

Psychology 100A



Introductory Psychology I

A01 (CRN 12877), A02 (CRN 12878), A03 (CRN 12879)

Biological and Cognitive Emphasis
Fall (Sep-Dec) 2024

**Note: PSYC 100A A04 uses a different course syllabus*

Psychology 100A – Introductory Psychology I

Biological and Cognitive Emphasis

Fall (Sep-Dec) 2024

MAC A144

TWF 10:30 (A01) /11:30 (A02) /12:30 (A03)

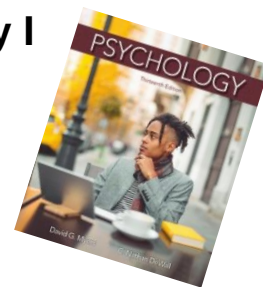


Table of Contents

WELCOME TO PSYCHOLOGY 100A	3
SUPPORTING AN EFFECTIVE LEARNING ENVIRONMENT	4
MEET THE PSYCHOLOGY 100A TEAM	4
WHOM SHOULD YOU CONTACT IF YOU HAVE A QUESTION?	5
MATERIALS YOU WILL NEED FOR THIS COURSE	5
Achieve - Optional Online Resource Material	6
Required Technology	6
Course Website	7
WHAT IS THIS COURSE ABOUT?	7
What is the Format of the Class?	8
Graphic Syllabus	8
Tentative Course Schedule	9
HOW WILL YOUR PROGRESS BE EVALUATED?	11
Tests (53%)	12
Quizzes (12%)	12
APA Assignment (2.5%)	13
Research Methods Assignment (8%)	13
Critical Reflections (18%)	13
Web Surveys (2%)	14
Mini-Activities (1.5%)	14
iClicker (3%)	15
Extra Credit for Research Participation (+3%)	16
WHAT ARE WE EXPECTING FROM YOU?	17
What Can You Expect From The Psyc 100 Team?	18
HOW CAN YOU DO WELL IN THIS COURSE?	19
UVIC RESOURCES AND POLICIES	20

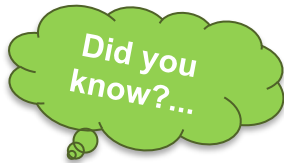
WELCOME TO PSYCHOLOGY 100A

We acknowledge and respect the Lək'wəḡən (Songhees and Esquimalt) Peoples on whose territory the university stands, and the Lək'wəḡən and W̱SÁNEĆ Peoples whose historical relationships with the land continue to this day.

We recognize how privileged we are to learn, work, and play on this beautiful territory.

Hello!

On behalf of the Department of Psychology and as the instructors of this course, we welcome you to Psychology 100A! We have put a lot of thought into how to deliver this course in a way that helps you understand and apply important theories and concepts. We are passionate about psychology and hope to engage you in reflecting on how psychology can be used to tackle important issues in our communities and more broadly, in the world. We hope this course will interest and challenge you.



Did you know that worldwide, *Introductory Psychology* is one of the most popular classes in post-secondary institutions? Psychology, as a field of study, has obvious intrinsic appeal: exploring the nature and causes of human behaviour is exciting! Yet the very familiarity of psychology can pose a problem. Although we believe we have good, commonsense views of psychology, our perspectives are fundamentally shaped by our personal experiences, contexts, and folk wisdom. Our perspectives can be correct, but they can also interfere with our approaching the study of behaviour from other points of view. We are here to help you explore this issue, both in this course and in the future, if you advance in further psychology courses.

This semester, we have up to 1000 UVic students taking this course and we hope to engage in conversations with as many of you as we can. We encourage you to take the initiative and contact us during our student hours (office hours), after class, or by e-mailing us.

We wish you a successful and productive learning experience in Psychology 100A!



Dr. Jessica Rourke
PSYC 100A Course Coordinator
Instructor of sections A01 (10:30am) and A02 (11:30am)



Dr. Louise Chim
Instructor of section A03 (12:30pm)

SUPPORTING AN EFFECTIVE LEARNING ENVIRONMENT

Respect for Diversity

Our intent is that:

- students from diverse backgrounds and perspectives be well-served by this course,
- students' diverse learning needs are supported,
- the diversity that students bring to this class is viewed as a resource, strength, and benefit.

We aim to present materials and activities that are respectful of diversity: gender, sexuality, ethnicity, race, culture, disability, age, socio-economic status, etc. Your suggestions are encouraged and appreciated. In a constructive way, please let us know how we might improve the effectiveness of the course for you personally or for other students or student groups. If any due dates/test dates conflict with meaningful religious or cultural events in your life, please let us know so we can address that.

A big part of creating an effective learning environment hinges on you managing your time and making sure you also carve out some time to relax. Please familiarize yourself with the various UVic supports and resources (see p. 20, as well as our Brightspace page) and please feel free to reach out to us or your TAs if you have questions about supports and resources.

****If anything on our website (including documents) presents any accessibility issues, please let Dr. Rourke (course coordinator) know and she will send you the information in plain format.**

MEET THE PSYCHOLOGY 100A TEAM

Recordkeeper TA: Maria Stepanyan (she/her)	p100off@uvic.ca
Section TA's:	p100off@uvic.ca
A01 (10:30am): Jessica Ryan (she/her)	PLEASE include section & name of TA in subject heading of your e-mails
A02 (11:30am): Erin Lowey (she/her)	
A03 (12:30pm): Kingsley Ivande (he/him)	
Course coordinator: Dr. Jessica Rourke (she/her)	p100co@uvic.ca
Section Instructors:	
Section A01 and A02: Dr. Jessica Rourke (she/her)	p100co@uvic.ca
Sections A03: Dr. Louise Chim (she/her)	chim@uvic.ca

**Note: TA stands for Teaching Assistant*

WHOM SHOULD YOU CONTACT IF YOU HAVE A QUESTION?

