




Course Syllabus


ATLANTA METROPOLITAN STATE COLLEGE

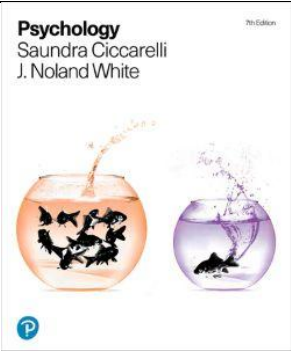
School of Arts and Sciences

Introduction to General Psychology - PSYC 1101 CRN: 80236 (Section 101)

FALL 2025

	Instructor Information	S. Chatfield
	Office location:	S-137
	Office telephone:	678.623.1143
	Email Address	schatfield@atlm.edu
	Office Hours:	
	<ul style="list-style-type: none"> In Person: 	<p><u>“Chat, Chill, and Chew with Chatfield” Office times: expires 12/02</u></p> <p>Mondays 12:30- 3:30pm Tuesdays 2:00pm – 4:00pm (upstairs in Writing Center)</p>
	<ul style="list-style-type: none"> Online 	<p>“Chat Time” with Chatfield online</p> <p>Mondays 10:00am -11:00am</p>  <p>Tuesdays 10:30am – 12:30pm</p>

		 <p>You are not required to join the virtual talks with me. This link has been created just in case you have additional questions about the course OR if you just need a moment to discuss your thoughts and feelings as it relates to anything.</p>
	<ul style="list-style-type: none"> • By Appointment 	Office hour disclaimer: If you are not able to meet with the instructor during office hours, you may schedule an appointment based on instructor's availability.
	Course Information	
	Pre-requisites	ENGL 1101 Corequisite: Registration permitted with enrollment into ENGL 1101.
	Credit Hours	3
	Catalog Description	This course provides a broad survey of the major topics in psychology, including, but not limited to, research methodology, biological and social factors influencing behavior, development, learning, memory, personality, and abnormality.
	Orienting Questions	How do I understand human experiences and connections?
	Course Start and End Date	08/18/2025 – 12/01/2025
	Career-Ready Competencies	<ul style="list-style-type: none"> • Intercultural Competence • Perspective-Taking • Persuasion

Course Textbook	 <p>Psychology Sandra Ciccarelli J. Noland White</p> <p>Psychology REVEL Software + eBook ISBN-13: 9780138163761</p>
Required Resources	<p>REVEL version of Ciccarelli and White, Psychology, 7e</p> <p>REVEL: You are <u>required</u> to purchase the REVEL version of Ciccarelli and White, <i>Psychology</i>, 7e for this course. I will assign reading, writing, and other homework activities in REVEL.</p> <p>While access to REVEL is required, the printed version of this text is optional – see instructor if you are interested in purchasing a hard copy book.</p> <p>If you encounter any issues, support materials are available at www.pearsonhighered.com/Revel/students/support/index.html, including a call in number: 855-875-1801.</p> <p>REVEL assignments (reading and quizzes): Log into REVEL frequently and check the assignment calendar to ensure you are keeping up with the assignments. You are required to complete all REVEL assignments before the due date. Late submissions ARE accepted with a penalty.</p>
Recommended Resources	None
Core IMPACTS Learning Outcomes	Students will effectively analyze the complexity of human behavior, and how historical, economic, political, social, or geographic relationships develop, persist, or change
Course Learning Objectives	Learning Outcomes:

