

Psy 315: Physiological Psychology
Course Syllabus
Fall 2015

Syllabus is tentative

Instructor: Shirley Craun-Allen, MS, LPCi
Email: Shirley.allen@tamuc.edu

When sending me an e-mail, please be sure to include "PSY 315" in the subject line or I may not read it.

Meeting Time: Tuesdays 4:30-7:10
August 31- December 18, 2015

Location: CHEC

Course Description: Physiological Psychology provides a basis for understanding the way in which biological mechanisms participate in behavior. It emphasizes both peripheral and central mechanisms involved in responding, sensing, motivation, emotion, arousal/sleep, and learning. Prerequisites: PSY 2301 or PSY 131.

Textbook: Garret, B., (2015). Brain & Behavior: An Introduction to Biological Psychology. Sage Publishing. Canada
ISBN: 978-1-4522-6095-2

Study Guide: Hough, G., (2015). Study Guide to Accompany Bob Garrett's Brain & Behavior: An Introduction to Biological Psychology, 4th Edition. Sage Publishing. Canada
ISBN: 978-1-4833-1618-5

BOTH BOOKS ARE REQUIRED

University Closing Due to Inclement Weather

University closing information will be posted on the web at <http://www.tamu-commerce.edu>. Information will be forwarded to radio station KETR (88.9 FM); Dallas-area television stations KDFW (Channel 4), KXAS (Channel 5), and WFAA (Channel 8); and, Tyler/Longview-area television station KLTV (Channel 7).

Students with Disabilities:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library, Room 132
Phone (903) 886-5150 or (903) 886-5835

Course Requirements and Assignments:

1. **Attendance:** The student is expected to attend all class sessions. University guidelines will be followed (See 2005-2006 *Undergraduate Student's Guidebook*). Only University approved excuses (in writing) are accepted reasons to make up assignments, activities, or tests.
 - A. The attendance policy is outlined in the current Undergraduate Catalog and *Student's Guidebook*.
 - i. Students are expected to attend every class period. Attendance will be taken at the beginning of each class period.
 - ii. It is the prerogative of the professor to drop students from courses in which they have accrued excessive **absences (3)** as defined in the course syllabus. In such cases, the student can be dropped from the course or dropped a grade point. The faculty member will document absences and will make a reasonable effort to communicate with the student prior to recommending the drop. If approved, the college dean will forward the recommendation to the Registrar's Office. Students who wish to drop a course or withdraw from the university are responsible for initiating this action.
 - iii. **If you miss more than three (3) classes you will receive a drop in letter grade no matter what your average may be.**
2. **Participation:** Students are expected to make an active and personal effort to contribute to class, as a part of developing professional collegial skills. This will include such basic commitments as prior preparation, regular attendance, and participating appropriately in discussions. I consider class participation to be one of the most important, yet underrated elements of a student's education.

There are numerous elements that go into class participation:

 1. Good attendance (according to University rules, students may be dropped from the class for excessive unexcused absences);
 2. Somewhat frequent, and preferably intelligent, contributions to class discussion;
 3. Reading the reserve readings (if any are assigned);
 4. **Polite and civil** interactions with all members of the class (See Student's Guide Handbook, Policies and Procedures, Conduct).
3. **Student Behavior:** Disturbing the education of students by other students is taken seriously. Appropriate (as defined by the instructor) level of interaction/participation during online discussions and presentations is expected. Disruption of class or inconsiderate behavior will not be tolerated. ***It is my expectation that every student will have the utmost respect for their peers in class when discussing experiences of a sensitive nature.***

"All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning

environment.” (See Student’s Guide Handbook, Policies and Procedures, Conduct.)

4. **Academic Honesty:** The *Student’s Guidebook* addresses the issues of academic cheating and plagiarism. These are a breach of conduct, and students are subject to disciplinary actions.

