

Personality

Psychology 330 (A01), CRN 12991, Fall 2023

David Strong Building, C103

Mondays, Wednesdays and Thursdays, 3:30pm to 4:20pm

Instructor: Kelci Harris

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Office: Cornett Building A275

Office Hours: Wednesdays, 2pm-3pm

Teaching Assistant: Elisa Do

E-mail:

Office: TBA

Office Hours: TBA

Course Overview:

An introduction to personality theory and its applications. A survey of several major strategies followed in conceptualizing personality, plus emphasis on measurement of personality, current research, and approaches to personality change.

Intended Course Learning Outcomes

By the end of the course, you will be able to:

- Describe what personality psychology is and how it is studied.
- Discuss personality stability and change, and identify biological and situational influences on personality
- Recognize the impact of personality on important life outcomes.
- Examine of the importance of culture and diversity in personality psychology research.
- Appraise the major personality theories and approaches, and their strengths and limitations.
- Apply insights from personality psychology towards better understand yourself and others.

What to expect from this course:

Our class time will be used for lecture, small group discussions, and small group activities that facilitate critical thinking and enhance your understanding of the material covered in the textbook and videos. **Outside of class, you will be expected to read the textbook and articles, complete writing assignments, and complete online activities** that will facilitate in-class activities. To help keep you on track with your readings, there are quizzes each week. I encourage you to find a study buddy in the class to go over the course readings and your notes with! Not

only will this help keep you accountable with completing the readings and watching the videos; it will also make things more fun. You should expect to spend about 9 hours a week (3 hours of class time + 6 hours of asynchronous activities) on this course.

Prerequisites:

The pre-requisites for this course are PSYC 201 AND either PSYC 231 or PSYC 260. Students who remain in courses for which they do not have the prerequisites do so at their own risk. Students who complete courses without prerequisites ARE NOT exempt from having to complete the prerequisite course(s) at some later time if such courses are required for the degree program. Students are responsible for checking their registration status by the add/drop deadline.

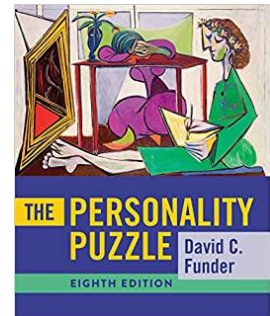
Course Drop Deadline:

The last day for dropping a course with a 100% fee reduction is **September 19th**. It is your responsibility to check your **registration status** by the drop deadline to ensure that you are registered only in courses that you have been attending.

Text:

Funder, D. C. (2019). *The Personality Puzzle*. W.W. Norton & Company (**8th edition**)

- **Beware:** The 7th edition has a different chapter order, and is missing some chapters included in the 8th edition. Get the 8th edition, pictured to the right.



Respect for Diversity:

It is my intent that students from all kinds of diverse backgrounds and perspectives will be well-served by this course, that students' learning needs will be addressed both in and out of class, and that the diversity that students bring to this class will be viewed as a resource, strength, and benefit. It is my intent to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, body size, socio-economic status, ethnicity, race, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups. In addition, if any of our class meetings conflict with your religious or cultural events, please let me know so that we can make arrangements for you.

Netiquette (adapted from Dr. Michael Stevenson, University of Southern Maine):

Our discussions may lead to debate and disagreement, which is a great way to foster critical thinking; however, it is vital that you respect the ideas of others. Please be

Careful and considerate in all of your communications. Carefully consider what you are saying and remember that your readers (fellow students and instructor) might not infer your intent. These are a few suggestions:

- Take a moment to re-read everything you write (doing so will also provide you the opportunity to correct typos and other errors).
- Extend courtesy to others--assume the most charitable light possible.
- Keep in mind that online mediums are poor at conveying tone. What was intended as a joke or irony may not always be read as such. If you aren't sure how something will come across, ask someone else to read it over and give you feedback.
- Please avoid typing in all caps when posting messages to either myself or your peers.