	<p>Learning outcomes are listed in this way: first, learning outcome for the major as adopted by the American Psychological Association in August 2013 http://www.apa.org/ed/precollege/about/psymajor-guidelines.pdf; the second indented as adapted for the introductory psychology course.</p> <p>APA Goal 1: Knowledge Base in Psychology: Students should demonstrate fundamental knowledge and comprehension of the major concepts, theoretical perspectives, historical trends, and empirical findings to discuss how psychological principles apply to behavioral problems.</p> <p>1.1 Describe key concepts, principles, and overarching themes in psychology 1.1 Describe key historical events and figures, definitions, concepts, principles and overarching themes in psychology.</p> <p>1.2 Develop a working knowledge of psychology's content domains 1.2 Demonstrate knowledge of psychology's content domains (e.g., cognition, learning, developmental, biological, socio-cultural) including their major characteristics, theoretical perspectives, and complex behaviors.</p> <p>1.3 Describe applications of psychology 1.3 Describe examples of practical applications of psychological principles in everyday life.</p> <p>APA Goal 2 Scientific Inquiry and Critical Thinking: The skills in this domain involve the development of scientific reasoning and problem solving, including effective research methods.</p> <p>2.1 Use scientific reasoning to interpret psychological phenomena. 2.1 Apply the key principles of scientific reasoning to interpret behavior and mental processes.</p> <p>2.2 Demonstrate psychology information literacy</p>
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	<p>2.2 Differentiate between scientifically substantiated and unsubstantiated psychological evidence and conclusions in various media formats.</p> <p>2.3 Engage in innovative and integrative thinking and problem---solving 2.3 Describe problems and problem-solving strategies.</p> <p>2.4 Interpret, design, and conduct basic psychological research 2.4 Apply critical thinking to evaluating research methods, principles of design, and quantitative analysis.</p> <p>2.5 Incorporate sociocultural factors in scientific inquiry 2.5 Explain how sociocultural, historical, and individual factors influence the conclusions and generalizability of research.</p> <p>APA Goal 3 Ethical and Social Responsibility in a Diverse World: The skills in this domain involve the development of ethically and socially responsible behaviors for professional and personal settings in a landscape that involves increasing diversity.</p> <p>3.1 Apply ethical standards to evaluate psychological science and practice 3.1 Apply ethical standards to evaluate psychological science and practice.</p> <p>3.2 Build and enhance interpersonal relationships 3.2 Describe how positive values such as honesty and respect for diversity impact interpersonal relationships.</p> <p>3.3 Adopt values that build community at local, national, and global levels 3.3 Evaluate psychology-related issues and strategies that impact the community at local, national, and global levels.</p> <p>APA Goal 4 Communication: Students should demonstrate competence in writing and in oral and interpersonal communication skills.</p> <p>4.1 Demonstrate effective writing for different purposes</p>
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		<p>4.1 Demonstrate effective writing in psychology such as explaining basic concepts, interpreting quantitative data, and presenting evidence-based arguments.</p> <p>4.2 Exhibit effective presentation skills for different purposes 4.2 Demonstrate effective oral communication skills in varied situations.</p> <p>4.3 Interact effectively with others 4.3 Collaborate appropriately through digital media in introductory psychology.</p> <p>APA Goal 5: Professional Development: The emphasis in this goal is on application of psychology-specific content and skills, effective self-reflection, project-management skills, teamwork skills, and career preparation.</p> <p>5.1 Apply psychological content and skills to career goals 5.1. Describe how psychology's content applies to workplace settings such as business, healthcare, and education.</p> <p>5.2 Exhibit self---efficacy and self---regulation 5.2 Apply self-assessment and feedback strategies from educators, mentors, and peers to achieve successful academic performance.</p> <p>5.3 Refine project management skills 5.3 Follow instructions to successfully complete assignments, meet deadlines, and prepare for class.</p> <p>5.4 Enhance teamwork capacity 5.4 Demonstrate effective interaction and collaboration with others in diverse group settings.</p> <p>5.5 Develop meaningful professional direction for life after graduation. 5.5 Describe types of professions and advanced education opportunities for people with psychology backgrounds.</p>
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	Important Dates	Holiday(s): September 1, 2025, November 27-28, 2025 (College closed – No class) Attendance Verification: opens on August 22, 2025 and closes on August 27, 2025 Reinstatement Period: August 28-September 2, 2025 Mid-Term Grades Due: October 14, 2025 Last Day to Withdraw – Receive a W grade: October 20, 2025 Last Day to Withdraw with a “WF”: December 6, 2025 Classes End: December 1, 2025 Grades Due: December 15, 2025
	Course Delivery Method	<i>This course is a face-to-face course and will meet on Mondays and Wednesdays from 11:00am – 12:20pm</i>
	Email Preference	<i>All emails need to be sent to me in BrightSpace for a response when referencing to this course.</i>
	Online Courses	Please use the internal course e-mail for general correspondence. I provide my external e-mail address for emergencies only. I cannot answer questions, accept assignments, or discuss grades via external e-mail so please use it for emergencies only.
	On Campus Courses	
	Email Response Time	Unless you are notified otherwise, I will strive to respond to all student questions and emails within 24 hours during the week and within 48 hours during the weekend.
	Attendance:	<p>Attendance is required at Atlanta Metropolitan State College. Students may view their attendance record by going to the Brightspace course page and clicking on “Attendance” from the “Assessments” menu at the top. It is the responsibility of each student to ensure that his or her recorded attendance is accurate. Any errors need to be brought to the attention of the instructor as soon as they are discovered.</p> <p><u>Attendance Policy:</u> Since this course is a face to face classroom, attendance will be taken according to the following:</p> <ul style="list-style-type: none"> • Registration of Group BAND chat • Submission of the Syllabus Quiz • Submission of Introduction • Completion of PIA and Pre-Course Assessment via REVEL • Completion of REVEL assignments • Submission of REVEL quizzes • Submission of D2L, computer lab, or in class tests

