About the Instructor

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Zoom Office Hours: Thursdays 2:00-3:00p (or by appointment)

 Link: https://siue.zoom.us/j/99938691946

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 Or, visit our website: siue.edu/education/psychology

Instructor Expectations

To ensure the best experience, students can expect the instructor to:

 Be available to students to clarify or explain concepts further. See the office hours outlined above. Email any requests for an office hour or Zoom appointment if necessary.

 Provide an enriching environment that stimulates critical thinking and thoughtful discussion.

 Return graded work in a timely manner and to be available to clarify grading policies if needed.

Welcome

Welcome to PSYC 200! This is an asynchronous, online course. This means that there will not be a designated time that we meet as a group. While this may sound like a self-paced course, it is not – there will be due dates for readings, assignments, quizzes, etc. All class materials will be posted weekly to Blackboard. Please plan to check Blackboard and SIUE email each day for any necessary class updates. Lectures and any supplemental materials to be covered for that week will be posted to Blackboard and should be reviewed each week. It will be very important to avoid getting behind each week as the materials that are required will accumulate quickly. Typical weekly materials include lectures and additional videos or activities to further illustrate material in the lectures and readings. Weekly expectations, assignment details, and due dates will be noted in the Blackboard Module; however, they are all also outlined in the syllabus below.

Communicating with the instructor

The best way to communicate with the instructor is through email. The instructor intends to check email daily. Please note that it may take 24-48 hours to receive a response. However, if you have not received a response to your email after 48 hours, please feel free to reach out again. The instructor will also be available during office hours as stated above. Please email to arrange a zoom call if one is needed outside of scheduled office hours. The instructor can be flexible to accommodate schedules of students.

When emailing the instructor, please follow these guidelines as emails will not be answered if they do not contain the following:

> A proper address (Haileigh, Hello, Ms. Verdeyen),
>
> Your name (first and last), class, and section
>
> Professional language
>
>> Please, use full sentences, correct grammar, and appropriate language.
>>
>> Emails to your instructors should not look like text messages to your friends.

Course Requirements

Prerequisite: C or better in PSYC 111, major status.

Textbook and other reading materials

Helms, J. L., & Rogers, D. T. (2015). Majoring in Psychology: Achieving your educational and career goals. West Sussex, UK: Wiley-Blackwell.

Undergraduate students can rent textbooks from SIUE. Please visit the Textbook Service website for more information. For off-campus classes, the textbook may be shipped to you. Look for the option "Off-Campus Classes have special instructions, click here for these." Note: shipping time may take up to two weeks.

Other materials will be posted to Blackboard, please check each week's module for assigned readings, they will also be noted in the course schedule in this syllabus.

Course Description

This course is designed to provide you with information and skills that will help you select and succeed in a career in psychology. A large component of this course is exploring you including your values, interests and ambitions related to professional development.

Course Objectives

1. Gain a deeper understanding of your interests, skills, and values as they relate to career choices

2. Locate and familiarize yourself with career information and job search resources, including those offered by SIUE

3. Make an informed decision about your choice to major in psychology

4. Understand SIUE's psychology curriculum requirements, as well as experiential education opportunities

5. Demonstrate basic understanding of major subfields within psychology

6. Familiarize yourself with the steps necessary to apply to graduate or professional programs

7. Write a resume or curriculum vitae that effectively markets your skills, abilities, and experiences

8. Learn about job search and interviewing strategies

Course Expectations & Policies

Expectations

 To ensure the best experience for all, students are expected to:

Watch class materials provided. If you are hoping to do well in this, or any, course, regular viewing and active participation with all materials provided will always be the first step.

Be courteous and respectful of fellow students' comments. As we will not be seeing one another in class this semester, it will be very important to utilize good online communication. We will be viewing comments made by each other without the benefit of facial expression, tone, and body language that is so important in expressing our own and understanding others' comments.

Be responsible for your own learning. As college students you are entering adulthood, therefore keeping records of your own grades, being aware of the class assignments, and being proactive if you are falling behind (contacting the instructor to clarify confusing concepts prior to the exam, for example) is up to you. If you are having difficulty with any aspects of the course, contact me as soon as possible. Students can attend zoom office hours, set up an appointment to meet via zoom individually, or email me.

Please print and read the syllabus! Before asking the instructor a question regarding due dates or assignments make sure it is not already on the syllabus. A syllabus quiz will be completed during the first week of the course. See Syllabus Quiz in Week One on Blackboard to complete.

Complete assignments on time.

Technology capabilities

Students in an online course should be able to:

Use a word processor, such as MS Word, to compose assignments and communicate with others in class

Attach files to emails or course areas

Navigate websites and course materials

Reach out to tech support staff when issues arise and troubleshoot to resolve problems

Additional guidance for taking online courses can be found on the Online at SIUE site.

