructors with a copy of the *Request for Accommodations Contract* (for Center or online students, these contracts are emailed out to instructors by the DDS for the student). Additionally, students should work cooperatively with their instructors throughout the session to make sure that appropriate accommodations are being made. You can contact the DDS at (563) 425-5949, [disabilityservices@uiu.edu](mailto:disabilityservices@uiu.edu), or stop by the office in the Student Center, Office of Student Life, Room 229.

### **Academic Misconduct Policy**

Cheating, academic dishonesty, and plagiarism constitute a violation of the offender's own integrity, as well as the integrity of the entire University; they will not be tolerated. Violators will receive sanctions based on the level of academic misconduct.

**Cheating** includes, but is not limited to:

- The use of unauthorized books notes or other sources in the giving or securing of help in an examination or other course assignments.
- The copying of other students' work or allowing others to copy your work. The submission of work that is not your own or allowing others to submit your work as theirs.
- The submission of the same work for two or more classes without the approval of instructors involved.

**Academic dishonesty** includes, but is not limited to:

- Sharing academic materials knowing they will be used inappropriately.
- Accessing another person's work without permission.
- Providing false or incomplete information on an academic document.
- Changing student records without approval.
- Obtaining and using texts or other materials intended for instructor use only.

**Plagiarism** includes, but is not limited to:

- The presentation of another's published or unpublished work as one's own.
- Taking words or ideas of another and either copying them or paraphrasing them without proper citation of the source.
- Using charts, graphs, statistics or tables without proper citation.

### **Levels of Academic Misconduct and Sanctions**

The faculty member teaching the course has the primary responsibility for resolving allegations of academic dishonesty, though egregious violations will be resolved by the School administration, the Academic Misconduct Board, or some combination thereof. The final decision on the level of a violation rests with the Academic Misconduct Board. Options for resolving an alleged case of academic dishonesty range from dismissing the allegation with no negative sanction to being expelled

from the university ([Academic Misconduct Policy: Table 1](#)). A negative sanction is defined as an action taken by the faculty member that affects the student's grade for the assignment or his or her cumulative grade for the course. Anytime academic misconduct is detected, the procedures outlined in [Academic Misconduct Policy: Table 1](#) should be followed. The incident will be maintained in a searchable database maintained by the Office of Academic Affairs.

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## Copyright Statement

In recognition of the Copyright Law of the United States (Title 17, United States Code), Upper Iowa University reminds both faculty members and learners that a willful infringement of the law may result in disciplinary action. The University library has available materials discussing the "fair use" concept, along with criteria and guidelines for reproduction and use of copyrighted materials.

This syllabus is subject to change.

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