Introduction to Physiological Psychology
PSB3002 – Spring Semester 2018

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**Given the large number of students in this online course, we ask that that you please address ALL initial inquiries to the TAs, Ms. Howard or Mr. Frazier. They will be able to answer all questions concerning access to Canvas/eLearning and the material and the mechanics of the course.**
Online Course Structure

• With the exception of the textbook, this course will be taught entirely online; all material will be presented through the course website on Canvas. Online materials include the required Unit 4 reading material (PDF provided), links to brief videos chosen to help teach and/or reinforce critical material and concepts, brief online “lectureettes” to help present difficult concepts/material, online self-assessments, on-line exams.

Presentation of Course Material

• The course material is divided into 12 Units and your mastery of the material, and your course grade, will be determined in 12 online Unit exams. The exams will be multiple choice and true/false.

• This course is designed to be fundamentally self paced. Using this approach, you will be able to proceed through the material as rapidly as you wish, with the important proviso that you MUST maintain a minimum pace to remain on the course minimum progress schedule. For the Spring 2016 semester, this minimum pace is 1 Unit per week. See Unit “Due Dates” for scheduling and deadlines.

• Once you read and study the Unit material, you may take the Unit self-assessment; these are optional and are provided to help you determine your level of proficiency. Following the course schedule, the Unit self-assessments and Exams will be accessible online 24 hours/day. Access to self-assessments for earning extra credit will also follow that Unit’s scheduling (see “Due Dates”).

• Extra credit is given for taking the self-assessments (see “Grading,” below).

• You must complete each Unit on schedule (see “Due Dates”), otherwise you will receive no credit for that Unit - Unit access is CLOSED once the deadline to complete that Unit has passed - There are NO exceptions, so please read and follow the “Due Date” schedule closely.

• Each course Unit is defined by a list of learning objectives (LOs), which specify the material and concepts we want you to learn. The Unit self-assessments and exams focus primarily on these points.

• For example

Unit 10 is “Schizophrenia and Affective Disorders”

Unit 10 Learning Objectives (a partial list).

10.1 Describe the symptoms of schizophrenia and discuss the evidence that some forms of schizophrenia are heritable.
10.2 Discuss drugs that alleviate or produce the positive symptoms of schizophrenia
10.3 Discuss research into the nature of a possible dopamine abnormality in the brains of schizophrenics.
10.4 Discuss evidence based on population studies that the negative symptoms of schizophrenia may result from brain damage.
Course Material

• The primary material for each LO is presented in the text or, for Unit 4, a PDF article (provided).

• The text, Neil Carlson’s “Physiology of Behavior,” is currently in the 12th edition. You are now able to “opt in” and subscribe to the ebook edition of the text. If you so choose, the fee for the book will automatically be added to your UF fees.

• There are very few differences between the 10th and 11th editions (indeed, there are few differences between the 10th, 11th and 12th editions), and you may choose any one of these for use in this course. 10th editions copies can be purchased online for a few dollars. The material used in this course is derived from the 11th and 12th edition, and I encourage those of you purchasing any other than edition than the 10th, to compare those chapters we will be using to the 11th edition to note any differences (again, there are very, very few). We give you this option so that you might save $.

• Optional online presentations/PPTs will serve to extend and reinforce the text/PDF material

Self-Assessments and Unit Exams

• Once you have completed study of the materials for a Unit, you may, at any time before the scheduled Unit due date, take the Unit Exam – there is one exam for each Unit.

• Each LO will have a corresponding online self-assessment; these are for your benefit, but extra credit can be earned (see grading) for each assessment completed

• You are strongly encouraged to take the self-assessments

• Self-assessments and Unit exams must be taken alone - taking Unit exams with assistance constitutes an instance of academic dishonesty

• If you feel as though an error was made in the automatic grading of your exam (e.g., you believe your answer was the correct answer, though Canvas tells you it was incorrect), you will have 48 hours to request a re-grade from the TA. To seek a re-grade, you must submit a short explanation of your reasoning (you should also submit a screen capture of your exam question with your explanation - we have no access to the questions presented to you online) as to why your answer is correct. Again, this must be submitted within 48 hours of taking that Unit exam.

