

-05

(01) PSYCHOLOGY 1010 – Beginning Psychology (M, W, F, SECTIONS)
(This course does not have any prerequisites, but it is a prerequisite for higher-level Psychology courses.)

WILLIAM R. ENDSLEY, PH.D.

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Spring Semester 2015

MWF: 8:00 am to 8:50; 11:00 am to 11:50; 1:00 pm to 1:50.

Office hours: (9:00 to 9:50 am. in Adjunct Faculty Office).

Phone calls to my home should be respected and reserved for emergencies only.

(Missed tests or assignments are NOT considered emergencies!) Cell Phone is 435-668-0243 and personal e-mail is wendsley@sginet.com. Of course, my Dixie e-mail is endsley@dixie.edu.

Students should be aware of the variety of services available for them. The following sites are suggested:

<http://www.dixie.edu/reg/syllabus> - for semester schedule, available student resources, policies for students and information on your Dmail account.

<http://new.dixie.edu/reg/?page-calendar> - for important dates to remember.

<http://library.dixie.edu> - for library, tutoring and testing services.

Those with disabilities can contact the ADA office at 434-652-7516 for information and appointments.

Dixie State Main Phone Switchboard – 435-652-7500

NOTE: Important class and college information will be sent to your d-mail account.

This information includes your DSU bill, financial aid/scholarship notices, notification of dropped classes, reminders of important dates and events, and other information critical to your success in this class and at DSU. All DSU students are automatically assigned an email account. If you do not know your user name and password, go to www.dixie.edu for information to find it. You will be held responsible for information sent to your d-mail, so please check it often.

Course Syllabus

Purpose of Course: This psychology course is a social science general education option, which means that it is one of several courses that satisfy the requirement of one or two courses taken in the social science area. It will transfer to any post-secondary institution in the state of Utah as well as most any other states. It often serves as the prerequisite course for other courses in psychology core programs.

This course offers the student an opportunity to study the science of psychology and the scientific methodology on which it is based. It will fill a general education requirement. **Emphasis is placed on the role of critical thinking with the process of scientific inquiry.** Furthermore, the present instructor relies heavily on learning theory as the basis for other topics such as emotion, motivation, perception, personality development, adjustment failures and the healthy lifestyle.

Social Science Program Objectives:

As an outcome of taking courses in the Social Science program, students shall be able to:

1. Demonstrate the ability to examine human behaviors in a structured and organized way as a means of understanding the human condition. To be measured by examination and/or verbal and written reports.
2. Demonstrate the ability to recognize the ideas, people and events that are generally thought to be important by social scientists. To be measured by examination and/or verbal and written reports.
3. Develop a perceptual frame of reference, based upon social scientific knowledge. To be measured by the presence of an attitudinal frame of reference, which would be expressed in written or verbal activities.
4. Exhibit concepts of critical thinking and scientific methodology in examining human behavior through lifespan development. To be measured by the presence of an attitudinal frame of reference, which would be displayed in written or verbal activities.

Class Management Objectives:

By the end of this course, students earning a transferable grade, (at least a "C-"), will have met the minimum criteria of performance by completing the following:

1. **Consistently attending class.** (Three or more absences will effect your grade!)
2. **Diligently reading the textbook.**
3. **Preparing for and Completion of all chapter and final examinations On Time!**
4. **Completion of at least five original research papers and ONE FIVE PAGE research document**, which will all demonstrate an ability to follow APA format guidelines. (This requirement might change slightly, so be flexible!)
5. **Accumulation of total points from exams, five pop quizzes, research work, and attendance**, which equals or surpasses 55% (grade of "D-") of the total points possible for the quarter. (Please be aware that "D" grades, although passing, are usually not transferable to other academic institutions.)

Course Objectives:

Students who complete this general psychology course shall be provided with a learning environment, which should prepare them to complete the following:

1. **Demonstrate** an understanding of the human being and its lifespan development, an awareness of psychological terminology and a general informational base, as measured by observation of presented verbal and written communications during the course.
2. **Demonstrate** the recognition of major theorists in the field of psychology as measured by proper identification of contribution and an explanation of the contribution made by them. This recognition should reflect the importance of theorist's ideas and events, which are generally thought to be important.
3. **Exhibit** the elements of critical thinking and scientific methodology in examining human psychology. This will be measured by participation of student behavior, which demonstrated an awareness of critical thinking procedures, within the classroom, and by evaluation of written and verbal statements.
4. **Demonstrate** a position of acceptance and/or reservation concerning the field of psychology and the scientific and practical contributions it offers in the explanation of human behavior. This will reflect the student's view of the knowledge of psychological,

social, economic, and/or political theory in either oral or written expression of these ideas.

