Instructor: Michiyo Hirai, Ph.D.  
Office #: ELABN 352  
Prices: starting around $20, depending on the option (e.g., renting, e-book, hardcopy, etc.)

Prerequisite Courses:
Psychology 2301 (General Psychology) and 2401 (Basic Statistics for Psychology) are prerequisites for this course.

Prerequisite Computer Skills:
You should be comfortable and able to navigate online. If you do not have computer skills, please do not take this course. A basic level of computer skills is a prerequisite, and teaching these skills is not part of the course.

Student Learning Objectives/Outcomes:
Applied psychology is primarily built upon assessment and testing. A major goal of this course is to develop an understanding of how psychologists evaluate behavior using scientific principles of assessment. Skills necessary to evaluate the usefulness of testing and the value of test scores are emphasized. Course content also includes concentration on the theoretical aspects of test construction and the major types of standardized tests used in industry, schools, and mental health settings. At the end of this course, you will be able to:

1. Explain statistical concepts related to test construction and the psychometric properties of test scores
2. Assess whether tests provide reliable and valid scores
3. Demonstrate knowledge and understanding of various categories of tests and discuss applications and usefulness of tests in each category
4. Explain how to administer and interpret certain tests
5. Demonstrate knowledge and understanding of test bias, professional and ethical issues in testing

This course also helps to address the three broad Program Student Learning Outcomes that are targeted for all psychology majors. By the end of the psychology program, it is expected that all psychology majors will:

1. Demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings, and historical trends in psychology,
2. Understand and apply basic research methods in psychology, including research design, data analysis, and interpretation, and
3. Respect and use critical and creative thinking, skeptical inquiry, and, when possible, the scientific approach to solve problems related to behavior and mental processes.

To assess the above learning outcomes, this course uses the following assignments and examinations:

1. Weekly quizzes (counted toward your letter grade)
2. Weekly assignments (calculations, fill-in-blank, matching, multiple choices, short essays) (count toward your letter grade)
3. Exams (counted toward your letter grade)

**Course Requirements:**

**Technical requirements:**
This is an online course. Course materials, assignments, and announcements will be posted on Blackboard. Thus, it is imperative that you can establish a stable internet connection (or have access to a stable internet connection) whenever necessary, install the Respondus Lockdown Browser, have a webcam, have access to Blackboard, and know how to use the required and useful functions (e.g., how to submit an assignment, how to review a submitted assignment). It is strongly recommended that you prepare other ways to access the course site (e.g., using campus computers, etc.) in case you have trouble connecting to the internet from home. For more information visit COLTT.

**Respondus Lockdown Browser and Monitor (a webcam)**
This course requires the use of the Respondus Lockdown Browser and Monitor (a webcam) for the online pre test, post test, and exams administered on Blackboard. The course requires the Respondus Lockdown Browser without a webcam for the online quizzes. The webcam can be built into your computer or can be the type that plugs in with a USB cable. Watch this short video (the link is also available on Blackboard) to get a basic understanding of the Respondus Lockdown Browser and the webcam features. You can download the software from Blackboard and also from the following site:


For each test/exam, be sure to:

- Open the assigned exam using the Respondus Lockdown Browser and have access to a webcam. Be sure your webcam is functioning and not covered.
- Be sure that you take a photo of yourself, a photo of your ID card (e.g., Student ID Card)
- Try to take a video of the 360 degrees of your surrounding environment (e.g., walls, desk, etc.). A video of limited degrees of your surrounding environment is not considered required information. It is very important that you prove you do NOT have your notes, cellphone, study guides, additional device to look at the course material at Blackboard, or any study materials around you while taking the exam.
- Be sure the webcam is facing you at all times during the exam. (e.g., webcam should not be facing the ceiling).
- Try to keep your face toward your computer monitor/screen during the exam. Looking at other directions for a prolonged period of time can be considered cheating.
- Another person cannot be with you during the exam.
- Failure to comply with the above requirements and additional requirements posted on Blackboard will make your exam score a zero (0).

Also be sure you know the following:

- Establish a stable connection and maintain the connection for the period of time in which you complete an assigned test/quiz/exam. A loss of connection does not give you extension.
- Do not attempt to use other software or see files while using the Respondus Lockdown Browser. Such attempts can cause the Respondus Lockdown Browser and your computer to stop running or freeze.
- In case your computer stops running or you are kicked out (you may receive a message, but ignore it), restart your computer, establish a stable connection, open the Respondus Lockdown Browser and Monitor, and go back to Blackboard as soon as possible to continue the task. Once the clock starts, it will not stop.