With almost 1000 students in this course, responding to your email can take us a couple of days –thank you in advance for your patience and understanding! **Often, questions we receive could have been answered with information in this course syllabus!**

- Please, before you send us a question, check if the answer is in this course syllabus or elsewhere on Brightspace. Another option is to check if your peers know the answer to your question (e.g., post your question in the relevant discussion forum section on Brightspace).

If the above ideas don't yield you an answer, use the list below to determine whom to contact with your question/comment.

- In your subject heading, please include "PSYC 100A", your **section number** (A01, A02, A03), and the **name of your TA** (if you are emailing your TA).
- In your signature, please include **your first and last name**, as well as your **student number**.

If you have questions/comments regarding:	Contact:
<ul style="list-style-type: none"> • Course and test accommodations • Test scoring, make-up tests • Web surveys 	Course recordkeeper: p100off@uvic.ca
<ul style="list-style-type: none"> • Online quizzes, assignments, textbook material, general inquiries 	Section TA (remember to put their name in the email!): p100off@uvic.ca
<ul style="list-style-type: none"> • Posted lecture material, textbook material 	Section instructor Dr. Rourke (A01/A02): p100co@uvic.ca Dr. Chim (A03): chim@uvic.ca
<ul style="list-style-type: none"> • Research participation bonus points 	Research participation coordinator Dr. Jim Tanaka: psycresearch@uvic.ca
<ul style="list-style-type: none"> • Technical issues with computer, e-mail, Brightspace, NetLink, login, password problems 	Computer help desk (helpdesk@uvic.ca ; 250-721-7687)

***Please note:** Emails will not typically be responded to on evenings, weekends, or holidays. If you send us an email, you can expect a response during typical business hours.

MATERIALS YOU WILL NEED FOR THIS COURSE

Required Text

- Myers, D. M. & DeWall, C. N. (2021). *Psychology* (13th ed.). Worth Publishers.

Achieve (online study resource) comes included with the textbook if you purchase it new through the UVic bookstore. Although not required for the course, we recommend purchasing it, as it will help in your learning of the course material. You can purchase the textbook through the UVic Bookstore.

We recommend ordering your textbook as soon as possible because it may take some time for you to receive it (even the e-book!). This is the same textbook used in Psyc 100B, so if you've taken that section, you may already own it!

You have the option to purchase a new textbook in one of two ways: as an e-book (\$69.95) **OR** as looseleaf pages that go into a binder (\$135.95).

Both options include access to Achieve and 4-year access to an online version of the text (at the publisher's Achieve website – see “Achieve – Optional Online Resource Material” below for more information), as well as a 2-year subscription to iClicker (see “iClicker” below for more information).

To purchase your textbook (and Achieve), go to the UVic bookstore website then search for Psyc 100A + your section number (A01, A02, A03): <https://www.uvicbookstore.ca/text/>

After purchase, **access the textbook online ("Achieve")** via our course website. **Please make sure you keep your textbook and iClicker codes** in case you run into issues later in the semester:

TBA (see syllabus on Brightspace)

Achieve - Optional Online Resource Material

If you purchase your textbook from the bookstore, you will also receive an access code for the textbook online site (Achieve). This site contains extra quizzes and videos to help with your understanding of the course material. Although recommended, it is not mandatory to do the “extras” on Achieve for this course.

To access the textbook online ("Achieve") go to our course website:
TBA (see syllabus on Brightspace)

If you are registering directly on the Achieve platform (i.e., not using the link above), note that you will need to enter a course code: TBA (see syllabus on Brightspace)

Please bookmark the page to make it easy to return to.

- For further guidance on accessing and utilizing Achieve, see: <https://sites.google.com/macmillan.com/achieve-checklist-student/home?pli=1>
- You can reach a virtual representative 24 hours a day, 7 days a week through the online form: <https://mhe.my.site.com/macmillanlearning/s/>

Required Technology

iClicker Personal Response System is needed to participate in class to earn up to 3% of your final mark. There are two options: **See page 15 and Brightspace for information about creating your iClicker account.*

- 1) iClicker Student (formerly iClicker Reef): This application can be used on a personal device (laptop, smartphone, or tablet). If you purchase a 13th edition textbook through the UVic Bookstore, it comes with a **2-year free subscription** to the online iClicker software. You can also purchase access to the app on its own from the UVic Bookstore. To receive your 3% participation points, you must **create an account via a web browser (not the iClicker app!)**: (<https://student.iclicker.com/#/login>).
- 2) iClicker 2: This is a physical remote that can be purchased at the bookstore new or used (also usable in other courses that use iClickers) and can be sold back to the UVic bookstore just like with

textbooks. Only second-generation iClickers can be used (if you use the original iClicker you may not be able to respond to all the questions in class). To receive your participation points, you must register your remote online at <https://student.iclicker.com/#/login>, NOT the iClicker.com website.

*Did you know **Microsoft 365**, including access to OneDrive storage and Microsoft Office applications, is available to all students? Instructions at: <https://onlineacademiccommunity.uvic.ca/O365/>

Course Website

The PSYC 100A website is accessible through Brightspace (<https://bright.uvic.ca>) and includes all course material, chapter summaries, quizzes, assignments, and test information.

- To access Brightspace you need a valid UVic **NetLink ID**. To register, go to the NetLink website (<http://netlink.uvic.ca/>) and follow the directions. If you cannot access our Brightspace site after receiving your NetLink ID, contact the computer helpdesk (helpdesk@uvic.ca; 250-721-7687).
- At first, on our course website, you'll only see the sections "Course Information" and "Assessment Information". **Complete the Syllabus Scavenger Hunt in the "Course Information" section to unlock the rest of our course material (the Ch 3 section, which will release on Sep 7).**
 - **Why do we have you complete a syllabus scavenger hunt?** The syllabus is the most important document in this course and often, questions students have about the course can be answered with information from this document, so it's important you are familiar with it. It is not worth any grades – its purpose is to help set you up for success in this course.