5. **Develop** a level of competence, which will allow the graduating student to meet the continued requirements of other psychology courses, requiring basic understanding of psychology as a prerequisite to other courses and life itself.

NOTICE:

The study of human behavior includes subject areas, which may be considered controversial and may antagonize your personal value system. The responsibility of the instructor will be to present these areas with factual, balanced objectivity and respect, yet still carefully addressing the controversial nature of the issues. It is recognized that the instructor will present biases and perceptions, despite attempts to be objective. The student of psychology should be aware of this and should formulate opinions based on elements of critical thinking. It is the responsibility of the student to recognize divergence of thought as a healthy condition of inquiry and to not necessarily accept different perceptions as reality.

If the study of human sexuality, abnormal behavior, deviancy, interpersonal relationships and theories of human behavior are incompatible with your behavior style, then set an appointment with the instructor for discussion. Otherwise, drop the course.

Please do not bring pagers and/or cell phones to class. They are disruptive, unless you put them on vibrate! If special circumstances prevail, then contact the Professor before class.

The Disability Resource is available for those who might need special accommodations. The office can be contacted for further information on these accommodations. The phone number is 435-652-7880.

Text:

Psychology: second edition, Special Edition with the DSM update. Authors Schacter, Gilbert, and Wegner.

The text has a study guide and CD, both have been found to be helpful. However, the text is all that is required.

Lectures:

All lectures will follow the content as indicated in the reading schedule. For you to benefit from this course, **it is IMPERATIVE that you read the assigned chapters PRIOR to class.** Approximately five pop quizzes will be administered during the course. **You can not** make up a missed pop quiz! This is what one calls extrinsic motivation! These quizzes will equal one full exam. Bring questions discovered during your reading to class in which they will hopefully be correctly answered. The professor assumes that students will actively read each chapter as scheduled. It will become evident when students are not reading the text, and for shame if it is your specific problem!

Daily lectures will consist of questions and answers, discussions, demonstrations, assessment preparation, five pop-quizzes, presentations, theoretical discussions, practical

application of theoretical issues and other psychological issues experienced and/or brought up by the instructor.

PLEASE NOTE:

It is also assumed by the professor that your reading ability is at the collegiate level. The professor will NOT lecture by covering each page in the text. It is the student's job to read the text. However, several aspects from each chapter will usually be discussed. You are encouraged to ask questions, for that is how we learn. Remember, the only "dumb question" is the question that is never asked. If the professor asks for questions during his lecture and no one has any, then it is ASSUMED that everyone has read and understood the text chapter. The professor has lots of stories, and most will be related to the topic. If they are not, then be cool anyway! Professors have to have a life too!

Class Policy:

Disruptive and/or disturbing behavior will not be tolerated. Always be respectful while in class. Certainly there will be no cell phone transmissions while in class. **Late assignments will only be given half credit, period!** Missed exams are considered to be very taboo. If you know in advance that you will miss an important class period, contact the professor before your absence to make arrangements for make up.

Reports:

At the discretion of the professor, he will require **five** scientific papers as one of the requirements for this course. You will complete library research or personal inventory, which will reflect your ability to locate, read, abstract, compose and critique a research subject in psychology. These five papers include the following: (1) An Abstract Paper of a study referenced in the text. **You must include the page and authors' from which you write your abstract.** (2) A paper wherein you record your dreams and REM sleep periods for over a week. (3) A paper where you use Positive Reinforcement on someone of group of people for a week. (4) A paper on a selected Psychologist. (5) A well documented Personal Health Plan with quotes and information from Chapter 15. There will be more explained to you on each of these papers. Above all, **follow the outline for each paper carefully.** Much of your grade will depend upon how well you follow this outline. *Note:* I much prefer listings with short sentences rather than long winded sentences and paragraph type of discussions.