**IMPORTANT:** Here is the message from the Center for Online Learning and Teaching Technologies: “Wi-fi is not recommended when taking exams with the Lockdown Browser. Wi-fi connections are extremely unreliable,
which could cause the lockdown browser to lock a student out of their exam. In these cases, students would need to restart the lockdown browser to complete the exam.” If you decide to use wi-fi, make sure its signal is strong and stable and also use it at your own risk. Again once the clock for an exam starts, it will not stop.

Blackboard attendance and preparation:
This is NOT a self-paced course. You are required to complete all readings, quizzes, assignments, and exams by the due dates. Please know that this online course does NOT offer you schedule flexibility you might wish to have while taking an online course (e.g., I have a fun trip next week and will miss the assignment. How can I make it up? NO make-up is offered). You may complete the required components ahead of schedule.

Text readings and activities:
In order to maximize your understanding and retention of course material, you are expected to complete assigned readings and activities fully on your own during the designated periods of time.

Pre test and Post test (1.0 pts x 2 tests = 2 pts)
You are required to take two multiple-choice tests at the beginning of the semester and at the end of the semester. You will have 10 minutes to complete each test. This gives you about 1 minute per question (the norm for internet course quizzes and exams). Each test is worth 1 pt. You will need the Respondus Lockdown Browser and Monitor to take the pre test and post test. You will be given 1 point for the pre test, regardless of your actual score. You will receive your actual score on the post test (up to 1 point). See the course calendar for the due dates. There are NO make-ups for the pre and post tests.

Quizzes: (2.0 pts x 10 quizzes = 20.0 pts)
You are required to take a quiz (covering one chapter) per week on Blackboard. Thus, you are expected to have studied the assigned chapters before they begin. Each quiz consists of 10 multiple-choice items. Each item is worth 0.2 points and thus you can earn up to 2.0 points per quiz. You will need the Respondus Lockdown Browser. A webcam is not used. You will have 10 minutes to complete each quiz. This gives you about 1 minute per question (the norm for internet course quizzes and exams). There will be 10 chapters and thus you will have 10 quizzes in total. You are allowed only one attempt per quiz. You will not be able to take a quiz after its deadline. There are NO make-ups for any of the quizzes for any reasons or circumstances because you have flexibilities in terms of where and when you take a quiz. If you know an event (e.g., traveling to an athletic game, convention presentation) that makes it impossible for you to complete a quiz before its deadline, you should contact the instructor at least a day before the deadline. See the Course Calendar below for the due dates.

Assignments: (3.0 pts x 10 assignments = 30.0 pts)
You are required to complete an assignment (covering one chapter per week on Blackboard. There will be 10 individual assignments in total. The number of items varies across assignments. You can earn up to 3.0 points per assignment. You can save your answers to an assignment and resume it later until its deadline. Make sure you submit your final answers, because you are allowed only one submission per homework assignment. You will not be able to complete an assignment after its deadline. No make-ups for any of the assignments will be given for any reasons or circumstances because you have flexibilities in terms of where and when you complete assignments. If you know an event (e.g., traveling to an athletic game, convention presentation) that makes it impossible for you to complete an assignment before its deadline, you should contact the instructor at least a day before the deadline. See the Course Calendar below for the due dates.

Please make sure you check spelling before submitting your fill-in-the-blanks answers. Wrongly spelled answers will receive a zero automatically by Blackboard.

Three exams and a cumulative final exam (100 pts each)
There will be three (3) non-cumulative exams and a cumulative final examine on the designated dates listed on the calendar below. You will need the Respondus Lockdown Browser and Monitor to take exams. Each exam
will consist of 50 multiple choice items covering information drawn from the textbook, quizzes, assignments, and lecture slides. The lecture slides may include information not available in the textbook and such information might be asked in the exams. You will have 50 minutes to complete each exam. This gives you about 1 minute per question (the norm for internet course exams). Exams are NOT open book and you will not have time to use your notes or textbook. You are not allowed to have another device (e.g., phone, tablet, computer) to access blackboard, etc., while taking an exam. You are not allowed to use the study guides, notes, slides, etc., while taking an exam. You will have a 24-hour window to complete the exam within 50 minutes. You are allowed to take each exam only once. It is strongly recommended that you prepare your computer and check connection stability and resolve any technical difficulties before starting the exam. You should start an exam more than 60 minutes before its deadline to ensure that you will complete the preparation steps and the entire exam by the deadline. See the Course Calendar for the exam dates. Your lowest score among your scores on the three non-cumulative exams will be dropped. The final exam is mandatory.