	Online Attendance and Participation Policy	Your Attendance/Participation grade is determined by ALL assignments, tests, quizzes, etc. If you do not complete your assignments, tests, quizzes, etc. on their specific due dates, you are marked absent. If you only complete parts of your REVEL assignments, you are marked absent.
	Conduct:	Refer to AMSC College Catalog, page 54
	Late Policy:	<p>All students are required to take all tests; any missed tests count as a zero. Online assignments, tests, quizzes, etc. not submitted by its due date will be considered late and points will be deducted per day for REVEL assignments, quizzes, and tests. Therefore, make sure that you log into a desktop or laptop to complete online assignments. LATE assignments are accepted with a late penalty.</p> <p>Your Attendance/Participation grade is determined by ALL assignments, tests, quizzes, etc. If you do not complete your assignments, tests, quizzes.etc. on their specific due dates, you are marked absent. If you only complete parts of your REVEL assignments, you are marked absent. An example of that would be:</p> <p>If you have 6 REVEL assignments due and you only complete 2 of the 6, you will be marked as absent. However, if you complete half of the assignments, 3 of the 6, you are marked as present. The syllabus states that assignments done on or before due dates are what is used for your attendance/participation in this class.</p> <p>Logging on to your cell phone may not be compatible with BrightSpace (D2L) or REVEL. Please try to complete each online assignment early just in case there is a mishap such as technical difficulties - internet not connecting properly, thunderstorm, computer crash, etc.</p> <p>Please report any technical issues you may face while submitting an assignment, test, email, discussion posting or any other Brightspace (D2L) tool to contact GeorgiaView Help Center's 24/7 Helpdesk at 1 855 772 0423. The Helpdesk personnel will help resolve the issue immediately and in rare cases may issue a Helpdesk ticket that will be sent to your student's atlm Ginger email. Please send the helpdesk email as PROOF OF TECHNICAL GLITCH to me.</p>

		<p>If there is an issue <u>within</u> REVEL, please reach out to REVEL support staff FIRST, get your ticket number, and submit your ticket number to me. If you do not follow these simple instructions, the instructor will not be able to assist you with the issue. The instructor will need the ticket number.</p> <p>All work must be posted or submitted by the due date to receive attendance credit. Excuses such as “The network was down,” “I could not figure out how to use D2L,” “I work a full-time job,” “I have children,” “I can’t download Lockdown Browser,” “REVEL is updating or offline”, or “I had a family emergency,” etc., are not acceptable. In short, plan ahead and do not wait until the last minute to submit your discussions, complete work in REVEL, and take the quizzes and tests. It is a good idea to get your work completed well before the deadline.</p> <p>I STRONGLY urge you to NOT wait until the last minute to submit your work. By “last minute,” I am referring to the day work is due, especially in the last few hours before the deadline. Inevitably, when you do, something happens (you get interrupted and miss the deadline, lightning strikes and takes out your computer, etc.). No exceptions will be made for students not submitting their work on time. If an update is being done in BrightSpace and/or Pearson/REVEL, each system gives you a heads up so this will not be accepted as why the work was not done in a timely manner.</p>
	Enrollment Status:	Students are ultimately responsible for ensuring that the course(s) in which they enroll are included in the approved degree plan and program map for their program of study. Students must periodically check their enrollment status in this course during the semester. The student is responsible for determining changes, if any, in enrollment status and taking necessary steps (e.g., pursuing re-instatement in this course) following those outlined in the AMSC catalog.
	Attendance Verification (No Show)/Reinstatement	Atlanta Metropolitan State College has a "No-Show" Reporting (Attendance Verification) policy. This policy is to comply with Federal Financial Aid regulations. Financial Aid recipients at Atlanta Metropolitan State College may become ineligible for funds by not attending class session (per enrolled course). Students who do not complete Mandatory Attendance Assignments and attend class sessions are NOT entitled to keep their financial aid award. The Registrar's Office will notify the students and faculty when the Attendance Verification Period has opened. The established "No-Show" Reporting (Attendance Verification) procedure will enable Atlanta Metropolitan State College to adjust financial

		<p>aid awards before funds are issued to students (thereby eliminating liability for both the College and the student). A student reported as non-attending a course must seek the approval of the instructor in order to be reinstated. Once approved, the student will complete the Reinstatement form and submit it. The Office of Registrar will notify students when course reinstatement process has been completed during Reinstatement Period.</p> <p>The student can demonstrate compelling reason (s) that have prevented attendance and the instructor believes that there is a strong probability that the student can catch up in the class OR The instructor made an error, and the student was in attendance prior to being dropped.</p>
	Computer Hardware & Software Requirements:	<p>One of the challenges many encounter with enrolling in and completing an online course is the accessibility to the required and recommended software and hardware. Different institutions, and even different courses within the same institution, have varying technology requirements. Check your hardware and software systems to determine its compatibility with the online course you have selected.</p>
	Minimum Hardware Recommendations to take courses:	<p>D2L System Requirement Internet Connection:</p> <ul style="list-style-type: none"> · Ethernet Network Capability required · Wireless Network Capability required <p>Operating System Requirements</p> <ul style="list-style-type: none"> • PC: <ul style="list-style-type: none"> • Compatible Operating System: • Web Browser: Firefox, Chrome • Mac: <ul style="list-style-type: none"> • Compatible Operating System: • Web Browser: Firefox, Chrome, Safari <p>Hardware requirements: Minimum Technical Specifications for Hardware:</p> <ul style="list-style-type: none"> • A processor of 2GHz or faster • 4GB RAM or greater • 500 GB of Hard Drive space • Monitor and video card with a minimum resolution of 1024x768 • Keyboard and mouse <p>Minimum Technical Specifications for Computer Peripherals:</p> <ul style="list-style-type: none"> • Speakers • Headphones • Microphone