WHAT IS THIS COURSE ABOUT?

Psychology is an exciting, complex scientific discipline, and is an essential part of the helping professions. We have designed PSYC 100A to provide an overview of:

- the main areas, concepts, findings, and methods of modern psychology
- various theoretical perspectives and professional orientations within psychology
- scientific methods of gathering information and forming conclusions from the study of human behaviour and functioning
- psychological principles from diverse perspectives that serve as a foundation for taking more advanced courses in psychology and related disciplines
- biological, social, and cultural factors that influence behaviour and mental processes
- how psychological principles help people lead better, healthier lives, and solve real world problems
- how to locate and utilize psychological research information

Whereas **PSYC 100A focuses on** the historical, methodological, biological, learning, and cognitive aspects of psychology, **PSYC 100B focuses on** lifespan development, human intelligence, social psychology, personality, psychological disorders, and psychological treatment.

- You do not have to take PSYC 100A before or after you've completed PSYC 100B, but if you wish to take any further courses in psychology at the University of Victoria, you must complete both PSYC 100A and 100B.

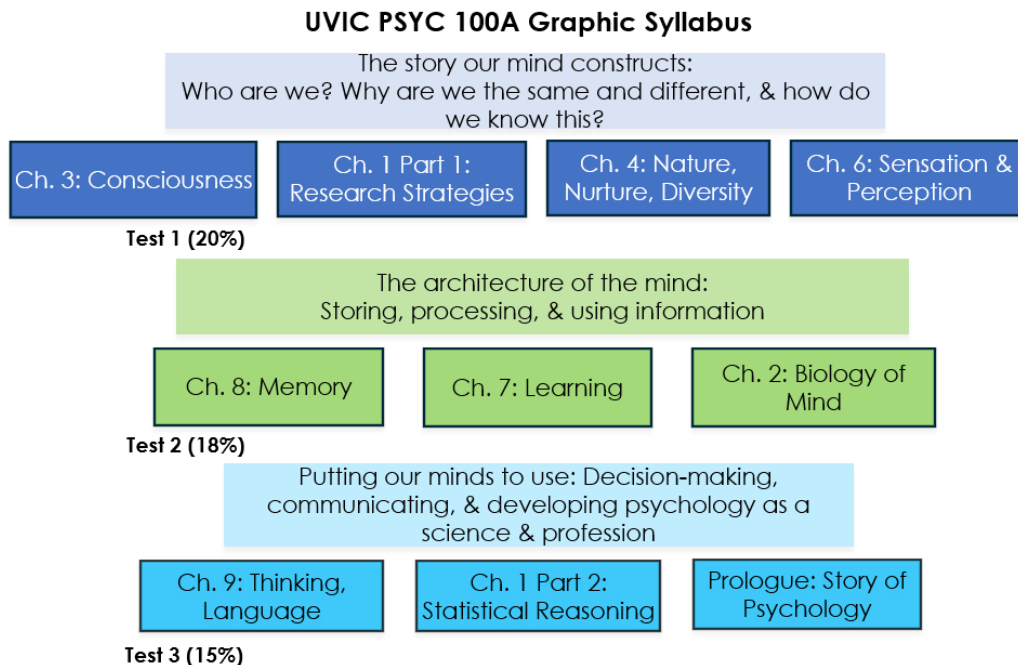
What is the Format of the Class?

Every Tuesday, Wednesday, and Friday we will meet in class for lecture (*note, there are a few Fridays that are online – they are indicated in the class schedule on p. 9). Each week on Brightspace, a Module corresponding to a chapter in the textbook and relating to a week of class, will be released. Each Module will contain:

- **Textbook reading.** One assigned textbook chapter (or Brightspace section) for you to read and a chapter summary highlighting important concepts from the textbook.
- **Chapter quiz.** A short online quiz related to the chapter material (prior to tests, there will also be a pre-test quiz). Quizzes are low-stakes assignments designed to help you stay on track with your reading! You only need to submit 8 of the 12 quizzes.
- **Assignments.** You are asked to complete an APA assignment, a research methods assignment, and 2 of 4 critical reflection assignments. Information about assignments can be found in our “Assessment Information” Module.
- **Mini-Assignments & Web Surveys.** In some of our Friday classes, we will have mini-assignments that are either submitted in groups or individually. You will find the submission dropbox in the Module for that week. Similarly, some weeks, there will be a web survey for you to complete. On those weeks, you’ll find the web survey information in that week’s Module.

Graphic Syllabus

Below is a graphic syllabus outlining the topics we will cover in this course:



Disclaimer: In this course we will be discussing topics related to mental health, psychological disorders, and psychological treatment. You will be expected to engage with material pertaining to these topics.