Communication:

- **Brightspace:** There are a few different discussion boards on Brightspace that will be useful throughout the course.
 - **FAQ Board:** Post general questions about the course that might be relevant to your classmates. For example, a clarification question about an assignment.
 - **Content Discussion Boards:** Post on the content discussion boards if you have questions or comments about the material.
 - **Activity Resource Boards:** Post materials that will be helpful for completing online activities. More details will be provided in class.
- **Office Hours:** Some questions are best addressed face to face.
 - Go see Dr. Harris: If you'd like to have a more in-depth discussion about course content or accommodations.
 - Go see Elisa: If you would like to go over your writing assignments.
- **Emailing Dr. Harris:** Email me if 1) you have short, specific content questions, 2) you are in need of any kind of accommodations, or 3) you would like to schedule a meeting for a time outside of office hours.
 - **Please include "PSYC 330" in the subject line of your e-mail.** This will help save your email from being sorted into the spam folder by Outlook, and it helps me know that this is an email from a student that I need to reply to. This is not a foolproof method; sometimes things still get sent to spam, especially if you have a Hotmail.
 - Make sure you include your name at the end of your message.
 - I will try to respond to emails within 2 business days.
- **Emailing TA Elisa:** Email Elisa if you have questions about the grading of writing assignments or participation. You can also email Elisa if you would like to schedule a meeting with her.
- **Computer Help Desk:** If you are having technology issues, contact the computer help desk. helpdesk@uvic.ca

Course Feedback:

I value your feedback on this course, and you have a couple of opportunities to provide it.

- **Mid-Course Evaluation:** The mid-course evaluation is your chance to provide feedback about the course as it's happening. You can share what you think is going well, as well as what you think could be improved. Based on your feedback, there I might make some small changes to the course in order to aid your learning.
- **Course Experiences Survey (CES)** Near the end of term, you will have an opportunity to complete an anonymous Course Experiences Survey (CES) regarding your learning experience in this class. The CES provides vital information that I will use to improve future courses. I will not receive the results until after I have submitted marks for this course. Responses are anonymous unless you choose to say things in optional open-ended comments that identify you (which I do not recommend). The more students complete the survey, the more meaningful and informative the results. Please ensure that your current email address is listed on MyPage (<http://uvic.ca/mypage>).

Requirements

Overview:

Assignment	Due Date	Weight
Syllabus Quiz	September 20	1%
Participation (3 out of 4)	Monday, September 11; Monday, September 25; Wednesday, October 4; Thursday, November 30	15%
Quizzes (8 of 9)	Weekly (unless there is a test)	20%
Writing Assignments (3 Reflections or 1 Psychobiography)	Reflections: September 25, October 16, October 23, November 6, November 27, December 4	24%
	Psychobiography: December 4, at the latest	
Tests	September 25, October 19, November 9, December 4	40%

Completing the Course:

Students who have completed the following elements will be considered to have completed the course: 5 quizzes, 3 written reflections, and 3 tests (or test alternatives papers). Failure to complete one or more of these elements will result in a grade of "N" regardless of the cumulative percentage of all other elements of the course. N is a failing grade and factors into GPA as a value of 0. In accordance with the University's policy on academic concessions, "A student who completes all course requirements is not eligible for

an academic concession". Consequently, students can only request deferrals for the completion of required course components and not for non-essential course components.

Grades:

In determining your final letter grade, the final percentage is rounded such that marks ending in 0.49 or lower are rounded down and marks ending in 0.50 and up are rounded up. For example, 79.1 is rounded to 79 and 79.6 is rounded to 80.

A+	A	A-	B+	B	B-	C+	C	D	F
Exceptional, Outstanding, Excellent Performance			Very Good, Good, Solid Performance			Satisfactory, Minimally Satisfactory Performance		Marginal Performance	Unsatisfactory Performance
90-100	85-89	80-84	77-79	73-76	70-72	65-69	60-64	50-59	0-49

Specific Requirements:

Syllabus Quiz (1%)

The purpose of this assignment is to ensure that you are comfortable in your knowledge of the course structure, course policies, and assignments. Read the syllabus, take the quiz, and get an easy 1%! You have to get at least 80% in order to unlock the rest of the material on Brightspace. You can take it as many times as you would like to get 100% until the quiz closes on **September 20**.