5. **Evaluation and Assessment:**

<u>Method</u>	<u>Total Percentage</u>
Attendance/Discussions	20%
Exam 1	20%
Exam 2	20%
Study Guide	20%
Quizzes	20%

- A = At least 90% of possible points
- B = At least 80% of possible points
- C = At least 70% of possible points
- D = At least 60% of possible points
- F = Less than 60% of possible points

ALL ASSIGNMENTS MUST BE COMPLETED TO GET A GRADE IN THIS COURSE. NO LATE WORK ACCEPTED. IF YOU MISS A CLASS, IT IS YOUR RESPONSIBILITY TO GET THE INFORMATION FROM ANOTHER STUDENT.

If you are having problems in class, please come and talk to me immediately. I will be better able to help you if you come to me early. Do not come to me at the end of the semester, unhappy with your grade, asking for a way to change it. I cannot randomly change grades. If you decide to quit this course, IT IS YOUR RESPONSIBILITY TO DROP THE COURSE OR YOU WILL RECEIVE A FAILING GRADE.

Attendance 20% Grade:

Points are allotted for each day you attend class. Points will be deducted at the professor’s discretion based on arriving 10 minutes or more late, leaving 10 minutes or more early, or unauthorized use of electronic devices as determined by the professor.

Tests 20% grade (2@100 pts): There will be *two* examinations, total 100 points. They will cover materials discussed in class (from textbook, lecture materials, special assignments, student presentations). Exam format may be true/false, multiple choice, matching, and/or short answer. **No makeup exams will be given.**

NO MAKE-UP EXAM WILL BE GIVEN Make-ups will only be given in the case of **verifiable** medical or legal excuses presented within one week of scheduled exam. Verifiable means that written documentation is provided (e.g., signed doctors’ notes, court appearance tickets, newspaper obituaries). The final decision concerning make-up exams rests with the instructor. If no valid excuse (in the opinion of the professor) is presented your exam grade is a zero.

Quizzes, 20% of grade (13@40 pts): Quizzes will be taken online at eCollege on the assigned week. You will have the entire week, Monday through Sunday, to take that week's assigned quiz.

Study Guide, 20% of grade (1@110 pts): Your study guide must be completed for this class. I will be taking up the study guides the week before the final, and will return them during final week.

Extra Credit: Research participation or Power Point Presentation project.

For research participation please see attached paperwork. This is generally done through SONA. You cannot “double-dip”, in other words you cannot use research participation for more than one class. Research participation is encouraged but NOT required and an alternate extra credit project is available. The alternate to research is to present a power point project to class. Your presentation needs to be AT LEAST 15 minutes and no longer than 20 minutes. I will need to know by November 17th if you wish to present to the class as I will need to budget class time to accommodate everyone. You may do either the research or alternate project but not both.

Tentative Schedule for Lectures and Exam***

	Tuesday	Planned assignment	Comments
Week 1:	Sept 1	Introductions/Syllabus/Study Guide	
Week 2:	Sept 8	Chapters 1	Quiz 1
Week 3:	Sept 15	Chapters 2	Quiz 2
Week 4:	Sept 22	Chapter 3	Quiz 3
Week 5:	Sept 29	Chapter 4, 5	Quiz 4
Week 6:	Oct 6	Chapters 6	Quiz 5
Week 7:	Oct 13	Chapters 8	Quiz 6
Week 8:	Oct 20	Midterm Exam	
Week 9:	Oct 27	Chapters 9	Quiz 7
Week 10:	Nov 3	Chapter 10	Quiz 8
Week 11:	Nov 10	Chapter 11	Quiz 9
Week 12:	Nov 17	Chapter 12	Quiz 10
Week 13:	Nov 24	Chapter 13	Quiz 11
Week 14:	Dec 1	Chapter 14	Quiz 12
Week 15:	Dec 8	Chapter 15	Quiz 13 Study Guide due/Xcredit due
Week 16:	Dec 15	Final Exam	

Changes may be made to this schedule. Students that do not attend class are responsible for the alterations made to the syllabus.

Student Memo: Fall 2013

Dear Students:

Below are important points to remember when participating in research for your course credit.