Tentative Course Schedule

Module	Class Dates	Reading	Topic(s)	Tests/Notes	Web Surveys & Assignments Due 11 PM	Quizzes Due 11 PM
Intro	Sep 04, 06	Explore our Brightspace page; do Syllabus Scavenger Hunt; get textbook	Intro to course, Achieve, iClicker	Suggestion: Submit things well before deadlines, to avoid technical issues – late submissions will not be accepted		Complete Syllabus Scavenger Hunt to unlock future course material
Ch 3	Sep 10, 11, 13 (Sep 13 online class)	Ch 3 APA video (on Brightspace) Fri Sep 13 online (instructions on Brightspace)	Consciousness			
Ch 1	Sep 17, 18, 20	Wrap-up Ch 3 Ch. 1 – Part 1 *only p. 22 - 38	Research Strategies	Sep 17: last day to drop courses & receive 100% of tuition fees. Sep 20: last day to add courses	APA Mon Sep 16 WS1 Fri Sep 20	Q1(Ch 3) Wed Sep 18
Ch 4	Sep 24, 25, 27	Wrap-up Ch. 1 – Part 1 Ch. 4 *Stop at p. 150 (don't read "Gender Development" p. 150-163: more up-to-date information will be provided in class)	Nature, Nurture, & Diversity		CR #1 Mon Sep 23	Q2 (Ch 1 – p. 22-38) Wed Sep 25
Ch 6	Oct 01, 02, 04	Wrap-up Ch 4 Ch. 6	Nature, Nurture, & Diversity Sensation & Perception			Q3 (Ch. 4) Wed Oct 2
Ch 8 & Test 1 Prep	Oct 08, 09, 11	Wrap-up Ch 6 Begin Ch. 8 (not on Test 1) No new readings...study for Test 1	Sensation & Perception Memory (not on Test 1)	Oct 08: last day to drop courses & be reimbursed 50% of tuition fees Test 1 (Fri Oct 11) Ch 3, 1 (p. 22-38), 4, 6 Tests are during regular class time	Research Methods Mon Oct 07	Q4 (Ch 6) Wed Oct 09 Q5 (Pre-test 1: Ch. 3, 1 (p. 22-38), 4, 6) Thurs Oct 10

Ch 8	Oct 15, 16, 18	Ch. 8 Begin Ch. 7	Memory	Oct 18: Final day to submit request for alternative to research participation credit	WS2 Wed Oct 16 *due by 7pm	
Ch 7	Oct 22, 23, 25	Ch. 7	Learning		CR #2 Mon Oct 21	Q6 (Ch 8) Wed Oct 23
					WS3 Fri Oct 25	
Ch 2	Oct 29, 30, Nov 01 (Nov 01 online class)	Ch 2 (videos found online; no in-person class Nov 01)	Biology of Mind	Oct 31: last day to drop courses without penalty of failure		Q7 (Ch 7) Wed Oct 30
Ch 9 & Test 2 Prep	Nov 05, 06, 08	Wrap-up Ch 2 Ch. 9 (not on Test 2)	Thinking & Language	Test 2 (Fri Nov 08) Ch. 8, 2, 7 <i>Tests are during regular class time</i>		Q8 (Ch 2) Wed Nov 6 Q9 (Pre-test 2: Ch 8, 7, 2) Thu Nov 7
Careers	Nov 15 *online class	Careers in Psyc Videos (videos online; no in-person class Nov 15) *Nov 11-13 is reading break, no class	Careers in Psychology	Reading Break Nov 11-13	CR #3 Mon Nov 11 (*reading break!)	
Ch. 1	Nov 19, 20, 22	Wrap-up Ch. 9 Ch 1 – Part 2 (only p. 39-49)	Thinking & Language Ethics & Statistical Reasoning			Q10 (Ch 9) Wed Nov 20
Prologue & Test 3 Prep	Nov 26, 27, 29	Prologue	Story of Psyc Course Wrap-up		CR #4 Mon Nov 25	Q11 (Ch. 1 (p. 38-49) + Prologue) Wed Nov 27
					WS4 Fri Nov 29	
Test 3	Dec 03	TUES Dec 03 = Test 3 NO class Wed Dec 04		Test 3 (Tues Dec 03) Ch 9, 1 (p. 38-49), Prologue <i>Tests are during regular class time</i>	Research Bonus Points: Wed Dec 04 by 5pm	Q12 (Pre-test 3: Ch. 9, 1 (p. 38-49), Prologue) Mon Dec 02

***Quizzes, Web Surveys, the APA & Research Methods assignments, and the Critical Reflections** have a 24-hour extension built-in. We strongly encourage you to submit by the due date, however, if you need it, you do not need to email to get permission to use the 24-hour extension.

- E.g., if something is due on our schedule on Sep 16, 11pm, if you need it, you can use the 24-hour extension and submit by Sep 17, 11pm. Friday mini-activities, tests, and final submission day for bonus research points do not have this extension.

HOW WILL YOUR PROGRESS BE EVALUATED?

We've devised many ways to obtain grades in this course. Your final grade will be based on the following:

% of grade	Evaluation tool	Date(s)
20%	Test 1	Fri Oct 11 (Ch 3, 1 (p. 22-38), 4, 6)
18%	Test 2	Fri Nov 08 (Ch 8, 7, 2)
15%	Test 3	Tues Dec 03 (Ch 9, 1 (p. 39-49), Prologue)
12%	Online Quizzes	Sep 18, 25; Oct 2, 9, 10, 23, 30; Nov 6, 7, 20, 27; Dec 02 It's in your best interest to complete all 12 quizzes...You are asked to complete 8 of the 12 quizzes.
3%	iClicker	On Tuesdays & Wednesdays, beginning Tues Sep 24, you can obtain iClicker participation points. To receive full points, you must receive participation marks for 75% of the classes.
1.5%	Friday Mini-Activities	In some of our Friday classes, there will be group or individual mini-activities to submit. There will be at least 7 opportunities for these mini-activities – you are asked to submit at least 4 of them.
2%	Web Surveys	Sep 20; Oct 16 (by 7pm!); Oct 25; Nov 29 There are 4 web surveys that will be posted to Brightspace and you will receive 0.5% (of your final mark) for each survey you complete.
2.5%	APA Assignment	Sep 16 Watch an APA video (how we format writing in Psychology) & answer some questions to reflect your understanding.
8%	Research Methodology Assignment	Oct 07 Read a research report and answer questions relating to the study methodology and validity of their conclusions.
18%	Critical Reflections	Sep 23; Oct 21; Nov 11, 25 Complete 2 of the 4 (worth 9% each) critical reflections (you may complete 3; only your best 2 grades will count) - *Please note , if you choose to complete the 3 rd option, it is due during reading break!
3% bonus	Bonus Research Participation	Earn bonus points for research participation , up to a maximum of 3%. Must be completed by 5pm Dec 04.

