

General Experimental Psychology (GEP) Laboratory

CRN: 14855

Lab Section: W 3:00 – 4:20pm EDUC 203

What will I learn in this class?

In this class, you are going to learn the methodologies that psychological researchers use to understand the brain and behavior. We are focused on the scientific research process rather than research content. You will first learn about the research process generally and then apply the process to your own class research project.

Upon completing the course, you will be able to:

1. Conduct a targeted literature search using library databases and other resources.
2. Define basic experimental methods (i.e., generating and testing hypotheses).
3. Read and comprehend a scientific research article.
4. Critique basic experimental methods in research.
5. Practice editing your own work.
6. Clearly communicate your research findings in an APA-style scientific paper including the following sections: *introduction, method, results, discussion, and references.*

Blackboard (BB)

This course will be using UTEP's Blackboard system. All assignments must be submitted electronically through BB. Schedule updates and announcements will be posted on BB. Please check BB regularly. Dr. Reed's student hours will be on BB. If you have more questions, check: https://www.utep.edu/technologysupport/ServiceCatalog/BB_Students.html

LAB LEADER

Grace Hanzelin

Student Hours: W 1 – 2:30 in Vowell Hall 308

E-mail: ganzelin@miners.utep.edu

SUPERVISING PROFESSOR

Dr. Krystia Reed

Student Hours: Friday 12-1 on Blackboard & by appointment

E-mail: kmreed2@utep.edu

REQUIRED TEXT



McBride, D. M. (2020). *The process of research in psychology* (4th ed.). Los Angeles: Sage. ISBN 9781544323497

You may purchase the book, but the required chapters will be available through digital reserves at the UTEP library: <http://lib.utep.edu/search/p>

RECOMMENDED TEXT



American Psychological Association (2019). *Publication Manual of the American Psychological Association* (7th Ed.). Washington, D. C., American Psychological Association. ISBN 978-1433832161

E-MAIL

Please put PSYC 3101 or GEP in the subject line of all emails. We will respond to all emails within 2 business days.

How will my grade be determined?

Your grade is out of 1,000 points, divided across the following categories:

100 points

ATTENDANCE

Regular attendance is crucial for your success in this class. Each class period is worth 10 points when you complete the attendance assignment in class.

Missed classes will receive 0 points. **There is no opportunity for late submissions or makeups.** If you have an excused absence (see below), please contact your Lab Leader for an alternative. The lowest three attendance scores will be dropped, so your top 10 attendance scores go toward your grade.

You **MUST** complete the readings from the textbook and the online tutorials before lab on the day they are listed. You are expected to review ALL material and assignments on BB before Lab.

300 points

DRAFTS

The key part of this lab is applying the general research information to the specific lab project. You will be turning in drafts of each section of an APA manuscript to get feedback as you go. There are 4 Draft sections, each worth 75 points. **You must submit Drafts on BB by before the start of your next Lab session after it was assigned.** Drafts will be checked for plagiarism using SafeAssign.

300 points

FINAL PAPER

Your final product in this course is an APA style manuscript demonstrating what you've learned. After using the feedback to edit the Drafts, you will combine them into one Final Paper worth 300 points. The Final Paper is due on December 13th by midnight on BB. The Final Paper will be checked for plagiarism using SafeAssign.

300 points

HOMEWORK

There are 8 Homework Assignments each worth 50 points. These homework assignments are focused on testing your knowledge of the general research process. **You must submit Homework on BB before the start of your next Lab session after it was assigned.** The lowest 2 homework scores are dropped.

Grading Scale

A = 90.0% – 100%+	B = 80.0% – 89.9%
C = 70.0% - 79.9%	D = 60.0% – 69.9%
F = 59.9% or below	

You are responsible for keeping track of deadlines, readings, and assignments. You are responsible for understanding and completing all assignments correctly and on time. Assignments must be submitted electronically on BB by the due date listed in the syllabus. Please attach your assignments in .doc, .docx, or .pdf. **DO NOT ZIP** your submissions. If your Lab Leader cannot open your assignment, it will be considered late. You will only have one chance to submit each assignment, so make sure you have read and followed instructions carefully and uploaded the correct version **BEFORE** clicking submit.

What is the Experiment?