1. When you first log-on to the EMS (Experiment Management System), make sure to **register under the correct instructor AND course number AND section number** (you can find this information on your course syllabus or your myLeo). If you choose the wrong one, you won't get your credits!
2. After you register, take the prescreen survey (even if you have done it before). The prescreen is very short and will allow you to participate in more research studies than if you did not complete the prescreen. **IF YOU TAKE THE PRESCREEN DURING THE FIRST TWO WEEKS OF THE SEMESTER YOU WILL RECEIVE A FREE HALF CREDIT (0.5 CREDITS)**. When you are completing the prescreen the system will log you off after 15 minutes of inactivity. If you must step away, or if you spend more than 15 minutes on any one section, **SAVE YOUR ANSWERS**.
3. Do not let your junk email filter prevent you from seeing EMS emails. This will make it impossible for you to be properly scheduled, to receive updates, and so on.
4. You are required to earn at least **6** experiment credits. **However, if you show up and are on time to your scheduled appointments you only have to complete 4 experiment credits**. If you miss an experiment that you were signed up for (without canceling), you will receive a "no show." Your research credit information will be stored on the EMS system and will be viewed

by your instructor at the end of the semester. If you do not have any “no shows” you will only have to have completed 4 experiment credits. You can keep track of the credits you’ve earned on the “My Schedule and Credits” page when you are logged on to the EMS website.

5. You are only allowed to complete 50% of your research credits via online studies, the remaining credits need to be completed via laboratory studies.

5. Do not procrastinate on the research requirement for the class. Take the prescreen in the first two weeks of the semester (for a free 0.5 credit) and get started scheduling experiments. In general, there are fewer research studies at the end of the semester, and you will be busy studying for finals. Be on time (or make sure to cancel if you cannot attend an experiment appointment) to take advantage of the free 2 punctual participant credits.

Register with the Psychology Research Participant Pool via the EMS website (using the “request a new account” link) at <http://tamuc-commerce.sona-systems.com/>. If you already have an account and can log in, it is fine to continue using it. You do not need to create a new one. If you have questions, you should consult the Research Participant Pool Guidelines you received with your syllabus. If you still have questions, please check with your instructor first, then the EMS administrator (curt.carlson@tamuc.edu) if necessary.

Thank you, Curt Carlson & Stephen Reysen

Students’ Guide to Research Participation for Extra Credit

Department of Psychology, Counseling, & Special Education

Texas A&M University-Commerce

What is Research Participation?

Exposure to research is essential to your gaining a better understanding of the scientific study of psychology. It is how we add new knowledge in psychology. Being involved in research is a good way to experience first-hand and learn about the scientific enterprise. We believe there are two key ways to experience research activity at this level: 1) read about related scientific investigations; 2) experience research as a volunteer participant; or some combination of both. The class in which you received this handout offers extra credit through one or both of these activities.

What if I am not yet 18 years old?

In order to participate in research you must be at least 18 years old. If you are not yet 18 years old, please see your instructor, and ask him/her about alternative ways of earning extra credit.

In what type of research studies will I participate?

All studies you will participate in have been reviewed and approved by the Texas A&M University-Commerce Institutional Review Board (IRB) and by the Department of Psychology, Counseling, & Special Education. Studies vary widely. Many involve completing questionnaires

or carrying out tasks on the computer. Some are even fun, and you'll learn something from all of them.

What are my rights as a research participant?

Your participation is voluntary and you may withdraw from any study at any time. Your data will be kept confidential. If you have any further questions about your rights as a research participant, you may contact the IRB head, Carmen Salazar (Carmen.Salazar@tamuc.edu). More information about your rights will be provided to you prior to each study for which you sign up.

How will my research participation credit be calculated?

You will receive 1 credit for each hour of research participation. Studies lasting 15 minutes or less are worth 0.25 credit. For example, a 15 min. study = 0.25 research credits; 30 min. = 0.5 credits; 45 min. = 0.75 credits; 60min = 1 credit; 1½ hours = 1.5 credits... etc.

