

## **1.0 COURSE DESCRIPTION**

Course Reference & Name: PSY 3403-002, Experimental Psychology

Meeting Time & Place: MW 7:30 - 8:45 PM, MH 3.02.18

## **2.0 COURSE OBJECTIVE**

This course will provide students with an opportunity to master and to understand research methods, analyses, and issues that are characteristic of the field of experimental psychology. In order to understand, extend, and apply our knowledge about human behavior, psychologists need the scientific process to do so. Even though one may not plan a future career in research, one still needs to understand the empirical process by which information about human behavior is gathered and collected, and in doing so, one can be a knowledgeable and intelligent producer and consumer of information.

## **3.0 INSTRUCTOR INFORMATION**

Professor: Dr. Ray Lopez

Office: MH 4.04.22

Phone: 210-460-0246

Email: ray.lopez@utsa.edu or ray.lopez@us.ibm.com

Office hours: W 6:30 PM to 7:30 PM or by appointment.

## **4.0 PREREQUISITES FOR THE COURSE**

Students who are enrolled in this course **MUST** have **ALREADY TAKEN** the following courses:

- STA 1073 (Minimum Grade of "C")
- ONE course from Psy 2503, 2513, 2523 or 2533
- ONE course from PSY 2543 or 2573

It is imperative that students have done these courses **PRIOR TO** signing up for this course. If you have not taken Statistics for Psychology, **YOU MUST SEE ME BY THE END OF THE FIRST CLASS PERIOD!!** There is a reason that this course (and Psy 3413) has the prerequisite of Statistics for Psychology.

Statistical knowledge gained from STA 1073 will not be reviewed in this course. It will however be applied within the framework of experimental designs. It is already assumed that students are knowledgeable in statistics in psychology.

In addition, a **REQUIREMENT** for this course is **CONCURRENT** enrollment in Experimental Psychology Laboratory (PSY 3413) for Psychology majors.

## **5.0 BOOKS FOR THE COURSE**

1. Goodwin, C.J. & Goodwin, K.A. (2013). Research in Psychology: Methods and Design (7th ed.).

The 7th edition **MUST BE USED** by all registered students in the course. There is an electronic study guide for the 7th edition.

<http://bcs.wiley.com/he-bcs/Books?action=index&bcsId=7688&itemId=1118360028>

2. APA Publication Manual (2010)

This manual will be used primarily in lab (PSY3413) & will be used as a reference during some lectures in this class)

## **6.0 HANDOUTS FOR THE COURSE**

Handouts will either be available in Blackboard or will be passed out in class.

## **7.0 GRADING SYSTEM**

Your course grade will be based on a WEIGHTED AVERAGE of the following:

### **7.1 EXAMS**

There will be a total of four (4) exams for the course.

Each exam is worth 100 points.

The format for the tests will be multiple-choice items, short-answer questions, and design-statistical calculations problems.

Using the study guide (online) and answering the questions at the end of each of the chapters in the textbook are some of the best ways to prepare for these exams. They provide some sample test questions that can help one prepare for the exams.

### **7.2 *Materials covered in exams 1, 2, and 3***

The multiple-choice part will test materials covered after the previous test.

The short-answer and design-calculations part will cover the relevant chapters and calculations covered for that portion of the semester. SEE COURSE CALENDAR AT THE END OF THIS SYLLABUS FOR INFORMATION ABOUT SPECIFIC CHAPTERS.

### **7.3 *Materials covered in final exam***

The final exam will test chapters covered after the last exam.

The multiple-choice part will test materials covered after the previous test.

The short-answer and design-calculation portion will test knowledge built from a few earlier chapters and from previous calculations, and is thus, in some way, cumulative. SEE COURSE CALENDAR AT THE END OF THIS SYLLABUS FOR INFORMATION ABOUT SPECIFIC CHAPTERS.

### **7.4 *Policy about being late for all exams***

Do NOT be late for all of the test dates. Anyone who is 10 minutes late (by the classroom wall clock or instructor's watch) on exam days will not be allowed to take the exam. Extra time to finish the exam will not be given.

### **7.5 *Weights of exams***

Exams 1 and 2 are worth 20% each, and exam 3 is worth 25% toward the course grade. The final exam will count 25% towards the course grade.

### **7.6 *What exams will be counted toward course grade***

ALL EXAMS WILL BE USED FOR THE COURSE GRADE CALCULATION. NO EXAM SCORE WILL BE DROPPED for the final course grade calculation.