*See note on p. 10 about 24-hour built-in extensions for some of our assessments

We suggest you complete all course components, however, **you must complete all 3 tests to receive course credit. Failure to complete all 3 tests 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 the 3 tests (required components) of this course.

Cutoff Points for Marks

A+	A	A-	B+	B	B-	C+	C	D	F
90-100	85-89	80-84	77-79	73-76	70-72	65-69	60-64	50-59	0-49

***Please note** that an A+, A, or A- is earned by work which is technically superior, shows mastery of the subject matter, and in the case of an A+ offers original insight and goes beyond course expectations.

Tests (53%)

You will write **three multiple choice tests in class**. Tests are non-cumulative (each only covers material since the previous test). All course material is testable (lectures, textbook chapters, Friday mini-activities, etc.). Tests will begin promptly at the start of class on test days. You are responsible for attending tests as scheduled and adhering to UVic's academic integrity policies.

**If one of our tests falls on a religious holiday that is important to you, please let us know and we'll figure something out.*

What to do if you miss a test due to illness:

Contact the **Course Recordkeeper** (p100off@uvic.ca) within 3 days and explain that you missed the test and why (do *not* submit the *Request for Academic Concession* form as it only applies to exams that are written in the final exam period). The Course Recordkeeper will inform you of the date of your make-up test.

*If you miss a test and fail to contact the Course Recordkeeper **within 3 days** of the test date, we will consider you to have not completed a major course requirement and will assign an N mark (failure due to not completing a course requirement) for the course.

What to do if you require special arrangements for tests due to a diagnosed condition:

1. You must be officially registered with the Centre for Accessible Learning (CAL) – please see <https://www.uvic.ca/services/cal/online-services/register/index.php> for more information. We will automatically be informed of your registration with them.
2. Prior to your test, if you have any questions about your accommodation, please contact your TA.

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 us. If you are a student with a disability or chronic health condition, you can meet with a CAL advisor to discuss access and accommodations.

Quizzes (12%)

Why do we assign online quizzes?

The online chapter quizzes are an added incentive for you to keep up with your reading in the course and to give you some practice in utilizing and applying the concepts and studies discussed in the textbook.

- If your experience matches that of students in previous years, you'll find the quizzes beneficial because they help to motivate and structure your studying.
- There are a total of 12 quizzes: 9 chapter quizzes designed to encourage you to complete the necessary pre-class readings and 3 pre-test quizzes designed to encourage you to study in advance of each test. You are only asked to **complete 8 of the 12** quizzes (although we recommend you complete them all – **only your top 8 marks will count toward your grade!**)

We strongly advise you complete quizzes prior to the last minute, that way, you'll have time to seek help if you have technical issues, or if you get sick the day the quiz is due. Late submissions will not be accepted. If you need it, each quiz has a built-in 24-hour extension.

What if you miss an online quiz?

You will have 12 quiz opportunities during the semester but only your best 8 of the 12 will count toward your grade. If you miss one, it can simply be dropped as one of your 4 "freebies." The 8-out-of-12 system is

designed to give you flexibility in case you have a week where personal or other circumstances keep you from completing the quiz on time. Also, remember that each quiz has a built-in 24-hour extension.

If you choose to discard your flexibility early in the semester and then something comes up later, you will unfortunately have no other option than to accept a low (or zero) mark on a quiz. **Because you can miss 4 quizzes and still obtain full marks for the quiz component, there are no additional opportunities to complete make-up quizzes for any reason (including illness).** The “extra” four quizzes are considered as make-up quizzes.

What if you have technical issues logging on or completing the quiz?

Brightspace will close the quizzes automatically after the built-in 24-hour extension. Please make sure you have completed the quiz *BEFORE* this time – due date extensions will not be permitted. We strongly suggest you attempt the quizzes at least one day prior to the due date, to allow you time to reach out for assistance if you encounter any issues.

- **If you have a technical problem completing a quiz:** contact the Computer Help Desk (helpdesk@uvic.ca; 250-721-7687). Please indicate whether you are having a NetLink or Brightspace problem.
- If you are still stumped, contact our Course Recordkeeper (p100off@uvic.ca).

APA Assignment (2.5%)

We will base 2.5% of your final grade on an assignment that relates to APA formatting. The assignment will be formatted as a quiz, but it will not be timed. Feel free to use the posted APA video and notes you’ve made to support your answering of the questions.

To properly complete your critical reflections (see below), you will need to have a firm grasp of APA formatting (rules regarding the writing style of psychology assignments). This assignment occurs prior to you completing your first critical reflection, to help support your performance on your critical reflections throughout the semester. More information about the APA assignment is provided on Brightspace (in the “Assessment Information” section).

Research Methods Assignment (8%)

We will base 8% of your final grade on an assignment that relates to research methods (how we gather data in psychology). Understanding research methodology will allow you to better comprehend the research studies you learn about in our course, read about in your textbook, and read for your critical reflections.

The assignment will be formatted as a quiz, but it will not be timed. Feel free to use your textbook and notes you’ve made to support your answering of the questions. More information about the format of this assignment is provided on Brightspace (in the “Assessment Information” section).

Critical Reflections (18%)

Eighteen percent of your grade in PSYC 100A is derived from your contributions to the critical reflections submitted to Brightspace.