NOTE: It is important for every student to know that each paper will be submitted and checked at various web sites for any phrases and statements that have been plagiarized. Any plagiarized paper will receive a "0" on their paper. However, I will do my best to fail any student who submits a plagiarized, or even a previously submitted paper. This paper **MUST** be your own work. Initial Drafts of your paper will help insure that you do your own paper. Be on your guard for cheating of any kind in this class. Issues dealing with suspected cheating will be written up and sent to the Dean of Students for some unpleasant action. Don't let it happen to you! Do not abuse academic standards while you are here at DSU or any other academic institution.

Attendance:

Attendance in this class will be consistent with policies established by the Instructional Services Council. Roll will be taken every day. More than **THREE** unexcused absences will be taken seriously and will likely effect your final grade. Plan on attending class every day, unless you have a signed excuse. Those who perform on athletic teams will have to make up any missed work, as any other student is required to do.

Examinations:

There will be **five term exams** worth a total of 100 points each. The final exam will be comprehensive and will amount to 200 points. **The five pop-quizzes** will amount to 100 points. **The four, two to three page reports** will amount to 50 pts each. **The five to seven page Personal Health Plan Paper** will be worth 100 points. **The two posters for Chapters 14 and 15** will be worth 150 pts. with 50 for their presentation. **Class exercises and verbal paper presentations** amount to 50 points. There will be 25 pts for **class participation**. Thus, **1375 points** will be possible. Do the math to figure where you want your grade to be, and then earn it. We will have in-class exams with exam feedback and discussion being part of the learning paradigm.

In college there is usually no such thing as being able to retake an in-class exam. You get one chance to score well on an examination. Take them seriously! Thus, preparation is the key. **I as the instructor will prepare you well as long as you are reading and studying the text.** If you are absent or ill and can't take a scheduled exam, there will be a make up exam and it will be different and probably more difficult than the original exam.

In-class pop quizzes can't be made up **regardless** of the reason for your absence. They will usually be on days where athletic events are not scheduled. There might be some take home exams. There is usually no such thing as extra credit in college, however, I have been known for giving two or three opportunities for extra credit. It is also encouraged to bring pertinent up-to-date periodical articles to share in class. This is good!

Grades:

Your course grade will be determined by accumulating all points obtained from all the 5 pop quizzes, chapter exams, any term exams and a position exam, and any reports, and any extra assignments required. There may be a small bonus added to those who actively and knowledgeably participate in class discussions. Points are totaled at the end of the semester for your final grade.

I do not grade on a curve! I believe in mastery learning against set criteria, not against moving target criteria. Thus, the following percentages from each assignment, as well as the entire point total earned for the course, will determine your grade. **May the Grades Be With You!**

93% - 100% = A	73% - 75% = C
90% - 91% = A-	70% - 72% = C-
86% - 89% = B+	66% - 69% = D+
83% - 85% = B	63% - 65% = D
80% - 82% = B-	55% - 62% = D-
76% - 79% = C+	54% and below = F

Class Schedule – M, W, F: All Classes (Spring 2015)

Week 1	1/12/14/16	Intro, Study Skills, Critical Thinking, Overview, Preface, <u>Discuss Chapter 1</u> . Assign first paper #A. Do a good job.	Read & Study Well!
Week 2	1/19/21/23	<u>Discussion of Chapters 2 & 3</u> . Write up a sample experiment from text. This is your first paper (A). Do a Good Job on it! Think it out carefully.	
Week 3	1/26/28/30	In Class Exam #1 over all topics covered and Chapters 1 – 3. Present experiment paper (A). <u>Discuss Chapters 4 & 5</u> . Assign paper #B on Sleep and Dreams. Do a Good Job on this fun paper!	
Week 4	2/02/04/06	Review Exam # 1, <u>Discuss Chapter 6</u> . Assign paper (C), on Positive Reinforcement. Use your imagination and some good thinking on this paper!	
Week 5	2/09/11/13	In Class Exam #2 over all topics covered and Chapters 4 - 6. Present paper (B) on Sleep and Dreams. <u>Discuss Chapter 7 and assign paper (C)</u> .	
Week 6	2/16/18/20	<u>Discuss Chapter 8</u> . Discuss Paper (C) on Positive Reinforcement.	
Week 7	2/23/25/27	In Class Exam #3 over all topics covered and Chapters 7 - 8. <u>Discuss Chapter 9</u> . Present paper (C) on Positive Reinforcement.	
Week 8	3/02/04/06	Review Exam #3. <u>Discuss Chapter 10</u> . Assign Paper (D) on highlighting a noted Psychologist. Do a Good Job on this paper!	

