PSYC 201 (A01): RESEARCH METHODS IN PSYCHOLOGY (CRN: 31255)

University of Victoria (Summer 2024)

Course Instructor: Dr James Clay   **Teaching Assistant:** Brandon Justus
Preferred Contact: clayj@uvic.ca   **Preferred Contact:** bjustus@uvic.ca
Office Hours: By request.   **Office Hours:** TBD

Course Meeting Times:
Mon   10:30-12:20 (COR B143)
Wed   10:30-12:20 (COR B143)
Thu   10:30-11:20 (COR B108)

Lab Meeting Times: **Lab Instructor:** Violet Cieslik
Fri   10:30-11:20 section B01 (MAC D203) OR   **Preferred Contact:** vcieslik@uvic.ca
Fri   11:30-12:20 section B02 (MAC D203)   **Office Hours:** TBD

Pre- or Core- Requisites: PSYC 100A and PSYC100B

Territory Acknowledgement: We acknowledge and respect the Lək̓ʷəŋən (Songhees and Esquimalt) Peoples on whose territory the university stands, and the Lək̓ʷəŋən and W̱SÁNEĆ Peoples whose historical relationships with the land continue to this day.

Description: PSYC 201 is a requirement for all psychology majors and honours students, and it is a prerequisite for many upper-level psychology courses. The focus of this course is to understand psychology as a scientific discipline, and by taking this course, you will become familiar with the fundamental methods underlying psychology research. Through dedicated study[1], you will learn important research skills that apply to both your life and your future studies in psychology. Specifically, you will learn how to evaluate and interpret scientific literature, and the journey through this course will cover the entire spectrum of the research process, starting from the selection of a research question to the eventual communication of findings. Throughout your journey, you will encounter a diverse range of interesting topics along the way and will be expected to think critically about them. The overarching aim of this course is to develop interest and appreciation for research as a creative and stimulating problem-solving activity.

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[1] Getting the most out of this course will require dedication. In other words, active engagement in the material rather than memorisation.

Course Learning Objectives

- Explain the relationship between science and non-science, and define the general goals, approaches and methods of scientific research.
- Differentiate between a research prediction and the hypothesis (explanation) behind it.
- Distinguish between ethical and unethical research by applying the standards in the TCPS tutorial.
- Explain the difference between a construct and an operational definition, suggest one given the other, and provide some assessment of how well a particular operational definition likely represents its associated construct.
- Define and identify examples of dependent, independent, and confounded variables.
- Explain the importance of representative sampling and random assignment, and when each is of primary importance.
- Explain how various factors can threaten the validity of conclusions drawn by researchers, and how their impact can be controlled or minimised.
- Explain the differences among true experimental, quasi-experimental, and non-experimental research, including qualitative approaches. Describe the reasons for selecting among them, and various methodologies employed in each approach.
- Define and describe the purpose of experimental designs. Given data from a factorial design, distinguish between main effects and interactions.
- Achieve familiarity with searching, reading and appraising the scientific literature through professional journals and other library resources.
- Organise data by constructing various tables and graphs.
- Make sense of data by applying very basic descriptive and inferential statistics.
- Conduct a study incorporating the subject matter of the course, leading to an APA-styled report in the form of a poster and/or research report.

Required Software: Brightspace, Macmillan Learning Achieve, Microsoft Excel, Microsoft Word

Required Materials:

- Lewandowski, G. W., Jr., Ciarocco, N. J., & Strohmetz, D. B. (2023). *Discovering the scientist within: Research methods in psychology* (3rd ed.). Macmillan.
- Access to Macmillan Learning Achieve (comes with book purchase from UVic Bookstore).
- Additional required readings will be assigned during the course and will be available through the UVic Library or Brightspace.

Useful Materials:

American Psychological Association. (2020). *Publication manual of the American Psychological Association: The official guide to APA style* (7th ed.). American Psychological Association.

Key Course Components

Lectures: Lectures will focus on addressing select questions arising from the required reading and oftentimes supplementing this with my own examples and perspective. Before each lecture, you are expected to work through the required reading assigned to that session in your own time (see the tentative schedule below). Midterm tests will be taken during some sessions, and you will have the full session time to complete each exam.

