INSTRUCTOR            Margaret Coberly, PhD
OFFICE                Na'auao 127 at the Windward Community College campus
OFFICE HOURS          By email: I answer emails within 24 hours
TELEPHONE             808 236-9227
EMAIL                 mcoberly@hawaii.edu

I will communicate with you via your UH Mail. You'll need to check that account on a regular basis. If there is another email account you most often use (such as Gmail or Hotmail), you can forward your UH Mail to that account. Click here for instructions on how to forward your UH Mail to your other email account.

Connect Psychology URL:  http://connect.mcgraw-hill.com/class/m_coberly_62082_62083_1

Please click the following link and carefully read the information. It will help guide you in the online learning experience

WCC Online Learning Resources and links

Computer Support from Windward CC
Computing on Campus   http://windward.hawaii.edu/Computing/
Computer Support from WCC  wcc-help@hawaii.edu  phone: 235-7314

Other On-line Course Support at WCC
Diane Sakai, Reference Desk Librarian email: wcrcref@hawaii.edu
Ann Lemke, Counselor email: lemke@hawaii.edu

Computer Support from the UH System
Phone: (808) 956-8883; Toll Free (neighbor isles): (800) 558-2669; System Status: (808) 956-6168
email: help@hawaii.edu  phone: 956-8883
Laulima (the course management system used by the UH System)  https://laulima.hawaii.edu/portal/help/main

CATALOG COURSE DESCRIPTION
Survey of Psychology is an introductory course with emphasis on principles of human behavior. Topics covered include motivation, learning, perception, emotion, development, personality, states of consciousness, group processes, problem solving and thinking, and methods of inquiry. WCC:DS

STUDENT LEARNING OUTCOMES
Upon successful completion of Psychology 100, students will be able to:

- Recognize the study of psychology as a science, doing learning activities, participating in discussions and on quizzes
- Discuss the biological and environmental basis of human behavior, when answering each of the discussion topics on the Discussion Board
- Integrate the basic perspectives, concepts, principles, and general information comprising the field of psychology in all assignments
REQUIRED READING

- King, L. (2010). *Experience Psychology, New York: McGraw Hill*, available new or used at Windward Community College Bookstore. If you buy a used book please purchase an access code separately. Click on "Welcome" (on menu above) and follow the instructions.

A Few General Guidelines

- The Laulima experts suggest that we use Firefox as the internet browser; this seems to work best.
- Because this is an online course, students must have regular, reliable access to a computer with a strong internet connection. If you foresee that you will not have reliable access to a computer, you will not be able to take this course.
- Computer/internet problems are not acceptable reasons for missing, or late, assignments; your weekly quiz assignments in Laulima will automatically be recorded in the grade book at 11:30pm on Sunday nights (click on "Tasks, Tests, and Surveys" on the Laulima menu of our course)
- Stay organized and submit assignments early so that you can enjoy the class and avoid the stress. Have fun learning about psychology and yourself!

INSTRUCTOR'S NOTES AND RESOURCES

- Instructor's notes, including the links and resources you need to follow, are part of the weekly required reading assignment -- these notes and resources will help guide you through the course and point you to some visuals to help you understand concepts being covered in the chapter.

COURSE GRADING

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>100% - 99.9%</td>
<td>900-1000 points</td>
</tr>
<tr>
<td>B</td>
<td>99.9% - 90.0%</td>
<td>800-899 points</td>
</tr>
<tr>
<td>C</td>
<td>90.0% - 79.9%</td>
<td>700-799 points</td>
</tr>
<tr>
<td>D</td>
<td>79.9% - 69.9%</td>
<td>600-699 points</td>
</tr>
<tr>
<td>F</td>
<td>69.9% - 0%</td>
<td>599 or less points</td>
</tr>
</tbody>
</table>

ASSIGNMENTS

Participation and Discussions ............................... 25%  250 points

Homework: LearnSmart modules ................................. 35%  350 points

Quizzes ............................................................ 28%  280 points

Last test ............................................................ 12%  120 points

100% = 1000 points

Participation and Discussions (250 points)

- **Participation** consists of writing two reports about yourself, one at the beginning of the semester as an introduction and another in the middle of the semester where you will evaluate your own progress as an online learner. Both your introduction and your mid-semester report should be at least 350 words composed in Word and then copied and pasted into Discussion Board in Laulima.

  1. Participation 1 should include such things as describing your current situation, why you are taking an online course, what you hope to learn from psychology that you can apply to your own life. Must be posted under the Participation 1 tab on the Discussion list found by clicking "Discussions" on Laulima menu

  2. Participation 2 is a self evaluation of your progress by mid semester in psychology 100. It must be posted under the Participation 2 tab found by clicking "Discussions" on Laulima menu and you can earn up to 50 points for each of them.