	<ul style="list-style-type: none"> • Webcam <p>Software requirements: Browser Requirements/Supported Browsers Compatible Browsers:</p> <ul style="list-style-type: none"> • Apple Safari - https://support.apple.com/downloads/safari (Mac) • Google Chrome - https://www.google.com/chrome/ (Mac or PC) • Mozilla Firefox - https://www.mozilla.org/en-US/firefox/new/ (Mac or PC) <p>Application Software</p> <ul style="list-style-type: none"> • Microsoft Office 2016 (Word, Excel, PowerPoint) (Mac or PC) • Adobe Reader - https://get.adobe.com/reader/ <p>Plug-ins</p> <ul style="list-style-type: none"> • Java - https://www.java.com/en/download/ • Adobe Flash Player - https://get.adobe.com/flashplayer/ • Windows Media Player - https://www.microsoft.com/en-us/download/details.aspx?id=20426 • Apple QuickTime - https://support.apple.com/downloads/%2523quicktime • Microsoft Silverlight - https://www.microsoft.com/getsilverlight/Get-Started/Install/Default <p><u>Accessibility:</u> Wi-Fi is also available for use in the campus parking lots.</p>
Tutoring Services	<p>Students improve their self-confidence and increase their chances of excelling in their courses when they utilize their college/university academic support services. The following tutoring services are available to AMSC students:</p> <ul style="list-style-type: none"> ❖ The AMSC Writing Center is open year-round to support students, staff, and faculty at AMSC. It offers virtual and in-person tutoring for various writing projects, assists at any stage of the writing process, and increases improvement in structure, use of sources, style, grammar, and more. The Writing Center is located in Building 100, Room 211. Students can walk in during hours of operation or schedule an appointment at https://calendly.com/amscwritingcenter/30min ❖ Tutor.com is a virtual space for students to access writing tutors outside of AMSC faculty. Access tutor.com in Brightspace by logging into your course. Next, click the 'Free Tutoring' tab and choose Tutor.com from the dropdown options. Students are granted five (5) hours per semester, and registration is not required. Contact the Center for Student Success and Advising at (404) 756-5690 for assistance. ❖ TutorOcean is a tutorial for students enrolled in STEM courses such as Biology, Chemistry, Mathematics, and Computer Science. Access TutorOcean and sign up at https://atlm.tutorocean.com

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	Americans with Disabilities Act (ADA) Statement	<p>Atlanta Metropolitan College is committed to providing support for all students and making their college experience an enriching opportunity. In compliance with Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, The Department/Office of Counseling and Accessibility Services, located in the Student Services & Success Center, building 650-Suite 252, oversees the coordination of services for students with documented disabilities. The Coordinator of Disability Services collaborates with faculty and staff to offer provisions for reasonable accommodation to students who meet the requirements.</p> <p>It is the policy and practice of AMSC to make all Web information accessible to students with disabilities. If you, as a student with a disability, have difficulty accessing any part of the course materials for this class, please notify the instructor immediately.</p> <p>Accommodation cannot be provided until a reasonable accommodation plan is in place. To the greatest extent possible, all college representatives shall observe confidentiality.</p>
	Office of Counseling and Accessibility Services	<p>The Office of Counseling and Accessibility Services operates under the Americans with Disabilities Act (ADA) laws in order to assist in leveling the playing field for students who have disabilities with those who do not.</p> <p>The amended ADA, otherwise known as ADAAAA defines “disability” as a physical or mental impairment that substantially limits one or more major life activities. If you feel that you have a disability or impairment that may limit your academic functioning, please contact Dr. Dorothy Williams, the Director of Counseling and Accessibility Services at 404-756-4016 or at</p> <p>https://www.atlm.edu/students/counseling-and-disability-services.aspx.</p> <p>The Coordinator of Counseling and Accessibility Services reviews all accommodation requests. In order to receive accommodation, the student’s illness or disability must be verified in writing by a physician, psychiatrist, or some other health care provider or specialist. Students choosing to access disability support services should contact the Coordinator as soon as possible after acceptance to AMSC. Please be aware that late notifications may result in complications for establishing accommodation in a timely fashion.</p>