Week 9	3/09/11/13	<u>Discuss Chapter 11.</u> Present Present paper (D) on selected Psychologist.
Week 10	3/16/18/20	In Class Exam #4 over all topics covered and Chapters 9 - 11. <u>Discuss Chapter 12.</u>
Week 11	3/23/25/27	Review of Exam #4. <u>Discuss Chapter 13.</u> Assign Paper (E) on a detailed Personal Health Plan. Do a Good Job on this plan And Stick To IT! (100 pts)
Week 12	3/30:4/01/03	<u>Discuss Chapter 13 and 14.</u> Discuss Paper (E), your Personal Health Plan.
Week 13	4/06/08/10	In Class Exam #5 over all topics covered and Chapters 11 – 12. <u>Discuss Chapter 15.</u> Present Personal Health Plans, Paper (E). <u>Begin Presentations of Charts 13 & 14.</u>
Week 14	4/13/15/17	Continue any discussions not complete from Previous week. Continue Presentations of Big Quiz on Chapter 15.
Week 15	4/20/22/24	Review of Exam #5 Continue Presentations.
Week 16	4/27/29/--	Continue Presentations. Review for the Final Exam.

Finals Week

Final Exam for the 8:00 class is on Monday, 4 May, 7:30 am to 9:30 am.

Final Exam for the 11:00 class is on Monday, 4 May, 10:00 am to 12:00.

Final Exam for the 1:00 class is on Friday, 1 May, 12:00 to 2:00 pm.

YEA! PARTY ON!

NOTE: These weekly courses go by quickly. You need to keep up with the schedule or you will fall seriously behind. Plan effectively and study righteously and you will be well rewarded.

This Course Syllabus may change due to unanticipated happenings. Some of the scheduled "In Class Exams" might in fact be take home exams or exams to take in the testing center. However, as the instructor, I will do my best to keep true to what you have read in this Syllabus. If any significant changes occur, they will usually benefit you, the student. At least, take comfort in that! Good luck to you, may you enjoy this class and I hope the content and skills learned will remain long with you.

**Dr. William R. Endsley
January 2015**

Note: Please find attached all the important dates for this semester, as well as the Final Exam Schedule. There are also other resources available to you as well as some Policies and Statements and some critical phone numbers.

1. Psych 1010 - 60V: CRN for the 8:00 am class: 26338
2. Psych 1010 - 05: CRN for the 11:00 am class: 20332
3. Psych 1010 - 07: CRN for the 1:00 class: 20331



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Registration Instructions

Once you have been accepted, you are ready to register for classes!

Before registering, here are a few things to keep in mind:

- If you are a first time freshman, you should consider meeting with an advisor. To set up an appointment, call (435) 652-7690.
- Do you know your "placement scores"? Some courses require a minimum test score (or prerequisite course) to register for them.
- Not sure which classes to take? Check out the the degree requirements for the program you are interested in.
- OK. Now go ahead and register for your classes!

Semester Schedule

2015 Spring Semester

Oct 31	Spring 2015 Bachelor's degree Graduation Application Deadline
Nov 17	Spring Registration open to Seniors (90+ earned credits)
Nov 18	Spring Registration open to Juniors (60+ earned credits)
Nov 19	Spring Registration open to Sophomores (30+ earned credits)
Nov 20	Spring Registration open to All Students
Jan 12	Classwork Starts
Jan 15	Last Day for Waitlist
Jan 16	Last Day to Add Without Signature
Jan 19	Martin Luther King Jr. Day
Jan 22	Drop/Audit Fee Begins (\$10 per class)
Jan 22	Residency Application Deadline
Jan 27	\$50 Late Registration/Payment Fee
Feb 2	Spring 2015 Associate's degree

2015 Spring Semester (Block)

Oct 31	Spring 2015 Bachelor's degree Graduation Application Deadline
Nov 17	Spring Registration open to Seniors (90+ earned credits)
Nov 18	Spring Registration open to Juniors (60+ earned credits)
Nov 19	Spring Registration open to Sophomores (30+ earned credits)
Nov 20	Spring Registration open to All Students
Jan 20	Residency Application Deadline
Jan 30	Spring 2015 Associate's degree Graduation Application Deadline
Feb 16	President's Day
Feb 17	Classwork Starts
Feb 18	Last Day to Waitlist
Feb 19	Last Day to Add Without Signature
Feb 25	Drop/Audit Fee Begins (\$10 per class)