Laboratory Sessions: You will meet with the lab instructor and work in groups to apply research concepts with other group members.

Brightspace Web Page: Access to the Brightspace web page is required. Follow these steps for access:

1. **Get a NetLink ID:** You must have a UVic NetLink-ID (i.e., an email address ending "@uvic.ca") for at least 48 hours before you can access courses on Brightspace. If you don't have a UVic NetLink-ID, see this website, contact the Computer Help Desk, or go to Clearihue A037.

2. **Check your browser:** To access Brightspace, point a web browser to https://bright.uvic.ca/ and then click on "Help->System Check" on the top menu bar to check browser compatibility. Resolve any issues that arise. For help, contact the Computer Help Desk

3. **Go to the course page:** When you log in, Brightspace should display a list of all courses for which you are registered that use Brightspace. Click on the title for our course.

Online Forums: The online forums have been designed to facilitate group cohesion and within-group communication. For example, the Q&A forum can used as an alternative way to ask the course team and/or your peers about course content. All communications should be respectful and professional – see the online conduct section for details.

Important Course Dates (Add / Drop):

100 % Fee Reduction	Add Deadline	50% Fee Reduction	Academic Drop No Fee Reduction
May 20	May 23	Jun 9	Jul 3

Assignment & Evaluation

Grading:

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

Final grades that end with a decimal point of 0.5 or above will be rounded to the next higher whole number, and grades that end with a decimal point below 0.5 will be rounded to the next lower whole number. For example, if a final percentage grade is between 89.5 and 89.9, the grade will be rounded to 90, whereas if a final percentage grade is between 89.1 and 89.4, the grade will be rounded to 89.

Activities

Activity	%
(A) Class Attendance	5
(B) Online Quizzes	15
(C) Lab Attendance & Participation	5
(D) Lab Preparation	10
(E) Midterm Tests	30
(F) APA-style Research Report	30
(G) Tri-council Ethics Tutorial ("TCPS-2") completion	5
Total	100

Students who have completed the following will be considered to have completed the course:

- Class attendance.
- Online quizzes.
- Preparation, attendance, and participation in Lab sessions.
- Midterm tests.
- APA-style research report.

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 completion of required course components, not for non-essential components. Please note that deferral of Lab preparation and attendance is not possible.

You may find it useful to note the [UVic description of grades](#).

(A) Class Attendance: It is important that you attend class as classroom activities and discussions are designed to facilitate your learning, and because some of the topics presented in class are not in the textbook. Class attendance will be monitored using iClicker, whereby you will receive credit for attending each class. Towards an access-centred approach, the lowest 20% will be dropped.

(B) Online Quizzes: You will complete quizzes via Macmillan Learning Achieve (comes with book purchase from UVic Bookstore) to help you to master the material covered in each assigned chapter. Towards an access-centred approach, the lowest 20% will be dropped.

(C) Lab Attendance & Participation: The lab sessions are a crucial element of this course. During lab sessions, you will meet in smaller groups to apply concepts learned during the lectures and through assigned reading. You will learn important skills such as library research, research design, data collection and entry, and communicating research. Thus, given the experiential nature of this lab, attendance is essential. Towards an access-centred approach, the lowest 20% of grades across all labs will be dropped.

(D) Lab Preparation: Assigning credit for preparation will encourage you to actively engage in course material so that it is more meaningful and memorable. You are expected to complete and turn in, all of the assignments. Assignments will be graded on 0-2 scale, where 0 = "did not complete;" 1 = "completed minimal requirements;" 2 = "completed all requirements." We will aim to provide some feedback to you on each of these as many will help you prepare for your final paper. Towards an access-centred approach, the lowest 20% of grades across all labs will be dropped.

(E) Midterm Tests (10% Each): Tests are included to assess your broad content knowledge. They will be based on the course objectives, listed on page 1, and on learning objectives described at the beginning of each lecture. Tentatively, the tests will include approximately 30 multiple-choice questions (worth 1 mark each). The exams are intended to be completed in 50 minutes, but the whole class will be given 80 minutes to complete the exam. This access-centred approach means that students who have up to 1.5x time accommodations can write in the regular classroom if there are no other accommodations.