No one else (e.g., family member, boyfriend, girlfriend, classmate) should be in the room where you take an exam, unless you notify me ahead of time about your special circumstance that requires someone else to be in the room (e.g., having children to take care of, taking the exam at a campus facility such as at the library or a computer lab due to lack of internet/webcam at home).

Make-up Exam Policy:

Make up exams will only be offered in very rare circumstances (e.g., receiving a surgery, attending a funeral, traveling to an athletic game, attending a convention presentation). For such circumstances, arrangement requests at least one day prior to the exam deadline are required to set up a make-up exam. Last-minute computer or internet connection issues cannot be used as an excuse to request a make-up. IMPORTANT: The campus libraries have computers equipped with the Respondus Lockdown Brower and Monitor. If your personal computer may not be stable to complete an exam, you are encouraged to use these campus computers for exams. Prior to using a campus computer for an exam, please let the instructor know.

Extra Credit:

This course will NOT offer extra credit.

Grading:

Two regular exams, the final exam, 10 quizzes, 10 assignments, and pre and post tests will be used as summative measures of individual learning.

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 regular exams</td>
<td>100.0 pts x 2 = 200 pts</td>
</tr>
<tr>
<td>Final exam</td>
<td>100.0 pts x 1 = 100 pts</td>
</tr>
<tr>
<td>10 quizzes</td>
<td>2.0 pts x 10 = 20 pts</td>
</tr>
<tr>
<td>10 assignments</td>
<td>3.0 pts x 10 = 30 pts</td>
</tr>
<tr>
<td>Pre-test and post-test</td>
<td>1.0 pts x 2 = 2 pts</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>352 pts</strong></td>
</tr>
</tbody>
</table>

There will be no grade curves in this course. Final grades will be based on the following scale:

- A: 315.00-352.00 pts
- B: 280.00-314.99 pts
- C: 245.00-279.99 pts
- D: 210.00-244.99 pts
- F: 0.00-209.99 pts
Exact scores (no rounding) will be used to determine grades. **No negotiation** will be offered e.g.,

- “My total score is 314.99. Is there anything I can do to receive an A?” **NO**
- “I am interested in extra credit opportunities to improve my grade.” There is **NO** extra credit/special offer students can ask for to bump up their grades.
- “Other online courses have a 48-hour window to complete an exam. I need a 48-hour window to do well on an exam.” Different courses have a different set of rules and regulations. This course requires students to take an exam within a 24-hour window.

**Course Structure on Blackboard:**

Please go to Blackboard and find the following content and tools. You will frequently visit these areas to learn the material, complete quizzes and assignments, and take exams.

- Syllabus
- Learning Units: You will find information about chapters to read, links to slides, quizzes, and assignments.
- Exams: You will take the exams from here.
- Course Messages: Please use this function to send and receive class related email.

Please visit Blackboard as frequently as possible in order not to miss required learning elements and information posted on it. The instructor may frequently post important information such as announcements about additional instructions for assignments, schedule changes, and other important changes.

**Students with Disabilities:**

Students with a documented disability (physical, psychological, learning, or other disability which affects academic performance) who would like to receive academic accommodations should contact **Student Accessibility Services (SAS)** as soon as possible to schedule an appointment to initiate services. Accommodations can be arranged through SAS at any time, but are not retroactive. Students who experience a broken bone, severe injury, or undergo surgery during the semester are eligible for temporary services.

**Pregnancy, Pregnancy-related, and Parenting Accommodations**

Title IX of the Education Amendments of 1972 prohibits sex discrimination, which includes discrimination based on pregnancy, marital status, or parental status. Students seeking accommodations related to pregnancy, pregnancy-related condition, or parenting (reasonably immediate postpartum period) are encouraged to contact Student Accessibility Services for additional information and to request accommodations.

**Student Accessibility Services:**

**Brownsville Campus:** Student Accessibility Services is located in 1.107 in the Music and Learning Center building (BMSLC) and can be contacted by phone at (956) 882-7374 or via email at ability@utrgv.edu.

**Edinburg Campus:** Student Accessibility Services is located in 108 University Center (EUCTR) and can be contacted by phone at (956) 665-7005 or via email at ability@utrgv.edu.

**Scholastic Integrity:**

As members of a community dedicated to Honesty, Integrity and Respect, students are reminded that those who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and expulsion from the University. Scholastic dishonesty includes but is not limited to: cheating,
plagiarism (including self-plagiarism), and collusion; submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; any act designed to give unfair advantage to a student; or the attempt to commit such acts. Since scholastic dishonesty harms the individual, all students and the integrity of the University, policies on scholastic dishonesty will be strictly enforced (Board of Regents Rules and Regulations and UTRGV Academic Integrity Guidelines). All scholastic dishonesty incidents will be reported to Student Rights and Responsibilities.