## **7.7 Materials for each exam**

For the multiple-choice portion of all exams:

- You will need the SCANTRON SHEET FORM-882 AND A #2 PENCIL. There are different variations of Form 882 (e.g., 882-E) but as long as it says that it is FORM-882, it is acceptable for the exams.
- Scantron forms and pencils are NOT provided by the professor.
- Exams will NOT be graded if the wrong scantron form is used.

For the short-answers/design-calculation portion of each exam:

- You will be provided with the necessary sheets of paper for scratch paper if needed and on which you will write your answers.
- In addition, you will need a calculator, the relevant tables of critical values, and a formula sheet. The formula sheet and the table of critical values are provided during the class lectures. The formula sheet will be, again, provided during each exam. Each student must bring their calculator and a copy of the relevant table of critical values for the respective test.
- Important note: The calculator CANNOT be a calculator from a cell phone or from a laptop computer or from any other electronic devices. It must stand by itself as a calculator. It may also perform simple descriptive statistical functions (e.g., means). If the calculator performs other statistical functions (e.g.,  $\sum x^2$ ), then it can be used. Calculators, however, do not have to have these functions to be used for the course (i.e., do not buy a new one if your present calculator does not have these features).

## **7.8 Makeup exams**

1. ARE NOT GIVEN.
2. Dates for the tests are already provided in this syllabus so please make note of these dates.
3. If you foresee a scheduling problem (such as university-sanctioned reasons, medical operation, religious holy day), notify the professor as soon as possible with the LATEST of A WEEK BEFORE the WEEK OF THE SCHEDULED EXAM.
4. Students MUST notify the instructor FACE-TO-FACE, not through email or phone.
5. Documentation should be turned in as early as possible BEFORE the scheduled exam, with the LATEST of a week BEFORE the scheduled exam.
6. A rescheduled test date is not given if notification of missing the exam is made DURING OR AFTER its scheduled week and time.
7. IF an unforeseen circumstance (e.g., loved one died, vehicle problem on the way to UTSA, sudden illness) occurs that resulted in missing the exam on the scheduled date/time, then the following will be STRICTLY enforced: You MUST notify me BY EMAIL (or face-to-face), NOT by phone. The email notification should be made as soon as possible, ideally and preferably within 2 - 4 hours of the missed exam day/time. Notifications made at a significantly much later time and date will not be considered. If this latter case occurs, your grade for the missed exam is a zero.

DOCUMENTATION of the circumstance/event that is the cause of your missing the original test day/time MUST be provided immediately, BEFORE any rescheduling is arranged. Examples of documentation are doctor's note and funeral service note/copy of the obituary. Delay of providing this documentation will result in forfeiting taking the exam. Your grade for the missed exam is a zero.

I will reasonably set the rescheduled date, day, and time for you to take the exam. If you

cannot meet the said day/time, for whatever reason, then you forfeit taking the exam. Your grade for the missed exam is a zero.

If you cannot meet the said day/time, for whatever reason, then you forfeit taking the exam. Your grade for the missed exam is a zero.

Your score for the rescheduled exam will start with a “minus ten” (-10) points out of the 100 points (i.e., start with a 90 points-score).

### **7.9 Student Identification for Each Exam**

~~A random 4 to 6 digit number will be given to each student for each exam (that is, you will have a DIFFERENT 4 to 6 digit number for EACH exam). This 4 digit (or 6 digit) number will be your ID# for that exam, and it will be your identification number for each relevant exam. WRITE DOWN THIS NUMBER SO YOU CAN REMEMBER IT.~~

### **7.10 Posting of Exam Grades**

Grades for the exams will be posted in Blackboard or through email (as a backup). Note that exams will be graded as soon as possible. At times, exam results are not available immediately since I go through the class' exams about three times to note each student's performance and the class performance overall. Be patient.

Grades will NOT be posted outside the classroom door or outside the professor's office or passed out in class.

It is university policy that grades will NOT be given out by telephone or fax by any faculty and office staff.

For confidentiality purposes, grades will only be given out to the student himself or herself and not to any of his/her representative (e.g., roommate, classmate, significant other). If you do not know your ID# for the test, that information can only be given face-to-face to the student himself/herself, and not through email or phone.