(F) APA-style Research Report: Alongside the ability to understand and evaluate others' findings, you need to be able to conduct your own scientific inquiries. Thus, you will develop and

test an $N = 1$ research protocol and disseminate your findings through an APA-styled research report. Therefore, this task will allow you to begin to develop the skills needed to conduct and publish your own research.

(G) Tri-council Ethics Tutorial ("TCPS-2") completion: The Canadian funding "Tri-Council" has prepared a tutorial that is required for all graduate students conducting research at UVic. Anyone involved in research should complete this tutorial. You can get credit towards this course for completing it. Then you can add it to your resume.

Course Policies

Attendance: Attend all classes and labs, because classroom activities and discussions are designed to facilitate your learning, and because some of the topics presented in class are not in the textbook. In addition, completion and submission of in-lab or in-class activities will contribute toward your grade.

Required Reading / Lab Assignments: Complete any required reading or assignments prior to the lecture/lab for which it is assigned, so you will be able to make best use of the class time and participate in relevant class discussions. It will also help you stay on track over the course of the term.

Punctuality: Arrive on time, because announcements may occur at the beginning of class, and late arrivals are disruptive for the other students. The TAs and I cannot be responsible for information missed due to lateness or unexcused absences.

In-class Behaviour: Be respectful of the classroom atmosphere by keeping your phone silent and put away.

Online Behaviour: The University of Victoria is committed to promoting critical academic discourse while providing a respectful and supportive learning environment. 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

Office Hours: Meet with me or with your TA when you have questions or would like assistance. For assistance with assignments, you should primarily reach out to the teaching assistant, as they are responsible for grading them. For inquiries related to other course elements, such as textbook content or exams, Dr. Clay should be your first contact. Should you need help with the Lab sessions, please consult the lab instructor.

Accommodations: Let me know about accommodations immediately. If you require any accommodations for any aspect of this course, please notify Dr Clay immediately. ==I need to know right away.==

Academic Integrity: I take academic integrity violations seriously. As a reminder, students are required to abide by all academic regulations set as set out in the University calendar, including standards of academic integrity. Violations of academic integrity (e.g., cheating and plagiarism) are considered serious and may result in significant penalties.

Registration / Withdrawal: You are responsible for ensuring that this course is not considered to duplicate or be mutually exclusive with a course already on your transcript. If you wish to drop the course, you are responsible for doing so – if you simply stop attending but stay registered you will receive an N.

Copyright: 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).](#)

Academic Concession: 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.

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.

Generative Artificial Intelligence: I allow the use of generative AI for assignments completion and during activities in the classroom. Therefore, you are authorised to use generative AI tools such as ChatGPT. Please note that you can opt for not using generative AI at all as well to complete all the courses assignments successfully, but in case you opt to use generative AI, you must provide proper citation of the tools you used. Although the course allows the use of generative AI, please be aware of the following flaws when using the tools:

- Generative AI does not fact check.
- Generative AI may provide bias and inaccurate answers.
- Generative AI hallucinates and may provide false or/and made-up information.
- Generative AI does not cite the sources of information.
- Generative AI does not critically analysed content.

Therefore, I recommend fact checking any information provided by generative AI against primary sources and including a citation to the primary source of information in any submitted work.

Formatting: All written assignments should be written in 12-point Times New Roman font, double spaced, with 1-inch margins, in APA format (7th edition).

Questions / Problems:

Here is a list of places to go for help under different circumstances:

- **If you need help understanding material presented** contact the TA or me during office hours or via email.
- **If you need general advice on how to study effectively**, see https://www.uvic.ca/orientation/new-student-handbook/academic-success/index.php
- **If you need to become more proficient with the English language** to study on this course, contact the UVic English Language Centre.
- **If you have problems with email or NetLink**, contact the Computer Help Desk.
- **If you have concerns about the marking of an assessment**, first review your notes and the text to try and understand the marking on your own. If more advice is needed,

you can then contact the TA via email. If you are still not satisfied, please contact me via email.

