

UNSW



PSYC1001

Psychology 1A

Course Manual



Semester 1 **2012**

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1. Introduction

This manual contains information about the Psychology 1A (PSYC1001) course¹, including content, expectations and assessment, as well as details of some broader School and University policies and deadlines that affect you. It is important that you read carefully and understand all of this information.

If you have any questions or concerns about the information contained in this manual, or Psychology 1A generally, you should contact the Course Administrator, Ms Helen Archibald or the Course Co-ordinator, Dr Joel Pearson.

2. Course contact details

A Course Administrator should always be your first 'port-of-call', for information and advice about Psychology 1A. The easiest and most time-efficient way to make contact with a Course Administrator is by e-mail at the address below. You should expect to receive a response to your query within 24 hours.

If you feel you need to meet with a Course Administrator in person, please attend the School of Psychology General Office, Level 10, Mathews Building. If necessary, you will be referred to the Course Co-ordinator and/or relevant School or University personnel for additional assistance. Contact details for the Course Administrators and Course Co-ordinator are provided below.

Course Administrator

Helen Archibald
Psychology General Office
Level 10, Mathews Building
Phone: 9385 3720
E-mail: firstyearadmin@psy.unsw.edu.au

Course Co-ordinator

Dr Joel Pearson
Room 706
Level 7, Mathews Building
Phone: 9385 3969
E-mail: jpearson@unsw.edu.au

It is important to the School of Psychology that you find the content of this Manual useful. If you have any suggestions for improving the document, please direct these by e-mail to the Course Administrators.

3. Course objectives

3.1. Student learning outcomes

Psychology 1A (PSYC1001), introduces the content and methods of psychology as a basic science, with an emphasis on the social bases of behaviour. At the end of this course, you should be able to:

¹ Prepared by Helen Archibald and Joel Pearson, and based on previous versions prepared by Tom Denson, Janine Clarke, Kwan Wong, Jacquelyn Cranney, Sue Morris, Branka Spehar, Ben Newell, Brooke Adam, Kristy Martire, Megan Heffernan, Shauna Parkes and Josh Broderick.

- a) Appreciate diverse but complementary theoretical and experimental approaches to major psychological issues. The following areas will be explored: cognitive psychology, psychological development of the individual; how human beings interact and influence each other in social situations; individual differences and their measurement; normal and altered states of consciousness; and the impact of psychological factors on physical health.
- b) Recognise and appreciate the role of the scientific method in psychology. Psychology 1A will present not only the outcomes of research, but highlight also the importance of research methods in psychology, including research design, data analysis and interpretation, as well as provide some insight into how the research process works.
- c) Think more critically about the information presented throughout this course. This includes an ability to identify and question assertions that arise from myths, stereotypes and other untested assumptions; critically evaluate research methodology, including research design and interpretation of results; as well as compare and contrast competing theoretical perspectives. Problem solving and reflective learning skills will be encouraged.
- d) Use psychological information in an ethical manner. The course will emphasise the need to ensure that acknowledgement and respect is given to the work, ideas and intellectual property of others, through appropriate referencing and citation in written work.
- e) Communicate effectively within a psychology context. A key element of the Psychology 1A course is writing components of a psychological research report, using American Psychological Association (APA) structure and formatting conventions. In this context you will engage critically with information, including: sourcing relevant literature; integrating theoretical and empirical information; and synthesising logical arguments and drawing conclusions.
- f) Better understand the application of psychological theories and principles to everyday life. The practical implications of key theoretical perspectives will be emphasised to give you an insight into the value and usefulness of psychology to society.
- g) Plan targeted information searches. Information literacy will be emphasised, such that you will learn to recognise the need for information, and be able to locate, evaluate and apply relevant information effectively.

3.2. Graduate attributes

The learning outcomes outlined in Section 3.1 provide focal points to demonstrate and measure students' progress towards attainment of six distinct psychology *Graduate Attributes*, i.e., the capacities or attributes that undergraduate students of psychology can develop during their time at university. The six attributes include:

- a) knowledge and understanding of psychology, including major concepts, theoretical perspectives, empirical findings and historical trends;
- b) appreciation, application and evaluation of basic research methods in psychology;
- c) critical thinking skills in psychology, including use of the scientific approach to solve problems;
- d) values in psychology, including; the ethical use of information, appreciation of cultural diversity; and the value of empirical evidence;
- e) effective communication skills in psychology across a variety of contexts and formats; and
- f) appreciation of the application of psychological principles to personal, social and organisational issues;

An emphasis on graduate attributes underlies each component of Psychology 1A. (Appendix 1 shows how Psychology 1A provides education in and assessment of graduate attributes as indexed by student learning outcomes.)

4. Withdrawing from the course

If you wish to withdraw from the course without incurring a HECS debt, you must withdraw before the HECS census date of **Saturday 31st March, 2012**. The last day to withdraw without academic penalty is **Sunday 22nd April, 2012**.

<https://my.unsw.edu.au/student/academiclife/enrolment/EnrolmentDates.html>

To withdraw from a course after both the census date and the *withdraw without academic penalty* date have passed you need special permission. Complete a '*Special Permission to Withdraw from a course without Penalty*' form which can be downloaded from myUNSW:

<https://my.unsw.edu.au/student/academiclife/SpecialPermissiontoWithdrawWithoutFailure.pdf>

A copy can also be obtained from Student Central. You will need to:

- Provide supporting documentation.
- Have the form signed by the course co-ordinator, Dr Joel Pearson, Mathews 706
- Have the form signed by the program authority (Bachelor of Psychology/Bachelor of Psychological Science, Dr Branka Spehar Mathews 715) Science students will need to see the Science Student Centre in the Robert Webster Building, Room 128.

Once this is complete you will need to lodge the form in person to Student Central.