- You are asked to submit **2 of the 4** possible critical reflections (each one will be worth 9% of your final course grade).
- To give you flexibility you can **submit a maximum of 3 of the 4** scheduled critical reflections, and only your best 2 grades will count. If you submit all 4, your 4th submission will not be graded.

The critical reflections challenge you to debunk a myth related to psychology via evidence summarized from psychological research studies. They are submitted to a Brightspace assignment dropbox and are not expected to be too long (approx. 600-800 words). More information about the format of the critical reflections is provided on Brightspace (in the “Assessment Information” section).

Why do we assign critical reflections?

Tests and quizzes assess your learning of material covered in class, the textbook, and a bit of supplementary material. Critical reflections are designed with the following goals in mind:

- Curiosity and research are critical components to success in university. These critical reflections give you an opportunity to explore relevant information that extends beyond what you learned in lectures and the textbook.
- Effective research and writing are foundational to succeeding in university. These critical reflections will help you learn how to search for, read, and summarize psychology research articles and use the articles to support your reasoning.
- Critical reflection and formulating supported opinions are fundamental to success in academia as well as life in general. Critical reflections allow you to think about information in a deeper way and to formulate a substantiated opinion.
- Work written in psychology must be formatted using the American Psychological Association (APA) style (currently, the 7th edition of that style). These critical reflections give you the opportunity to learn how to engage in scholarly writing by correctly using APA 7th edition style in your writing, in-text citations, and references.

What do I do if I miss submitting a critical reflection option?

Because you only need to complete 2 of the 4 critical reflection options, the additional options serve as “make-up” critical reflections; **we do not offer additional options**. Remember, if you need it, each submission option has a built-in 24-hour extension. **Please note:** If you choose to complete the 3rd option, it is due during reading break!

- **It is in your best interest to complete the critical reflections scheduled earlier in the term** and use the later ones in the term as “supplementary” ones if you wish to improve your mark or if you missed one of the earlier ones because of illness or a personal emergency.

Web Surveys (2%)

Two percent of your final grade will be based on the completion of four web surveys, each worth 0.5% of your final grade; each will take you between 10 – 30 minutes to complete.

You are strongly advised to complete the surveys before the due date so you can seek help if you have technical issues, or if you get sick the day the survey is due. If you need it, there is a built-in 24-hour extension for each web survey. Late submissions will not be accepted.

Mini-Activities (1.5%)

During some of our Friday classes, you will be asked to submit a group or individual mini-activity to Brightspace. The activity will relate to one of the topics we are discussing that class and will be due by the end of class. There will be a minimum of 7 mini-activity opportunities throughout the semester (there may be more); you are asked to submit at least 4 of them (and encouraged to submit them all!).

The mini-activities will account for a total of 1.5% of your final grade in this course. Because you only need to complete 4 of several opportunities, **there are no extensions/make-up opportunities** for mini-activities.

iClicker (3%)

Three percent of your final grade will be based on your in-class participation using the iClicker Personal Response System. Please note, a 2-year subscription to the iClicker Student (formerly iClicker Reef) app/program is included for free when you purchase your textbook new through the UVic bookstore. Alternatively, you can purchase 6-month app access from the UVic bookstore for \$18, 8-month access for \$22, or 12-month access for \$27. You can also purchase an iClicker remote from the bookstore if you would like (\$60), and use that instead of the app.

Why do we use Clickers in class?

Clickers are used to work together through questions posed in class. When used effectively, iClickers can increase your ongoing engagement and involvement, promote a safe environment to communicate your answers, and create lively discussions in class. Clickers can also provide immediate feedback about your understanding of the class material and help us figure out how to improve your understanding of a concept.

Information on how to access your iClicker account is on our Brightspace page, in the “Assessment Information” section

iClicker points will be based on participation in PSYC 100A classes on the following 18 dates.

Attend at least 13 of the 18 iClicker classes:

Sep 24, 25; Oct 01, 02, 08, 09, 15, 16, 22, 23, 29, 30; Nov 05, 06, 19, 20, 26, 27

If you participate in clicker questions in 72% or more of the above 18 classes (i.e., 13 or more classes), you will receive the maximum 3% toward your final grade.

If you participate in fewer than 13 classes, you will receive the following percentages (**there are no make-up opportunities for missed iClicker classes**):

12 classes: 2.77%	09 classes: 2.08%	06 classes: 1.38%	03 classes: 0.69%
11 classes: 2.54%	08 classes: 1.85%	05 classes: 1.15%	02 classes: 0.46%
10 classes: 2.31%	07 classes: 1.62%	04 classes: 0.92%	01 class: 0.23%

What if you miss an iClicker class?

Because you only need to participate in 13 of 18 iClicker classes, the additional ones serve as “make-up” classes for missed ones (e.g., because of illness, sporting events, low batteries, forgotten iClicker, technical malfunction, etc.). **No additional opportunities are offered**, nor will your grade be prorated.

It is an academic infraction to use or bring another student’s iClicker to class, or to lend your iClicker to another student. This will be treated similarly to other academic infractions (e.g., cheating on a test) and subject to university disciplinary procedures. Please remember, iClickers provide you with an opportunity to enhance your in-class learning, and it is expected you will cooperate in making the system work to help you and your colleagues learn.

What if you attend a PSYC 100A class section different than the one in which you’re registered?

Because of the way the system is set up, you can only receive iClicker points by using your iClicker in the PSYC 100A section in which you are officially registered. For example, if you are registered in the A01 section, but attend the A02 section, although your iClicker will still seem to work, your points will not register in the system, so you will not receive any iClicker points.

When will you see your iClicker participation grades?

