Instructor: Dr. Tyson W. Baker

Contact: Tyson.Baker@Queensu.ca
Lectures in Dunning 14: Wednesday 1:00pm-2:20pm
Friday 11:30am-12:50pm

Office Hours in Humphrey 235: Wednesday 11:00am-1:00pm

Teaching Assistants (TA): Karolina Krzys kjk6@queensu.ca

Tutorial sections 2, 4, 6, 8
Kevin Zhou kwz1@queensu.ca
Tutorial sections 3, 5, 7, 9
Jack Parsons jddp@queensu.ca
Exams & Assignments

Student Accommodations for exams (not extenuating

circumstances or cue sheets)

Upload QSAS form to dropbox in OnQ

| | Discussion Forum | Email Me | Email Your TA |
|--|---------------------|----------------------------------|--|
| Questions about <u>course content</u> , <u>exams</u> , <u>assignments</u> , and <u>tutorials</u> | Yes | | |
| Questions/comments including sensitive information (e.g. extenuating circumstances) | | Yes | If it relates to tutorials. (CC me) |
| Need to meet outside office hours | | Yes | |
| QSAS Accommodations (Upload to dropbox in OnQ first) | | Jack will help you (CC me) | |
| Reviewing exams & assignments | | · | Yes (exam review office hours will be announced) |

Course Site

will be available on OnQ. OnQ will be used to

communicate with the class regarding any cancellations, so please be sure to turn on news announcements and check in regularly.

If you have any technical problems, take a screenshot and check the help menu. If that doesn't work, then email the screenshot and a detailed description of the problem to me and your TA.

Please note that the final exam could be scheduled late in the exam period (I have no control over this) and you are responsible for being available to write the exam at any point in the exam period. Thus, I STRONGLY advise you to NOT book flights until the exam schedule becomes available!

Grading Scheme and Grading Method

Both midterms will occur during normal class time. Grades will be posted on OnQ. You can meet with your TA to view your exams; details will be posted on OnQ once grading is complete.

| your IA to view | your exams, detains will be posted on one once grading is complete. | | |
|-----------------|---|---|--|
| Component | Weight | Comments | |
| | % | | |
| | | | |
| Midterm | 2 x | Midterm exams are designed to evaluate understanding of the material | |
| Exams (2) | 15% | presented. Students are responsible for all textbook readings and lecture | |
| | =30% | material. There will be 2 75-minute midterm exams during class time. | |
| | | Midterm exams are NOT | |

Academic Considerations for Students in Extenuating Circumstances

extenuating circumstances that are beyond their control and are interfering with their ability to complete academic requirements related to a course for a short period of time, not to exceed three months. Students receiving academic consideration must meet all essential requirements of a course. The Senate Policy on Academic Consideration for Students in Extenuating Circumstances was approved at Senate in April, 2017.

Each Faculty has developed a protocol to provide a consistent and equitable approach in dealing with requests for academic consideration for students facing extenuating circumstances. Arts and Science undergraduate students can find the Faculty of Arts and Science protocol and the portal where a request can be submitted here. Students in other Faculties and Schools who are enrolled in this course should refer to the protocol for their home Faculty.

If you need to request academic consideration for this course, you will be required to provide the name and email address of the instructor/coordinator. Please use the following:

https://www.queensu.ca/artsci/undergrad-students/academic-consideration-for-students

Instructor/Coordinator Name: Tyson Baker

Instructor/Coordinator email address:Tyson.Baker@Queensu.ca

For **tutorials** (or tutorial assignments requiring your data) missed due to extenuating circumstances, the missed grade will be replaced with the mean of the other tutorials. For tutorials missed NOT due to extenuating circumstances, the grade is 0. Tutorial assignments not requiring your data are treated like assignments.

For assignments that are late due to extenuating circumstances, an extension will be given matching the duration that of the extenuating circumstances.

If extenuating circumstances are 72 hrs, then a 72-hr extension will be granted.

If extenuating circumstances last 7 days, then a 7-day extension will be granted, and so on.

o exam

For assignments that are late NOT due to extenuating circumstances, 10% will be subtracted daily from the assignment and no assignments later than 10 days will be accepted. Thus, an assignment that would have earned 3.2/5 but was 2 days late (-20%) would earn 2.2/5. Late penalties are applied daily, starting at the due time. Note that the due time is the cut-off, not the time you ought to submit at.

For **midterm** exams missed due to extenuating circumstances, students will write an alternate midterm exam in the last few weeks of the course. If students miss the alternate midterm exam due to extenuating circumstances, I will prorate the exam with the final exam grade. For midterm exams missed NOT due to extenuating circumstances, I will prorate the exam as half the final exam grade.

For **final exams** missed due to documented extenuating circumstances, we follow departmental policies: http://www.queensu.ca/psychology/undergraduate/current-students/departmental-policies

or blog post, listen to a short podcast, or watch a short video and then answer questions about it. To complete an alternative assignment, you must contact the **principal investigator** of a particular study

semester to complete the alternative assignment option. Although the length of studies will vary, all alternative assignments will last approximately 30 minutes, so you will earn 0.5% for each alternative assignment that you complete.

Off-campus students: please note that you can participate in online studies and researchers who offer these studies also offer online alternative assignments.

Please note: we understand that life happens and you may be unable to attend the session you sign up for as a result of extenuating circumstances. If you are unable to attend your scheduled session due to an extenuating circumstance, please contact the researcher directly to reschedule the session and/or receive

- An - more hours in advance of your appointment.

Research is an important activity that directly impacts science and society, and that also impacts a larger system (e.g., time in lab space is very limited and can be costly—for example, booking a 1 hour session in the fMRI facility costs \$400). We thank you in advance for ensuring that you attend your scheduled sessions, and that you follow up with the researcher as soon as possible if you miss a session due to extenuating circumstances. However, if you reach 2 <u>unexcused</u> no-shows in a given semester, you will not be able to sign up for additional studies/alternative assignments that semester. You will be automatically granted the ability to sign up for studies to earn research credit the following academic semester.

Note that your course instructor is not involved in the administration of studies and alternative assignments. If you have questions about studies, please contact the researchers listed on SONA. Questions about the pool (e.g., credits, prescreening) should be directed to the participant pool coordinator at participant.pool@queensu.ca.