     =Click on Assignments on Menu Bar above
     =Click on Participation & Discussion Posts on Menu Bar on the left

- **Discussion** consists of writing 3 "Discussion Topics" based on the assignments. The discussion topics and the deadline due dates are found on the assignment pages under the "Assignments" tab above, and on the Discussion topic list found by clicking "Participation & Discussion" on the menu to the left. Other indications to guide you in this assignment can be found under the Discussion tab on the menu bar above.

  1. Each of your 3 posts addresses a separate discussion topic and must be a minimum of 350 words, edited and spell checked in Word and then copied and pasted to the Discussion Board. Each of the 3 discussion topics is worth up to 30 points.

  2. Each of your required response posts to someone else's topic discussion is worth up to 10 point.

  3. Each discussion topic requires that a student not only compose and post a thoughtful discussion topic but that he or she also responds to two different posts of the other students. You will find the criteria used in grading your posts, the rubric you need to refer to when composing your contribution to the Discussion Board under the "Discussion" tab on the menu bar above

If after posting you notice HTML code in your post (i.e. all of those odd looking characters), please edit your post by clicking on 'Edit' and then 'Source' in the upper-left hand area of the box; you'll see the code that needs to be deleted once you click 'Source.' When you finish cleaning it up, click 'Post edited message' at the bottom. This will help other students who want to read your post.

Students are responsible for making sure that all of their posts are on the Discussion page. Emailed participation, discussion or responses are not...
Quizzes (280 points)

- The quizzes for each week can be accessed by clicking on "Tasks, Tests, and Surveys" on our psy 100 Laulima homepage. There, you can randomly generate a 15-item quiz that will be open to you for 15 minutes. You can practice by generating and taking as many different quizzes as you want. By the deadline of 11:55 pm Sunday for that week, your highest test score will be automatically recorded in the grade book. There are 14 quizzes, one for each chapter. Each quiz is worth up to 20 points (14x20=280), this component of the course is worth 28% of your total grade in this course.
- The test deadlines will be at 11:55 pm every Sunday night throughout the semester. Practice the quizzes and learn the material and you will do well on this component of the course. No quizzes accepted after the stated deadlines, unless prior arrangement has been made with the instructor.

Learn Smart Modules (350 points)

- A component of Connect Psychology an online learning environment provided by the textbook's publisher McGraw-Hill, is called LearnSmart.
- You will have a weekly assignment to be completed within Learn Smart. In order to enter the Learn Smart site you must have an Access Code. Please click on "Welcome" on the menu above if you don't have an Access Code. Follow the instructions on how to get an Access Code.
In Learn Smart you will do the assigned work for each chapter and the points you achieve will be automatically entered into the course's grade book. Each module is worth up to 25 points and there are 14 modules (25x14=350). These exercises are key for your understanding of the material. Learn Smart is able to assess your weak areas by the responses you give and then will lead you to the pages in the book you should read again. These exercises make up 35% of your total grade in this course.

Last Test (120 points)

- The Last Test is cumulative and made up of questions taken directly from the same quiz bank that you have been using all semester.
- There will be 120 items on the last cumulative test, each worth 1 point. You should do exceedingly well on this test since you have been practicing with the quizzes for each assigned chapter throughout the semester. This test is available to you through any campus testing center, except Manoa, and you can take any time during the period from April 29th - May 5th that a testing center is open and has a seat for you. Call your testing center and find out what the hours are and when then best time is to take a 90 minute proctored test. The center will check your student ID and then open the test for you with a special password.
   If you are off island or an International student and unable to access a campus testing center, arrangements can be made with the instructor to take the test another way.

ACADEMIC DISHONESTY, CHEATING, AND PLAGIARISM

Academic Dishonesty

Academic dishonesty includes cheating and plagiarism (examples of which are given below) which violate the Student Conduct Code and may result in receiving zero points for an assignment, failing an exam, failing the class, and expulsion from the University.

Cheating

Cheating includes but is not limited to giving unauthorized help during an examination, obtaining unauthorized information about an examination before it is administered, using inappropriate sources of information during an examination, altering the record of any grades, altering answers after an examination has been submitted, falsifying any official UH record, and misrepresenting the facts in order to obtain exemptions from course requirements.

Plagiarism

Plagiarism includes but is not limited to submitting any document to satisfy an academic requirement that has been copied in whole or part from another individual’s work without identifying that individual; neglecting to identify as a quotation a documented idea that has not been assimilated into the student’s language and style, or paraphrasing a passage so closely that the reader is misled as to the source; submitting the same written or oral material in more than one course without obtaining authorization from the instructors involved.

WCC DISABILITIES ACCOMMODATION STATEMENT

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact me, and also contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu. If you are on the WCC campus, you may stop by Hale ‘Akoaka 213 for more information.

revised 12/21/2012