We upload iClicker grades three times in the semester. Updated iClicker records will be posted to Brightspace (under “Grades”) within one week after Test 1 and Test 2. Final iClicker totals will be posted shortly after Test 3. If you have a question about your iClicker points, please address this within 2 days of

Test 3 because final course grades are calculated shortly after Test 3, and your iClicker totals, as posted on that date, will be used to calculate your final grade.

Please check your clicker record by October 22 to make sure you have at least one clicker point posted, and are receiving correct credit for your clicker participation. Only students who have a posted record on Brightspace of at least one iClicker point by this date will be eligible to receive any iClicker points for the term. **Students who do not have any posted clicker points by Oct 22 will receive 0 on their final clicker total** regardless of iClicker activity after that date. This deadline is in place to ensure that any iClicker registration issues are rectified early in the term, and to encourage students to begin their iClicker participation as early as possible.

If you have questions about your iClicker points, please contact the Course Recordkeeper at p100off@uvic.ca, or drop by during their office hours (posted on Brightspace).

Extra Credit for Research Participation (+3%)

Information about how to sign up for research participation is available on Brightspace.

An important component of Psyc 100A is for you to learn about research in psychology. Faculty and advanced students in the Department of Psychology conduct research, exploring processes such as social interaction, perception, memory, problem solving, and communication. To encourage you to participate in this research, we have arranged for you to earn extra credit toward your course mark by participating in approved research. This offers you the opportunity to experience first-hand how psychological research is done. Once your participation is complete, you will receive a full description of the purpose of the research.

- In most projects, your participation involves having your responses recorded/measured as you perform a task or complete a questionnaire. A departmental committee as well as the university's Human Research Ethics Board have reviewed and approved all the projects available to you for bonus research points.
- The aim of these research projects is not to evaluate your personal abilities, but to explore various features of human behaviour and discover how they change under different conditions. Researchers will protect your confidentiality. Your performance will have no effect on your course marks.
- You will receive 0.5 points for each 30 minutes of participation, up to a maximum of 3 points (1 point = 1%). You may participate in as many projects as you wish, but you will receive no more than 3 points for this class, and you may not carry over points from one term to another.
 - **Note:** Although we have set a 3-point maximum, the opportunity to earn all 3 points may not be available, as this depends on the number of research projects requiring participants.
- You may participate in any given project only once and you cannot use the same points for multiple courses. The last day for participation is the last day of classes (Wednesday Dec 04, 5pm). We will receive students' credit information a few days after that and post to Brightspace. It is your responsibility to check your posted credits within 24-hour of us posting it because once final marks have been submitted, there will be no changes to marks due to incorrectly assigned extra credits.

If you do not wish to, or cannot, participate in research studies for any reason, but still wish to have the opportunity to earn an equivalent amount of extra credit, you may contact the course coordinator (p100co@uvic.ca) **no later than Oct 18** to arrange for an alternative option involving written assignments.

WHAT ARE WE EXPECTING FROM YOU?

Psychology is a scientific discipline, and it requires considerable thought and time to develop an understanding of psychological research and principles. We expect you to complete the assigned weekly materials, to attend and engage in class sessions, to attend student hours (office hours) when needed, and to spend several hours a week (between 4 - 7 hours outside of class) toward mastering the course material.

Attend class sessions and student hours (office hours)

Attending our three weekly classes will help to increase your understanding of the material and provide you with opportunities to engage with and discuss the material with the instructor and your classmates. We encourage you to bring your questions and ask for clarification, or to bring examples that you found useful in illustrating some of the concepts.

Manage your time

Courses can be tricky to complete if you don't stick to a schedule. Be prepared for tests by completing the assigned readings, chapter quizzes, and other assignments/activities in accordance with the schedule provided above (p. 9). Set aside blocks of time each week to work on the course material and make sure to attend class and drop into student hours (office hours) if needed, during the scheduled times.

Check the Brightspace website often

All course materials will be available through Brightspace: <https://bright.uvic.ca>

Conduct yourself appropriately, be open-minded, & respect diversity

Please listen to and interact with others in a respectful manner. We are all very diverse and have different values, beliefs, opinions, and experiences – maintain an open mind to these differences. You may debate with others who hold opinions different from your own, but you must always remain respectful.

Provide constructive feedback

We always welcome ideas to improve this course and to facilitate learning. We encourage you to provide constructive feedback about your experiences in the course. Please send your instructor an email or see them in office hours to discuss your suggestions. Approximately halfway through the semester, there will be an anonymous survey posted to Brightspace, where you can give us some course feedback. Additionally, at the end of the semester, we will provide time in class for you to complete UVic's Course Evaluation Survey.

Let us know if there are any special circumstances

Each of us learns in different ways and with varying degrees of success. If you know of any factors in your life that hinder your ability to learn up to your potential in this course, please contact the Centre for Accessible Learning (CAL: <https://www.uvic.ca/accessible-learning/index.php>). The CAL staff are available by appointment to assess specific needs, provide referrals, and arrange for appropriate accommodations. We will automatically be notified if you receive any CAL accommodations.

Be discriminate in sending e-mails to the PSYC 100 team

We really do want to hear from you! However, in a large course like PSYC 100, email "overload" can cause problems. To help us manage our email load, please follow these guidelines:

- Please include your section number in your subject headline. If you're emailing your TA, please also make sure to include their name. In your signature, please include your full name and student number. Before you compose your e-mail, check the course syllabus, your notes, with your classmates, and on Brightspace to see if you can locate the answer to your question.

When to email us:

- ✓ To notify the *Course Recordkeeper* that you will have to miss a test due to a medical or family emergency.
- ✓ To ask a simple, short question, e.g., “*What is the date, time, and location of the make-up test?*”
- ✓ To comment about course material, e.g., “*I was thinking about that case of dissociative identity disorder that you described in class, and I wondered if ...*” We are very happy to receive and respond to such comments. We also recommend that instead of emailing us a comment like that, you **see us before/after class or pop into one of our office hours!**
- ✓ To make a comment about something you liked or something you think could improve the course. Please be aware that specific, constructive comments are more useful than general ones.