In-Class Participation (15%; 3 of 4)

This grade will come from attending and participating in the synchronous in-class activities. The in-class activities are meant to enhance your learning experience by providing opportunities for application of knowledge and critical thinking. These in-class activities will be completed individually, in pairs, and in groups. Assignments will be turned in during class or shortly after class is finished. There will be online prep work required for some of the activities. There are **four days** when we will have in-class activities. In order to get 100% for participation, **you need to attend at least 3 days**. See the overview and schedule for the specific dates.

Quizzes (20%; best 8 of 9)

These quizzes serve as a tool to help you keep up with the readings throughout the course, and review what you have learned so far. They will cover material any material presented in the readings since the quiz or test. There are **nine quizzes** and the **lowest quiz grade** will be dropped. Quizzes are due on the **Fridays at 11:59pm**. You can take each quiz twice. See the schedule for specific due dates. Because one quiz will be dropped, late assignments and requests extensions will not be accepted. Each quiz is worth 2.5%.

Written Reflections (24%)

24% of your final grade will come from writing assignments. These assignments should be written with proper spelling and grammar. These writing assignments will require you to correct use of APA style. You get a choice between either writing three shorter papers or one long paper.

- **Reflection Papers (3 papers; 600 - 700 words each).** There will be **six different prompts** and opportunities for turning in the research and reflection papers throughout the semester. Each reflection paper should reference at least one relevant research article. You need to **complete three reflection papers**; each one is worth 8%. See the schedule for the due dates and topics.
- **Psychobiography (1800-2100 words).** Alternatively, if you would rather get all your writing done at once, you can submit a psychobiography on a public figure or fictional character of your choice. This paper would be worth 21% of your grade. The psychobiography can be turned in at any point during the term, but the final due date is **December 4**.

Tests (40%):

There will be **four tests** worth a total of 40% of your final grade. Each test is worth 10%. Tests are not cumulative. Tests will occur during class time. They will cover all material from the text, videos, activities, and lectures since the last test. Tests will be a combination of multiple-choice, matching, and short answer. There is **no final exam**.

- a) **Missing Tests:** If you completing an exam at the specified time is not possible or feasible for you, please contact me **at least 1 full day prior to the test date, or in the case of urgent, unforeseen emergencies within 4 days of the missed exam** (i.e. the Tuesday following the test). You will receive an alternative exam score calculated. **If you miss a test and fail to contact me as described, you will receive an "N" mark (failure due to not completing a course requirement) for the for your final grade.**
- b) **Alternative Paper:** Students can replace any test with a 1800-word research paper. **If you would like to write a test replacement paper, you must make arrangements with me at least 7 full days prior to the test date (i.e. the Friday before the test).** The topic be relevant to one of the topics covered for the missed test, and must be pre-approved by Dr. Harris. More detail on this will be posted on Brightspace

Bonus (2%):

Students may complete any combination of a) participation in research or b) article reviews up to a total of 2% credit.

- a) **Reviewing your writing with the Center for Academic Communication:** Everyone's writing has room for improvement. I invite you to get someone from the Center for Academic Communication to review a draft of one of your writing assignments or your psychobiography, and then revise your draft based on their feedback. If you submit the appointment confirmation, a copy of the feedback they provided, and a paragraph on how you addressed that feedback in your final draft, you can get .5% extra credit.
- b) **Participating in Research on SONA:** Because experiential learning is highly valued in the Department of Psychology and is part of this course, student participants may earn up to 2% in extra credit in PSYC 330 by participating in Psychology studies conducted by students and faculty in the Department of Psychology. One (1) hour of participation earns you one (1) SONA credit and credits are given in 0.5 increments, with one (1) credit required for a 1% increase in your final grade. You must be sure to assign your credits to this course (and this section of the course) no later than the last day of class, otherwise you will not receive extra credit in this course. For details on participating in research studies, go to the Department of Psychology web site:
<https://www.uvic.ca/socialsciences/psychology/research/participants/>.
- c) **Alternatives to Participating in Research:** As an alternative to participation in research, students may submit short summaries (1 page double spaced, 12 pt. times New Roman font, 1 inch margins) of journal articles from a specified journal (see below). Each article review counts as one percentage point and will be marked on a pass/fail basis. To receive credit, you must follow specific guidelines. The review must:
- **Be submitted on Brightspace by 5 pm on December 4. Late submissions will not be accepted under any circumstances. E-mail submission will not be accepted**
 - Be typed using 12 point font, Times New Roman, double spaced, 1 inch margins, no longer or much shorter than one page.
 - Be on articles from the following journal: *Social Psychological and Personality Science*.
 - Fully identify the title, author(s), source and date of the article. A PDF copy of the article must be attached to your review. Links to an online article do not count!
 - Summarize the hypotheses of the research, as well as the methods used to test the hypotheses. Identify the independent and dependent variables. Identify the psychological concepts in the article and indicate the pages in our textbook that discuss the concepts. Finally, critically evaluate the results of the study. Do you agree with their findings? Why or why not? Provide evidence from the text or lecture to support your conclusions.
 - Keep a copy of your review in the unlikely event we misplace the original.