	Withdrawal	<p>Withdrawal from a course is solely the responsibility of the student. Instructors will not initiate student withdrawals. A student who wishes to withdraw from a course MUST submit a completed Withdrawal Form (Schedule Reductions Form) to the Registrar's Office before mid-term in order to receive a grade of “W” for the course.</p> <p>A student who withdraws after the Midterm date receives a “WF” unless the Vice President for Academic Affairs determines that it is a hardship case, then a “W” will be recorded. The possibility that a student may fail the course will not be considered a hardship</p>
	Incomplete Grade Policy	An incomplete may be awarded at the instructor's discretion for non-academic reasons which prevent the student from completing the course requirements. The student must be passing the course at the time that the Incomplete is awarded and must sign an "Awarding of Incomplete" agreement. Unless otherwise stated, the incomplete should be removed by the end of the following semester; otherwise, the instructor will change the grade to an “F” grade.
	Time Commitment	<p>Students can expect to spend 5-7 hours per week on this course. Consult the course calendar and your instructor to be sure you are on schedule, keeping up with the material and taking quizzes on time.</p> <p>Expectations for this course as follows:</p> <ol style="list-style-type: none"> 1. Log in regularly to check messages from your instructor and other students. 2. Check the course calendar, D2L email, BAND group chat, and AMSC email regularly. 3. Read, study, and complete all assignments for each lesson by the due date. <p>Login Times per Week: Make sure that you log in at least twice a week to see what assignments are due for that week. You are responsible for logging in each time an assignment, quiz, and test are due.</p>
	Student Expectations	Students are expected to be fully invested and engaged in their learning. The following guidelines are included to facilitate your course success.

		<ul style="list-style-type: none"> • Participate in this course by following the guidelines of this syllabus and any additional information the instructor provides by email, telephone, discussion forums, etc. • Please speak with your instructor in advance if you have extenuating circumstances that prevent you from completing your assignments by the designated due dates. If a medical emergency occurs, you will need to provide a written medical / doctor's notice for the period in which you are unable to participate in class or complete any of the assignments (discussion, case studies, quizzes, tests, etc.). Without a medical / doctor's notice, all assignments missed will be scored as zero. • Sign-in to Brightspace D2L and / or Courseware to complete assignments regularly. • Read, study, and complete all assignments by the due dates. • Monitor Brightspace D2L course calendar. • Have access to a computer and the Internet. Make certain computer meets the technical requirements for computer course. • Be courteous, polite and respectful to faculty, staff and fellow students.
	Degree Relevance and Enrollment Status	Students are ultimately responsible for ensuring that the course(s) in which they enroll are included in the approved degree plan and program map for their program of study. Students must periodically check their enrollment status in this course during the semester. The student is responsible for determining changes, if any in enrollment status and taking necessary steps (e.g. pursuing re-instatement in this course) following those outlined in the AMSC catalog
	Abandoning a Course	Abandoning a course should be avoided at all cost. Abandoning a course instead of following official drop procedures will result in a grade of —F at the end of the course. It is the student's responsibility to initiate and complete the withdrawal process.
	Academic Honesty	<p>Only the epitome of professionalism is expected of each student. Cheating or the abetment of cheating is not tolerated.</p> <p>Per page 91-93 of the 2019-2020 Atlanta Metropolitan State College Catalogue the Penalties for Academic Misconduct states:</p> <ul style="list-style-type: none"> • In cases where a student is found guilty of cheating or exhibiting academic misconduct involving an instructor-generated assignment or examination, the instructor may impose a penalty.

		<ul style="list-style-type: none">Types of penalties may include, but are not limited to, the instructor assigning a grade of “F” for the assignment, the instructor not accepting the work, the student being assigned additional work, or the student receiving a grade reduction for the assignment. <p>The maximum penalty the instructor may impose is a grade of “F” for the course.</p>																														
	Class Cancellation	<p>Procedure regarding long-term emergency closure of the college (attendance policy): In the event of an emergency that forces the college to close for an extended period, students MUST contact the instructor of this class within 48 hours using the contact information (e.g., email address in BrightSpace/D2L) on the syllabus to obtain directions for continuing the course. The instructor will provide directions for the transmission and submission of course assignments and course assessments, including due dates.</p> <p>The student is responsible for submitting valid, accurate contact information, including an active AMSC email address to the instructor by the end of the first week of the course. Students can obtain an Atlanta Metropolitan State College Student email address in the Academic Support Center on the third floor of the Library Building.</p> <p>If the instructor for the course cannot be reached within the specified period (within 48 hours), the Dean of the School responsible for the course can be reached at the email address posted on the college’s website</p>																														
	Class Schedule	See the end of syllabus																														
	Grading Scale	<table><tr><td colspan="2"><u>COURSE EVALUATION</u></td></tr><tr><td>Test #1</td><td>100 points</td></tr><tr><td>Test #2</td><td>100 points</td></tr><tr><td>Test #3</td><td>100 points</td></tr><tr><td>Test #4</td><td>100 points</td></tr><tr><td>Test #5</td><td>100 points</td></tr><tr><td>Test #6</td><td>100 points</td></tr><tr><td>REVEL</td><td>100 points</td></tr><tr><td>Enrichment In-Class Activities</td><td>100 points</td></tr><tr><td>Group Presentation</td><td>100 points</td></tr><tr><td>Participation (Attendance)</td><td><u>100 points</u></td></tr><tr><td></td><td>1000 points</td></tr><tr><td colspan="2"><u>GRADE CALCULATION</u></td></tr><tr><td>90 - 100 = A</td><td></td></tr><tr><td>80 - 89 = B</td><td></td></tr></table>	<u>COURSE EVALUATION</u>		Test #1	100 points	Test #2	100 points	Test #3	100 points	Test #4	100 points	Test #5	100 points	Test #6	100 points	REVEL	100 points	Enrichment In-Class Activities	100 points	Group Presentation	100 points	Participation (Attendance)	<u>100 points</u>		1000 points	<u>GRADE CALCULATION</u>		90 - 100 = A		80 - 89 = B	
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		<p>70 - 79 = C 60 - 69 = D 59 and below = F</p> <p>“D” is the lowest passing grade “F” is a failing grade</p> <p>Problems related to the grading policy for this course or other course management concerns should be first brought to the attention of the professor for the course. However, a resolution of unsettled problems or concerns may be pursued by following the grievance procedures outlined in the AMSC Student Handbook and the Academic Catalog.</p>
	Grade Distribution	<p>Grade turnaround time: All assignments and assessments will be graded within one week's time. The instructor will provide comments along with grade as necessary for feedback. If any extra credit is offered for this course, it will be added at the end of the semester. You will only receive the extra credit if ALL required assignments, quizzes, tests, etc. have been attempted and/or completed. If there are any missing assignments in REVEL or if you have not completed any of the past due work, your final grade in this course will be affected. You have to complete ALL assignments BEFORE receiving a final grade in this course. That means that you should NOT be completing any TESTS if the assignments are NOT completed.</p>
	Grade Appeals and Student Complaint Policy and Process	<p>Please follow the Grade Appeals Process outlined in the AMSC Student Catalog, Pages 61/62.</p> <p>You can also refer to the Grade Appeal brochure at: https://www.atlm.edu/downloads/advisement/CAAS%20Grade%20Appeal%20Brochure.pdf</p> <p>For student complaint policy and process, refer to AMSC student catalog pages 51/52.</p>
	Frequently Asked Questions and Helpful Links	
	I need:	LINK
	What is Brightspace (D2L) and how can I access it?	Brightspace(D2L) is the virtual space where students access their online courses and some Face2Face class resources, quizzes, assignments, etc.