• Any extra credit points apply ONLY to that unit’s exam. They do NOT apply to another Unit, or your overall grade if that Unit exam is dropped (see grading), or not taken (see grading). Extra credit points are NOT reflected in the Gradebook score for that Unit exam, but will be added when your term grade is calculated at the end of the semester.
REQUIRED Unit Exam Schedule

You are required to take the online Unit Exams before the scheduled Unit due date. Unit exams close at 10 p.m. of the scheduled date. If you do NOT complete the exam during the scheduled period, you will receive a “0” for that Unit. Unit exam deadlines are given on the course website under “Due Dates.” You may take the exam at ANY time BEFORE that Unit deadline - you may proceed through the Units as rapidly as you choose – but you MUST complete each exam by that Unit’s Due Date.

You may, for whatever reason, skip a Unit exam (up to two) – you need NOT notify the instructor or TA beforehand. While we recommend that you do not skip any exam, these are provided to allow for unforeseen schedule conflicts. Use these (skipped exam) allowances wisely – THERE ARE NO MAKEUP EXAMS if you miss more than 2 exams. We strongly recommend that you take ALL of the Unit exams, do NOT skip any, in case an illness or unexpected event occurs late in the term and you cannot avoid missing an exam.

As outlined below (see “Grading”), only 10 (of 12) Unit exam grades count towards your final course grade; if you have taken all 12 Unit exams, we will automatically drop your two lowest grades, and your semester grade will be the average of the 10 exams. If you have skipped an exam, or two exams, those will count as your dropped tests. If you skip more than 2, a “0” will be scored for each exam missed beyond the two allowed.

Proctored Final Exam
• The cumulative final exam requires online proctoring by ProctorU. Details on signing up for the ProctorU service are available in the ProctorU Handbook on the course Canvas page.

• You must make a reservation with ProctorU for your exam. The fee is covered by your tuition -- unless you sign up late. If you sign up less than 72 hours before the test, ProctorU may assess you a late fee of $5 to $20.
Grading

• There are 12 Unit exams; your two lowest grades will be dropped. This approach allows you to, for whatever reason, skip two Unit Exams, which will then count as your two dropped exams.

• The Cumulative, proctored final exam is worth 30% of your grade. The study guide for the final is comprised of the study guides provided for the 12 individual units – there is no separate, stand alone study guide. The form of the questions is the same as that for the Unit exams.

• Additionally, 3% extra-credit will be added to EACH Unit’s exam score if you complete that Unit’s self-assessment. For example, if you earned an 87% on the Unit exam AND did the self-assessment (+3%), your earned grade for that Unit would be recorded as a 90%. The extra credit earned for a Unit cannot be carried over to another Unit if, for example, you did not take that Unit’s exam, or it is dropped as one of your lowest scores. Canvas, unfortunately, does not allow automatic updating of the Unit grades for earned extra credit (we can see it, but you cannot), but it will be added when we calculate your term grade.

• Your course grade will be composed of your average on the counted (10) Unit exams, including your extra credit (70% of overall grade) and your Final exam score (30%).

Grading Scale
• 94-100% A
• 90-93 A-
• 87-89 B+
• 84-86 B
• 80-83 B-
• 77-79 C+
• 74-76 C
• 70-73 C-
• 67-69 D+
• 64-66 D
• 60-63 D-
• <59 F

Academic Dishonesty

• As stated above, self-assessments and Unit exams must be taken individually - taking Unit exams with assistance constitutes an instance of academic dishonesty.

• Using the internet (control-f), notes or the text during an exam constitutes academic dishonesty.

• We fully endorse the UF Honor Code - dso.ufl.edu/sccr/honorcode.php

• ZERO tolerance

• All cases will be reported to the Office of Student Affairs
Unit Exam Schedule Deadlines

Minimum pacing and accessibility of Unit material and exams.

As is described in the syllabus, this class is self-paced. You will be able to see the entire course’s material from the first day of class and you may proceed as rapidly as you would like. **You MUST, however, maintain a minimum pace** – completing each Unit by the scheduled finish date. Unit exams (AND self-assessments) shut down and become inaccessible at 10 p.m. on their deadline – if you have not completed the Unit exam by that deadline, you will receive a “0” for that Unit.

Please note that because of the beginning of the term and drop/add you will have approximately 2 weeks to complete Unit 1 before it will be turned off and will become inaccessible (See Due Dates). Successive Units go offline each week thereafter.

