This syllabus is also available on the Blackboard (the Online Learning website for this course).

Professor: Dr. Yu-Cheng Lin  
Office: Room 303, Social & Behavioral Sciences Building  
Office Phone: 665-3825  
Email: yucheng.lin@utrgv.edu (This is the preferred way and the best way to contact me).

Office Hours: M, F 4:00 – 6:00 pm or by appointment (give 24 hour notice of need)

**Course Description**
Welcome to attend this class! In this on-line course you will develop a sophisticated and detailed understanding of human cognition. That is, you will become well informed about how humans learn and remember. All of human experience involves learning and memory in various forms, so what you learn in this course will be related to your daily life experiences.

This course will introduce you to the field of cognitive science and the critical methods used in this field of study. Cognitive psychology is the study of how people perceive, learn, remember, and think about information. Major topic areas that will be covered include sensation, perception, attention, memory, language, and problem solving, among others. In particular, we will learn about language processing and individual differences in human cognition. Some of the course will also cover what functions are served by different parts of the brain as well as different cognitive neuroscience techniques used to study brain structure and function.

**Learning Objectives**
Here is a list of what you will be able to do upon successful completion of this course
- You will be able to understand the history and major topics of cognitive psychology.
- You will be able to describe the critical terms and research methodologies used in the field of cognitive psychology.
- You will be able to hone critical thinking and communication skills through class participation.

**Required Readings**
The following reading materials are also required readings for everyone.

1. A required textbook:

   It is probably fine to purchase an earlier (e.g., 5th edition) or latest edition (e.g., 7th edition) of this book if you find a used copy. There are vendors of the book other than the university bookstore (e.g., Amazon.com among others) where you might purchase it at a much lower price.

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1 Although the instructor will respond to students’ questions and emails as soon as possible, the students should generally expect to receive a reply to an email within 24 hours on weekdays and at least 48 hours on the weekends or holidays.
Search for the book on the internet to find cheaper prices. However, there may be some content included in the 6th edition that may be not in prior or updated editions.

(2) Weekly Reading assignments
• To be able to participate in this class, you are expected to read the assigned chapter(s) per week. Each week’s reading assignment is listed on course schedule below. These reading assignments will be the basis for the quizzes or final exam to be taken online on their scheduled dates, but it will be much easier to follow our weekly topic having done the readings.

(3) A required reading assignment for the 10th week (special topic in bilingualism):

Course Evaluation
1) Scheduled 5 Quizzes (only 4 highest scoring quizzes will be used for the final grade) 60 % (15 % each)
2) Scheduled Final Exam (May 6 – 7) 40 %
Total 100 %

Grading
The percentage-score-to-letter-grade conversion for this course is as follows:
A = 90% or higher
B = 80 - 89.9%
C = 70 - 79.9%
D = 60 - 69.9%
F = below 60%

My handouts materials complement the textbook, not repeats it. Furthermore, a lot of materials in the book are not easy to understand without reading the handouts. However, just as I can add materials not in the book, my handouts can skip materials in the book that I think you can handle by yourselves. Past experiences showed that people who missed many important materials in class often made low grades or failed the course. Even though my handouts do not follow the book chapter’s contents exactly, it is very important to read the chapters. I will deliberately ask you some questions from the book to make sure that you really read the book.

Because the quizzes and final exam will be given on a pre-set date, the exam may not always cover complete chapters (it could be a portion of one chapter plus a portion of another chapter). Without reading the handout materials, you will have great difficulty keeping track of the progress of the course and getting to know what will be in the quizzes and final exam.

* Question: “Since your handout materials do not duplicate the contents of the chapter, which shall I pay more attention to, the book or your handouts for purpose of exams?”
Answer: “Both are equally important.”
Online Quiz and Final Exam Schedule and Grades

Quizzes
Quizzes will consist of multiple-choice and/or true-false comprehension questions. Each quiz will have 20 questions. Each question counts for 5 points, so 20 questions in a quiz count for 100 points. A total of 5 quizzes will be given throughout the semester to assess your knowledge of course material. The ONE lowest scoring quizzes will be excluded from your grade. This means a total of 4 highest scoring quizzes will be used for the final grade. There will be NO make-ups for quizzes. Quizzes will be given on the day the quiz is scheduled. IF YOU MISS A QUIZ YOU WILL RECEIVE A 0 ON THAT QUIZ AND WILL NOT BE ABLE TO MAKE IT UP. Quizzes will be based on content recently covered in my handout materials and/or from readings due that week.