When *not* to email us:

- ✗ When the answer to your question can be found in this course syllabus – please make sure you look through the syllabus before emailing us!
- ✗ To request information about a specific mark (assignment, test, final grade, or bonus points). We post this information on the course website and expect you to access your marks there.
- ✗ To request information about *why* you received a particular mark. Please see your TA during student hours (office hours) with such questions. These kinds of questions usually require direct interaction that is not effectively carried out via email.
- ✗ To ask for advice on improving your study techniques. This also requires a direct interaction during student hours (office hours). Also, please see the section “Assessments” on Brightspace for some studying suggestions.

What Can You Expect From The Psyc 100 Team?

We are available to help

We are available to help via e-mail and office hours. See section “Whom should you contact if you have a question?” (p. 5) to find the correct person to reach out to.

Please attend student hours (office hours) for your more detailed or complicated questions. We will be available during these hours to discuss your grades, understanding of the material, or your general interest in Psychology. Student hour (office hour) times and locations are posted on Brightspace and are offered most days of the week and at various times.

We will upload class lecture slides and chapter summaries on Brightspace

We will post lecture slides and chapter summaries each week to Brightspace. Supplementary material, which is designed to provide more in-depth examples and information related to core concepts may also be uploaded.

We will give and receive feedback

We will be available in student hours (office hours) to give feedback on the assignments and tests (please note: you must go to one of the in-person TA office hours to review a test). We are also open to receiving constructive feedback about your experiences within the course.

HOW CAN YOU DO WELL IN THIS COURSE?

Check that you have completed all the work. Keep up with the readings, lectures, quizzes, web surveys, mini-activities, participate in iClicker questions in class, and complete assignments. These are designed to help you keep up with the material! There are weekly checklists on Brightspace to help you stay on track!

Because extra “make-up” quizzes, iClicker opportunities, mini-activities, and critical reflections (beyond those necessary to receive full marks) are already scheduled, additional make-opportunities are not arranged. We recommend submitting things well before deadlines (to avoid technical problems or illness) and completing required course components by the due dates.

Check your performance early in the course. Make sure you check your grades for the various components ahead of time so any discrepancies can be resolved early in the semester.

If you are not getting the marks you want on assignments or tests, come to student hours (office hours) to ask for help improving the way you approach the material. At the end of the term, if you are short of your goal, **there are no extra opportunities to improve your grade.**

Create study groups. You can regularly meet in-person or online in groups of 2 – 6 people (you can of course be more, but we’ve found that range to be ideal for study groups) to work through the material together. Not only can it be helpful to have others explain concepts to you, but it can also be helpful to explain concepts to others – in fact, that’s one of the best ways to learn!

Thanks for taking the time to read through this syllabus – We are looking forward to our class together!

Copyright Statement: *All course content and materials are made available by instructors for educational purposes and for the exclusive use of students registered in their class. The material is protected under copyright law, even if not marked with a ©. 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).*

UVIC RESOURCES AND POLICIES

On the following pages, you will find information from UVic about various resources for student wellness, and important academic dates and policies.

APPENDIX

Below is information from UVic about various resources for student wellness, and important academic dates and policies

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, Room C115

Phone: 250 721 8021 Email: svpcordinator@uvic.ca Web: <https://www.uvic.ca/sexualizedviolence/>

BE WELL – Taking Care of Myself



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 <https://www.uvic.ca/accessible-learning/index.php>. 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/>

APPENDIX

UNIVERSITY OF VICTORIA: Department of Psychology Important Course Policy Information: Summer Session 2024

Accessible Learning

The University of Victoria is committed to creating a learning experience that is as accessible as possible. If you anticipate or experience any barriers to learning in this course, please feel welcome to discuss your concerns with me. If you have a disability or chronic health condition, or think you may have a disability, you may also want to meet with an advisor at the [Centre for Accessible Learning](#) (CAL).

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

APPENDIX

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)

Instructors 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 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.

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

APPENDIX

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/>.

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.

APPENDIX

Rights of Appeal are described in the Policy on Academic Integrity in the University calendar Summer 2024.

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: In the Event of Illness, Accident or Family Affliction

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

APPENDIX

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

[UVic Learn](#) 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](#) 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 4 th	First term classes begin for all faculties
Tuesday, September 17 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 20 th	Last day for adding courses that begin in the first term
Monday, September 30 th	Last day for paying first term fees without penalty
Monday, September 30 th	University Closed (National Day for Truth and Reconciliation)

APPENDIX

Tuesday, October 8 th	Last day for 50% reduction of tuition fees for standard courses
Monday, October 14 th	University Closed (Thanksgiving Day)
Thursday, October 31 st	Last day for withdrawing from first term courses without penalty of failure
Monday, November 11 th	University Closed (Remembrance Day)
November 11 th - 13 th	Reading Break for all faculties
Wednesday, December 4 th	Last day of classes in first term for all faculties
Wednesday, December 4 th	National Day of Remembrance and Action on Violence Against Women - (Classes and exams cancelled from 11:30am - 12:30pm)
Saturday, December 7 th	First-term examinations begin for all faculties
Friday, 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 2024-2025 Winter Session courses

Term	Start Date	End Date	100% Fee Reduction	Add Deadline	50% Fee Reduction	Academic Drop no Fee Reduction
First term	Sep 4	Dec 4	Sep 17	Sep 20	Oct 8	Oct 31
Second term	Jan 6	Apr 4	Jan 19	Jan 22	Feb 9	Feb 28