Course Syllabus
PSY 2023
Careers in Psychology
Fall 2011
Term B (September 22 – October 11)

Professor: Dr. Joan Duer
E-Mail: jduer@uwf.edu
(Write "PSY 2023" or "Careers in Psychology" in the subject line);
I will do my best to reply to your email messages within 24 to 48 hours

Office Hours: MW 1:30-4:30

Course Description
This course will provide students with an overview of the discipline of psychology, including expectations for the psychology major, career options for students completing a bachelor’s degree in psychology, and career options for students who pursue a graduate degree in psychology. It will also emphasize development of skills required for library research, writing in the style of the American Psychological Association, and understanding ethical and professional issues in the discipline of Psychology.

Course Prerequisite/Corequisite: Students must be enrolled in or have completed PSY 2012 or an equivalent Introductory Psychology course.

Student Learning Outcomes: Upon successful completion, the student should be able to:
1) Demonstrate mastery of the course content through the recognition and application of the basic terminology of the broad discipline of Psychology and the concepts applicable to the academic preparation for a career in Psychology. Specifically, this will include the following:
   a. Describe and understand the requirements of the psychology major at UWF.
   b. Identify the specializations within the discipline of psychology.
   c. Describe the career options available to students who complete differing levels of training in psychology (B.A., M.A., Ph.D).
   d. Describe the importance of research for the discipline of psychology.
   e. Identify the skills and knowledge expected of successful applicants to graduate programs in psychology.

2) Demonstrate effective learning strategies to implement in pursuing an academic program and career in Psychology. Specifically, this will include the following:
   a. Demonstrate skill in searching the psychological literature for information about a specific career in psychology.
   b. Identify effective strategies for learning new information and performing on tests.

3) Demonstrate basic knowledge of the ethical standards of the American Psychological Association. Specifically, this will include the following:
   a. Identify and describe the ethical issues associated with scholarship (plagiarism).

Required Textbook:

Students With Special Needs: Students with special needs who require specific examination-related or other course-related accommodations should contact the Director of Disabled Student Services (DSS),
Course Requirements

Units: The course consists of seven units to be completed throughout the term. Each unit will contain the lesson information as well as the required reading. Because this is a fully online course, it requires active learning on the part of the student. The student will be required to read and complete weekly assignments to facilitate learning.

Weekly Assignments:
- Each unit will consist of one or more one assignment.
- Assignments include:
  - quizzes,
  - online discussions, and/or
  - other written assignments.
- Students must complete all assignments by the due dates posted in the Schedule.
- NO LATE ASSIGNMENTS WILL BE ACCEPTED. Helpful Hint: You should plan to submit course requirements at least 24 hours prior to the deadline. Late assignments will NOT be accepted because of computer technology difficulties. Thus, the 24 hours gives you a back-up plan if you should have problems. The only exception will be for university caused eLearning outages at deadline.

NOTE: Specific release dates and closing dates are established for each assignment. It is the student’s responsibility to continuously monitor this course for scheduling information of these assignments. Once an assignment is closed, it will NOT be re-opened.

Paper: In addition to the weekly assignments, you will write a short paper (2 pages, double spaced) using APA Writing Style. Detailed instructions are posted in the eLearning site.

Grading:

Final Course Grade:
- Each assignment is worth a set number of points, and a percentage of the final course grade. See the Grading Information document listed under Unit One for specific details about grades.
- The grade for the course is either Satisfactory (S) or Unsatisfactory (U).
- An overall average of 85% must be obtained to earn a Satisfactory (S) grade. Overall percentages below 85% will result in an Unsatisfactory (U) grade.

You are responsible for accessing ALL components of the course content, being fully informed about ALL the requirements for the course, following the schedule for the course, and successfully completing unit assignments and quizzes by the posted deadlines. In particular, you cannot simply ignore an assignment or quiz, and expect to pass the course. Missing one assignment can make the difference between a pass or a fail.