### **7.11 Behavior DURING Exams**

Although very few students actually cheat on exams, it is the responsibility of a professor to initiate precautions during the test session to insure that NO students have unfair access to test-relevant information. Some students do not like these precautionary rules because it seems to suggest (unintentionally) that the professor does not trust them at a personal level. However, an increasing number of students understand and appreciate the need for such general precautions as a way to insure overall fairness in the testing procedure and equitable treatment across students. Given this understanding, all students in this class are expected to comply with the following procedure during an exam:

1. All students MUST show their UTSA ID when he/she is asked to show it.
2. If possible, students on each row should leave at least one seat vacant between themselves.
3. Any clothing article covering part or all of the face should NOT be worn during the test period. This includes hats and caps.
4. ALL personal belongings (e.g., purses, backpacks, briefcase) should be stored UNDER the student's seat and/or desk.
5. ALL DIGITAL DEVICES (e.g., cell phones, iPads, tablets) should be DEACTIVATED and REMOVED from the desk top. They should be stored away such that they are out of sight and there is NO easy access to them during the exam.

6. NO other paper besides those required for the exam should be on or around the student's desk during the exam.
7. Students should take reasonable steps to COVER their answers on the scantron sheet and other exam sheets.
8. NO student should communicate (verbally or nonverbally) with another student once the exams are passed out.
9. NO student will be permitted to leave the classroom FOR ANY REASON during the test period. (A written excuse about a medical condition should be given to the professor PRIOR to the WEEK OF THE EXAM).
10. ONCE EXAMS HAVE BEEN PASSED, THERE SHOULD BE NO REACHING INTO YOUR PURSE, BACKPACK, BAG, ETC. WITHOUT FIRST NOTIFYING ME THAT YOU NEED TO DO SO AND THE PURPOSE FOR IT.
11. NO SWITCHING SEATS UNLESS YOU ARE TOLD TO MOVE TO ANOTHER SEAT.
12. Students should sign their names on all exam materials, answer sheets, and the COVER PAGE.

These rules will be listed on every exam as a reminder. REMEMBER to read the cover page before starting each exam.

### **7.12 Policy on CHEATING**

YOU CHEAT, YOU WILL SUFFER MIGHTILY. NO KIDDING. See note about plagiarism and cheating at the end of this syllabus.

### **7.13 ATTENDANCE**

A record of class attendance will be made formally everyday starting on Tuesday, Sept 2 up to TUESDAY, Dec 9. Exam days are included.

"Attendance" means that the student was in class during the entire University-set allotted time for the class.

A spreadsheet will be passed out either at the start, middle, or towards the end of class. Each student in attendance is to sign in at their respective name in the spreadsheet. Anyone who signs in for someone else will lose their point for the day.

An absence will be noted if:

- a student is not in class for the whole time or is in class for only PART OF THE SCHEDULED CLASS TIME.
- a student who has signed in walks out of class at any time during class. The student will be given a zero instead.
- a student arrives to class towards the latter half of or much later in the scheduled class time and signs in. The student will be given a zero instead.
- a student is sick, traveling (for whatever reason), is attending a game/reunion/party, or is at a conference of any nature. Other circumstances not cited here can be considered an absent day upon the professor's discretion. The student will receive a zero for each attendance day he or she has missed.

Note 1: It is strongly advised to discuss with the professor situations involving potential absence/s. Absences will seriously put one behind on the information that is to be learned.

Note 2: If a student is sick, then it is best to stay home and get well. With or without a doctor's note, sick days are considered absent day/s. Providing a doctor's note though for

sick days is much appreciated.

Attendance will count 10% of the course grade.

## 8.0 CALCULATION OF COURSE GRADE

The course grade will be based on the following weights:

Exam 1	20%
Exam 2	20%
Exam 3	25%
Final	25%
Attendance	10%
	-----
	100%

COMPUTATION OF YOUR COURSE GRADE: Each of the exams are given a score between 0 and 100 (i.e., convert scores to a 100-point scale). Your final numerical grade will also be on a scale of 0 to 100 and will be computed by adding together:

- 20% of the first exam grade
- 20% of the second exam grade
- 25% of the third exam grade
- 25% of the final exam grade
- 10% of attendance

Example: Let's say J.B. made a 74, 87, 89 and 82 (out of 100) on the exams and 90 on attendance. J.B.'s grade will be computed as follows:

$$20\% \text{ of } 74 = 14.80$$

$$20\% \text{ of } 87 = 17.40$$

$$25\% \text{ of } 89 = 22.25$$

$$25\% \text{ of } 82 = 20.50$$

$$10\% \text{ of } 90 = 9.00$$

Thus, J.B.'s final numerical grade would be

$$14.80 + 17.40 + 22.25 + 20.50 + 9.00 = 83.95$$

The final letter grade will be based on the final numerical grade and will be assigned as follows:

Numerical Grade	Letter Grade
88.00 - 100	A
78.00 - 87.99	B
68.00 - 77.99	C
56.00 - 67.99	D
55.99 and below	F

In the example above, J.B.'s letter grade would be a "B".