In this class, you will be participating in an Experiment about plea bargaining. Your Final Paper (and the initial drafts) will be based on this Experiment. You will be doing a literature review, developing hypotheses, and writing up the results. **You MUST complete the Experiment online by midnight on September 22.** If you have any problems completing the Experiment, please contact your Lab Leader ASAP for. You will be getting more information about the Experiment separately.

What is APA format?

Research results are of little value until they are communicated to others, and in Psychology, we communicate our results using APA formatting. All assignments in this course must follow APA format. Most APA papers include five essential sections: abstract, introduction, method, results, and discussion.

You will be writing each of these sections, first as Drafts and then combined into the Final Paper. All of your drafts and the Final Paper must follow APA formatting based on the guidelines provided in the *Publication Manual of the American Psychological Association (7th Ed.)*. The *Manual* is available for purchase (optional book for this class). We recommend you purchase the *Manual* if you are planning on continuing on in psychology. But, there are also many resources available online with information about APA formatting:

- [APA's website](#)
- [Purdue Owl](#)
- [Middlebury Library](#)
- [UTEP Library](#)

Is there extra credit in this course?

Yes, there are many opportunities to earn extra credit, such as by consulting with the Writing Center (with documentation), completing peer reviews, or completing self-reviews. These will be submitted on BB. Your Lab Leader will provide more details about these opportunities.

IF YOU NEED HELP:

CLASSROOM ACCOMMODATIONS

If you have a documented disability that requires assistance, please contact the **Center for Accommodations and Support Services (CASS)**
 Office: Union East, 106
 Phone: 747-5148
 E-mail: cass@utep.edu
 Web: www.sa.utep.edu/cass

STUDENT SUPPORT

Web: www.utep.edu/student-affairs

WRITING CENTER (UWC)

Phone: (915)747-5112
 Web: www.utep.edu/uwc
 The UWC is highly recommended for this course. There is a 72-hour turn around excluding weekends, so plan ahead!

FINANCIAL RESOURCES

The Dean of Students can help with financial resources, including emergency loans to purchase textbooks.
 E-mail: DOS@utep.edu
 Web: <https://www.utep.edu/student-affairs/dean-of-students-office/emergencyaid/>

TECHNOLOGY SUPPORT

Office: Library, 300
 E-mail: helpdesk@utep.edu
 Web: <https://www.utep.edu/technologysupport/>

COUNSELING SERVICES

Office: Union West, 202
 E-mail: caps@utep.edu
 Web: <https://www.utep.edu/student-affairs/counsel/>

What if I have questions?

Your Lab Leader is happy to help you and answer any questions you have about course content, requirements, assignments, etc. If you have a question, you should attend their virtual office hours or e-mail them. If you e-mail, they will respond within 48 business hours (if you email a question at 3:00 am on Saturday, do not expect an immediate response). **It is your responsibility to review the relevant class documents BEFORE you ask your Lab Leader a question.** If you e-mail a question that is in the syllabus or another source on BB, they will respond with something like “see syllabus” or “see homework assignment.” If you still have questions *after* reviewing the appropriate source, please be specific in your question so your Lab Leader knows that you have reviewed the relevant documents in advance.

If, **after you talk with your Lab Leader**, you still have questions, you should contact the Supervising Professor, Dr. Reed, by e-mail or visit her virtual office hours.

What if I have technology issues?

This is an online class, so you are required to have access to a laptop/computer that can reliably access the internet. **It is your responsibility to plan ahead and make sure your work is completed before the deadlines.** Technology issues are not an excuse for late work.

Here are some **tips** to assist you with doing remote work:

- Check to make sure you have access to BB from wherever you will be working. If you don't, tell your Lab Leader ASAP.
- Check your UTEP e-mail regularly for announcements and reminders. Not checking your UTEP e-mail is not an acceptable excuse in this Lab.
- Make sure your computer hardware and software are up-to-date and that you have access to: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, and QuickTime.
- Submit your work with plenty of time to spare! Technical issues with BB, the internet, and/or your computer will not be an acceptable excuse for late work in this class, except in extreme

TECHNOLOGY RESOURCES/FAQs

What if I don't have access to the internet or a computer?

You have a few options:

- Check out a laptop or mobile hotspot from UTEP at: https://www.utep.edu/technologysupport/TSCenter/tsc_eqcheckout.html
- Use the computers in the Collaborative Learning Center (library 2nd floor)
- Make an appointment to use the Liberal Arts computers at: <https://www.utep.edu/liberalarts/technology/coronavirus>

What if I don't have Word?