Final Exam
The scheduled final exam will consist of multiple-choice and/or true-false comprehension questions. The exam will have 50 questions. Each question counts for 2 points, so 50 questions in an exam count for 100 points. This exam will cover all of the material covered since the beginning of the course (i.e., all required reading assignments, handout materials, and class activities).

All tests in this course will be administered online. Familiarity with online tests is required.

There will be five quizzes and a final exam. The quizzes (not including the final exam) are not cumulative.

You have 36 hours of test availability period for each test (the test opens at noon 12 PM Thursday and closes at 11:59 PM Friday). To accommodate the UTRGV’s calendar, the online final exam was scheduled on May 6–7 (the exam opens at noon 12 PM Monday and closes at 11:59 PM Tuesday). A tentative schedule for the exams is as follows:

first quiz: Th – Fri, Jan. 31 – Feb.1
second quiz: Th – Fri, Feb. 21–22
third quiz: Th – Fri, Mar. 7–8
fourth quiz: Th – Fri, Mar. 28–29
fifth quiz: Th – Fri, Apr. 11–12
Final exam: Mon – Tue, May 6–7

Make-Up Policy
Make-up exam and individual presentation will only be given for 2 reasons, 1) absence due to a university-sanctioned activity (e.g. away games for athletes, research conferences) or 2) serious medical circumstances. You must give me prior notification of your absence AT LEAST 48 HOURS IN ADVANCE so that appropriate accommodations can be made. If prior notification due to medical circumstances cannot be given, you must contact professor WITHIN 24 HOURS the exam or have someone else make contact on your behalf. Contact can be made via e-mail to professor. Documentation of your absence must be presented in writing along with any supporting material (e.g., a doctor’s letter or note).
Q & A about Make-up Tests
The online exam will be made available for 36 hours. Therefore, I do not accept an excuse of “I can’t find a time to do it”. To take a make-up exam, you have to inform me (emailing me) within 24 hours of missing the exam and provide me with a documentation of the event that happens to you that is beyond your control. If you do not contact me within 24 hours of missing an exam, you receive a zero for the missed exam (for whatever reasons you missed it).

1. If my personal computer does not work normally during the exam day, can I take a make-up exam?
Answer: NO. Because you have a Thursday afternoon and a whole Friday to go to the Blackboard (BB) office to get help and to use the campus computers to take the exam. By now, you know whether your computer is up to an online test. If you postpone the test to the very last minute and the computer malfunctions in the night at home, then you are responsible for missing the test.

2. Where are the most reliable computers located on campus?
Answer: most reliable computers are located at the computer lab in the Academic Services Building. Rumor has it that the computers in the library are not reliable.

3. What if I am sick?
Answer: If you are very sick and cannot even spend about an hour to take the test during the 36-hour availability period and thus miss the test, you can take a make-up exam, if you email me within 24 hours of missing the test period to ask for a permission to take the make-up test, and provide me with a doctor’s letter as evidence of your sickness claim. Please provide the doctor’s office email address and phone number because I randomly select some to verify the authenticity of the documents. You can deliver the letter to my mailbox or email it to me as an attachment. Spanish documents must be translated into English since I don’t know Spanish. A request for a make-up exam made after a delay of OVER 24 HOURS past the closing time of the exam will not be accepted. My past experiences indicate that some students will approach me and ask to take an exam regardless of when the exam is scheduled (it is as if they themselves, not the instructor, were the ones to decide when they want to take the exam. This will NOT work for this course).

4. What if I am participating in some events sanctioned or sponsored by the university during those two days?
Answer: You may take a make-up test, if you can show me documents indicating that the event goes on the day of the exam.

5. What if I truly, honestly forget the final exam and time and miss the exam?
Answer: NO. I announce the final exam date on the syllabus and in class. You are responsible for the consequence of your own complete negligence in that case.

6. What if I finished only half of the exam for whatever reasons (students can give a whole host of reasons)?
Answer: Please understand that under NO circumstances will you be allowed to retake the exam because this gives a very unfair advantage to you relative to other students (you may have looked at ALL the questions and with that preview knowledge of the exam, you can look for answers for the questions and go back to retake it that way). It will NOT give you an unfair advantage over other students.

**Guidelines for Test Taking in Blackboard**

*Important facts you need to know about the online tests. To minimize technology problems that can occur while testing, please carefully read this information prior to beginning your online tests.*

**Before the Test:**

1. **Check emails** at least once a day on the BB to see the upcoming exams. Usually, the test will be announced in the BB and in class a week before the start of the availability period to remind you. The availability period will follow the set dates on the syllabus unless unexpected circumstances arise.

