Location: Thursday, 3:05-5:45 pm, B660  
Course Dropbox: adjacent to C866

Co-Instructors:  
Dr. Margaret Forgie (D850)  
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Graduate Teaching Assistants:  
Ms. Miranda Lucas (lucas@uleth.ca)  
Ms. Lydia Ottenheimer Carrier (Iottenheimercarrier@uleth.ca)

Course Description:  
This course is designed to give senior students the opportunity to learn about the process of conducting primary research in a step-by-step fashion. To that end, each class will focus on a specific aspect of the research process (e.g., forming a testable hypothesis; picking a research design; understanding data analysis), and will consist of hands-on, in-class activities and out-of-class assignments. Students should note that this is NOT a lecture-based course. The course is not suitable for students who cannot commit to attending every class and to spending a significant amount of time each week outside of class working on assignments and assigned readings.

Prerequisite Courses and Background Preparation:  
The prerequisites for this course are Psychology 2030 AND four (4) additional courses (12.0 credit hours) in Psychology or Neuroscience (including two at the 3000-level), AND 4th year standing (a minimum of 90.0 credit hours completed). With respect to 3000-level courses, it is strongly recommended that students have one course in Psychology (3.0 credit hours; designated Social Science), and one course in Psychology or Neuroscience (3.0 credit hours; designated Science). Students who do not have the required prerequisite courses (e.g., verified transfer credits) may be deregistered from the course without warning. In exceptional circumstances, a prerequisite waiver will be considered for a student who has adequate equivalent background. If you are considering requesting a waiver, please contact your instructors prior to the end of the add/drop period. Submitting a request for a waiver does not guarantee that you will receive one; each case will be evaluated individually, and you will have to provide supporting documentation for prior courses not taken at the U of L. At the 4000-level, students are expected to have a broad range of knowledge of the fundamentals of psychology and neuroscience; prerequisite courses are considered the minimum background preparation for this course.
Required Texts:
(1) Course Content:

(2) Supplemental Research and Writing Guide:

Course Rules and Regulations:
You are expected to attend and arrive on time for every class. Should you have an ongoing situation that prevents you from arriving at the class on time, please speak to one of your instructors prior to the end of add-drop. You are encouraged to bring your laptop or tablet to class to facilitate access to online resources for in-class activities. On the other hand, cell phones MUST be turned off during the class and texting is absolutely prohibited. Should you choose to use your cell phone during the class, you will be asked to leave. As this is a senior course, it should go without saying that you are expected to be respectful toward your fellow classmates, your TAs, and your instructors. This includes not using the class time for conversation and other activities that are unrelated to the course material. Finally, it is essential that you maintain strict confidentiality concerning any research participants and all information shared during in-class activities.

NB. All students are expected to be familiar with Part 4 of the current University of Lethbridge Calendar that governs Academic Regulations, Policies, and Program Requirements. In particular, all students should be familiar with Sections 5 and 9 [http://www.uleth.ca/ross/academic-calendar/2013-14](http://www.uleth.ca/ross/academic-calendar/2013-14).

Students with Special Needs:
If you have a documented condition that prevents you from fully participating in this course, including evaluation procedures, it is your responsibility to contact your instructors regarding your individual situation. Please note that no accommodations will be given without official notification from the Accommodated Learning Centre [http://www.uleth.ca/ross/accommodated-learning-centre/](http://www.uleth.ca/ross/accommodated-learning-centre/).

Course Information Online:
**Moodle:** All course information will be available from the Moodle LMS system and students will be able to track their standing in the course by accessing the Moodle gradebook. All students are expected to be aware of copyright regulations regarding intellectual property and distribution of course material. With the exception of information that is freely available on the internet, all course information should be treated as copyright protected. You are free to download and print a SINGLE copy of any materials posted for your use within Moodle, and you are free to take your own notes in class and from the textbooks (of course!). You are not permitted to distribute the information in any form to persons not registered in this course in this semester, including the Students' Union Note Bank. Once the information is in your hands, you are legally responsible for what you do with it. Audio recording, video recording, or taking still photographs of in-class activities or research participants is strictly prohibited. Doing so violates intellectual property rights and the privacy of your classmates or participants who have not consented to have their voice/questions/image captured.