**Sexual Harassment, Discrimination, and Violence:**

In accordance with UT System regulations, your instructor is a “Responsible Employee” for reporting purposes under Title IX regulations and so must report to the Office of Institutional Equity & Diversity ([oie@utrgv.edu](mailto:oie@utrgv.edu)) any instance, occurring during a student’s time in college, of sexual misconduct, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which she/he becomes aware during this course through writing, discussion, or personal disclosure. More information can be found at [www.utrgv.edu/equity](http://www.utrgv.edu/equity), including confidential resources available on campus. The faculty and staff of UTRGV actively strive to provide a learning, working, and living environment that promotes personal integrity, civility, and mutual respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like confidential assistance, or have questions, they can contact OVAVP (Office for Victim Advocacy & Violence Prevention) at 665-8287, 882-8282, or [OVAVP@utrgv.edu](mailto:OVAVP@utrgv.edu).

**Course Drops:**

According to UTRGV policy, students may drop any class without penalty earning a grade of DR until the official drop date. Following that date, students must be assigned a letter grade and can no longer drop the class. Students considering dropping the class should be aware of the “3-peat rule” and the “6-drop” rule so they can recognize how dropped classes may affect their academic success. The 6-drop rule refers to Texas law that dictates that undergraduate students may not drop more than six courses during their undergraduate career. Courses dropped at other Texas public higher education institutions will count toward the six-course drop limit. The 3-peat rule refers to additional fees charged to students who take the same class for the third time.

**Student Services:**

Students who demonstrate financial need have a variety of options when it comes to paying for college costs, such as scholarships, grants, loans and work-study. Students should visit the Students Services Center (U Central) for additional information. U Central is located in BMAIN 1.100 (Brownsville) or ESSBL 1.145 (Edinburg) or can be reached by email ([ucentral@utrgv.edu](mailto:ucentral@utrgv.edu)) or telephone: (888) 882-4026. In addition to financial aid, U Central can assist students with registration and admissions.

Students seeking academic help in their studies can use university resources in addition to an instructor’s office hours. University Resources include the Advising Center, Career Center, Counseling Center, Learning Center, and Writing Center. The centers provide services such as tutoring, writing help, critical thinking, study skills, degree planning, and student employment. Locations are:

<table>
<thead>
<tr>
<th>Center Name</th>
<th>Brownsville Campus</th>
<th>Edinburg Campus</th>
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</thead>
<tbody>
<tr>
<td>Advising Center</td>
<td><a href="mailto:AcademicAdvising@utrgv.edu">AcademicAdvising@utrgv.edu</a></td>
<td>BMAIN 1.400</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(956) 665-7120</td>
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<tr>
<td></td>
<td></td>
<td>(956) 665-7120</td>
</tr>
<tr>
<td>Career Center</td>
<td><a href="mailto:CareerCenter@utrgv.edu">CareerCenter@utrgv.edu</a></td>
<td>BCRTZ 129</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(956) 882-5627</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(956) 882-5627</td>
</tr>
<tr>
<td>Counseling Center</td>
<td><a href="mailto:Counseling@utrgv.edu">Counseling@utrgv.edu</a></td>
<td>EUCTR 109</td>
</tr>
<tr>
<td></td>
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<td>(956) 665-2574</td>
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<tr>
<td></td>
<td></td>
<td>(956) 665-2574</td>
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</tbody>
</table>
Mandatory Course Evaluation Period:

Students are required to complete an ONLINE evaluation of this course, accessed through your UTRGV account (http://my.utrgv.edu); you will be contacted through email with further instructions. Students who complete their evaluations will have priority access to their grades. Online evaluations will be available on or about:

- Module 1: October 2nd – 8th
- Module 2: November 27th – December 3rd
- Full Fall Semester: November 14th – December 4th

Contact:

Please use Course Messages on Blackboard. I have set aside specific times in my weekly schedule when I will respond to course messages from this class. I will send out responses to your messages on within 48 hours. Please note: Your course messages arrived from late Friday afternoon to the weekend will not be answered until the next Monday or Tuesday (if Monday is a holiday). No response will be given to course messages on Saturdays, Sundays, and holidays.
# COURSE CALENDAR

**NOTE:** This schedule is **TENTATIVE** and I reserve the right to make changes as the semester progresses. Any changes will be announced on Blackboard.