5. Course components

PSYC1001, Psychology 1A is a 6UOC course. It consists of three main components:

- a lecture component – 3 one-hour lectures per week (*see Section 5.1, p. 4*)
- an experimental methodology component – 1 one-hour lecture per week (*see Section 5.2, p. 8*)
- a practical component – 1 one-hour practical per week (*see Section 5.3, p. 8*)

A summary of each of these components is provided in the following sections.

5.1. Lecture component

Description

Psychology is a diverse discipline. Its historical roots lie in philosophy, physiology, psychiatry, education, and even astronomy. Today, virtually every activity of both humans and animals is being studied somewhere by a psychologist. In addition to its diversity, psychology is young. The year 2009 marked the 130th anniversary of the first recognised psychological laboratory by Wilhelm Wundt in Germany. Because of its diversity and youth, and also because of the complexity of its subject matter, psychology is still developing in a great variety of areas.

Accordingly, the lecturers in this course will present widely divergent topics. Furthermore, it will be common to find a lecturer presenting several different theories about the same body of data. You will, we hope, find this diversity a source of excitement and challenge. There should be something of interest for everybody. Conversely, for those who want to be presented “integrated knowledge”, “proven theories”, or “the correct answer”, psychology might well be a frustrating field.

The aim of the lectures is to give you the opportunity to learn about the content, issues, and theories in the major topic areas of modern psychology and will be the principal source of information for the content areas covered in this course. A different lecturer will take each topic, such that you will have the benefit of their specialised interests and knowledge.

Lecture times and locations

Lectures are held in daytime and evening slots on Mondays, Wednesdays and Thursdays each week. You may come to any combination of day and evening lectures as long as you attend an 'A', 'B' and 'C' lecture each week.

	Lecture A	Lecture B	Lecture C
Day	Monday 11 – 12noon Clancy Auditorium	Wednesday 12 – 1pm Clancy Auditorium	Thursday 12 - 1pm Clancy Auditorium
Evening	Monday 6-7pm Mathews A	Wednesday 6-7pm Mathews A	Thursday 6-7pm Mathews A

Textbook

The textbook for this year, available from the University Bookshop, is:

Burton, L., Westen, D., & Kowalski, R. (2012). Psychology. Australian and New Zealand Edition. (3rd ed.) John Wiley & Sons Australia: Milton QLD.

The fact that each topic in the lecture course is given by a different lecturer will tend to highlight differences in approach and methods. The best way to gain an understanding of links between different areas of psychology is to make proper use of the textbook. While the textbook should be referred to as a source of information on specific questions, it is intended to perform an even more useful role if treated simply as intrinsically interesting material. If you regularly browse through the textbook you are likely to develop a broad appreciation of the methods and content of psychology. In addition, the mid-semester exam is focussed primarily on textbook, rather than lecture material.

The textbook is available at the University Bookshop both on its own and in a value pack. The value pack contains the above textbook, a study guide to the text, the Cyberpsych CD, and An Interactive Approach to Writing Essays and Research Reports in Psychology 3rd Edition 2010. The Burton text is the only required reading for this course, but students may find the other material useful, especially if considering taking Psychology in 2nd and 3rd years. The same material will be used for PSYC1011.

Lecture schedule

The lecture topics, lecturers and relevant required reading from the textbook for 2012 are presented in Psychology 1A: Course timetable – 2012 (p.7). It is a good idea to keep this timetable handy and refer to it often.

Attendance at lectures

For the content areas covered in this course the primary source of information is the lectures. That is, the textbook supplements the lectures rather than the lectures supplementing the textbook. It is, therefore, very important for you to attend the lectures. Should you miss one through sickness you can make use of the Lectopia recording (also known as the iLecture system) taken of the lecture that is available on Blackboard. Lectures will not be available as podcasts but can be streamed via Lectopia on Blackboard. Lecture notes will also be made available on Blackboard either before or shortly after the lecture.

Please note, Lectopia is an optional service we are providing you. We do not advise the regular use of Lectopia recordings as substitutes for attending lectures, particularly as background noise or technical difficulties may result in poor recording. Moreover, technical difficulties sometimes cause the loss of recordings. Thus, some lectures may not be recorded at all. Therefore, it is your responsibility to attend as many lectures as possible. You are responsible for all lecture content.

As the lectures are held in large theatres with many people present, we urge you to consider your fellow students. Even a relatively small number of students having quiet conversations during the lectures can produce enough background noise to interfere with the clarity of the amplified lecture to a serious extent. This interference cannot be overcome by simply turning up the volume of the speaker system.

Note also, interfering with the capacity of fellow students to learn in lectures will result in you being asked to leave a lecture. Repeated interference will be viewed as academic misconduct.

Psychology 1A: Course timetable - 2012

Week	Dates	Lectures	Lecturer	Textbook	Experimental Methodology*	Practical**	Assessment
1	27 February – 2 March	Introduction & Psych Perspectives	Dr Pearson Prof Killcross & Dr Grisham	1	-	-	-
2	5 – 9 March	Developmental Psychology	Dr Richmond	12 & 13	Intro to the scientific method	-	-
3	12 – 16 March	Developmental Psychology	Dr Richmond	12 & 13	Scientific method	(Lab) Introduction Child Development	-
4	19 – 23 March	Consciousness	Dr Pearson	5	Experiments in Psychology	(Lab) Experiment	ILS Distributed
5	26 – 30 March	Emotion	Prof Harmon-Jones	10	Descriptive Studies	Consciousness	-
6	2 – 6 April	Emotion & Cross Cultural Psychology	Prof Harmon-Jones A/Prof Cranney	10 19	Correlational Studies	Report Writing	ILS Due (5 th April) HRR Distributed
Break	9 – 13 April	-	-	-	-	-	-
7	16 – 20 April	Health Psychology	Dr Vartanian	14	Measurement	(Lab) Mid-Semester Exam	Mid-Sem Exam ILS Returned
8	23 – 27 April	Health Psychology	Dr Vartanian	14	-	Emotion	-
9	30 April – 4 May	Health & Personality	Dr Vartanian Dr Denson	14 11	Ethics in Psychology	Cross-Cultural Psychology	-
10	7 – 11 May	Personality	Dr Denson	11	-	Health Psychology	HRR Due
11	14 – 18 May	Personality & Social Psychology	Dr Denson Dr Williams	11 17 & 18	-	Intelligence	-
12	21 – 25 May	Social Psychology	Dr Williams	17 & 18	-	Social Psychology	-
13	28 May – 1 June	Social Psychology & Review	Dr Williams Dr Pearson	17 & 18	-	(Lab) Review & Wrap Up	-
-	5 June	-	-	-	-	-	RPRs Due HRR Returned
Exam Period	8 – 25 June	-	-	-	-	-	Final Examination
Deferred Exam	9 -13 July	-	-	-	-	-	Final Examination