Late Assignments:

Extensions can be granted for writing assignments if arranged by the due date.

You will need to submit a "Request for Extension" form on Brightspace, indicating which writing assignment you would like the extension for, and for how long the extension is requested. **You can have up to 48 hours of extensions in the term.**

On the form, indicate whether you need a 12, 24, or 48 hour extension. Any assignment turned in beyond the extension will not be accepted. With the exception of emergencies, any request for more than 48 hours of extensions will not be accepted. **Late quizzes are not accepted**, and extensions are not granted for quizzes.

Accommodations:

I will make every effort to accommodate the learning needs of all students enrolled in this course. Students should discuss any specific needs with me as soon as possible (i.e., within the first 5 classes). Some students may wish to consider registration at the Centre for Accessible Learning,

<https://www.uvic.ca/services/cal/onlineservices/register/index.php> The CAL staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations.

Course Schedule

Week	Day	Date	Topic	Assignments
1	Wed	06-Sep	Intro	
	Thurs	07-Sep	History	
	Fri	08-Sep	-	Quiz
2	Mon	11-Sep	Activity Day: Ethical History	
	Wed	13-Sep	History	
	Thurs	14-Sep	Methods and Measurement	
	Fri	15-Sep	-	Quiz
3	Mon	18-Sep	Methods and Measurement	
	Wed	20-Sep	Methods and Measurement	
	Thurs	21-Sep	Methods and Measurement	
	Fri	22-Sep	-	Quiz
4	Mon	25-Sep	Activity Day: Rate-A-Room	Writing: Make-a-Measure
	Wed	27-Sep	Test	
	Thurs	28-Sep	Traits, States, and Situations	
5	Mon	02-Oct	<i>No Class: National Day for Truth & Reconciliation (Observed)</i>	
	Wed	04-Oct	Activity Day: Traits, States, and Situations	
	Thurs	05-Oct	Traits, States, and Situations	
	Fri	06-Oct	-	Quiz
	Mon	09-Oct	<i>No Class: Thanksgiving</i>	
6	Wed	11-Oct	Traits, States, and Situations	
	Thurs	12-Oct	Culture	
	Fri	13-Oct	-	Quiz
	Mon	16-Oct	Culture	Writing: Stability
7	Wed	18-Oct	Culture	
	Thurs	19-Oct	Test	
	Mon	23-Oct	Biology , Genetics, and Health	Writing: Culture
	Wed	25-Oct	Biology , Genetics, and Health	
	Thurs	26-Oct	Biology , Genetics, and Health	
8	Fri	27-Oct		Quiz
	Mon	30-Oct	Biology , Genetics, and Health	
	Wed	01-Nov	Biology , Genetics, and Health	
	Thurs	02-Nov	Lifespan	
9	Fri	03-Nov	-	Quiz

10	Mon	06-Nov	Lifespan	Writing: Health
	Wed	08-Nov	Lifespan	
	Thurs	09-Nov	Test	
11	Mon	13-Nov	<u>No Class: Reading Break</u>	
	Wed	15-Nov	<u>No Class: Reading Break</u>	
	Thurs	16-Nov	Motivation	
	Fri	17-Nov	-	Quiz
12	Mon	20-Nov	Emotion	
	Wed	22-Nov	Personality Disorders	
	Thurs	23-Nov	Positive Psych	
	Fri	24-Nov	-	Quiz
13	Mon	27-Nov	Work	Writing: Emotions
	Wed	29-Nov	Relationships	
	Thurs	30-Nov	Activity Day: Narrative	
14	Mon	04-Dec	Test	Writing: Positive Psychology