You can download Office for free from UTEP here:

https://www.utep.edu/technologysupport/ServiceCatalog/SOFTWARE_PAGES/soft_microsoftoffice365.html

What if I'm having problems with Blackboard?

Go through the following steps:

1. Try a different browser (Firefox and Chrome are recommended).
2. Make sure your browser is up-to-date and clear your cache.
3. Consult the BB help link or UTEP's BB help link – both are on the left side of your BB home page.
4. If BB is down, wait. Usually the problem is resolved within 2 hours.
5. Contact UTEP's help desk.
6. If you're having submission problems, send a back-up document to your Lab Leader before the deadline as a last resort.

There are other remote learning resources here:

<https://www.utep.edu/technologysupport/learningremotely.html>

circumstance (e.g., BB outages lasting over 24 hours).

- Save your work in a Word document as a back-up. This will also provide time-stamped evidence that you completed the work.
- If you're having technical difficulties beyond your ability to troubleshoot, contact the UTEP Help Desk. They are trained to help you with these problems!

Lab & UTEP Policies

DEADLINES & LATE WORK

Please pay attention to the deadlines in the syllabus. It is your responsibility to ensure your work is submitted on time.

- **Attendance:** Attendance activities are due by the end of class. You receive no credit for attendance assignments submitted late. If you have an excused absence, please contact your Lab Leader ahead of time.
- **Homework and Drafts:** Homework and Drafts are due BEFORE the start of the next Lab session after it is assigned. Late Homework or Drafts will be accepted, but will lose 10 points for every 24 hours after the deadline. Homework or Drafts submitted more than 3 days late will not be accepted and will be given a score of 0.
- **Final Paper:** The final paper is due by **midnight on December 13th**. If you do not turn it in by midnight on December 13th, but submit it before midnight on December 14th, the Final Paper will be accepted but you will lose 90 points. **The Final Paper will not be accepted after December 14th at midnight, and you will earn an automatic 0 on your Final Paper.** It is best for you to turn in your final paper on time.

EXCUSED ABSENCES

Students who will be absent from class due to university-recognized activities, military leave, and religious holidays may be given an extension or make-up assignment and will not be penalized, provided they provide documentation of their absence according to the university policies listed in the student handbook. You must e-mail your Lab Leader notification of the absence to arrange for an extension or make-up assignment:

- **AT LEAST 48 HOURS IN ADVANCE** of the due date for a planned absence (e.g., university activity, military leave, religious holidays)
- **WITHIN 24 HOURS AFTER** the due date for an unplanned absence (i.e., medical emergency). If you cannot make contact, someone else must make contact on your behalf.

Documentation of your absence **must** be presented via e-mail along with any supporting

Tips for Success

This can be a difficult lab. Here are some tips to help you succeed:

1. Attend lecture and pay attention (it does you no good to show up and sleep or surf the web).
2. ASK QUESTIONS – in class, after class, through email, in office hours, etc.
3. Do the reading **before class** and make sure you understand it or have clarification questions for your Lab Leader. It takes time to understand these concepts.
4. Re-read and edit your drafts multiple times. Take a break and come back to them. Get help with editing. Editing is key!

material (e.g., a doctor's note).

If you become seriously ill during the semester or have other unforeseeable events that will cause you to miss several assignments, it is **your responsibility** to drop the course in order to save your grade point average. Any signatures you might need to approve the drop should be able to be obtained electronically, but do start the process early if you intend to drop or withdraw from the course. If you start having problems, you need to contact your Lab Leader **as soon as possible** so that they can work with you to devise a plan to help you succeed in the course. Do not wait to contact your Lab Leader, because at that point it might be too late to do anything. It is very rare for the supervising professor to grant an "incomplete" in this lab course.

INCOMPLETES & ADD/DROP

Incompletes will not be given in this course except under extremely rare circumstances that require documentation and adherence to University policies. The FINAL drop date without the Dean's approval is **November 3rd**. You must withdraw by this date to receive a "W." Your Lab Leader and Dr. Reed WILL NOT administratively drop you from the course. If you feel that you are unable to complete the course successfully, please contact Dr. Reed and your Lab Leader to inform them. You will then contact the Registrar's Office to initiate the drop process. If you do not drop, you are at risk of receiving an "F" for the course.