**Email:** Other than posts to Moodle, our primary method of communicating with you for general notices and points of interest to supplement course material will be via in-class announcements or by email to the class listserv. Please check your U of L email account on a regular basis, or have that account forwarded to your preferred provider. Please do your best to remember to do regular housekeeping of your U of L account so that you do not miss important notices due to a full mailbox. Please send your email to both instructors and both TAs so that we can avoid duplicating answers and causing confusion.
NB: Email Policy
Please note that neither your instructors nor your TAs will reply to any email that is not sent from your U of L account unless it is an emergency situation. Furthermore, you will not receive a reply to an email that does not include the course number and section in the subject header and your ID# and full name (as it appears on your registration) in the signature.

Course Requirements:
(1) Quizzes (30% total). At the beginning of class (3:05 to 3:20 pm), students will write a short quiz consisting of conceptual multiple-choice questions based upon the assigned readings for that class. With the exception of extenuating circumstances (see below), students who arrive after 3:15 pm will not be permitted to write the quiz and a grade of 0 (zero) will be recorded. There will be a total of ten (10) quizzes. The average of your marks on these ten quizzes will count for 30% of your final grade.

Penalty: Students who fail to achieve a passing grade after the first 6 quizzes in the course forfeit the opportunity to write the remaining quizzes for course credit. In other words, only your first 6 quizzes will account for 30% of your final grade.

(2) Assignments (50% total). A total of ten (10) out-of-class assignments will be given in the course. Each assignment follows the in-class activity for that week and is individually weighted based upon the relative amount of out-of-class work involved in completing the assignment. Assignments are due, in class, the following week. All assignments must adhere to APA format.

Penalty: If you fail to turn in an assignment on time, or you turn in an incomplete assignment, you will incur an automatic 25% deduction of your grade on that assignment. Assignments turned in more than 24 hours late will receive an automatic grade of 0%.

(3) Take-home Final Exam (20% total). The take-home final exam consists of two (2) conceptual research questions (10% each) that require students to integrate their knowledge from the course material as a whole. Exam questions and instructions will be distributed and discussed in the last class meeting on April 10, 2014. Exam submissions must adhere to APA format.

Penalty: If you fail to turn in the take-home final exam to the course dropbox by Thursday, April 24 at 5:00 pm, or you turn in a partially completed exam, you will receive an automatic grade of 0 (zero) for 20% of your final grade.

NB. Make-up Quizzes and Late Submissions: Supporting documentation must be provided for any request for extensions to assignments or missed quizzes. Should you find yourself in an extreme situation, please contact your instructors ASAP via email so that we may assist you. Otherwise, penalties will be levied as described above. There will be no opportunity to re-weight other course components or complete extra work to offset missed quizzes, late assignments, or poor performance. All written assignments and the final exam will be graded under the assumption that students have read and understood the contents of Northey and Timney (2012); specifically here, Chapter 2 - Ethical Issues in Research and Writing. All assignments must be in your own words. Paraphrasing someone else’s words or ideas, even if you reference those words, is plagiarism. Plagiarism is a serious academic offense. Any case of plagiarism will be dealt with severely, including the imposition of the maximum penalties allowable (see Part 4, Section 5 of the U of L Calendar regarding Academic Offenses).

Grading Scheme:
Letter grades will be assigned to final course percentages according to the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A+</td>
<td>≥ 90</td>
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<tr>
<td>A</td>
<td>85 - &lt; 90</td>
</tr>
<tr>
<td>A-</td>
<td>80 - &lt; 85</td>
</tr>
<tr>
<td>B+</td>
<td>77 - &lt; 80</td>
</tr>
<tr>
<td>B</td>
<td>73 - &lt; 77</td>
</tr>
<tr>
<td>B-</td>
<td>70 - &lt; 73</td>
</tr>
<tr>
<td>C+</td>
<td>67 - &lt; 70</td>
</tr>
<tr>
<td>C</td>
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<tr>
<td>C-</td>
<td>60 - &lt; 63</td>
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<tr>
<td>D-</td>
<td>46 - &lt; 50</td>
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<tr>
<td>F</td>
<td>&lt; 46</td>
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