* The required textbook reading for the Experimental Methodology Series of lectures is Burton et al. (2012). Chapter 2.

** All practicals held in weeks 3,4,7 and 13 (marked with 'Lab') will be held in Mat209A except Tuesday 12-1 and Thursday 5-6 which will be held in Mat422.

5.2. Experimental methodology component

Description

In many ways we are all psychologists; we often think about why we do things, how we feel, how other people think, and what other people think of us! Given this ability to observe and reason about our own and other people's behaviour, it is important to ask what psychology as a discipline can offer over and above our informal intuitions. This course will demonstrate that, through applying the *scientific method* to our investigations of human behaviour, psychologists can draw far more accurate, wide-ranging and useful conclusions than those afforded by common intuition. The course will introduce the basics of the scientific approach, review common methodologies (experimental, descriptive, correlational), enhance critical thinking about research, and provide important help for designing, writing and reading about experiments in psychology.

Times and locations

Lectures will be held in the Experimental Methodology timeslots. There are two alternative times as the lecture is repeated: **you must attend either Monday 7-8 in Mathews Theatre A or Wednesday 1 -2 in Clancy Auditorium**. Experimental methodology lectures will run weeks 2-7 and 9.

Assessment

Experimental methodology lecture content will be tested in the mid-semester exam during practicals in Week 7. The final exam will also contain a substantial number of questions relating to the material covered in the experimental methodology lectures.

Relevant textbook readings

Although the experimental methodology mid-semester and final examination questions will reflect primarily material covered in the experimental methodology lectures, **you are required to read Chapter 2 of the Course textbook** (i.e., Burton et al., 2012), as some exam questions may be based on material from this chapter. An additional recommended (but not required) text is: Christensen, L.B. (2007). *Experimental Methodology*. (10th ed.). Boston: Allyn and Bacon.

5.3. Practical Component

Description

The practical (also known as 'tutorial') component has two main roles. As the classes are relatively small they represent an opportunity for you to engage with your tutor and other students in a more active form of learning than is possible in the large-class lectures. They also perform an essential role in showing you how psychology is put into action. This second role takes place through the conduct of experiments and other demonstrations. These research projects will take place in class. There will also be group discussions and videos. Although the practicals consist mainly of material related to the lecture component, many practicals will also contain independent research-related material.

Times and Locations

Practical classes are held in weeks 3 to 13 inclusive. Practical classes are held in the Mathews Building, which is across the plaza from the Clancy Auditorium in which the lectures are held. Rooms in the Mathews Building are numbered according to their level (floor). For example, Mat308, is on level 3 of the Mathews Building. It is important that you check your enrolment information on MyUNSW to see the time and location of your practical class.

Practical changes

You should have already enrolled in a practical class when you enrolled in the course. Any permanent practical changes must be made using myUNSW by **Sunday 4th March, 2012**. If you encounter significant difficulty changing practicals on myUNSW before this date, please contact a Course Administrator. After this date, **no permanent practical changes will be possible. Furthermore, if you attempt to change practicals on my UNSW after this date, you will un-enrol yourself from the course and not be permitted to re-enter!**

You **must** attend the practical in which you are enrolled for the duration of session, and cannot arrange with a tutor to change practicals. To change a practical time on MyUNSW:

1. Go to myUNSW.edu.au and click on '**My Student Profile**'
2. Click on '**Update Enrolment**'
3. Under **Action**, click on the **SWAP** button (**NOT** the **DROP** button)
4. Continue
5. Add the details for the course you want to swap practicals in e.g PSYC1001, Semester 1
6. Continue
7. This will give you a list of ALL of the available practicals that you can swap into. If the time you are after does not appear on the list, then it is NOT available i.e. the practical is full. It is only possible to swap into a practical in which there are vacancies. **Please do not ask the Course Coordinator or Course Administrators to swap you into a practical that is already full. This IS NOT possible.**

Attendance

Attendance at practicals is a **compulsory** part of the course and that practical content is examinable. In addition, as some of the practicals involve group assessments, you must attend your scheduled practical time, so as not to disadvantage your group. **It is the University policy that students who attend less than eighty percent of their possible classes may be refused final assessment.**

If you are unable to attend your scheduled practical in a given week for medical reasons, contact your tutor and the Course Administrator immediately by e-mail at firstyearadmin@psy.unsw.edu.au and you will be assigned to a make-up practical. There are strict University regulations on class sizes, so it is **not** permissible to simply attend an alternative practical, without first getting approval. You should give the tutor a note to sign, which you must then take to your own tutor the next week. You should avoid attending alternative practicals other than in exceptional circumstances, as it could significantly impact your assessment.

If you are enrolled in a practical that is affected by a public holiday, you must attend another practical that week. Arrange this in advance. If you are enrolled in a Friday practical and cannot attend university due to illness, a replacement practical is not possible.

Tutors

As the lectures are held in very large classes, the practical groups play an important role in providing greater interaction both with other students and with members of the School of Psychology. Your tutor represents the most personal contact you will have with the School of Psychology. You will be notified of times set aside by your tutor for student consultation during each week.