Unit Schedule

**Unit 1** - 8 January (Tuesday) to 19 January (Friday) - Study material for Unit 1; take optional self-assessment and take Unit 1 exam. **You MUST complete Exam 1 by 10 pm* Friday 19 January**
*Unit 1 will NO longer accessible after 10 pm Friday 19 January

**Unit 2** - 8 January (Friday) to 19 January (Friday) - Study material for Unit 2; take optional self-assessment and take Unit 2 exam. **You MUST complete Exam 2 by 10 pm* Friday 19 January**
*Unit 2 will NO longer accessible after 10 pm Friday 19 January

**Unit 3** - 20 January (Friday) to 27 January (Friday) - Study material for Unit 3; take optional self-assessment and take Unit 3 exam. **You MUST complete Exam 3 by 10 pm* Friday 26 January**
*Unit 3 will NO longer accessible after 10 pm Friday 26 January

**Unit 4** - 19 January (Friday) to 2 February (Friday) - Study material for Unit 4; take optional self-assessment and take Unit 4 exam. **You MUST complete Exam 4 by 10 pm* Friday 2 February**
*Unit 4 will NO longer accessible after 10 pm Friday 2 February.

**Unit 5** - 2 February (Friday) to 9 February (Friday) - Study material for Unit 5; take optional self-assessment and take Unit 5 exam. **You MUST complete Exam 5 by 10 pm* Friday 9 February**
*Unit 5 will NO longer accessible after 10 pm Friday 9 February

**Unit 6** - 9 February (Friday) to 16 February (Friday) - Study material for Unit 6; take optional self-assessment and take Unit 6 exam. **You MUST complete Exam 6 by 10 pm* 16 February**
*Unit 6 will NO longer accessible after 10 pm Friday 16 February

**Unit 7** - 16 February (Friday) to 23 February (Friday) - Study material for Unit 7; take optional self-assessment and take Unit 7 exam. **You MUST complete Exam 7 by 10 pm* 23 February**
*Unit 7 will NO longer accessible after 10 pm Friday 23 February

**Unit 8** - 23 February (Friday) to 16 March (Friday) - Study material for Unit 8; take optional self-assessment and take Unit 8 exam. **You MUST complete Exam 8 by 10 pm* 16 March**
*Unit 8 will NO longer accessible after 10 pm Friday 16 March
Unit 9 – 16 March (Friday) to 23 March (Friday) - Study material for Unit 9; take optional self-assessment and take Unit 9 exam. **You MUST complete Exam 9 by 10 pm* 23 March**
*Unit 9 will NO longer accessible after 10 pm Friday 23 March.

Unit 10 – 23 March (Friday) to 30 March (Friday) - Study material for Unit 10; take optional self-assessment and take Unit 10 exam. **You MUST complete Exam 10 by 10 pm* 30 March**
*Unit 10 will NO longer accessible after 10 pm Friday 30 March.

Unit 11 – 30 March (Friday) to 6 April (Friday) - Study material for Unit 11; take optional self-assessment and take Unit 11 exam. **You MUST complete Exam 11 by 10 pm* 6 April**
*Unit 11 will NO longer accessible after 10 pm Friday 6 April.

Unit 12 – 6 April (Friday) to 13 April (Friday) - Study material for Unit 12; take optional self-assessment and take Unit 12 exam. **You MUST complete Exam 12 by 10 pm* 13 April**
*Unit 12 will NO longer accessible after 10 pm Friday 13 April.

**Cumulative Final** – The proctored final MUST be completed by Wednesday 25 April at NOON. You must register with ProctorU and schedule the test time before you can take the final (see the sections in this syllabus AND the Canvas Website for further details on the Final Exam and using ProctorU).
FAQs and Course Suggestions

“I am really struggling and my test scores are low. How do you suggest I study the material and prepare for the Unit exam?”

First, the TAs and I are here to help you and to make certain you master the material – we are here to help! When students come to me with this concern, my very best advice is to start through each unit EARLY IN THE UNIT’S SCHEDULED WEEK. This will give you plenty of time to seek help with problems. Too many students, because online classes are self-paced, put off starting until it is too late to master the material.

When you do start reading, make certain to keep detailed notes on the important points (more on that in a second) and especially those points that are unclear to you or that don’t make sense. If you were to come by my office, I will show you how virtually every paragraph in my copy of the text (and I always work from a paper copy of the text for precisely this reason) is highlighted with different colors and commented in the margin. You can, and should post questions that confuse you to the discussion boards, your fellow students are a good source of quick “... this is how I did it...” advice. We monitor the discussion boards daily to make certain the advice they offer is correct – or we correct it.