<table>
<thead>
<tr>
<th>Unit</th>
<th>Week/Date</th>
<th>Readings and Assignments</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st week</td>
<td>Aug 26- Aug 30</td>
<td>Syllabus&lt;br&gt;Download Respondus Lockdown Browser&lt;br&gt;Pre test</td>
<td>ASAP&lt;br&gt;11:59 PM on Aug 30</td>
</tr>
<tr>
<td>Unit 1</td>
<td>Sep 2- Sep 6</td>
<td>Chapter 2 &amp; Slides&lt;br&gt;Take Chapter 2 quiz&lt;br&gt;Complete Chapter 2 assignment</td>
<td>11:59 PM on Sep 4&lt;br&gt;11:59 PM on Sep 6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sep 9- Sep 13&lt;br&gt;Chapter 3 &amp; Slides&lt;br&gt;Take Chapter 3 quiz&lt;br&gt;Complete Chapter 3 assignment</td>
<td>11:59 PM on Sep 11&lt;br&gt;11:59 PM on Sep 13</td>
</tr>
<tr>
<td></td>
<td>Sep 16- Sep 20</td>
<td>Chapter 4 &amp; Slides&lt;br&gt;Take Chapter 4 quiz&lt;br&gt;Complete Chapter 4 assignment</td>
<td>11:59 PM on Sep 18&lt;br&gt;11:59 PM on Sep 20</td>
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<tr>
<td></td>
<td>Sep 23- Sep 27</td>
<td>Chapter 5 &amp; Slides&lt;br&gt;Take Chapter 5 quiz&lt;br&gt;Complete Chapter 5 assignment</td>
<td>11:59 PM on Sep 25&lt;br&gt;11:59 PM on Sep 27</td>
</tr>
<tr>
<td>Oct 4</td>
<td></td>
<td>Exam 1 (50 minutes)</td>
<td>11:59 PM on Oct 4</td>
</tr>
<tr>
<td>Unit 2</td>
<td>Oct 7- Oct 11</td>
<td>Chapter 7 &amp; Slides&lt;br&gt;Take Chapter 7 quiz&lt;br&gt;Complete Chapter 7 assignment</td>
<td>11:59 PM on Oct 9&lt;br&gt;11:59 PM on Oct 11</td>
</tr>
<tr>
<td></td>
<td>Oct 14- Oct 18</td>
<td>Chapter 8 &amp; Slides&lt;br&gt;Take Chapter 8 quiz&lt;br&gt;Complete Chapter 8 assignment</td>
<td>11:59 PM on Oct 16&lt;br&gt;11:59 PM on Oct 18</td>
</tr>
<tr>
<td></td>
<td>Oct 21 - Oct 25</td>
<td>Chapter 9 &amp; Slides&lt;br&gt;Take Chapter 9 quiz&lt;br&gt;Complete Chapter 9 assignment</td>
<td>11:59 PM on Oct 23&lt;br&gt;11:59 PM on Oct 25</td>
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<tr>
<td></td>
<td>Oct 28- Nov 1</td>
<td>Chapter 10 &amp; Slides&lt;br&gt;Take Chapter 10 quiz&lt;br&gt;Complete Chapter 10 assignment</td>
<td>11:59 PM on Oct 30&lt;br&gt;11:59 PM on Nov 1</td>
</tr>
<tr>
<td>Nov 8</td>
<td></td>
<td>Exam 2 (50 minutes)</td>
<td>11:59 PM on Nov 8</td>
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<tr>
<td>Unit 3</td>
<td>Nov 11- Nov 15</td>
<td>Chapter 13 &amp; Slides&lt;br&gt;Take Chapter 13 quiz&lt;br&gt;Complete Chapter 13 assignment</td>
<td>11:59 PM on Nov 13&lt;br&gt;11:59 PM on Nov 15</td>
</tr>
<tr>
<td></td>
<td>Nov 18- Nov 22</td>
<td>Chapter 14 &amp; Slides&lt;br&gt;Take Chapter 14 quiz&lt;br&gt;Complete Chapter 14 assignment</td>
<td>11:59 PM on Nov 20&lt;br&gt;11:59 PM on Nov 22</td>
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<tr>
<td>Dec 2</td>
<td></td>
<td>Exam 3 (50 minutes)</td>
<td>11:59 PM on Dec 2</td>
</tr>
<tr>
<td>Wrap-up</td>
<td>Dec 4</td>
<td>Post test</td>
<td>11:59 PM on Dec 4</td>
</tr>
<tr>
<td></td>
<td>Dec 9</td>
<td>Final Exam (cumulative) (50 minutes)</td>
<td>11:59 PM on Dec 9</td>
</tr>
</tbody>
</table>