Many tutors are recent graduates of this University who are now completing a PhD and have been through Psychology 1A. Thus, they are well aware of the difficulties you will encounter. Although they are not specialists in all areas of the course, they will be able to help you with most of your problems. Before seeking assistance, try to define your area of difficulty with some precision. Locate the relevant sections in your notes and textbook, and bring these with you to your tutor. If the problem requires specialised knowledge, your tutor may have to consult the lecturer for you, or, in some cases, may ask

you to consult the lecturer personally or through the discussion forums on Blackboard. Keep in mind that the first-year lectures represent only a part of the lecturer's responsibilities, and it is not possible for them to be freely available for all inquiries.

Practical schedule

A broad summary of the topic areas that will be covered in practicals is presented in the course schedule, on page 7. of this manual.

6. Course Assessment

6.1. Course requirements

The basic requirements of this course are as follows:

- Attendance at three one-hour lectures per week (*see p. 4*).
- Attendance at and contribution to a one-hour practical session per week (*see p. 8*).
- Attendance at a one-hour experimental methodology lecture per week (*see p. 8*).
- Participation in practical exercises.
- Completion of a journal article review and associated Information Literacy Skills (ILS) exercises (*see p. 11*).
- Completion of a half-research report (*see p. 11*).
- Completion of 6 (or more) hours of research participation (*see p. 15*).
- Participation in the mid-semester examination (*see p. 11*).
- Participation in a final examination at the end of semester⁴¹ (*see p. 12*).

6.2 Description of assessments

Course assessments are designed to emphasise the different course objectives. Successful completion of these assessments is therefore indicative of a grasp of relevant key objectives. Your final mark is determined by your performance on all aspects of the course over the whole semester. It is therefore possible to compensate for a poor performance in one section by achieving a much better standard in the other sections.

Unless specifically identified as being voluntary, all class work set during a course must be completed. Failure to do so will be recorded as 'unsatisfactory class work' which will normally result in an automatic failure in the course, regardless of performance.

As with most University courses, when calculating your final mark for this course the raw components are combined and the combined mark is then **scaled** in order to remove the effects of differences in marking standards from year to year and of differences in the level of difficulty of assessments which inevitably occur from year to year. You are reminded that a passing mark in both Psychology 1A and Psychology 1B is required for admission to second year in psychology at this University.

A summary of the major assessments for Psychology 1A, and their contribution to your final mark for the course, is provided below.

Psychology 1A: Major assessments

Assessment	Weighting	Due Date
ILS exercises & article review	7%	By 4pm, Thursday 5 th April
Mid-semester exam	14%	Week 7 (in your practical)
Half research report: Introduction & Method	25%	Week 10 (by 4pm on the day of your practical)
Research participation (compulsory 6 hours)	4%	Before 1 June, 2012
Final examination	50%	Exam Period
	Total: 100%	
Optional Research Participation (additional 4 hours)	4%	Before 1 June, 2012
Bonus for Early Completion (minimum 3hours complete)	0.5%	3 hours Before 5pm 5 June
	Total: 104.5%	

ILS and Journal Article Exercise (7%)

This will provide an insight into the role of the scientific method in psychology, and focus on the development of collaborative, communication, and information literacy skills as well as critical thinking skills. Further detail will be provided in Week 4 practicals, and the Exercise should be handed in to the Psychology Office on the 10th floor of the Mathews **Building by 4pm on Thursday of Week 6**. See Section 6.3 for advice on submission of assignments.

Mid-Semester Exam (14%)

This will allow you to test your understanding of the content covered in the first 6 weeks of the course. The test will be **held in practicals in week 7** and all questions will be multiple choice. Please be aware the mid-semester exam will cover material mainly from the textbook. Topics that will be covered in the exam include psychological perspectives (Killcross & Grisham), Developmental Psychology (Richmond), consciousness (Pearson), Emotion (Harmon-Jones), Cross-cultural psychology (Cranney) and experimental methodology (Griffiths)

Half Research Report: Introduction and Method (25%)

Writing research reports in any area of science is an essential skill that reflects your ability to synthesise empirical (research-based) material and report your conclusions clearly and concisely. It is an exercise that requires a considerable level of both theoretical and conceptual understanding and critical analysis.

The half research report exercise is designed to familiarise yourself with the formal reporting style of psychological research, including the basic elements of effective and efficient scientific communication, and to further develop your information literacy skills. Specifically, you will be required to submit the Introduction and Method sections of a research report based on an experiment conducted within practicals. This is an individual (as opposed to group) exercise, which means that each student will submit a report that they have prepared on their own. Detailed information regarding the content and format of the Half Research Report will be given in practicals in weeks 4 and 6. To further assist you

with this exercise, there is a guide to writing research reports on Blackboard in the Psychology 1 Toolkit.

Half research reports should be handed in to the Psychology Office on the 10th floor of the Mathews Building **by 4pm on the day of your practical in Week 10.**

You should note the following:

1. Failure to submit the required report (or authorised alternative) is regarded as failure to complete the course. This means that, regardless of your performance in other sections of the course, your result may be recorded as 'UF' for the entire course, that is, a failure due to incomplete work.
2. The report must be your own, independent work. It must, of course, be based on your reading and on material given in lectures and practical classes, but it should not be simply a restatement of this material. Although it is often very useful to discuss the content of a practical with other students, you should be very careful when preparing your report to ensure that it represents your own work.

Research participation (4%)

See Section 7 of this Manual.

Final examination (50%)

This exam is held during the University examination period in June (Friday 8 June – Monday 25 June) and is designed to promote an understanding of diverse theoretical and empirical approaches, across a broad range of psychological issues. Questions on the final examination will be based on material covered in lectures and practicals.