How many research credits may I complete?

You are encouraged to participate in as much research as you wish, but your instructor will inform you of how many credits are offered for extra credit.

You may complete 3 hours of research participation credits. For each research participation credit hour completed you will receive 3 extra credit points to be added to your lowest test grade for a total of 9 points.

Participation credit earned = .5	extra credit earned = 1.5
Participation credit earned = 1	extra credit earned = 3
Participation credit earned = 1.5	extra credit earned = 4.5
Participation credit earned = 2	extra credit earned = 6
Participation credit earned = 2.5	extra credit earned = 7.5
Participation credit earned = 3	extra credit earned = 9

What if I do not wish to participate in research studies?

Participation in research is voluntary. Your instructor is offering you the opportunity to earn extra credit by participating in research (and helping psychology).

How do I find and sign up for research participation opportunities?

Throughout the semester, researchers in the Psychology Department will post their research studies in the Experiment Management System (EMS) online. It is up to you to check the EMS regularly to find and sign up for research studies that fit into your schedule. Detailed instructions for how to use the EMS are listed in the following pages of this handout.

What if I cannot go to a study I signed up for?

If for whatever reason you cannot attend a study that you have signed up for you need to cancel your appointment before the start of the study. There are 2 ways to cancel an appointment. First, if you cancel 24 hours before a study you can do this online through the Experiment Management System (EMS) website. Second, if it is the same day of the study you can call or email the experimenter – their contact information will be available in the EMS.

How do I use the Experiment Management System (EMS)?

(Create a new participant account unless you already have one and your login information works. If you do not remember your login information click on the “lost your password?” on the front page of the EMS website and follow the directions on the site, and if that does not work email curt.carlson@tamuc.edu. A list of courses will be presented, from which you must select the courses you are taking this semester for which you will receive credit for participation. If your course is not listed, see the instructor for that course.)

A. How to create a participant account on the EMS

1. Go to <http://tamuc-commerce.sona-systems.com/>
 - a. Click on New Participant “request an account here” link on the left of the screen.
 - b. This takes you to a screen on which you must enter your name, a unique User ID, your University ID number, and primary email address (reminders of studies you sign up for will be sent to that email address). You will also need to highlight the course(s) in which you are enrolled, and for which you will be earning credits. If more than one, highlight all that will be involving you in research participation. However, each study in which you participate will only provide you credit for ONE course. In other words, there is no “double-dipping” allowed. BE CAREFUL TO SELECT THE CORRECT COURSE AND SECTION # – IF YOU CHOOSE THE WRONG ONE, YOUR INSTRUCTOR WILL NOT BE INFORMED OF YOUR CREDITS! After you submit your information, you will be emailed your login information. (After you have received your login information, I recommend that you login into EMS and go to your “Profile” and change your password to something that you can remember.)

If you encounter any problems with creating your account (e.g., login information not sent to you), contact the EMS administrator, curt.carlson@tamuc.edu with your full name and a detailed description of the problem.

2. When you first log into the EMS at the beginning of the semester you will be asked to take a prescreen survey. This is a short survey that researchers will use to decide if you meet the specified requirements for some studies (e.g., as a researcher I may only allow participants who are female. If you do not complete the prescreen you will not be eligible to participate in this study). In other words, if you do not complete the prescreen you will have fewer studies that you are eligible to participate in. **IF YOU COMPLETE THE PRESCREEN IN THE FIRST TWO WEEKS OF THE SEMESTER YOU WILL**

GET 0.5 CREDIT. Take it even if you have done it before – it has probably changed, and you will still earn the 0.5 credit.

3. You are now ready to use the EMS to sign-up for research studies.

B. Sign-up for studies—login to the EMS with your User ID and password that was emailed to you after creating your account

1. Click **Study Sign-Up**. A list of all available studies for which you qualify will appear. You can sign-up by clicking on either the study name or **Timeslots Available**, and you will go to a new screen showing more information about the study, with a link to **View Time Slots for This Study**.
2. Click the **Sign-Up** button to schedule your time. You should then write down or print out the study information (name of study, place, time, name and contact information of experimenter, etc.) that appears in the final window. You will also receive an email reminder the day before the study time you have selected.