2. If you do not have a computer that can perform this online testing function, you can always go to Academic Services Building (ASB) Computer Labs to take the tests. Use a wired high-speed connection if possible. If using wireless, make sure you have a good wireless connection. Avoid using a dial-up connection if at all possible. Note for dial-up users: Some Internet Service Providers (ISP) will kick you off the network for inactivity. Once you are logged into Blackboard, your ISP will not recognize further activity, and it may appear that you are inactive. You should check your settings to make sure your time-out settings are set to the maximum allowed time. If you use a dial-up modem to connect to the Internet, turn off call waiting. If you receive a phone call and call waiting is on, Blackboard will assume that you have completed the quiz and erase any answers you have entered.

3. It is recommended that you log out and log back in to Blackboard before beginning a test, to help avoid potential browser or internet timeouts for inactivity. If taking the test later in the day, reboot your computer if you have not done so within the last couple of hours. This will free memory resources from applications they have opened that may be running in the background. Only have one Blackboard session running at a time.

4. Close **ALL** applications except Blackboard. This includes email, and pop-up blockers. Simply closing a browser window does not stop the software. Right click on its icon in the Taskbar and Exit or Sign Out. Open only one web browser window to use for Blackboard.

5. Turn off pop-up blockers. If you don’t disable your popup blocker, the test may not be able to fully display.

6. Do not wait until the last minute to take the quiz. If something goes wrong there won't be enough time to resolve the issue.

7. Do not use a mobile device (iPad, smartphone, etc.) to take tests.

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2 These tips have been compiled and adapted from a number of universities using Blackboard.
8. If at any time you get a pop-up Security Warning about the hidden_webeq_applet, you should select the “Always trust content from this publisher” checkbox and click Run. If you cancel this, you run the risk of the test locking up or kicking you out.

9. Minimize interruptions – Turn off your phone, any browser Pop-Up Blockers, Instant Messaging, e-mail notification or other programs that may distract you from the test.

10. All tests will be open-books and open-notes. However, the time allowed for finishing the test is limited. If you refer back to the books and notes frequently, you will probably use up the allowed time before you finish the test. I do not encourage you to spend a lot of time looking up answers in the books and notes during the exam. Spend more time on books and notes before the test, not during the test.

**Launching the Test:**

11. The lockdown browser is not required for taking the test.

12. Maximize the browser window before starting the test. Minimizing during the test can prevent submission of the test.

**During the Test:**

13. Do not resize (minimize) the browser window during the test.

14. Never click the Back button on the browser. This will take you out of the test and prevent Blackboard the ability to track selected answers.

15. Avoid using scroll button on a mouse or keyboard.

16. Do not Alt + Tab out of the test. Leaving the test window can lock you out of the test.

17. Do not open other browser windows while taking a Blackboard test. Leaving the test window can lock you out of the test.

18. Avoid using the navigation buttons on the left side menu once the test displays on your screen.

19. Do not take a quiz with other applications running in the background, like watching movies, listening to music, sending e-mail or running instant messaging.

20. For tests that present one question at a time, students should click the Next Page arrow rather than hit Enter on the keyboard.

21. Do not start a quiz and then walk away for several hours. Blackboard has a timeout for security purposes and will end your session if it’s idle for three hours.

22. Make sure your computer is free of viruses and/or spyware by running anti-virus & anti-spyware software regularly.

23. The test availability period is 36 hours. Once you miss the test availability period, you miss the test. And you cannot take a make-up test without providing me a compelling reason within 24 hours of missing the exam.
24. You will have **30 minutes** (the regular 20 minutes plus half time 10 minutes to accommodate very slow people or people with accommodation needs) for the quiz and **80 minutes** for the final exam. In other words, you need to complete a question in 1.5 minute time (90 seconds). 90% of people completed the test within 20 minutes for the quiz and 60 minutes for the final exam. The screen displays how much time you have left. Be constantly watchful about the remaining time. When 30 minutes expires (80 minutes for the final), the system will automatically submit the test whether you have completed it or not (this is not a case of being kicked out of the test).

25. The screen also indicates whether the answer has been saved or not. Always save the answer before moving on to the next question.

26. If you are disconnected from the test due to an internet malfunction, log back into the test as quickly as possible and continue from where you were cut off. The answers you entered should still be there. The time that elapses when disconnected from the test is counted as part of your test time (For taking a quiz, 30 minutes is counting down when you are knocked out of the test). If you have an attempt in progress you can re-enter it to continue from where you last saved your work without IT Service help.