After you finish reading the material, use the chapter summary we have prepared to make certain that you understand the points highlighted/emphasized in the summary (and that you recognized their importance). Again, make note of the points/concepts that aren’t clear to you.

At this time, if you haven’t already done so, I would either contact one of the TAs by email or, better yet, face-to-face time to have them help explain the concepts you are having difficulty with. They are there to help and are happy to answer any and all questions. It always surprises me, given the number or students who, too late in the term for us to help much, say they have never contacted a TA, or me. Again, if you prefer, you can post your questions to the discussion boards.

Once you feel as though you have a pretty solid grasp of the material, then take the “self-assessment.” These questions are similar to those on the exam, but are phrased in a manner that makes it relatively easy for you to search in the e-text (if you have it) for the relevant passages explaining the point. Look up each point in the text that confuses you – or ask the TA to explain it. The next step, obviously, is the exam - so make absolutely certain you understand each and every point before you take the exam.

“I logged in to take the Unit exam 30 minutes before the 10 p.m. deadline, but the computer crashed and I could not complete it before the deadline... will you open up the exam for me to have more time...?”

No. You have (at least) 7 days, 24 hours each day to take the Unit assessments and exams. Unfortunately, we have no control over your computer or your ISP network systems. Please plan accordingly. We strongly encourage you to plan ahead and, if at all possible, do not wait until the last minute to try and complete a Unit’s work.

“What if the UF e-Learning system goes down while I am taking my exam?”

If the University system goes down, 392-HELP will verify the outage and will provide you will a verification number you can submit to one of the TAs, who can then re-open the exam for you to finish. Again, we urge you to plan ahead and, if at all possible, do not wait until the last minute to try and complete a Unit’s work.
“When will my extra credit be added to my score?”

Unfortunately, the UF Canvas online system does not allow automated addition of extra credit to your exam scores in Gradebook. We will add the self-assessment extra credits to your exam grades at the end of the term when your grade is calculated. You can, of course, simply add 3-points to your Unit exam score to keep track of your own grade.

“I skipped two early exams because I was too busy with other courses, but I got very sick and could not take the last exam – so I missed three exams. I can get a note from my doctor, will you open up Canvas and let me take the last exam?”

No. As we state above, we provide the opportunity to skip two exams – BUT, WE DO NOT ENCOURAGE IT. Instead, even if you do not feel well prepared, we encourage you to take ALL exams, just in case you have an unavoidable absence late in the term. It is better to average in a 65% on an exam you do not feel adequately prepared for, than it is to average in a 0% because you missed a 3rd exam. This policy was developed to allow students to miss an exam due to unexpected scheduling conflicts or illnesses. Likewise, it also allows students to not be severely punished by a poor term grade due to the performance on one, or two, difficult Units. Again, we strongly advise you to take all Unit exams. Use them wisely, we will not provide the opportunity to make up missed exams.

“I am only 1% from an “A” in the course. Looking back, I believe that one of my answers on the first Unit exam was graded incorrectly. Will you please double check my answer?”

No. This question comes up many times each term. For this reason, we have implemented a policy limiting grading challenges to 48 hours after an exam. If you feel one of your answers was unfairly marked, you must submit a brief, 1 paragraph explanation of your answer and why you were correct (the most effective approach is to send us the page and paragraph number for the correct answer in the text, or another source).

“My final average was 88.7. If you round to 89, I am only 1 point from a A- (a 90). I REALLY need a A- for my medical school application, can you please round my grade up to a 90% and an A?”

No. First, you likely got to the 88.7 because we offered 3% extra credit (and you actually earned a 85.7, a “B,” before the 3% extra credit). Second, there is the usual “…then we would need to do it for everyone…or it’s not fair…”

“If I purchase an e-copy of the text, is using “control-F” during an exam cheating?”

Yes, I believe that it is. Much more importantly, using control-f means you are getting precious little out of the course. This course, your education, is as valuable as the effort you put into it – nothing more. The self-assessment questions are written in a manner to allow you to control-F to find material in the book; this will allow you to more easily access material in the text you are finding confusing or don’t know. The exam questions, and time limits, are designed to make this much more difficult and to reduce the use of control-f.