As shown above, 50% of the total marks for Psychology 1A are determined before the end-of-semester examination. The assessment is, therefore, essentially of the continuous, rather than “one-shot exam” type. The assessment also takes a number of forms, from a report component written in one’s own time, to a formal examination. Thus, no student should be too heavily penalised by a “bad” day or a weakness in one particular form of assessment.

6.3. Submission and collection of assessments

Submission

Unless directed otherwise, all written work (including assignments, reports and the like) is to be handed in to the Psychology Office on the 10th floor of the Matthews Building (Room 1011) by 4:00pm on the day it is due or earlier. Assignments will be collected from the drop box daily by Administrative staff and date-stamped with the date of submission and taken as formal evidence of submission.

All reports must have the School's Assignment Submission Form firmly attached to the front. This form can be downloaded from the School's website

<http://www.psy.unsw.edu.au/students/current/files/Cover%20Sheet.pdf>, or picked up from the School Office on Level 10. **Make sure you write your tutor's name on the cover page.** This will ensure your assignment goes to the correct tutor for marking. If you are not sure what your tutor's name is, ask the Administration staff to show you the list of practical times at the Level 10 desk. Do not hand a report to the tutor at the post office, the food court or in the lift.

You must also submit your work online **prior** to submitting it to the School Office. If you fail to do this, and your assignment is lost, there will be nothing to prove that you handed the assignment in on time. **You must upload an electronic version into the Blackboard course modules.** There will be more

specific instructions given with each assignment. If you fail to do this, no responsibility will be taken for lost assignments.

Collection of marked assessments

The ILS/Journal Article Exercise will be returned to you in your practical in Week 7. If, for some reason, you do not attend your practical in the week that written work is returned, you will need to collect your work from your tutor during his/her regular office hours. Your half research report will be available for collection from Monday 4th June, from the School of Psychology General Office.

It is strongly suggested that you collect your work once marked, so that you can learn and benefit from the comments provided. Those of you, who intend on studying Psychology 1B in Semester 2, or enrolling in psychology courses in later years, will be expected to write numerous reports, and you are more likely to improve in this skill by reflecting on and incorporating the feedback provided by tutors. You should also keep the marked report when it is returned, so that if any problem arises in the School records, you will be able to produce the report.

6.4 Feedback on assessments

Marking of assessments

Your report will be marked by one of the Psychology 1A tutors. All of the tutors are experienced markers, and will have the same general approach to the content of each report, determined by discussion and consultation at regular tutors' meetings.

Re-marks

If you are dissatisfied with the feedback that you receive for your written work, you must contact your tutor, who will arrange a time to discuss this in person. After meeting with your tutor, if you are still dissatisfied, you may apply for reassessment by completing a form available from UNSW Student Central. You are required to give reasons to justify your request and pay a fee, and where insufficient reasons are given, the Assessment Executive Committee of the Faculty or Board may decline to take action. Please note that marks may be increased or decreased as a consequence of a re-mark. The application form must be submitted no later than 15 working days after the return of the piece of work. You must keep all marked work that is returned to you in case it is needed for re-marking.

6.5. Extensions

It is the School's policy not to provide extensions for written work unless there is a medical certificate accompanying a specific request, or exceptional compassionate grounds. **Pressure of other academic/non-academic work will not qualify you for an extension.** If you are experiencing difficulties in meeting the deadlines, please talk to your tutor or Course Administrator **before** the piece of work is due. Failure to meet the submission deadlines will be penalised. It is the School's policy never to accept reports after others are returned. If you have not handed in a report by the time others are returned an alternative essay will be set, if appropriate, but note that the deduction for lateness will still apply from the time the original report was due. Even if you are heavily penalised for lateness, you will at least be avoiding an automatic failure.

For reports submitted late without acceptable reason, but submitted before other marked reports are returned, a penalty of 2% will be deducted for each day it is overdue (note that 6% will be deducted for a weekend). The date stamp on your hard copy will be that used in determining whether or not a report is overdue, not when the report was submitted online.

If your assignment is worth 20% or less of the total mark for the course, and you have good reasons for being unable to satisfy a deadline, you should staple your medical certificate for the relevant period

or appropriate document to your work, underneath the Assignment Cover Sheet. Medical certificates dated after the report is due *may not* be accepted.

If your assignment is worth more than 20% of the total mark for the course you are required to submit special consideration through Student Central (see detailed instructions for 'special consideration' in Section 6.6 of this manual). You should also attach a copy of the medical certificate to the submitted assignment, under the cover sheet.

Late submissions may not receive detailed feedback.

6.6. Special consideration

If you should miss an official University examination or assessment deadline, and where this piece of assessment is worth more than 20% of your total mark for the Course, or if you feel your performance, either during semester or in an examination, has been adversely affected by sickness or any other reason, you should inform the University Registrar and ask for special consideration in the determination of your standing. Such requests should be made as soon as possible after the problem occurs and, in the case of the final examination, not later than three working days after the date of the final examination. **Remember, work or other course commitments do not constitute appropriate reasons for a request for special consideration.**

Details about how to apply for special consideration are available at <https://my.unsw.edu.au/student/atoz/SpecialConsideration.html>

Deferred and further assessments

Students who are absent from an official examination through illness or other **acceptable** circumstances may be granted a deferred examination. The deferred examination for Psychology 1A will take place some-time between Monday 9th and Friday 13 July, 2012, for Semester 1. If you are unable to attend the official examination, you must contact either Dr Joel Pearson or the Course Administrator to arrange to sit the deferred examination, as well as submitting any relevant documentation (e.g., application for special consideration). It is your responsibility to contact the School for the location of the exam.

Students can attend the final examination only once, either in the regularly scheduled or deferred examination period. As students will not be permitted to attend both the regularly scheduled and deferred examinations, it is advisable not to attend the exam as originally scheduled if sick on that day. Instead, they should ensure the appropriate medical certificate to support their case for a deferred medical exam. In such a case, a formal application for special consideration must be submitted online within three working days of the exam.