		<p>You can access Brightspace (D2L) from https://atlm.view.usg.edu/</p> <p>You can also access Brightspace (D2L) from the College's webpage and click on Brightspace (D2L) on top.</p>
	Who is my Advisor? Where can I receive Advisement and Tutoring assistance?	Center for Academic Advising and Success (CAAS)
	What do I do if I face technical issues while taking a quiz or turning in an assignment in Brightspace	<p>https://d2lhelp.view.usg.edu/ You can reach the GaView Helpdesk 24/7/365 days at 18557724423</p> <p>If you are unable to submit a quiz or assignment or face a technical glitch, please contact the University System of Georgia's GaView Helpdesk at 1855 772 4423. The Helpdesk is open 24/7 all 365 days. If your issue cannot be resolved right away, the Helpdesk will issue a ticket to your Atlm Ginger email address. That ticket needs to be forwarded to your instructor to prove that you faced a technical issue that forced you to miss a deadline.</p>
	I can't download Respondus Lockdown Browser. What do I do?	<p>If you are unable to download Respondus to your computer, please email the Office of Testing at Testing@atlm.edu at least 24 hours in advance requesting a testing appointment at the Testing Lab. For Respondus issues, please contact https://web.respondus.com/contact/.</p>
	Where do I go for ADA Accommodations	https://www.atlm.edu/students/counseling-and-disability-services.aspx
	I have a complaint. Where do I go?	Fill out and submit the Student Complaint form
	I have an issue with my grade. How may I appeal my grade?	Read the brochure and follow the instructions to appeal your grade .
	How do I Withdraw from a Course	Follow the Course Withdrawal Process here
	I have a Hardship. How do I do a Hardship Withdrawal?	Follow the Hardship Withdrawal Process here
	To Know the Campus Carry/HB 280 Policy	House Bill 280 Guidelines
	Disclaimer	<i>Information contained in this syllabus and schedule was, to the best knowledge of the instructor, considered correct and complete when distributed for use at the beginning of the semester. This syllabus should be considered only a guide for instructor and students, not a formal contract between Atlanta Metropolitan State College and any student. The instructor reserves the right,</i>

		<i>acting within the policies and procedures of AMSC, to make changes in course content or instructional techniques.</i>
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Methods of Assessments:

- **Reading Assignments:** Students are expected to read assigned ebook pages/chapters prior to the beginning of class and before the material is covered in lecture. **Be sure that you understand all diagrams and read captions under pictures.** It will be to your benefit to stay organized and don't get behind.
- **Tests:** The purpose of tests is to determine how well you have mastered the material. There will be **test completing all assignments from each chapter**. Each test will consist of 50 multiple-choice items. Consult your syllabus or BrightSpace for the due dates. There is **no** final exam in this class.

****NOTE:** It is impossible to accommodate each individual student's schedule in regards to working full or part-time, trips out of town, harvesting season, etc. All of the work for the course is available from the first day of the course, so there is really no reasonable explanation for missing any of the deadlines. It is recommended that you **DO NOT WAIT** until the last minute (or last hour or last day) to complete your work.