Other Dates to Know:

- Tuesday, Sept. 19 - Last day for 100% reduction of first term and full year fees for standard courses 50% of tuition fees will be assessed for courses dropped after this date.
- Friday, Sept 22 - Last day for adding courses that begin in the first term
- Saturday, Sept. 30 - Last day for paying first term fees without penalty
- Tuesday, Oct. 10 - Last day for 50% reduction of tuition fees for standard courses 100% of tuition fees will be assessed for courses dropped after this date.
- Tuesday, Oct. 21 - Last day for withdrawing from full year and second term courses without penalty of failure

Sexualized Violence Prevention and Response at UVic

UVic takes sexualized violence seriously, and has raised the bar for what is considered acceptable behaviour. We encourage students to learn more about how the university defines sexualized violence and its overall approach by visiting www.uvic.ca/svp. If you or someone you know has been impacted by sexualized violence and needs information, advice, and/or support please contact the sexualized violence resource office in Equity and Human Rights (EQHR). Whether or not you have been directly impacted, if you want to take part in the important prevention work taking place on campus, you can also reach out:

Where: Sexualized violence resource office in EQHR, Sedgewick C119

Phone: 250.721.8021

Email: svpcoordinator@uvic.ca

Web: www.uvic.ca/svp

BE WELL



A note to remind you to take care of yourself. Do your best to maintain a healthy lifestyle this semester by eating well, exercising, getting enough sleep and taking some time to relax. This will help you achieve your goals and cope with stress. All of us benefit from support during times of struggle. You are not alone.

Social Life, Friends, & Community at UVic:

Having a social network is an extremely important foundation for positive mental health. There are lots of benefits to joining clubs, course unions, intramurals and teams on campus.

<https://www.uvic.ca/undergraduate/housing-student-life/student-life/index.php>

Counselling Services:

The Student Wellness Centre can help you make the most of your university experience. They offer free professional, confidential, inclusive support to currently registered UVic students. <https://www.uvic.ca/student-wellness/contacts/student-wellness-team/index.php#ipn-counsellors>

Health Services:

The Student Wellness Centre also provides a full service primary health clinic for students. <https://www.uvic.ca/student-wellness/contacts/student-wellness-team/index.php#ipn-physicians>

Centre for Accessible Learning:

The CAL staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations www.uvic.ca/services/cal/. The sooner you let us know your needs, the quicker we can assist you in achieving your learning goals in this course.

Elders' Voices:

The Office of Indigenous Academic and Community Engagement (IACE) has the privilege of assembling a group of Elders from local communities to guide students, staff, faculty and administration in Indigenous ways of knowing and being.

www.uvic.ca/services/indigenous/students/programming/elders/

Mental Health Supports and Services:

Mental health supports and services are available to students from all areas of the UVic community: <https://www.uvic.ca/student-wellness/wellness-resources/mental-health/>

UNIVERSITY OF VICTORIA

Department of Psychology Important Course Policy Information Fall Session 2023

Accessible Learning

The University of Victoria is committed to creating a learning experience that is as accessible as possible. If you are registered with the [Centre for Accessible Learning](#) and anticipate or experience any barriers to learning in this course, please feel welcome to discuss your concerns with me. If you are a student with a disability or chronic health condition, you can meet with a CAL advisor to discuss access and accommodations.

Attendance and Absences

Attendance is important. Students are expected to attend all classes in which they are enrolled. Students may be assigned a final grade of N or debarred from writing final examinations if they fail to satisfy a minimum attendance requirement set by the instructor for lectures, laboratories, online course discussions or learning activities, tutorials, or other learning activities set out in the course outline.

Medical documentation for short-term absences is **not required** (approved by Senate). Students who cannot attend due to illness are asked to notify their instructors immediately. If illness, accident, or family affliction causes a student to miss the final exam or to fail to complete any required assignment/assessment by the end of the term students are required to submit a request for academic concession (see below).