Tentative Schedule

Week	Dates & Topic		Events / Assignments
1	May-13	Introduction	Read Chapter 1 before class
	May-15	The Research Process	Read Chapter 2 before class
	May-16	Research Ethics	Read Chapter 3 before class
	May-17	Lab 1: Searching the Literature	Lab 1 Assignment
2	May-20	NO CLASS - Victoria Day	
	May-22	Measurement & Variables	Read Flake and Fried (2020) before class
	May-23	Common Threats to Credibility	Read Munafò et al. (2017) before class
	May-24	Lab 2: The Anatomy of a Research Study	Lab 2 Assignment
3	May-27	Open Science	Read Crüwell et al. (2019) before class
	May-29	Midterm Test 1	
	May-30	Qualitative Research	Read Chapter 5 before class
	May-31	Lab 3: Measurement	Lab 3 Assignment
4	Jun-03	Non-experimental / Correlational Designs	Data collection: Phase I Read Chapters 6-7 before class
	Jun-05	Experimental Designs I	Read Chapters 8-9 before class
	Jun-06	Experimental Designs II	Read Chapters 10-12 before class
	Jun-07	Lab 4: N = 1 Designs	Lab 4 Assignment
5	Jun-10	Survey Design	Data collection: Phase II
	Jun-12	Midterm Test 2	
	Jun-13	Systematic Review & Meta-analysis	
	Jun-14	Lab 5: Validity & Alternative Explanations	Lab 5 Assignment
6	Jun-17	Understanding Statistics I: Descriptive Statistics	Data collection: Phase II
	Jun-19	Understanding Statistics II: Inferential Statistics	Read Appendix A before class
	Jun-20	Guest Lecture: Applied Research	Read Chapter 13 before class
	Jun-21	Lab 6: Draft of Self-study Results	Lab 6 Assignment
7	Jun-24	Communicating Findings	Read Appendix B before class
	Jun-26	Midterm Test 3	
	Jun-27	Q & A Session	
	Jun-28	NO LAB	APA Report due on 28th at 11:59pm

Disclaimer: This syllabus, including the course calendar, is subject to change and/or revision during the course. This will allow the instructor to make minor changes to the syllabus such as due dates, altering assignments, etc. Changes, if any, will be announced on Brightspace.

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 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/

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: Office of Equity and Human Rights, Sedgewick Building, Room C115

Phone: 250 721 8021

Email: svpcoordinator@uvic.ca

Web: https://www.uvic.ca/sexualizedviolence/

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 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 class[1]. 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/**.

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[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** 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

Summer session – (May – August)

Wednesday, May 8th	May - August courses begin for all faculties
Monday, May 13th	May and May-June courses begin
Monday, May 20th	University Closed (Victoria Day)
Friday, May 31st	Fee deadlines for summer
Wednesday, June 5th	May Courses End
Thursday, June 6th	June Courses Begin
Monday, June 10th	First registration date for Winter Session 2024/2025
Friday, June 28th	May-June and June Courses End
Monday, July 1st	University Closed (Canada Day)
July 1st and July 2nd	Reading Break May-August sections only
Wednesday, July 3rd	July and July-August courses begin
Thursday, July 25th	July courses end
Friday, July 26th	August courses begin
Friday, August 2nd	May-August classes end for all faculties
Monday, August 5th	University Closed (British Columbia Day)
Tuesday, August 6th	May-August examinations begin for all faculties
Saturday, August 17th	May-August examinations end for all faculties
Sunday, August 18th	July-August and August courses end

Add and drop dates for standard 2024 Summer Session courses

Term	Start Date	End Date	Duration	100% Fee Reduction	Add Deadline	50% Fee Reduction	Academic Drop no Fee Reduction
1	May 8	Aug 2	87	May 20	May 23	Jun 9	Jul 3
2	May 13	Jun 28	47	May 19	May 20	May 30	Jun 12
3	Jul 3	Aug 18	47	Jul 9	Jul 10	Jul 20	Aug 2
4	May 13	Jun 5	24	May 16	May 16	May 21	May 28
5	Jun 6	Jun 28	23	Jun 8	Jun 8	Jun 14	Jun 20
6	Jul 3	Jul 25	23	Jul 5	Jul 5	Jul 11	Jul 17
7	Jul 26	Aug 18	24	Jul 29	Jul 29	Aug 3	Aug 10