- ***All tests must be taken by the assigned date and at the assigned time to receive full credit.*** If the test is completed after the due date, points are deducted per day 10 points. The other classroom assignments will include end of chapter review questions. You have one week from when you return to class to take a test you have missed. After that one week expires, your grade for that test will result into a zero. Once the class ends, you will not be able to take your tests or submit any missing assignments and quizzes.
- Prior to each test, you will take several **quizzes** throughout each chapter. The quizzes will be available within REVEL - **refer to "Course Outline/Assignments" located on syllabus for the dates that each quiz will be available and expires.** All online quizzes are to be **completed** no later than 11:30pm on the due date specified. **Please keep in mind that if you miss any of the online quizzes, your grade will result into a zero at the end of the semester.** **However, you are able to log in and complete quizzes that you have missed with a late penalty per day. This is made available to you until November 29, 2025.** If your test is online, each test will contain 50 multiple choice questions. You will have exactly 80 minutes to complete each test. After the time clock expires, test will be flagged as late and you will be prevented from making further changes. You will **NOT** be able to move back and forth on this test so make sure that when you start reading a question, you answer the

question, save it, and move on to the next question. You will not be able to go back to that question. Once you open a test and start, your timer starts so make sure that you have done everything you need to do and have time to sit for an entire 80 minutes. You are allowed to continue working, but your score will automatically be marked as zero after it has extended the deadline. Ten (10) points will be deducted for late submissions. This is a one-time deduction. 11:31pm is a late submission and 10 points will be subtracted once the instructor reviews your test IF you are given the opportunity to take a test after class hours. If you do not take the test on its designated date, you are allowed to go in and complete the test within one week of your return to class.

- In the event of a conflict, arrangements **must** be made in advance to take a make-up test. **A doctor's note will be required to take make-up tests that are not pre-arranged.** Make-up tests are not given automatically because a note is provided -- they are conducted at the discretion of the instructor. Students who sit through a post-test review will **NOT** be allowed to take a make-up test. Approved make-up tests may be in the form of essays, short answer, and/or a different version of original test as well as proctored.
- You will be assigned **REVEL assignments for each assigned chapter.** The **REVEL** assignments will be available prior to the due dates and you can complete them any time before then - **refer to "Course Outline/Assignments" located on syllabus for the dates that REVEL assignments will be available.** All **REVEL** assignments are to be **completed** no later than 11:30pm on the due date specified. There are late penalties for work not completed by its due date via REVEL. You will be marked as an "AO", absent online, if the assignments are not completed on or before the due date. This will deduct points from your Participation/Attendance grade. Missed REVEL assignments **CANNOT** be made up after the last assignment of the semester is due.
- You will need to complete a total of **seven** enrichment in-class activity credits to attain full credit for this portion of your grade. Each full enrichment in-class activity credit will be **worth 14.2857 points** each in our grading scheme. Enrichment in-class activities cannot be made up with or without an excuse as you are required to be physically in class and participate for these points.
- Artificial Intelligence (AI) Course Policy: You should not use AI tools to generate content that will end up in any student work (assignments, activities, discussion responses, etc.). In such cases, no more than 10% of the student work should be generated by AI. Use of any AI-generated content in this course without the instructor's consent qualifies as academic dishonesty and violates AMSC College's standards of academic integrity.

- **This course requires the use of LockDown Browser for online tests.** Please note that several students in previous courses have indicated that the LOCKDOWN BROWSER does NOT work on Chromebook. Please make sure you are able to download the LockDown Browser.

Download and install LockDown Browser from the assigned quiz located in the Assessment tool in Brightspace (D2L)

To take an online test or quiz, start LockDown Browser and navigate to the test or quiz.
(You won't be able to access the test or quiz with a standard web browser.) For additional details on using LockDown Browser, review this Student Quick Start Guide (PDF)

<https://web.respondus.com/wp-content/uploads/2019/08/RLDB-Quick-Start-Guide-D2L-Student.pdf>

Finally, when taking an online test or quiz, follow these guidelines:

- Select a location where you won't be interrupted
- Before starting the test or quiz, know how much time is available for it, and that you've allotted sufficient time to complete it
- Turn off all mobile devices, phones, etc. and don't have them within reach
- Clear your area of all external materials — books, papers, other computers, or devices
- Remain at your desk or workstation for the duration of the test or quiz
- LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test or quiz until all questions are completed and submitted

Class Schedule

Module 1

August 18th – September 8th

Introduction, Syllabus, Click on the link REVEL login for online assignments

Group BAND chat deadline on phone for points 08/19

Syllabus quiz due in D2L 08/20

Introductions assignment due in D2L 08/21

Psychology Pre-Course Assessment - In class with Instructor via REVEL 08/25

REVEL assignments due 08/27

Before class, complete any REVEL reading, quiz, or writing assignments for Introduction: Psychology in Action:

Introduction: Psychology in Action

PIA.1: Study Skills

- Journal Prompt: Thinking Critically PIA.1
- Section Quiz

PIA.2: Managing Time and Tasks

- Section Quiz

PIA.3: Reading the Text: Textbooks Are Not Meatloaf

- Section Quiz

PIA.4: Getting the Most Out of Lectures

- Journal Prompt: Thinking Critically PIA.2
- Section Quiz

PIA.5: Studying for Exams: Cramming Is Not an Option

- Journal Prompt: Thinking Critically PIA.3
- Section Quiz

PIA.6: Improving Your Memory

- Section Quiz

PIA.7: Writing Papers

- Section Quiz

PIA.8: Your Ethical Responsibility as a Student

- Section Quiz

Summary: Introduction: Psychology in Action

- Shared Writing

Chapter Quiz

Chapter 1: Introduction: The Science of Psychology

REVEL assignments due 08/29

Chapter 2: Biological Psychology

REVEL assignments due 09/02

Chapter 4: Consciousness

REVEL assignments *due* 09/04

Lecture and Review of chapters: Poll/Survey given by Instructor

Enrichment In-Class Activity #1: Chapters 1, 2, & 4 *due* 09/03

BrightSpace (D2L) - Test #1 Chapters 1, 2 & 4 *due* 09/08 (Monday)

Module 2

September 9th – 29th

Chapter 3: Sensation and Perception

Chapter Group Presentation Chapter 3 presents on 09/10

REVEL assignments *due* 09/11

Chapter 6: Memory

Chapter Group Presentation Chapter 6 presents on 09/15

REVEL assignments *due* 09/18

Lecture and Review of chapter: Poll Everywhere Survey given by Instructor

Enrichment In-Class Activity #2: Chapters 3 & 6 *due* 09/17

Chapter 7: Cognition: Thinking, Intelligence, and Language

Chapter Group Presentation Chapter 7 presents on 09/22

Lecture and Review of chapter: Poll Everywhere Survey given by Instructor

Enrichment In-Class Activity #3: Chapter 7 *due* 09/24

REVEL assignments *due* 09/26

BrightSpace (D2L) - Test #2 Chapters 3, 6, & 7 09/29 (Monday)

Module 3

September 30th – October 13th

Chapter 5: Learning

Chapter Group Presentation Chapter 5 presents on 10/01

REVEL assignments *due 10/04*

Lecture and Review of chapter: Poll Everywhere Survey given by Instructor

Enrichment In-Class Activity #4: Chapter 5 *due 10/06*

Chapter 9: Motivation and Emotion

Chapter Group Presentation Chapter 9 presents on 10/08

REVEL assignments *due 10/11*

BrightSpace (D2L) - Test #3 Chapters 5 & 9 due 10/13 (Monday)

Module 4

October 14th – 27th

Chapter 8: Development Across the Life Span

Chapter Group Presentation Chapter 8 presents on 10/15

REVEL assignments *due 10/18*

Chapter 10: Sexuality and Gender

Chapter Group Presentation Chapter 10 presents on 10/20

Lecture and Review of chapter: Poll Everywhere Survey given by Instructor

Enrichment In-Class Activity #5: Chapters 8 & 10 *due 10/22*

REVEL assignments *due 10/23*

BrightSpace (D2L) - Test #4 Chapters 8 & 10 due 10/27 (Monday)

Module 5

October 28th – November 12th

Chapter 11: Stress and Health

Chapter Group Presentation Chapter 11 presents on 10/29

REVEL assignments due 11/01

Chapter 12: Social Psychology

Chapter Group Presentation Chapter 12 presents on 11/03

REVEL assignments due 11/06

Chapter 13: Theories of Personality

Chapter Group Presentation Chapter 13 presents on 11/05

REVEL assignments due 11/08

Lecture and Review of chapter: Poll Everywhere Survey given by Instructor

Enrichment In-Class Activity #6: Chapter 13 due 11/10

BrightSpace (D2L) - Test #5 Chapters 11, 12 & 13 due 11/12 (Wednesday)

Module 6

November 13th – December 1st

Chapter 14: Psychological Disorders

Chapter Group Presentation Chapter 14 presents on 11/17

Lecture and Review of chapter: Poll Everywhere Survey given by Instructor

Enrichment In-Class Activity #7: Chapter 14 due 11/19

REVEL assignments *due* 11/22

Chapter 15: Psychological Therapies

***Chapter Group Presentation Chapter 15 presents on* 11/24**

REVEL assignments *due* 11/29

BrightSpace (D2L) - Test #6 Chapters 14 & 15 *due* 12/01 (Monday)

Content is subject to change

REMINDER: This is a TENTATIVE schedule. Tests, quizzes & reading assignment dates may change periodically throughout the semester. You are responsible for obtaining the information presented in this online course, including possible changes on assignments, quizzes, or test dates. Continued enrollment in this course indicates a thorough understanding of the course syllabus, course expectations, and a willingness to adhere to the following policies: grading, quizzes & test dates, assignment requirements, code of conduct & the “no make-up tests/assignments/quizzes” policies.