Children and Pets

If you need to bring your children or pet to class, please do not hesitate to do so. It is understood that sometimes this is necessary due to care circumstances. However, please aim to have minimal class disturbance so that student learning is not impacted.

Class Recording and Auto-Captioning Statement

The instructor may record class sessions and those recordings may be made available to all students in the class via Brightspace. If you have questions or concerns regarding class recording and privacy please contact privacyinfo@uvic.ca

Auto-generated captioning may be enabled in this course. Auto-captioning is highly error-prone, especially for specialized terminology and proper names. Students are asked to refer to the audio feed for clarification of any errors. If you find captioning errors that are offensive, please contact your instructor and/or teaching assistant so that they are aware. If you require captions as part of an academic accommodation, please contact [CAL](#).

Commitment to Inclusivity, Diversity, and Respectful Environments in the Classroom and Online

The University of Victoria is committed to providing a positive and supportive and safe learning and working environment for all its members. All members of the university community have the right to this experience and the responsibility to help *create* such an environment. The University will not tolerate racism, sexualized violence, or any form of discrimination, bullying, or harassment.

Please be advised that, by logging into UVic's learning systems or interacting with online resources and course-related communication platforms, you are engaging in a University activity.

All interactions within this environment are subject to the university expectations and policies. Any concerns about student conduct may be reviewed and responded to in accordance with the appropriate university policy.

To report concerns about online student conduct: onlineconduct@uvic.ca

Copyright

All course content and materials are made available by instructors for educational purposes and for the exclusive use of students registered in their class¹. The material is protected under copyright law, even if not marked with ©. Any further use or distribution of materials to others requires the written permission of the instructor, except under fair dealing or another exception in the Copyright Act. Violations may result in disciplinary action under the [Resolution of Non-Academic Misconduct Allegations policy \(AC1300\)](#) or the [Academic Integrity Policy](#), whichever is more appropriate for the situation.

Course Experience Survey (CES)

I value your feedback on this course. Toward the end of term, you will have the opportunity to complete a confidential course experience survey (CES) regarding your learning experience. The survey is vital to providing feedback to the instructor regarding the course and their teaching, as well as to help the department improve the overall program for students in the future. When it is time for you to complete the survey, you will receive an email inviting you to do so. If you do not receive an email invitation, you can go directly to <http://ces.uvic.ca>. You will need to use your UVic NetLink ID to access the survey, which can be done on your laptop, tablet or mobile device. You will be reminded nearer the time, but please be thinking about this important activity, especially the following three questions, during the course.

1. What strengths did your instructor demonstrate that helped you learn in this course?
2. Please provide specific suggestions as to how the instructor could have helped you learn more effectively.
3. Please provide specific suggestions as to how this course could be improved.

Disclaimer

The above schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances.

Grading

In classes that are based on a percentage grading scheme, the following [Undergraduate Grading Scale](#) is used

Grade	A+	A	A-	B+	B	B-	C+	C	D	F
Percentage	90-100	85-89	80-84	77-79	73-76	70-72	65-69	60-64	51-59	< 50
GP Value	9	8	7	6	5	4	3	2	1	0

Rounding is only applied to the final grade and is rounded up at the 0.5% level (e.g., 84.49% is round to 84% and 84.50% is rounded to 85%).

Medical Documentation for absences

No medical documentation for short-term absences is required (Approved by Senate).

If you are seeking a Withdrawal Extenuating Circumstances or an Aegrotat grade, medical documentation may be required if relevant.

Ombudsperson and Academic Concerns

From the course calendar...

Depending on the nature of the academic matter of concern to the student, the order in which the student should normally try to resolve the matter is: first, the course instructor; second, the Chair of the department; third, the Dean of the faculty; and finally, the Senate.

If you are having an academic concern or problem that cannot be resolved with your instructor or the Department Associate Chair, you may wish to consult with the Office of the Ombudsperson (<https://uvicombudsperson.ca>). Current contact information for the office can be found here <https://uvicombudsperson.ca/contact/>.

¹ Syllabi belong to the department through which the course is administered.