	Graduation Application Deadline	Feb 25	\$50 Late Registration/Payment Fee
Feb 2	Pell Grant Census	Feb 27	Pell Grant Census
Feb 2	Last Day for Refund	Feb 27	Last Day for Refund
Feb 2	Last Day to drop without receiving a "W" grade	Feb 27	Last Day to drop without receiving a "W" grade
Feb 4	Courses dropped for non-payment	Mar 2	Summer 2015 Bachelor's degree Graduation Application Deadline
Feb 6	Last Day to Add/Audit	Mar 2	Courses dropped for non-payment
Feb 16	President's Day	Mar 3	Last Day to Add/Audit
Mar 2	Summer 2015 Bachelor's degree Graduation Application Deadline	Mar 9-13	Spring Break
Mar 2	Mid-Term Grades Due		
Mar 6	Last Day to Drop Individual Class	Mar 23	Summer Registration open to Seniors (90+ credits)
Mar 9-13	Spring Break	Mar 24	Summer Registration open to Juniors (60+ credits)
Mar 23	Fall Class schedule available online	Mar 25	Summer Registration open to Sophomores (30+ credits)
Mar 23	Summer Registration open to Seniors (90+ credits)	Mar 26	Last Day to Drop Individual Class
Mar 24	Summer Registration open to Juniors (60+ credits)	Mar 26	Summer Registration open to all students
Mar 25	Summer Registration open to Sophomores (30+ credits)	Apr 1	Fall 2015 Bachelor's degree Graduation Application Deadline
Mar 26	Summer Registration open to all students	Apr 10	Last Day for Complete Withdrawal
Apr 1	Fall 2015 Bachelor's degree Graduation Application Deadline	Apr 13	Fall Registration open to Seniors (90+ credits)
Apr 10	Last Day for Complete Withdrawal	Apr 14	Fall Registration open to Juniors (60+ credits)
Apr 13	Fall Registration open to Seniors (90+ credits)	Apr 15	Fall Registration open to Sophomores (30+ credits)
Apr 14	Fall Registration open to Juniors (60+ credits)	Apr 16	Fall Registration open to all students
Apr 15	Fall Registration open to Sophomores (30+ credits)	Apr 29	Classwork Ends
Apr 16	Fall Registration open to all students	Apr 30	Reading Day
Apr 29	Classwork Ends	May 1	Final Exams
Apr 30	Reading Day	May 1	Summer 2015 Associate's degree Graduation Application Deadline
May 1	Final Exams	May 4-7	Final Exams
May 1	Associate's degree Graduation Deadline - Summer 2015	May 8	Commencement
May 4-7	Final Exams		
May 8	Commencement		

Final Exam Schedule

Spring 2015

Fri – May 1		Mon – May 4		Tues – May 5		Wed – May 6		Thur – May 7	
Daily, MWF, MF, M Only		Daily, MWF, MW, M Only		TR, T Only		Daily, MWF, MW, M Only		TR, Thur Only	
Class Time	Exam Time	Class Time	Exam Time	Class Time	Exam Time	Class Time	Exam Time	Class Time	Exam Time
7:00	7:00 – 9:00	8:00	7:30 – 9:30	9:00	8:00 – 10:00	9:00	10:00 – 12:00	7:30/8:00	7:00 – 9:00
10:00	9:30 – 11:30	11:00	10:00 – 12:00	12:00	11:00 – 1:00	12:00	12:30 – 2:30	10:30	9:30 – 11:30
1:00	12:00 – 2:00	2:00	1:30 – 3:30	2:30	2:00 – 4:00	3:00	3:00 – 5:00	1:00	12:30 – 2:30
4:00	2:30 – 4:30							4:00	3:00 – 5:00
Fri Only Classes		MW or M Only Classes		TR, Tues Only Classes		Wed Only Classes		Thur Only Classes	
5:00	5:00	5:00	5:00	5:00	5:00	5:00	5:00	5:00	5:00
7:30	7:30	7:30	7:30	7:30	7:30	7:30	7:30	7:30	7:30

Available Resources

As a student at Dixie State University, you have access to several helpful resources:

- Library
- Computer Lab (located at the Smith Computer Center and the Library)
- Disability Resource Center - Provides services and accommodations to students with disabilities.
- IT Student Help Desk - We provide support for the following: Blackboard Vista, Dmail, wireless, software resources for students, and student laptop lease program.
- Online Writing Lab - Many writing classes utilize this site. Among other things, students can use the Online Writing Lab to submit papers electronically to the Writing Center.
- Student Success Center (www.dixie.edu/studentsuccess)
- Testing Center
- Tutoring Center - Free and open to all students. Improve your study skills and clarify concepts and class material.
- Writing Center - "Our mission is to help you become a better writer by approaching your assignments as a process of invention, writing, and revision."