FINAL NOTE: Each student is responsible for computing for themselves their current standing in class. The example above was given to guide each student in calculating his or her current grade status. This step is taken so that the professor will remain unaware of each student's grade status so as to be fair and objective when grading exams. A student cannot ask the professor to compute his/her current grade/standing in class but the

student can come see the professor for consultation and advice.

## **9.0 RULES ABOUT ELECTRONIC DEVICES**

These are the rules regarding cell phones, laptops, tablets, and other electronic devices. Following these rules means that doing so communicates that you have a sense of courtesy and responsibility to others.

### **9.1 DURING LECTURES**

1. Laptop computers, PDAs, or any tablet computers are allowed during the class lectures **ONLY** if they are used to take down lecture notes and are inaudible.
2. If you are going to use laptops (OF ANY SIZE), PDAs, etc. for lecture-note taking, you should **SIT TOWARD THE FRONT OR FRONT-SIDE OF THE CLASS**. If you sit in the back of the class with your laptop, etc., you will be asked to move to the front. There should be **NO** web-searching or any other Internet-related activity that is not associated with the class. Failure to comply with this rule will result in your losing your privilege to use your laptop, tablet, etc. in class.
3. Webcams, small camera phones, cell phones, pagers, other text messaging devices, iPods (or any other music-related players) are **NOT** allowed. Please turn them off.
4. Absolutely, **NO TEXT MESSAGING** (using cell phone or tablets) and **NO INSTANT MESSAGING** (using laptop) during class.
5. Absolutely, **NO TWITTER-ING, NO INSTANTGRAM-MING and NO FACEBOOK-ING** during class (using either cell phone, laptop, or tablet) .
6. If you are expecting a call for whatever reason, put your cell phone in vibrate mode and step outside of the class to take the call.
7. If your cell phone goes off during class, then it is obvious that you did not follow rule # 3. **TURN IT OFF.**
8. Recorders (of any kind) are not allowed in class. This rule includes any **VOICE MEMO** capabilities in your laptop, tablet, or cell phone. **TURN IT OFF.**

### **9.2 DURING EXAMS**

1. Cell phones, pagers, laptop computers, tablet computers, webcams, small camera phones, text messaging devices, phone calculators, cd players, iPODs, and other computer hardware or electronic devices are **NOT** allowed. Please turn them off.
2. Store your cell phone, laptop, etc. under your seat or **INSIDE** your backpack or purse. They are **NOT** to be taken out during the exam.
3. If your cell phone goes off during the exam, then it is obvious that you did not follow rule # 1. **TURN IT OFF.**
4. Do **NOT** use your cell phone's notepad to write down your exam-identification number. Write it in your notebook, syllabus, or planner.
5. If you are found text messaging, using any camera or voice memo capabilities in your cell phone, or using your Internet browser in your cell phone during the exam, **YOUR EXAM WILL BE TAKEN AWAY AND YOU WILL RECEIVE A ZERO FOR THAT EXAM. NO EXCEPTIONS and NO MAKE-UPS.**

## **10.0 MISCELLANEOUS RULES AND POLICIES**

1. It is important that students keep up with the chapter readings. The lectures are designed not only to discuss but also to clarify any difficulties one might encounter in understanding the chapter topics. Thus, it is important to attend class, take good notes, and use them in conjunction with the textbook and study guide.
2. "I wasn't in class today (or for the past 2 weeks). **DID I MISS ANYTHING**

IMPORTANT?" If a student misses a lecture, arrange to copy notes from classmates, not from the professor. The professor does not provide notes or any form of information from missed classes. Lecture notes are not posted in Blackboard. The lectures are NOT IN POWERPOINT FORMAT FOR SPECIFIC REASONS.