ACADEMIC INTEGRITY & SCHOLASTIC DISHONESTY

Each student has a responsibility to understand, accept, and comply with the University's standards of academic conduct: <https://www.utep.edu/student-affairs/osccr/student-conduct/index.html>

It is the official policy of the university that all suspected cases or acts of alleged scholastic dishonesty must be referred to the Dean of Students for investigation and appropriate disposition. Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to the following:

- cheating – use or attempted use of unauthorized materials, student aids or information in any academic exercise

Ground Rules

Although this is not a discussion-based Lab, we expect **participation and engagement** from all students. In order to create a climate for open and honest dialogue and to encourage the broadest range of viewpoints, it is important for you to **respect each other**. Name calling, accusations, verbal attacks, sarcasm, and other negative exchanges are counter productive to successful teaching and learning about topics. **Do not personalize the dialogue**. Keep the discussion and comments on the topic, not on the individual. Please direct challenging comments or questions to the Lab Leader or the entire class. Remember that it is OK to **agree to disagree**.

- fabrication – falsifying or inventing information or data in an academic assignment
- collusion – aid or attempt to aid another student in committing academic misconduct
- plagiarism – use of ideas, words or statements of another person without giving credit to that person

All graded work (e.g., homework, paper sections, final paper, etc.) that you produce for the course is to be **completed independently and should reflect your own ideas and effort. YOU MAY NOT PRESENT AS YOUR OWN ANY MATERIALS THAT ARE THE WORK OF ANOTHER.** These include, but are not limited to, work produced by another student, materials printed in books or articles, and materials published on the web. Using ChatGPT and other AI sources are also examples of academic dishonesty. If you share your work with another student and they try to pass that work off as their own, YOU are still guilty of collusion. **Pay attention to the plagiarism reports generated by SafeAssign** to ensure that you have not plagiarized in your writing and to figure out where you may need to include citations if you have not already done so. Students who are uncertain as to what constitutes academic dishonesty should consult the Lab Leader.

The use of generative AI tools such as Chat GPT is permitted in this course to begin a lit review or to assist with preparation of APA style citations. If you decide to use AI for assistance with your lit review, it is your responsibility to then find the original document and prepare your own summary. If you use AI for references, it is your responsibility to ensure they exist and are accurate. However, you may not use AI tools to create written work for you, substitute your own reading of source materials, or to complete homework. Students must cite any borrowed content sources to comply with all applicable citation guidelines, copyright law, and avoid plagiarism. Instances that violate these guidelines will be referred to the Office of Student Conduct and Conflict Resolution.

Evidence of academic dishonesty or any other violation of the Standards of Conduct **WILL BE REPORTED** to the Office of Student Conduct and Conflict Resolution (OSCCR). Students may be suspended or expelled and may have permanent notes included in their records. UTEP's code of student conduct and discipline may be found at the following location:

<https://www.utep.edu/student-affairs/osccr/student-conduct/index.html>

UNIVERSITY WRITING CENTER (UWC)

A major focus of this course is on writing and helping you to develop your written communication skills. Writing well does not come naturally. It is something that takes a lot of work, thoughtfulness, and revision. One helpful resource that you may want to make use of is the UWC. Consultants can provide useful guidance regarding spelling, grammar, and word-choice. If you are thinking of consulting with the UWC, talk with your Lab Leader to discuss what type of feedback you should ask for and how best to use this feedback to improve your paper assignments and final paper. The UWC is only available for remote communication via Blackboard Collaborate or Zoom for a synchronous option, or via email. The phone number is

(915) 747-5112. Visit the following website for more information about their services:

<https://www.utep.edu/uwc/>

As the services are now fully online, you will need to plan ahead and make sure you request assistance at least a few days before your assignment is due. There is a 72-hour turnaround time for emailed submissions, excluding weekends. You should be able to get a .pdf file or some other electronic document from them indicating that you received their assistance which you can upload to Blackboard as proof that you used their services for your paper sections to obtain extra credit. There will be a separate link from your homework provided in Blackboard to upload this documentation as proof that you visited the UWC in order to earn extra credit.

GRADE INQUIRIES & DISPUTES

If you have questions about your grade, you may e-mail your Lab Leader from your UTEP email only. We are not allowed to discuss grades with non-UTEP emails. Alternatively, you can ask your Lab Leader to meet with you virtually to discuss your grade.