If you apply to do the deferred examination, it is your responsibility to ensure that you are available to sit the deferred exam at the scheduled time. To meet University deadlines for finalising marks, the School cannot provide assessment later than this date. Those students who suspect that they may have to sit for a deferred exam should keep themselves available, as otherwise they risk automatic failure. Additional examinations will not be set under any circumstances.

Deferred and further assessment exams may be given to those students who were absent from the final examination through illness or misadventure. Under no circumstance will a student who has not completed all assessment tasks for the course except the final exam be allowed to sit for the further assessment exam.

Students who are granted deferred or further assessment will be notified through their student email address only (this is the official University means of communication). This assessment can be expected to be of the same degree of difficulty as the original. However, the exam may take a different form from the original. For example where the original exam contained multiple-choice questions, the alternative exam may contain short answer questions or it may be an oral examination instead of a written one.

Student Equity and Disability Unit (SEADU)

The Student Equity and Disabilities Unit (SEADU) is committed to ensuring that every student's experience of the University of New South Wales is free from discrimination and harassment. They provide a range of services, support and advice to help students overcome barriers that could prevent them from having a successful university education. If you have any type of chronic or reoccurring physical or mental health difficulties, or believe that you are disadvantaged because of your circumstances, we encourage you to contact SEADU early in your university career and they may be able to provide advice or assistance to help with your studies. Please be aware that SEADU is committed to a policy of confidentiality, information you give them will not be released outside of SEADU without your written consent. For more information see <http://www.studentequity.unsw.edu.au/>.

7. Research participation

You will be able to participate in psychological research within the School for up to 10 hours throughout the semester, 6 of which are compulsory (4%) and up to 4 optional (up to 4% bonus). By participating in on-going research you learn first-hand about the ways in which research in psychology is conducted, and can appreciate the application of the concepts that you encounter in lectures and practicals. You also find out about theories and areas of investigation that are beyond those you study in the course. Finally, you will be contributing to the advancement of psychological science. Clearly, the study of human behaviour cannot progress without humans to observe.

Every researcher is under the general supervision of a School committee, and is required to satisfy certain conditions (e.g., to provide information regarding the nature and aims of the study). There is no compulsion to participate in any particular study and it is quite in order to decline to participate after an explanation of what is involved has been given.

Sona Systems

Sona Systems is a web-based facility that provides information to students about School-approved research projects as they become available. It also enables students enrolled in Psychology 1A to sign-up to participate in research projects of their choice. You can access Sona through Blackboard.

You must be registered on Sona to receive research participation credit. A batch registration occurs at the start of the semester, however, you must log on in Week 2 to activate your account. If you enrol after Week 1, or if you encounter any difficulties logging on to Sona, please contact Ms Linda Camilleri by e-mail at sona@psy.unsw.edu.au. More information about Sona will be provided in the Methodology lectures and in practicals.

Signing up to participate

It is a good idea to complete your research participation requirement early, as fewer studies may be available towards the end of the semester. **You must complete all participation by midnight on Friday 1st June, 2012. All experimenters will assign credit by 5pm of Monday 4th June 2012. Any issues regarding outstanding credit must be resolved between you and the researcher by Tuesday 5th June 2012.**

Only sign up for an study if you are sure you can attend on time. If you sign up and then do not attend without a reasonable excuse, **a half hour or more of credit will be deducted** from your participation time because failure to attend causes considerable inconvenience and cost to researchers. If you are going to miss, or have missed an study for which you have signed up, you should contact the researcher as soon as possible, and you may be able to reschedule.

When you attend, the researcher will explain as much as is possible about the study and will give you an opportunity to withdraw if you wish. If you choose to withdraw you will receive a reasonable amount of participation credit and no penalties will be imposed. In addition, you may withdraw at any time during the study if you wish.

Assessment of research participation

In order to receive credit for your participation you must, once your participation in the research concludes, you must have the researcher complete their details and sign a *Research Participation Summary* (RPS) a copy of which is available at the end of this Manual. Experimenters must record the study number and sign this form. This signed form then becomes *your* record of participation. You must ensure that your Sona record matches the paper record of participation.

For each study in which you are a participant, you will also be expected to complete a series of questions on a *Research Participation Record* (RPR). It is your responsibility to bring a copy of the RPR form to each study. You can print your own copies from home (see the end of this manual) or they can be collected from the Psychology General Office (level 10, Mathews building). Take the opportunity to ask the researcher questions during or after your participation such that you can complete the RPR during the session.

If the researcher does not give you adequate information to answer these questions, contact Dr. Lisa Williams (l.williams@unsw.edu.au) within 2 working days, as failure to complete this form will jeopardise the credit you will receive for participation.

Submitting your Research Participation Records and Research Participation Summary

You may submit your research participation forms to the Level 10 School of Psychology Office during semester (i.e. as early as week 2), up until **Tuesday 5th June 2012**. You will need to obtain a stamped receipt for your submission from the Office Staff. Make sure your RPS is stapled to the front of your RPRs. It is in your best interest not to wait until the end of semester to submit your Research Participation forms, but to do earlier in the semester.

The assessment of research participation is based on the completion and submission of your RPRs and RPS. If you do not submit your RPRs and RPS to the Level 10 Office by Tuesday 5th June 2011, you will not receive credit for research participation, regardless of your online Sona record. Late submission of these records will not be accepted.

Credit for participation

You will receive 4 marks once you complete your 6 hours and submit your RPRs. Please note that your final credit will incorporate both hours you completed AND any penalties for failure to attend.

Many students wait until the final weeks of teaching to complete their research participation. We strongly advise against this strategy as there may be limited research opportunities available. In order to ensure that there are adequate research participation opportunities, you will receive an extra 0.5% course credit if you complete at least 3 of the required 6 hours prior to 5pm on the Friday of Week 6.