27. The questions will be presented one at a time on the screen in a random order. Thus, one person’s question 5 is different from another person’s questions 5. You must answer the question before you click to view the next question. Once you go to the next question, you will never be able to go back to the preceding question. Again, do not leave any question unanswered before you continue on to the next question. If you don’t know the answer, make a guess. When you turn the page, you can NEVER go back to a question again. Leaving the question blank is the most unwise choice of all.

28. Save the test periodically: Save your work often during the test using the Save button. While taking an online test it is a good idea to save your work periodically. To save your test answers, you can either save each question individually by clicking on Save on the right, or by scrolling to the bottom right of the screen and clicking on the Save button after every 4-5 questions. **Save the answer for each question you entered to prevent the loss of work you already did.** If you fail to save the answers, you will not get the points for those answers.

29. You can see your grade once you have submitted your test. But you will not be given the correct answer for each question. I learned from past online testing that if the correct answer is revealed, some people can cheat in some way (I will not tell you how to do that). To prevent online test cheating, the correct answer will not be revealed.

30. Finally, if you have technical questions about how to use the BB and to take the online test, **please do not ask me.** I do not have the knowledge and skills to help you with the technical issues. Help resources are available for you on campus. Please make a note about these help resources: The office responsible for helping you on the technical issues is COLLT (Center for Online Learning and Teaching). COLLT helpdesk phone number is 665-5327, email: COLLT@utrgv.edu. COLLT is located at EDCC 2.202 (the 2nd floor of the new Education Building). The COLLTT office phone number is 665-2979.
When Problems Occur:

31. Don’t touch anything. Waiting a few minutes to see if the issue resolves by itself is generally a safe first step. For example, if there is a temporary problem with the Blackboard server, the restart process takes about two minutes. If you wait, the test will resume at the point where it left off; however, if you press buttons or attempt to reload the test page, you will get a “Page Not Found” error and (depending on the test settings) may lose all of your test answers as well as being blocked from re-accessing the test.

32. Contact IT Service Desk immediately at https://www.utrgv.edu/it/services/it-service-desk/index.htm IT staff can let you know if there are system-wide issues affecting Blackboard, attempt to fix your problem, and advise you how to proceed.

33. Take a screenshot. If the problem occurs after office hours, take a screenshot of your test window and any error messages displayed. If your test answers are still visible, make certain that you get all of your answers in a screenshot. As well as helping to identify the problem, these screenshots will also document your work on the test to the point when the problem occurred.

Blackboard
I will use the course Blackboard website to post a version of my handout materials to help you study more efficiently. These are not meant to be complete or to serve as a substitute for attending class. Instead, they should be used as a study guide and to provide structure for taking and interpreting your own notes.
https://mycourses.utrgv.edu/

Once you log in to the “my UTRGV” website you should be able to navigate to the course Blackboard site: PSYC-4319-93L-Spring2019

On-line Discussions on Blackboard
Using an online class discussion board in a distance education course is a highly effective way of engaging students in class discussion and reflection. To facilitate your learning, you may ask any questions that are related to our weekly topic on our online discussion board. This is optional and for your educational benefit only. I would check and address your questions periodically through our Blackboard. If you have additional questions, you might make an appointment with me during my regular office hours.

COLTT Office contact information
If you need help to access the BB website or online test, you can call Center for Learning, Teaching, and Technology (COLTT) helpdesk at 665-5327. When you have a technical issue, your first reaction is to email or call me which is usually useless. So, please do not call me or email me for technical problems with your BB access or online test because I do not have the technical knowledge and skill to help you. The COLTT helpdesk does. They can remote access your computer to help you solve your technical problems.

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. Online evaluations will be announce during this semester. Students who complete their evaluations will have priority access to their grades.
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, 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 the Dean of Students.

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 any instance, occurring during a student’s time in college, of sexual assault, stalking, dating violence, domestic violence, or 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, 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 in an environment free from sexual misconduct and discrimination.

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-repeat 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-repeat rule refers to additional fees charged to students who take the same class for the third time.

Accommodations For Students With Disabilities
The UTRGV disability accommodation, mandatory course evaluation statement and sexual harassment statement are required on all syllabi. Additional policy statements are optional, such as those covering attendance, academic integrity, and course drop policies. If you have a documented disability (physical, psychological, learning, or other disability which affects your academic performance) and would like to receive academic accommodations, please inform your instructor and contact Student Accessibility Services to schedule an appointment to initiate services. It is recommended that you schedule an appointment with Student Accessibility Services before classes start. However, accommodations can be provided at any time.