Policy on Academic Integrity including Plagiarism and Cheating

The Department of Psychology fully endorses and intends to enforce rigorously the [Senate Policy on Academic Integrity](#). It is of utmost importance that students who do their work honestly be protected from those who do not. Because this policy is in place to ensure that students carry out and benefit from the learning activities assigned in each course, it is expected that students will cooperate in its implementation.

The offences defined by the policy can be summarized briefly as follows:

1. **Plagiarism.** You must make sure that the work you submit is your work and not someone else's. There are proper procedures for citing the works of others. The student is responsible for being aware of and using these procedures.
2. **Unauthorized Use of an Editor.** The use of an editor is prohibited unless the instructor grants explicit written authorization.
3. **Multiple Submission.** Only under exceptional circumstances may a work submitted to fulfill an academic requirement be used to satisfy another similar requirement. The student is responsible for clarifying this with the instructor(s) involved.
4. **Falsifying Materials Subject to Academic Evaluation.** This includes falsification of data, use of commercially prepared essays, using information from the Internet without proper citation, citing sources from which material is not actually obtained, etc.
5. **Cheating on Assignments, Tests, and Examinations.** You may not copy the work of others in or out of class; you may not give your work to others for the purpose of copying; you may not use unauthorized material or equipment during examinations or tests; and you may not impersonate or allow yourself to be impersonated by another at an examination. The Department of Psychology has a policy of not making old examinations available for study purposes. Therefore, use of old exams without the express written permission of the instructor constitutes cheating by the user, and abetting of cheating by the person who provided the exam.
6. **Aiding Others to Cheat.** It is a violation to help others or attempt to help others to engage in any of the conduct described above.

The use of a generative artificial intelligence (AI) is strictly prohibited in any submitted work (unless expressly endorsed by the instructor as part of an assignment). The Department reserves the right to use AI detectors.

Instructors are expected to make every effort to prevent cheating and plagiarism. This may include the assignment of seating for examinations, asking students to move during examinations, requests to see student identification cards, and other measures as appropriate. Instructors also have available to them a variety of tools and procedures to check for Internet and electronic media-based cheating. In instances of suspected or actual plagiarism or cheating, instructors, following prescribed procedures, are authorized to take steps consistent with the degree of the offence. These measures will range from a zero on the test or assignment or a failing grade for the course, probation within a program to temporary or even permanent suspension from the University.

Rights of Appeal are described in the Policy on Academic Integrity in the University calendar Fall 2023.

The definitive source for information on Academic Integrity is the University Calendar

Other useful resources on Plagiarism and Cheating include:

1. The Ombudsperson's office: <https://uvicombudsperson.ca/academic-integrity/>
The [Office of the Ombudsperson](#) is an independent and impartial resource to assist with the fair resolution of student issues. A confidential consultation can help you understand your rights and responsibilities. The Ombudsperson can also clarify information, help navigate procedures, assist with problem-solving, facilitate communication, provide feedback on an appeal, investigate and make recommendations. Phone: 250-721-8357; Email: ombuddy@uvic.ca; Web: uvicombudsperson.ca.
2. UVic Library Resources: <http://www.uvic.ca/library/research/citation/plagiarism/>
3. UVic Library Document on [Avoiding Plagiarism](#)

Prerequisites

Students who remain in courses for which they do not have the prerequisites do so at their own risk. Students who complete courses without prerequisites ARE NOT exempt from having to complete the prerequisite course(s) if such courses are required for the degree program.

Program Requirements

For more information see the [UVic Calendar](#).

Registration Status

Students are responsible for verifying their registration status. Registration status may be verified using My Page, View Schedule. Course adds and drops will not be processed after the [deadlines](#) set out in the current UVic Calendar.

Students who do not attend classes must not assume that they have been dropped from a course by an academic unit or an instructor. Courses that are not formally dropped will be given a failing grade, students may be required to withdraw and will be required to pay the tuition fee for the course.

Request for Academic Concessions

Students can apply for [academic concessions](#) if their course requirements are affected by (i) unexpected and/or unavoidable circumstances (e.g., illness, family affliction, etc.), or (ii) conflicting responsibilities (e.g., service in the armed forces or first responder, representing the university).