See our Campus Map for the location of these and other resources.

Policies and Statements

- Academic dishonesty / Academic integrity policy
- Disruptive behavior policy
- Absences related to college functions
- Reasonable Accommodation:

Students with medical, psychological, learning or other disabilities desiring reasonable academic adjustments, accommodations, or auxiliary aids to be successful in their program of study should contact the Disability Resource Center within the first two weeks of the beginning of classes for eligibility determination.

Proper documentation of impairment is required in order to receive services. DRC is located on the ground floor of the Financial Aid Office. You may call 652-7516 to schedule appointment for further information regarding the process to receive accommodations. DRC Coordinator determines eligibility for and authorizes the provision of services.

- Dmail:

You are required to frequently check your Dmail account. Important class and university information will be sent to your Dmail account, including DSU bills, financial aid/scholarship notices, notices of cancelled classes, reminders of important dates and deadlines, and other information critical to your success at DSU and in your courses. To access your Dmail account, visit go.dixie.edu/dmail. If you do not know your Dmail username or you have forgotten your PIN, visit go.dixie.edu/mydixie and follow the respective instructions.

Required Syllabus Information for Faculty members

For interested faculty members, we have included a list of all information needed for a course syllabus here



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Students Right to Know

SCHOOLS

Arts & Letters
Education
Business & Communication
Science & Technology
Nursing & Allied Health

ADMINISTRATION

Human Resources
Employment Office
Administrative Services
Campus Security
Registrar

- Disability Resource Center – Dixie.edu/drcenter
- IT Student Help Desk – Dixie.edu/helpdesk
- Library – library.dixie.edu
- Testing Center – dixie.edu/testing
- Tutoring Center – dixie.edu/tutoring
- Online Writing Lab - Many writing classes utilize this site. Among other things, students can use the Online Writing Lab to submit papers electronically to the Writing Center. <http://dsc.dixie.edu/owl/>
- Writing Center –
- Academic Dishonesty/Academic Integrity policy - <http://www.dixie.edu/humanres/policy/sec3/334.html>
- Additional Social and Behavioral Sciences Academic Honor and Integrity Policy:

Academic Honor and Integrity Policy

<http://www.dixie.edu/humanres/policy/sec3/334.html>

<http://catalog.dixie.edu/codeofstudentrightsresponsibilities/>

In addition, the Social and Behavioral Sciences department policy as stated below is intended to supplement, and not replace, the official Dixie State University official policy on academic honesty and discipline:

It is the goal of the Department of Social and Behavior Sciences (SBS) to prevent academic dishonesty in all forms. This policy is intended to clarify and define academic dishonesty so that students are informed about various types of academic dishonesty and what sanctions will be applied in cases of academic dishonesty.

Academic honor and integrity is expected of every student, staff, and faculty member. Academic integrity includes a commitment to honesty, fairness, and respect. A lack of academic honor and integrity threatens and undermines the central mission of the department and the University. A lack of academic integrity impedes learning, teaching, research activities, moral development, and intellectual development.

Each faculty member and student is automatically subjected to the Dixie State University integrity policies. Ignorance of what constitutes a violation of academic integrity is not an acceptable excuse when being confronted with a violation.

Below, several forms of academic dishonesty are described. However, this is not an exhaustive list. If you have any doubt about what constitutes academic dishonesty, please discuss the issue with your instructor. You are better to ask details about the policy before you are confronted with an issue of academic dishonesty by your instructor.