If you disagree with a grade you received, you must make a **written** request to the Lab Leader to review the grade within **3 weeks** of the grade being posted on BB. The request must contain 1) an explanation for why you think you should have gotten a different grade, and 2) the original assignment. The Lab Leader will review your request and make a decision in a timely manner, but not immediately. If you still have concerns about the decision, you may consult with the Supervising Professor, Dr. Reed, but **ONLY** if you submitted a written request to the Lab Leader first. Keep track of your grades carefully throughout the semester to ensure that you can address any questions within the 3 week time frame. Requests made after 2 weeks will not be considered. If you have questions about your final grade, contact the Supervising Professor, Dr. Reed.

RECORDING AND COPYRIGHT

All materials used in this course are protected by copyright law. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated.

Our use of such technology is governed by the Federal Educational Rights and Privacy Act (FERPA) and UTEP's acceptable-use policy. If class is recorded, a recording of class sessions will be kept and stored by UTEP, in accordance with FERPA and UTEP policies. Your instructor will not share the recordings of your class activities outside of participants, which include your fellow students, lab section leaders, and the supervising professor. **You may not share recordings outside of this course.** Doing so may result in disciplinary action. If you are unable to attend class, please let your Lab Leader know as soon as possible so accommodations can be made if possible.

TITLE IX REPORTING

Your Lab Section Leader for this course and the supervising instructor, Dr. Reed, are considered responsible employees who have a legal obligation to report incidents of sexual

harassment, sexual assault, dating violence, or stalking allegedly committed by or against a student or employee of the university to a Title IX Coordinator or Deputy Title IX Coordinator. This means that if you report such an incident to a Lab Section Leader or instructor, we have a legal obligation to report it and cannot guarantee confidentiality. Given this, it is important to make you aware of the following resources available to you that do allow for confidential reporting (many are available via video or phone):

**Counseling &
Psychological Services**

Union West 202

915.747.5302

caps@utep.edu

<https://www.utep.edu/student-affairs/counsel/>

**Campus Advocacy,
Resources & Education**

1101 N. Campbell St.,

Room 100-103

915.747.7452

care@utep.edu

<https://www.utep.edu/student-affairs/care/>

**UTEP Student Health
and Wellness Center**

Union East 100

915.747.5624

<https://www.utep.edu/chs/sch/>

COVID-19

If you have been diagnosed with COVID-19 or are experiencing symptoms, please contact your Lab Leader immediately.

INFORMATION IN THE SYLLABUS

The Instructors reserve the right to modify any information in the syllabus and class schedule provided that 1) students are given reasonable advance warning and 2) students are not unfairly disadvantaged by the change. Please check Blackboard and your UTEP e-mail regularly to remain informed of any changes.

TENTATIVE LAB SCHEDULE

**All assigned readings and tutorials are to be completed before Lab on the day assigned. The materials will be available in Blackboard in the module for the week listed.*

***Homework and Drafts are due the week after they are assigned. You must submit before the next class session; anything submitted after lab starts will be considered late.*

Wk	Date	Topic	Reading*	Assignments**
1	8/30	No Class		
2	9/6	Welcome, Purpose of Psychological Research	McBride Chapter 1	Homework 1: Syllabus Quiz
3	9/13	Plagiarism *Writing Center Visit		Homework 2 (Plagiarism)
4	9/20	APA Style, References, Citations		Homework 3 (APA Format or References)
	9/22	Experiment due by midnight		
5	9/27	APA Introductions		Homework 4 (Citations, Introduction)
6	10/4	Literature Searches *Library Visit	McBride Chapter 2	Homework 5 (Lit Search)
7	10/11	Introduction		Introduction Section & References Draft
8	10/18	APA Method		Homework 6 (Method)
9	10/25	Method		Method Section Draft
10	11/1	APA Results, Statistics Part 1	McBride Chapters 7 & 8	Homework 7 (Results)
	11/3	Drop Day		
11	11/8	Statistics Part 2	McBride Chapter 9	Homework 8 (Stats)
12	11/15	Results		Results Section Draft
13	11/22	No Class – Thanksgiving		
14	11/29	Discussion & Abstract		Discussion and Abstract Draft
15	12/6	Peer Review and Questions		Bring full paper draft
	12/13	Final Paper Due by Midnight		