Behavior & Etiquette

As college students, it is expected that you will be respectful of each other and communicate professionally.

Reflect before you post an emotional response and reread what you have written to be sure it is professional

Communicate effectively. Do not use all caps or multiple punctuation marks (!!!, ???, etc.). Be sure to define or explain acronyms, jargon or uncommon terms so everyone can understand and participate in the discussion.

Sign your name. Take responsibility for your comments in order to build a strong classroom community.

Foster community. Share your ideas and contribute to ongoing discussions. Make comments that add to, not detract from, a positive learning environment for the course.

Be constructive. Challenge ideas and the course content, but do so in positive ways. It's fine to disagree, but when done politely you stimulate and encourage helpful discussion, and you maintain positive relationships with fellow students.

Keep the conversation on topic. Online dialogue is like conversation. If there is a particular dialogue going on, please add to it, but if you have something new to say, start a new thread.

Personal Disclosures Policy

Students are encouraged not to disclose personal (e.g., healthcare) information to the class. If they choose to share personal information about themselves or people they know, they should anonymize such statements. For example, substitute "a person," "a man," "a teenager," etc. for identifying names or relationships. As a reminder, disclosures made in class are not confidential. The instructor may discuss de-identified clinical examples. Use of de-identified cases for didactics is permitted by the Ethical Principles of Psychologists and Code of Conduct.

Assignments

Discussion Posts

Students will complete 4 discussion posts during the semester. Students' initial post should include a take home message and a thoughtful question in regard to the material covered that week. Students will be asked to respond to two other students' questions. Initial posts and responses will be graded on content, clarity, and grammar. Throughout each week the content of students' posts will be evaluated and given a grade. Each Discussion Board is worth 5 points, for a total of 20 points for the class. Initial posts must be made by Wednesday of each week by 11:59pm, responses must be made by 11:59pm on Sunday each week. Posts are not accepted late. Guidelines for this grading is listed below, but will also be available on each discussion post:

To receive full points for a discussion post, initial posts and responses must be more than 4 sentences each and must address all parts of the question.

A 5-point response will have no grammatical or spelling errors, is at least the requested length, and is a complete, well-structured response.

A 3-point response has some errors in spelling or grammar, and is not a fully expressed response, but does address all parts of the question.

A 1-point response is written poorly, does not address all parts of the question, and has poor structure with multiple errors.

See the Psychology Department Policy on Writing included below for further clarification of acceptable writing skills.

Students will not be able to see other posts until they have made your initial post. Please note that students cannot delete or edit their response either - please make sure that the post is free of error, complete and well-structured, and the requested length before posting.

Holland Code Assessment Reflection

This assignment will require students to complete a Holland Code assessment and complete a reflection paper in regard to their code type. The reflection should be 2-4 pages in length. More information on requirements will be uploaded to Blackboard. The due date is August 25th, 2024, at 11:59pm.

Resource Exploration

This assignment will require students to explore the opportunities and career resources available at SIUE. This assignment will contain prompts in regard to specific opportunities and career resources. Students will be expected to complete each prompt fully and thoughtfully for full points. Responses to prompts should be at least 4 sentences. More information on requirements will be uploaded to Blackboard. The due date is September 1st, 2024, at 11:59pm.

PhD vs. PsyD

This assignment will require students to explore the pros and cons of a PhD or PsyD program. Students will be asked to reflect on the material covered and their pros and cons to make a decision as to which they would pursue. This reflection is expected to be 2-4 pages long. More information on requirements will be uploaded to Blackboard. The due date is September 8th, 2024, at 11:59pm.

Subfield Summary Videos

This assignment will require students to record a brief video giving summaries of different subfields of psychology to Flip within Microsoft Teams. Instructions on using Flip will be uploaded to Blackboard. The video length requirement is 3-5 minutes. Each student will pick one subfield covered in that week's material to create a summary video on, completing 3 videos in total. After recording and posting the video in Flip, each student will be asked to reply to one other student's video – this video cannot be on the same subfield that the student posted about. The comment can include something new that the student learned, any interest in researching the

subfield further, any insights they made, etc. Initial posts must be made by Wednesday of each week by 11:59pm, a reply to another student must be made by 11:59pm on Sunday each week.

Cover Letter/Personal Statement

This assignment will require you to write a cover letter for a job application or a personal statement for a graduate school program. The instructor will provide examples of each. Students may seek out other examples to use as ideas. It would be helpful for students to select completing a personal statement or cover letter based on whether they intend to apply for grad school or apply for jobs upon graduation. More information on requirements will be uploaded to Blackboard. The due date is September 29th, 2024, at 11:59pm.