Academic Integrity: Academic integrity is the foundation for achievement in higher education. To assure an atmosphere conducive to learning that maintains the dignity of and respect for all parties involved, students will be expected to adhere to the university statement on expectations for academic conduct and classroom behavior, as published in the Student Handbook. Please visit http://uwf.edu/deanofstudents/ and click on “Student Planner and Handbook” or go directly to http://www.thezonelive.com/zone/public/6/schoolHome.asp. In particular, you will be expected to refrain
from any behavior that disrupts or interferes with the class, and to refrain from any behavior or expression that might be deemed offensive by a member of the class.

To support and promote academic integrity, a computer program called "Turnitin" will be used to determine if any portion of an assignment turned in for this course has been plagiarized. The database for this program includes the entire internet, papers that have been turned in for all other courses using Turnitin nationwide, papers that have been turned in for this course in previous years, and a vast collection of books, professional journals, and popular publications.

Any instance of violating academic integrity (cheating, plagiarism, etc.) will result in an automatic grade of "0" for that test or assignment, as the minimum penalty and will be handled according to the procedures for Administration of Academic Misconduct in the UWF Student Conduct System, as published in the Student Handbook. Depending on the seriousness of the violation, that process may result in additional penalties such as a failing grade for the course, or even suspension or expulsion from the university. The outcome of the process will include a letter to the Dean of the College, and the Vice President for Student Affairs, documenting the academic misconduct.

**Academic Responsibility:** I will assume that you are a responsible adult, capable of making independent decisions, and that what you learn and the grade you earn in this class are in your hands. Being informed about and following the course schedule is your responsibility and you are expected to do this responsibly. You are expected to complete assigned readings, assignments, and quizzes by the posted deadlines.

**Special Technology Utilized by Students:** Given this course is a fully online course, it is expected that students will have the appropriate technology to complete this course successfully prior to the start of the course. Students are also expected to know how to use the e-learning/D2L platform prior to the start of the class.

**UWF Withdrawal Policy: September 22, 2011, Course Withdrawal Deadline**
You can process a withdrawal online through ARGUS in the Personal Student Records Access channel on the My Info tab. The form to request a withdrawal is also available in the Office of the Registrar, Bldg. 18 on the Pensacola campus, at the UWF Emerald Coast - Fort Walton Beach campus or any of the centers.

If you are having difficulty in a course and are considering withdrawing, you should remember a few things. Withdrawing from a course does not entitle you to a refund of fees. Withdrawals appear on a transcript, may affect financial aid awards, and may lead to additional costs in tuition. Before withdrawing, you should first talk to your advisor and instructor about options such as tutoring, additional assistance, test taking strategies, etc. that may lead to success. If all other options have been explored, and the best course of action is to withdraw, please remember to withdraw by the semester deadline.

**Late Withdrawal Policy**
For you to request a late withdrawal from class (after the deadline), you must have the approval of the advisor, instructor, and department chairperson (in that order) and finally, that of the Academic Appeals committee. Requests for late withdrawals may be approved only for the following reasons (which must be documented):
1. A death in the immediate family.
2. Serious illness of the student or an immediate family member.
3. A situation deemed similar to categories 1 and 2 by all in the approval process.
4. Military Service (*Florida Statute 1004.07*)
5. National Guard Troops Ordered into Active Service (*Florida Statute 250.482*)
### Tentative Course Schedule (I reserve the right to adjust this schedule if necessary.)