Brownsville Campus: Student Accessibility Services is located in Cortez Hall Room 129 and can be contacted by phone at (956) 882-7374 (Voice) or via email at accessibility@utrgv.edu.

Edinburg Campus: Student Accessibility Services is located in 108 University Center and can be contacted by phone at (956) 665-7005 (Voice), (956) 665-3840 (Fax), or via email at accessibility@utrgv.edu

accessibility@utrgv.edu
Online section PSYC 4319.93L: Cognitive Psychology  
Spring Semester 2019  
Tentative Schedule

Note: The course schedule and other details may be modified during the semester. You are advised to check the Blackboard for the updates.

<table>
<thead>
<tr>
<th>Week</th>
<th>Class Date</th>
<th>Topic</th>
<th>Required Text Reading Assignment</th>
<th>Note</th>
</tr>
</thead>
</table>
| 1    | Mon., Jan. 14 – Fri., Jan. 18 | 1) Syllabus and course overview  
2) An intro to cognitive science | Chapter 1: Cog Psy: An Introduction |                                            |
| 2    | Mon., Jan. 21– Fri., Jan. 25 | 1) An intro to cognitive psychology | Chapter 1: Cog Psy: An Intro |                                            |
| 3    | Mon., Jan. 28– Fri., Feb. 1 | 1) Brain anatomy, structures, and (cognitive functions) | Chapter 2: Cognitive Neuroscience and Cognitive Science | Quiz 1: Chapter 1  
Testing Date: Th – Fri, Jan, 31-Feb 1. |
| 4    | Mon., Feb. 4– Fri., Feb. 8 | 1) Sensation and perception | Chapter 3: Sensation and Perception |                                            |
| 5    | Mon., Feb. 11– Fri., Feb. 15 | 1) Mechanisms, theories, and models of attention | Chapter 4: Attention |                                            |
| 6    | Mon., Feb. 18– Fri., Feb. 22 | Memory – encoding; retrieval; storage | Chapter 5: Memory | Quiz 2: Chapter 2  
Testing Date: Th – Fri, Feb. 21-22. |
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<tr>
<th>Week</th>
<th>Dates</th>
<th>Topic</th>
<th>Chapters</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Mon., Feb. 25~ Fri., Mar. 1</td>
<td>Mechanisms, theories, and models of memory</td>
<td>Chapters 6 &amp; 7: Learning, remember, and knowing</td>
</tr>
<tr>
<td>8</td>
<td>Mon., Mar. 4~ Fri., Mar. 8</td>
<td>Knowledge representation</td>
<td>Chapter 8: Knowledge</td>
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<td></td>
<td>Quiz 3: Chapter 3</td>
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<td>Testing Date: Th – Fri, Mar. 7-8.</td>
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<td>Mon., Mar. 11~ Fri., Mar. 15</td>
<td>Spring Break</td>
<td>No Class Assignment</td>
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<td>Mon., Mar. 18~ Fri., Mar. 22</td>
<td>Language</td>
<td>Chapter 9: Language</td>
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<td>Special Topic: Bilingualism, mind, and brain</td>
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<td>11</td>
<td>Mon., Mar. 25~ Fri., Mar. 29</td>
<td>Language</td>
<td>Chapter 10: Comprehension</td>
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<td>Quiz 4: Chapter 4</td>
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<td>Testing Date: Th – Fri, Mar. 28-29</td>
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<tr>
<td>12</td>
<td>Mon., Apr. 1~ Fri., Apr. 5</td>
<td>Decision making &amp; Reasoning</td>
<td>Chapter 11: Decision Making &amp; Reasoning</td>
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<tr>
<td>13</td>
<td>Mon., Apr. 8~ Fri., Apr. 12</td>
<td>Decision making &amp; Reasoning</td>
<td>Chapter 11: Decision Making &amp; Reasoning</td>
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<td>Quiz 5: Chapter 5</td>
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<td>Problem solving</td>
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<td>Notes</td>
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<td>Mon., Apr. 22 ~</td>
<td>Problem solving</td>
<td>Chapter 12: Problem Solving</td>
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<td>Fri., Apr. 26</td>
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<td>16</td>
<td>Mon., Apr. 29 ~</td>
<td>Study Week</td>
<td>Review Final Exam</td>
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<td></td>
<td>Fri., May. 3</td>
<td></td>
<td>Q &amp; A about the final exam and class materials</td>
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<td>Final exam: Testing Date: Monday – Tuesday, May. 6-7</td>
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