Letter of Recommendation Request

This assignment will require students to draft an email requesting a letter of recommendation from someone. Students can choose whether this is for grad school or for a job application, please be sure to indicate within the draft which option the student is selecting. The instructor will provide examples. Students may seek out additional examples to use as ideas. More information on requirements will be uploaded to Blackboard. The due date is October 6th, 2024, at 11:59pm.

Late Work and Missed Assignments

Assignments are due by the dates and times listed in the Course Schedule, unless the instructor announces a modified deadline. Please submit all assignments through Blackboard, unless instructed otherwise. Emailed assignments are not accepted. No late work is accepted, no exceptions. Assignments that are late receive zero points. Please do not request to make up missed assignments.

Participation Points

To receive the best class experience, participation and engagement are necessary. Each week some of the lecture videos will have brief "quiz" questions through the lecture to award participation and monitor understanding of class material. To encourage adherence of watching materials these videos will not be announced or indicated to the class. Although all video lectures will remain open throughout the semester, participation points will only be awarded when completed by midnight each Sunday evening (i.e. for participation points, Week 1 lecture videos and "quiz" need to be viewed by 11:59pm on August 25th, 2024).

Quizzes

Syllabus Quiz

Students will be required to review the syllabus and complete a 10 question quiz by Sunday, August 25th, 2024 at 11:59pm. This quiz will be 12 minutes long. Students will be allowed unlimited attempts to complete the quiz before its due date. The highest score will be kept.

Subfields Quiz

Students will be required to complete a 20 question quiz on the material covered about subfields of psychology. Students will have 25 minutes to complete the quiz and only one attempt. The quiz will be due at 11:59pm on Sunday, September 22nd, 2024.

Exams

Midterm Exam

The midterm exam for this course will require you to build/develop a vitae or resume. The instructor will upload a few examples to review to Blackboard. Students may seek out additional examples to use as ideas for this project. If you feel you need further assistance, or would like to utilize your resources, SIUE Career Development Center offers resume/CV services and virtual/Zoom appointments. It would be helpful for students to select completing a vitae or resume based on whether they intend to apply for grad school or apply for jobs upon graduation. More information on requirements will be uploaded to Blackboard. The exam due date is September 15th, 2024, at 11:59pm.

Final Exam

The final exam for this course is a paper that requires each student to find a job listing or graduate program. If you elect to find a job listing, please select one as if you had just finished undergrad. The paper will require you to include a link to the program information or a screenshot of the job listing. If these are not included, you will receive a 0 for the exam. This paper will require you to reflect on why you selected this program/job listing (2- 4 pages), reflect on the courses materials/lectures on how to successfully complete the application process (2-4 pages), and reflect on how you would prepare yourself for acceptance, rejection or waitlist decisions (2-4 pages). More information on requirements will be uploaded to Blackboard. The exam due date is October 11th, 2024, at 11:59pm.

Grading

Assignment Points	Grading Scale
Participation – 20 points	
Discussion Posts - 20 points	A – 90% and above (383+)
Subfield Videos – 15 points	B – 80-89% (340-381)
Syllabus Quiz – 10 points	C – 70-79% (298-339)
Holland Code Assessment – 20 points	D – 60-69% (255-297)
Resource Exploration – 20 points	F – 59% and below (254 and below)
PhD vs. PsyD – 20 points	
Subfields Quiz – 20 points	
Letter of Recommendation Request – 40 points	
Cover Letter/Personal Statement – 40 points	
Midterm – 100 points	
Final – 100 points	

No Rounding or Individualized Extra Credit

Final letter grades are based on total points earned and the grading table in the syllabus. Please don't request rounding or curving. The instructor may deduct points from students who ask. Occasionally, the instructor may offer extra credit opportunities to the whole class. (Extenuating circumstances, such as a specific number of volunteers needed at specific times, may limit ability

to participate.). Please don't ask for individualized extra credit. The instructor may deduct points from students who ask.

Course Schedule

Week	Topics	Readings	Assignments & Due Dates
Week 1	Intro Interests & values Career Myths	Ch. 4	Holland Code Assessment Reflection (08/25/2024) Syllabus Quiz (08/25/2024) Discussion 1
Week 2	Majoring in Psychology Success in college & psychology major Exploring SIUE major opportunities and career resources	Ch. 1, 2, 3	Resource Exploration (09/01/2024) Discussion 2
Week 3	Subfields 1	Ch. 10, 11	PhD vs. PsyD (09/08/2024) Subfield Video
Week 4	Subfields 2 Resumes and vitas	Ch. 8, 9, 16	Midterm (09/15/2024) Subfield Video
Week 5	Subfields 3	Ch. 12, 13, 15	Subfields Quiz (09/22/2024) Subfield Video
Week 6	Grad School or Work How to apply (jobs and grad school) Cover letter / personal statements	Ch. 5, 6, 7(pg. 122-153)	Cover Letter / Personal Statement (09/29/2024) Discussion 3
Week 7	Letters of Recommendation Interviewing Funding Grad School	Ch. 7 (pg. 153-166) Finding Your Fit	Letter of Recommendation Request (10/06/2024) Discussion 4
Week 8	Planning for rejection or waitlist Psych Career Outlook Final Thoughts	Ch. 17 Kisses Of Death	Final (10/11/2024)

*Please note that all material, assignments, and deadlines are subject to change with prior notice. It is your responsibility to stay in touch with your instructor, review the course site regularly, or communicate with other students, to adjust as needed if assignments or due dates change.