<table>
<thead>
<tr>
<th>Unit</th>
<th>Readings</th>
<th>Assignments</th>
</tr>
</thead>
</table>
| **Unit One – Course Information and Introduction** | Syllabus  
Careers Grading Information  
Internet Etiquette  
Annotated Bibliography  
Careers Paper Assignment  
Careers Paper Scoresheet | Psychology Majors  
Questionnaire Part I  
Quiz: Course Content  
Submit to Dropbox  
Optional: user profile |
| *Open August 22 12:01 am*     |                                                                          | *Close August 29 11:59 pm*                                                |
| **Unit Two – Part 1: Psychology Major** | Part 1: L&D  
1 Why College?  
2 Why Psychology?  
Psychology Undergrad Handbook  
Part 2: L&D  
3 Careers with a Bachelor’s Degree in Psychology  
4 Pursuing Bachelor’s-Level options  
5 Career Options with a Master’s Degree or Doctoral Degree  
Links Employment Resources  
Links General Resources for Students  
BPS YouTube  
Career Options for Psy Majors post | Part 1: Quiz: Psych Degree Plan  
Part 2: Discussion Post Jobs in Psychology, BA, MA, Ph.D. |
| *Open August 29 12:01 am*     |                                                                          | *Close September 5 11:59 pm*                                              |
| **Unit Three- Part 1: Psychology as a Science** | Part 1: UWF Psych faculty web pages  
ArgoJournals website  
Psi Chi web page  
Professional society web pages  
Part 2:  
L&D:  
7 Research and Teaching Assistantships  
8 Getting Involved: Internships and Organizations  
11 Doing Well in Psychology Classes: Study Tips  
Links campus offices that | Part 1:  
Discussion Post Faculty Research at UWF  
Part 2:  
Quiz: Knowledge of Student Services at UWF  
Quiz: Faculty and Student Research Resources  
Part 3:  
Resume to Dropbox |
| **Part 2: Succeeding in Psychology** |                                                                          |                                                                            |
| **Part 3: Job Search**        |                                                                          |                                                                            |
assist students
Web pages for student organizations
Undergraduate research conferences
Part 3:
Career Services Winning Resume Presentation
Career Development Guide - Resumes
Links UWF Career Services
Link to Career Development Guide

Open September 5 12:01 am

Unit Four – Skills: Professional Writing

L&D:
10 An APA Format Primer (except 149 & 153-163))
Links UWF Catalog and Student Handbook Academic Misconduct
Links Plagiarism and Paraphrasing
APA Style Online Tutorial

Quiz: Paraphrasing and Plagiarism
Quiz: Authorship and Plagiarism

Open September 12 12:01 am

Unit Five – Skills: Literary Research and Resources

L&D:
9 Sharpening Library and Research Skills
How to Access PsycInfo
UWF PsycInfo Tutorial online
UWF Database Tutorial online
Annotated Bibliography Assignment
Annotated Bibliography Grading Scoresheet
APA Reference Formats

Quiz: PsychINFO
Annotated bibliography due in Dropbox

Open September 19 12:01 am

Unit Six – Part 1: Ethics in Psychological Research and Practice
Part 2: Graduate School in Psychology

Part 1: L&D:
12 Ethical Issues for Psychology Majors
Links Ethics in Research with Human Participants: Web-based Ethics Training
Part 2: L&D:
6 The Graduate Admissions Process
Graduate School Advice: How to Choose a Graduate program

Quiz: Ethics in Psychology
Part 2: Discussion Post Finding Graduate Programs in Psychology
Optional: Post Graduate Admission Process

Close September 12 11:59 pm

Close September 19 11:59 pm

Close September 26 11:59 pm
<table>
<thead>
<tr>
<th>Open September 26 12:01 am</th>
<th>Getting into Graduate School: The Admission process Links APA Pages on Graduate School Links Dr. Linda Walsh’s psychology Pages Links Hanover College: Directory of Psychology Graduate Programs Links GradSchools.com Links Graduate Record Examination (ETS)</th>
<th>Close October 3 11:59 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unit Seven – Careers paper; Course Evaluation</strong></td>
<td>L&amp;D: 13 Psychology and Other Options: Nurturing Your Career Guidelines for Paper Assignment Sample Paper Grading Scoresheet for Paper APA online Sample Paper In Text APA Reference Style</td>
<td>Paper in Dropbox Careers Evaluation Survey Psychology Major Questionnaire – part 2</td>
</tr>
<tr>
<td>Open October 3 12:01 am</td>
<td></td>
<td>Close October 10 11:59 pm</td>
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