- **Request an in-course extension**
If you require more time to complete a course requirement or miss a test or midterm exam, then you will need to complete the "[In-Course Extension Form](#)" and submit it directly to your course instructor. All course requirements must be completed prior to the submission of final grades.
- **What to do if you miss the final exam scheduled during the formal exam period**
Apply at Records Services for a "[Request for Academic Concession](#)", normally within 10 working days of the date of the exam. Records Services will forward the form to the instructor. If the concession is granted, the instructor will determine how to deal with the situation (for example, a deferred exam). Where a concession is not applied for or where such application is denied, an N grade will be entered on the student's academic record.
- **What to do if you require additional time to complete course requirements beyond the normal term.**
Apply at Records Services for a "[Request for Academic Concession](#)", normally within 10 working days of the end of the course. Records Services will forward the form to the instructor. If the concession is granted, the instructor will determine how to deal with the situation. Where a concession is not applied for or where such application is denied, an N grade will be entered on the student's academic record if the missing work has been deemed required. Note, only required course components may be deferred.

Research Participation Opportunities with the Department of Psychology

The Department of Psychology offers multiple opportunities to participate in research studies over the year. Students are encouraged to learn more about the field of psychology by volunteering in these studies. Information about studies can often be found posted on notice boards around the Department as well as through our Participant Pool webpage at <https://www.uvic.ca/socialsciences/psychology/research/participants/>.

Student Support Services

[Learn Anywhere](#) is the student support portal for a full range of student academic and support services. Services include: [Centre for Academic Communication](#), [Math & Stats Assistance Centre](#), [Counselling Services](#), [Health Services](#), [Library](#), [Ombudsperson](#), and [Computer Help Desk](#)

This classroom is a trans-inclusive space

Please indicate if you have a preferred name and pronoun that you'd like to be used in the classroom. Please e-mail your instructor or your TA if you would like to discuss the climate of this classroom for trans students. Gender neutral bathrooms are available at UVic.

University of Victoria Students' Society (UVSS)

The [UVSS](http://uvss.ca) is a social justice based non-profit run by students, for students and is entirely separate from UVic. As an undergrad student, you are already a member! We work on issues affecting students such as affordability, public transit, sexualized violence, sustainability, student employment, and much more. We fund clubs and course unions, and have several advocacy groups. We also have a Food Bank and Free Store, a Peer Support Centre, and run your health and dental plan. We are here to support you, so please reach out to us at uvss.ca!

Academic Important Dates

Fall session – first term (September – December)

Wednesday, September 6 th	First term classes begin for all faculties
Tuesday, September 19 th	Last day for 100% reduction of second term fees for standard courses 50% of tuition fees will be assessed for courses dropped after this date.
Friday, September 22 nd	Last day for adding courses that begin in the first term
Saturday, September 30 th	Last day for paying first term fees without penalty
Monday, October 2 nd	University Closed (National Day for Truth and Reconciliation, September 30 th)
Monday, October 9 th	University Closed (Thanksgiving Day)
Tuesday, October 10 th	Last day for 50% reduction of tuition fees for standard courses
Tuesday, October 31 st	Last day for withdrawing from first term courses without penalty of failure
Monday, November 13 th	University Closed (Remembrance Day, Nov 11 th)
November 13 th - 15 th	Reading Break for all faculties
Monday, December 4 th	Last day of classes in first term for all faculties
Monday, December 4 th	National Day of Remembrance and Action on Violence Against Women - (Classes and exams cancelled from 11:30am - 12:30pm)
Thursday, December 7 th	First-term examinations begin for all faculties
Wednesday, December 20 th	First term examinations end for all faculties
December 25 th - 31 st	University Closed (Winter Break)

Add and drop dates for standard 2023-2024 Winter Session courses

Term	Start Date	End Date	100% Fee Reduction	Add Deadline	50% Fee Reduction	Academic Drop no Fee Reduction
First term	Sep 6	Dec 4	Sep 19	Sep 22	Oct 10	Oct 31
Second term	Jan 8	Apr 8	Jan 21	Jan 24	Feb 11	Feb 29