University & Department Policies

Academic integrity/plagiarism

Plagiarism is the use of another person's words or ideas without crediting that person. Plagiarism and cheating will not be tolerated and may lead to failure on an assignment, in the class, or dismissal from the University, per the SIUE academic dishonesty policy. Students are responsible for complying with University policies about academi9c honesty as stated in the University's Student Academic Conduct Code.

Academic Integrity

Students are reminded that the expectations and academic standards outlined in the Student Academic Code (3C2) apply to all courses, field experiences and educational experiences at the University, regardless of modality or location. The full text of the policy can be found here: https://www.siue.edu/policies/3c2.shtml.

University guidance on artificial intelligence (AI)

Unless expressly allowed by the instructor, the use of artificial intelligence (AI) tools and applications (including ChatGPT, DALL-E, and others) to produce content for course assignments and assessments is a violation of SIUE's academic policy and is prohibited.

Departmental Policy on Plagiarism

Plagiarism includes either presenting someone else's words without quotation marks (even if you cite the source) or presenting someone else's ideas without citing that source. If you plagiarize, your instructor cannot evaluate your understanding of the topic. When paraphrasing from another source, at the very least the student should change the wording, sentence syntax, and order of ideas presented in the paper. Ideally, the student will integrate ideas from multiple sources while providing critical commentary on the topic in a way that clearly identifies whether words and ideas are those of the student or are from another source. Plagiarism is one type of academic misconduct described in SIUE's Student Academic Code (http://www.siue.edu/policies/3c2.shtml). University policy states that "Normally a student who plagiarizes shall receive a grade of F in the course in which the act occurs. The offense shall also be reported to the Provost." (http://www.siue.edu/policies/1i6.shtml). The University policy discusses additional academic sanctions including suspension and expulsion from the University. To ensure that you understand how to avoid plagiarism, we encourage you to review the information on plagiarism provided on the Department of Psychology web page at http://www.siue.edu/education/psychology/plagiarism.shtml.

Department of Psychology Writing Policy

As a student in this course, you will be expected to display university-level writing, which includes completing course assignments that meet the following basic writing criteria. Specifically, all written assignments completed for this course should include:

clear transitions from sentence to sentence and idea to idea (e.g., paper is organized/flows well)

verb tense consistency

clear and unambiguous sentences and ideas

writing that is free of typos, spelling errors, and major grammatical errors

properly formatted citations and references (if relevant)

This is by no means an exhaustive list of basic writing skills, but will give you an idea of what we are looking for in our papers. If you feel you need help with your writing, you are encouraged to seek assistance from the writing center on campus (http://www.siue.edu/is/writing) or utilize one of the many online resources they have identified to help students (http://www.siue.edu/is/writing/resources.shtml). If your graded written assignments fail to meet the basic writing requirements listed above (and any others found to be appropriate by your instructor), the instructor will stop the grading process and return the paper to you with the grade of 0. You will have 24 hours to return the assignment in an acceptable form; if it still fails to meet the basic writing criteria, the grade of 0 will remain.

University Policies and Information

University policies and guidance that address teaching, learning, and student support services are available at: https://kb.siue.edu/132378 Students are encouraged to visit this resource site for current information on:

Regular and Substantive Interaction

Recordings of Class Content

Diversity and Inclusion

Pregnancy and Newly Parenting Policy

Services for Students Needing Accommodations (ACCESS)

Academic and Other Student Services (Library, Academic Success, Tutoring, etc.)

Cougar Care

Student Success Coaches

Technical Support

Since this is an online course, you are expected to have reliable Internet access on a regular basis. It is your responsibility to address any computer problems that might occur. Such problems are not an excuse for delays in meeting expectations or for missing course deadlines. Contact ITS at 618-650-5500 or at help@siue.edu with any technical concerns. You can also check the functionality of University systems, including Blackboard, at the ITS System Status page, or search the ITS Knowledge Base for various how-to and troubleshooting guides.

Tips for taking online assessments:

Set up in a space with limited distractions.

Set up a wired (Ethernet) Internet connection on your computer, if able

Do not use a mobile device, such as a phone or tablet

Read the instructions and directions carefully

Be prepared to complete the assessment in the allotted time

Be careful of clicking out of the exam. If this happens Blackboard will close the exam, so caution should be used.