3. Students who frequently miss class, is excessively ABSENT, or who make it a habit to WALK OUT in the middle of a lecture are noted and usually do not do well in the exams and in the course. If you prefer to be somewhere else instead of being in class, then do not come to class (and accept the consequences of your actions).
4. Being LATE for class on a regular basis is no different than being late for a job. It indicates poor motivation and a lack of organizational skills. Students who anticipate being chronically late for class should see me at the beginning of the semester to explain why they will be CONSISTENTLY late. They should also plan to sit in an area of the classroom that will lead to the least amount of distraction and disruption when they arrive.
5. In addition, WALKING OUT OF CLASS in the middle of class lecture is rude, discourteous and disrespectful to your classmates, and it can be incredibly distracting to the professor. If a student walks out in the middle of the lecture without prior notification (see note #5 below), then the worst attribution is made about the student.
6. Students who expect to make many such departures should talk to the professor about their plan at the beginning of the semester. This includes students who have a health condition that necessitates frequent trips to the bathroom.
7. Students are NOT automatically dropped from a class if they stop attending the class. Dropping the course is the student's responsibility.
8. A student who enrolls at the University is charged with the obligation to conduct himself/herself in a manner compatible with the University's function as an educational institution. Students are expected to assist in maintaining a classroom environment that is conducive to learning. To assure all students have the opportunity to gain from time spent in class, students are prohibited from engaging in any form of distraction.
9. Students who continually disrupt the class by engaging in horseplay or disruptive lecture-irrelevant conversations will be given two verbal warnings to stop. After the second warning, if the students continue with the disruptive behavior, they will be asked to leave the classroom. Disciplinary actions will be petitioned to the Chair of the Psychology department, the Dean's Office, and the Office of Student Conduct and Community Standards.
10. If an early departure from class for that day is needed because of an appointment, the student must inform the professor before class starts and must sit close to the door. Please leave quietly.
11. If any student is late coming to class, s/he should sit in an area of the classroom that will lead to the least amount of class disruption.
12. No visitors in class.
13. Instructional support services are available to students with documented disabilities



(e.g., physical or emotional) through the Office of Student Disability Services (SDS). Contact them to make arrangements to access these services.

14. Counseling Services are also provided to students by the University. If you need their services, contact 458-4140.
15. If you send a message to the professor through email, you must identify yourself – i.e., write your name and student ID number. No anonymity. Email messages are restricted to business matters only. Do NOT expect instructor's responses to be instantaneous.
16. There is NO EXTRA CREDIT for the course. PLEASE DO NOT ASK. See the professor if you are having difficulty and do not wait until the last minute (e.g., the last day of or two weeks at the end of the semester) for consultation.
17. Be RESPECTFUL of your classmates.
18. The grade for this course is separate from the grade in the lab (Psy 3413).
19. If a student decides to drop Psy 3413 (the lab section), he/she will also be dropped from Psy 3403 (the lecture section) and vice versa. Consult your advisor.
20. For weather-related University-wide class cancellation, call 458-SNOW.
21. For further reference about University-set academic policies, go to [www.utsa.edu/syllabus](http://www.utsa.edu/syllabus).
22. The expectations for this course are simple and straightforward. Please do NOT try and convince me to give you another chance, try for some extra credit, tell me that I'm preventing you from entering medical/Ph.D./graduate/law/vet/military/trucking school, give me a sob story, LIE, tell me that you and you alone work for a living while going to school, tell me that you work 72 hours a day in addition to going to school, sic your mother or father on me, need to graduate next month or next semester, need to raise your GPA from 1.9 to 2.0, whine and/or cry, etc. We all have challenges to deal with. I very much appreciate and note honesty, personal responsibility, common courtesy, common sense, and hard work. This rule is also applicable AFTER the class is over (i.e., end of the semester).

## **11.0 ACADEMIC DISHONESTY**

Incivility in the classroom, plagiarizing, and cheating of any kind will result in being reported to the Office of Student Conduct and Community Standards.

### **11.1 UTSA Policy**

UTSA Roadrunner Creed and Honor code are available at the following links. You are required to read these documents and understand the fact that the University takes academic dishonesty very seriously.