C. Canceling a Sign-Up (MUST be done if you know you will not show up)

1. If you need to cancel a timeslot you have signed up for, you can do this from the **My Schedule and Credits** page. Choose the **My Schedule and Credits** option from top toolbar.
2. You will see listed all of the studies for which you have signed up, as well as those you have completed (see the Tracking Your Progress section below for more information).
3. Studies for which you have signed up that you are allowed to cancel will have a **Cancel** button next to them. If you cannot attend the study session you signed up for, you need to cancel it, either within the EMS system or by contacting the researcher directly prior to the start of the study. Keep in mind that there is a time limit before the study is to occur, when it is too late to cancel online. This restriction is listed at the bottom of the page (it can be 24 hours before your timeslot, or much less, such as just 2-4 hours). If you cannot cancel online please email or call the experimenter to cancel. **IF YOU DO NOT CANCEL ONLINE, BY EMAIL, OR OVER THE PHONE BEFORE THE START OF THE STUDY YOU WILL BE COUNTED AS A “NO SHOW.”**
4. If you cancel the first part of a two-part study, the second part will also be cancelled. If you cancel the second part of a two-part study, the first part will *not* be cancelled, but you will need to ask the researcher to sign you up for the second part again, if you would like to participate in it at a later date. However, this is up to the researcher.

D. Tracking Your Progress

1. You may track your progress at any time by choosing the **My Schedule and Credits** option from the top toolbar.
3. When you view this page, you will see at the top a list of the number of credits you are required to earn, and how many you have earned so far. Below that, if you have signed up for any studies, those are listed as well. In the list of studies, you will see information about your credit status. If you have a no show for a study you will see that the status for that study is “failure to appear.”

Note: Your login session will expire after a certain period of inactivity, usually 20-60 minutes. This is done for security purposes. If this happens, you can always log in again. When you are finished using the system, it is better to explicitly log out, to prevent any problems that may arise if someone uses your computer before the session expires. This is especially important if you are using a public computer lab.

E. Frequently Asked Questions

1. Immediately after I login, as soon as I click on any menu option, I am taken back to the login page and I see a message that my authentication has expired. What does this mean?

Your web browser is not properly configured to accept cookies. You should turn on cookies in your web browser, use a different web browser (for example, try Firefox if you are currently using Internet Explorer), or try a different computer. Detailed instructions can be found if you go to the site and enter the URL “cookie_help.asp” in place of “default.asp” in the address bar of the browser, when you are on the front page of the site.

2. I participated in a study, but I have yet to receive credit. How do I receive credit?

The researcher must grant you credit. This is usually done within a few days after your participation. If it has been some time and you have still not received credit, contact the researcher (his or her contact information should be listed when you click on the study name within the system).

3. How do I change the email address where email notifications from the system are sent?

You can change the email address where notifications are sent by going to **My Profile** and editing the email address you see there.

4. I forgot where and when a study is that I signed up for. What do I do?

If you forget when or where your study is, check your e-mail for the **EMS reminder**, or logon to EMS and check your appointments.

5. Should I keep some sort of record of my participation and credits earned?

The system will keep track of the credits you earn and your instructor will have access at the end of the semester to a report of credits earned by students enrolled in the class. It is a good idea, however, to occasionally print a personal copy of your credits earned and hold on to that printout as a back up to the system.

6. I showed up for a study on time, and no one was there! What do I do?

First refer to your information about that study session, to make sure you are in the right place at the right time. If you are, then wait at least 10 minutes for the researcher. If they are still not there at that point, you can leave and must send them an email within 24 hours, stating that you were present at the correct place and time for the study (refer to the study name). It is up to the researcher to try to reschedule with you.