In addition, you may choose to do additional research participation for bonus credit. Up to 4 additional hours can earn you bonus marks in the course at the rate of 1 mark for every hour of participation (i.e.,

a maximum bonus of 4%). If you complete at least 3 hours of experiments prior to 5pm on the Friday of Week 6, your maximum bonus will be 4.5%.

As your final credit for research participation will be derived from Sona records, you are responsible for ensuring that your Sona profile matches your RPS. If any discrepancy arises, you must email firstyearadmin@psy.unsw.edu.au no later than **Tuesday 6th June, 2012**.

Research feedback

Once the research is over, researchers have a responsibility to debrief you about the study, and we encourage you to question the researcher (particularly to enable you to complete your Research Participation Record). No details of any individuals who took part in the study will be published; students will be anonymous members of the sample tested.

Deception

Usually the initial description of the study will be accurate. However, on occasion the researcher may find it necessary to mislead you as to the true purpose of the study. Such deception can occur in one of two ways. The researcher may simply omit important information, or the researcher may actually misrepresent the true nature of the study. These types of deception will only occur when there is no other way to obtain meaningful data. At the end of a study involving deception, the researcher is obliged to describe the deception and to explain why it was necessary.

Confidentiality

Only the researcher and the researcher's supervisor have access to information that specifically identifies you with the data you provided. Although data collected from you may be reported on an individual or group basis in a publication, you can assume anonymity and confidentiality.

Complaints

If you have any complaints, there is a **Research Participation Complaint Form** that you can obtain from the Psychology Office (Mathews Level 10). Your comments will be forwarded to the course coordinator and will remain completely confidential. Alternatively, you may contact the Course Co-ordinator, Dr Joel Pearson directly if you wish.

Alternative assignment

If you have an objection to participating as a subject in any research you should talk to the Course Coordinator **by the end of week 6** who will arrange an alternative assignment for you to complete in order to obtain the research participation marks.

8. Other important student resources

8.1. Blackboard

All course details and information will be posted on the Blackboard Course Module (<http://ms-blackboard.telt.unsw.edu.au>). You should check this regularly for important information and updates.

8.2. Psychology 1 Toolkit

You should also download and print the Psychology 1 Toolkit, available on Blackboard. This provides information about Blackboard, Sona, research report writing, information literacy, collaborative learning, and more.

8.3. School of Psychology Student Guide

The School of Psychology Guide (available at <http://www.psy.unsw.edu.au>) contains further information about (a) expectations of students (including attendance at lectures and practicals), (b) procedures for submission of assignments and the School's policy re late submissions, (c) examination procedures and advice concerning illness an misadventure, (d) student support services (including services for students who have a disability that requires some adjustment in their teaching and learning environment), and (e) plagiarism (see also <http://www.lc.unsw.edu.au/onlib/plag.html>).

8.4. EndNote X5

A free copy of EndNote X5, an automatic referencing program that can be installed with Microsoft Word, can be obtained from UNSW IT Services. It could be useful for you to acquire a copy of End Note, and attend a library course on using it, as mastering this program will save you a considerable amount of time in organising and formatting citations throughout your entire time at University. EndNote can be downloaded from the URL:

<http://www.it.unsw.edu.au/students/software/endnote.html>

When you obtain a copy, ensure that you configure it to produce APA style citations, which is not the default mode.

9. Plagiarism and referencing

Plagiarism is the presentation of the thoughts or work of another as one's own.² Examples of plagiarism include:

- direct duplication of the thoughts or work of another, including by copying material, ideas or concepts from a book, article, report or other written document (whether published or unpublished), composition, artwork, design, drawing, circuitry, computer program or software, web site, Internet, other electronic resource, or another person's assignment without appropriate acknowledgement;
- paraphrasing another person's work with very minor changes keeping the meaning, form and/or progression of ideas of the original;
- piecing together sections of the work of others into a new whole;
- presenting an assessment item as independent work when it has been produced in whole or part in collusion with other people, for example, another student or a tutor; and,
- claiming credit for a proportion a work contributed to a group assessment item that is greater than that actually contributed.³

Other practices that may be considered plagiarism are:

- submitting an assessment item that has already been submitted for academic credit elsewhere; and
- knowingly permitting your work to be copied by another student.

² Based on that proposed to the University of Newcastle by the St James Ethics Centre. Used with kind permission from the University of Newcastle.

³ Adapted with kind permission from the University of Melbourne.

An assessment item produced in oral, not written form, or involving live presentation, may similarly contain plagiarised material. The inclusion of the thoughts or work of another with attribution appropriate to the academic discipline does *not* amount to plagiarism.

Students are reminded of their rights and responsibilities in respect of plagiarism, as set out in the University Undergraduate and Postgraduate Handbooks, and are encouraged to seek advice from academic staff whenever necessary to ensure they avoid plagiarism in all its forms.

The Learning Centre website is the central University online resource for staff and student information on plagiarism and academic honesty. It can be located at: <http://www.lc.unsw.edu.au/onlib/plag.html>

The Learning Centre also provides substantial educational written materials, workshops, and practicals, and may provide individual assistance, to aid students, for example, in: correct referencing practices; paraphrasing, summarising, essay writing, and time management; and appropriate use of, and attribution for, a range of materials including text, images, formulae and concepts.

You are also reminded that careful time management is an important part of study and one of the identified causes of plagiarism is poor time management. Make sure that you allow sufficient time for research, drafting, and the proper referencing of sources in preparing all assessment items.

A CENTRAL RECORD IS NOW BEING KEPT OF ALL REPORTED PLAGIARISM INSTANCES. MULTIPLE OFFENCES MAY RESULT IN EXCLUSION.

10. Continual course improvement

We regularly gather student evaluative feedback on the course and continual improvements are made to the course based in part on such feedback. The forms of feedback include UNSW's Course and Teaching Evaluation and Improvement (CATEI) process, focus groups and custom-made written feedback forms. Student feedback is taken seriously and changes to the course are made in accordance with it. We thank you in advance for your participation in this process. You will have an opportunity in the final practical to complete the CATEI forms.