- Creed: <http://www.utsa.edu/about/creed>
- Honor Code: <http://www.utsa.edu/about/creed/honorcode.html>

## **12.0 PLAGIARISM**

Plagiarism is giving the impression that you have written or thought about something that

you have in fact borrowed from someone else. Some examples are

- collaboration with others and turning in similar work (either INTENTIONALLY OR UNINTENTIONALLY – ALL PARTIES WILL BE PENALIZED.)
- having others "help" you with your work (also applies to seeking help from students who have taken the course from previous semesters)
- copying work that is not yours (buying it on the Internet or from other places does NOT make it yours)
- copying word for word
- no proper referencing of ideas, facts, or statements
- providing and copying answers to exam questions
- buying and/or selling work
- telling other students of the course (present and future) about exam items
- lying about any of the above

The list above is not complete. See the handout given out at the lab section for more information or go to [www.utsa.edu/ucat/info/appendixB.cfm#conduct](http://www.utsa.edu/ucat/info/appendixB.cfm#conduct), section 203, for the university's policy about plagiarism, collusion, and cheating.

You may use another person's ideas, thoughts, or words in your writing, but you must acknowledge the authors. Do not repeat someone else's ideas more or less verbatim without proper referencing (APA style). Do not paraphrase another person's argument as your own and present another's line of thinking as though it were your own.

Plagiarizing will result in severe penalties, which includes failing the class and expulsion from class and the University. Cheating in exams and academic dishonesty fall under the same penalties. It will also be recorded in your transcript AND will stay there. Don't do it, and don't even think you can get away with it. If you think you are plagiarizing, then you probably are. If you are uncertain about whether or not you are plagiarizing, please see the instructor. Ignorance of the law is no excuse and it certainly is not a reason.

### **13.0 DROPPING THE COURSE**

Please check the semester calendar on ASAP to monitor deadlines including when the last day to drop a course is. It is not possible to drop the class after the deadline has passed. Again, dropping this course will affect your enrollment in the lab.

### **14.0 COURSE CALENDAR**

**August 27 (W) – September 24 (W):**

- Chapters 5 (pp. 149 - 164 of chapter 5), 1, 3, 2 AND OTHER LECTURES

**SEPTEMBER 29 (M)**

- EXAM 1 – BOTH multiple-choice and short-answer portions of the exam (Short-answer portion will cover operational definitions and IVs and DVs)

**October 1 (W) – October 22 (W)**

- Chapters 4, 6, the rest of chapter 5, and other lectures
- Handouts: steps for analysis, ttests formulas, table of critical t values

## **OCTOBER 27 (M)**

- EXAM 2 – MULTIPLE CHOICE PORTION

## **OCTOBER 29 (W)**

- EXAM 2 – SHORT-ANSWER & DESIGN-STATISTICAL CALCULATION PORTION (Single factor design and ttests)

## **NOVEMBER 3 (M) – NOVEMBER 17 (M)**

- Chapters 7 and 8
- Handouts: One-way ANOVA formulas, table of F distribution

## **NOVEMBER 19 (W)**

- EXAM 3 – MULTIPLE-CHOICE PORTION

## **NOVEMBER 24 (M)**

- EXAM 3 - SHORT-ANSWER AND DESIGN-STATISTICAL CALCULATION PORTION (Completely randomized design and one-way ANOVA)
- NOTE: There are ONLY about 2 weeks BETWEEN exam 2 and exam 3 so be aware of how soon exam 3 will be after exam 2.

## **December 1 (M) – December 10 (W)**

- Other lectures and chapters 10, 11; Repeat chapter 7 and 8

## **DECEMBER 16TH (TUESDAY): FINAL EXAM (TIME: 9:45 a.m. – 12:15 p.m.)**

- MULTIPLE-CHOICE: chapters 10, 11, other lectures
- SHORT-ANSWER & CALCULATION: Repeat chapter 7; also Chapter 8

## **15.0 Other Dates to Note**

- October 31 – December 8 : WITHDRAWAL TIMEFRAME. Timeframe to withdraw from an individual course or from all classes and receive an automatic grade of "W" (i.e., it won't affect your GPA).
- NOVEMBER 27-29: NO CLASS – THANKSGIVING (UNIVERSITY-WIDE)

## **16.0 SUMMARY OF RULES**

All of the rules in this syllabus may be summarized in the following common-sense way. REMEMBER THESE!

1. LEARN! BE OPEN-MINDED. If you make mistakes, remember that mistakes do not make you. Keep trying and doing. It's one of the best ways to learn. Work hard.
2. Don't leave class early unless you've already informed the instructor you need to do so.
3. Don't lie, cheat, or plagiarize. This code of honor includes reporting anyone you know

is cheating.

4. Show up for class and at least act like you are interested.
5. Don't whine, stop giving excuses, stop acting like a child (NO temper tantrums); act like a responsible adult. Conduct yourself appropriately.
6. Respect and be courteous to your classmates.