Academic integrity violations include all forms of academic dishonesty, including but not limited to:

- **Plagiarism** – Students and faculty “do not claim the words and ideas of another as their own” (APA Publication Manual, p. 15). Intentional or unintentional representation of another’s words or ideas as one’s own in an academic exercise is plagiarism. Examples of plagiarism include but are not limited to:
 - (1) The exact copy of information from a source without proper citation and without use of quotation marks or block quotation formatting each time a source is used. If any words or ideas used in a class posting or assignment submission do not represent the student’s original words or ideas, the student must distinguish them with quotation marks or a freestanding, indented block quotation (for a quotation of 40 or more words), followed by the appropriate citation in accordance with the Publication Manual of the American Psychological Association. When a student copies information from a source, he or she must acknowledge the source with quotation marks or block quotes irrespective of whether or not the source has been formally published.
 - (2) Paraphrasing statements, paragraphs, ideas, language, and/or arguments without proper citation each time paraphrasing is utilized.
 - (3) Presenting work as the student’s own that has been prepared in whole or part by someone other than that particular student. This includes the purchase and/or sharing of work.

(4) Failure to properly cite and reference statistics, data, or other sources of information each time that they are used in one's submission.

- **Self-plagiarism, multiple submission, double dipping, or dovetailing** – Submission of work that has been prepared for a different course without fair citation of the original work and prior approval of faculty. Students who submit assignments that were previously submitted in another course are subject to the same consequences they would face if they plagiarized these assignments. The use of one's previous work in an assignment requires prior written approval from the current faculty member and citation of the previous work.
- **Fabrication** – Falsification or invention of any information, citation, data, or document. This includes the invention or alteration of data or results, or relying on another source's results in any assignment without proper acknowledgement of that source. Fabrication includes citing sources that the student has not actually used or consulted.
- **Unauthorized Assistance/Cheating** – Use of materials or information not authorized by the faculty member to complete an academic exercise, or the completion of an academic exercise by someone other than the student. Students must rely upon their own abilities and refrain from obtaining assistance in any manner that faculty does not explicitly allow. This includes but is not limited to providing or receiving information about the content or the answers to an exam, use of faculty materials or answer keys, or a student having someone take his or her exam.
- **Copyright infringement or violation** – Acquisition or use of copyrighted works without appropriate legal license or permission. This includes written work as well as photos and figures that are protected by copyright laws.
- **Misrepresentation** – Falsely representing the student's situation to faculty when (1) justifying an absence or the need for an incomplete grade; or (2) requesting a makeup exam, a special due date, or extension of a syllabus or class deadline for submitting a course requirement.
- **Collusion** – Helping or allowing another student to commit any act of academic dishonesty.
- **Coercion Regarding Grading or Evaluation of Coursework:** Includes but is not limited to issuing threats or offering favors or bribes toward an instructor to coerce the instructor to change a grade or otherwise evaluate the student's work by criteria not directly reflective of coursework.
- **Facilitating Academic Dishonesty:** Includes but is not limited to knowingly helping another student commit an act of academic misconduct or failing to report another student for academic misconduct.

Student Reporting of Academic Dishonesty

- Any person who observes or discovers academic misconduct by a student must file a written complaint with the faculty member responsible for the pertinent academic activity within fifteen (15) days of the date of discovery of the alleged violation.
- A student's failure to report academic misconduct on the part of another can result in academic misconduct charges against that student.

Sanctions for Academic Dishonesty per the DSU Policies and Procedures Manual

If a faculty member has evidence of academic misconduct in a course s/he is instructing, the claim of academic misconduct shall be considered substantiated.

- Issue a grade of “F” for the paper, project, test, exam, or other academic activity in which the misconduct occurred.
- Report the incident to the Department of Social and Behavioral Sciences Chair and to the Dean of Students.

Additionally, the faculty, Department Chair, and/or Dean of Students reserve the right to impose the following sanctions:

- Immediately remove the student from the course and issue a failing grade for the course.
- ~~Issue an academic probation.~~
- Issue an academic suspension.
- Issue an expulsion from DSU.

Statement of Academic Honor and Integrity

I have read and understood the above statements pertaining to academic honesty and integrity, and agree to abide by the standards of academic integrity in the Dixie State University and Department of Social and Behavioral Sciences Policies and Rules on Student Academic Integrity and Discipline.

Signature

Date

Printed Name

Endorsement of Submitted Coursework

Additionally, faculty are encouraged to have students insert or acknowledge this statement on each assignment and exam that is submitted as a part of their courses:

“I affirm that I understand the DSU and SBS Academic Integrity Policy. I also affirm that this assignment or exam that I am submitting was solely completed by me and that I have properly cited all sources and ideas contained in this work.”