RESEARCH PARTICIPATION RECORD COVER SHEET

THE UNIVERSITY OF NEW SOUTH WALES
SCHOOL OF PSYCHOLOGY

All details for both sections to be completed by student in block letters

SURNAME: _____ OTHER NAME(S): _____ STUDENT ID: _____

Course ID: **PSYC** _____ or **GENS** _____ (please note it is not required for GENS students to submit this material, but they may do so if they wish)

Course Name: _____

Your Tutor: _____ Your Tutorial Time: _____

Signed:

RESEARCH PARTICIPATION RECORDS FOR FIRST YEAR PSYCHOLOGY

SURNAME: _____ OTHER NAME(S): _____ STUDENT ID: _____

Course ID: **PSYC** _____ or **GENS** _____

Course Name: _____

Your Tutor: _____ Your Tutorial Time: _____

Research Participation Record Semester 1 2012

(please use a separate form for each study in which you are a participant)

Date & Time	Study Number	Hours of Credit Given	Researcher's Name	Researcher's Signature

(1) What kind of study is it? e.g., descriptive, correlational, experimental

(2) Briefly describe what you were asked to do as a participant

(3) What are the independent variables? How have they been operationalised?

(4) What are the dependent variables? How have they been operationalised?

(5) What is one potential confounding variable and how has the researcher attempted to control for it?

Note to PSYC1001 students: If the researcher does not give you adequate information to answer these questions, contact Dr. Lisa Williams lwilliams@unsw.edu.au within 2 working days, as otherwise failure to complete this form will jeopardise the credit you will receive for participation.

Note to GENS9001 students: You do not have to complete this form, however, you do need to be debriefed!

Appendix 1

Graduate attributes and student learning outcomes. This table shows where and how Psychology 1A provides education in and assessment of the following graduate attributes (GAs), as indexed by Australian Psychology Accreditation Council (APAC) student learning outcomes (SLOs). Level refers to level of knowledge, skill and attitude acquisition: where, 1=introductory; 2=intermediate; and 3=final.

GA 1: Knowledge and understanding	Level (1-3)	Form/s of assessment	Learning and teaching strategies
Individual differences in capacity and behaviour, testing and assessment and personality	1	Final examination (MCQ)	6 lectures (+ relevant textbook readings), 1 practical on personality + 1 practical on intelligence and critical thinking
Health psychology	1	Final examination (MCQ)	3 lectures (+ relevant textbook readings) + 1 practical
Lifespan developmental psychology	1	Mid-semester and final examination (MCQ)	7 lectures (+ relevant textbook readings) + 1 practical
Social psychology	1	Mid-semester and final examination (MCQ)	6 lectures (+ relevant textbook readings) + 2 practicals
History and philosophy of psychology	1	Mid-semester and final examination (MCQ)	1 lecture (+ relevant textbook readings)
Intercultural diversity and indigenous psychology	1	Final examination (MCQ)	2 lectures + 1 practical
GA 2: Research methods in psychology	Level (1-3)	Form/s of assessment	Learning and teaching strategies
Describe the basic characteristics of the science of psychology	1	Mid –semester and final examination (MCQ) Journal article review exercise	5 specific methodology lectures (+ relevant textbook readings), reference to methodology throughout content lectures and practicals
Describe, apply and evaluate the different research methods used by psychologists	1	Mid-semester and final examination (MCQ) Journal article review exercise Completion of research participation summaries	2 specific methodology lectures (+ relevant textbook readings) + reference to methodology throughout content lectures and practicals Participation in School approved research
Design and conduct basic studies to address psychological questions; frame research questions; undertake literature searches; critically analyse theoretical and empirical studies; formulate testable hypotheses; operationalize variables; choose an appropriate methodology; make valid and reliable measurements; analyse data and interpret results; and write research reports	1	Half research report	2 practicals devoted to conduct and discussion of an experiment and introduction to psychology report writing
GA 3: Critical thinking skills	Level (1-3)	Form/s of assessment	Learning and teaching strategies
Apply knowledge of the scientific method in thinking about problems relating to behaviour	1		Addressed in class discussion throughout practicals

and mental processes			
Question claims that arise from myth, stereotype, pseudoscience or untested assumptions	1		Specific practicals, e.g., fundamental attribution error and more broadly in the social psychology lectures
Recognise and defend against the major fallacies of human thinking	1	Final examination (MCQ)	Specific practicals, e.g., fundamental attribution error, and more broadly in social psychology lectures
GA 4: Values, research and professional ethics	Level (1-3)	Form/s of assessment	Learning and teaching strategies
Evaluate psychologists' behaviour in psychological research and other professional contexts in relation to the Australian Psychological Society "Code of Ethics" and the complementary "Ethical Guidelines" as well as the Australian "National Practice Standards for the Mental Health Workforce".	1	Final examination (MCQ)	1 specific methodology lecture
Use information in an ethical manner (e.g., acknowledge and respect work and intellectual property rights of others through appropriate citations in oral and written communication	1	Written assignments: Half research report and journal review exercise	1 practical on referencing and avoiding plagiarism
GA 5: Communication skills	Level (1-3)	Form/s of assessment	Learning and teaching strategies
Write a standard research report using American Psychological Association (APA) structure and formatting conventions	1	Written assessments: Half research report and journal review exercise; and completion of on-line ILS modules	2 practical devoted to the conduct of an experiment and explaining report writing Requirement that students complete on-line ILS exercises on researching and referencing in psychology
Demonstrate effective oral communication skills in various formats (e.g., debate, group discussion, presentation) and for various purposes	1		Encouraged throughout the practical component
GA 6: Learning and application of psychology	Level (1-3)	Form/s of assessment	Learning and teaching strategies
Describe major areas of applied psychology (e.g., clinical, organisational)	1		Focus on real-world application of psychological research and phenomena throughout practicals