

PSYC 3334-001 Cognitive Processes
T/TH 9:30 – 10:50AM
Spring 2014

Instructor: Heekyeong Park, Ph.D.
Office: LS 517
Office hours: T/TH 11:00am–12:00pm or by appointment
Course Website: <http://www.uta.edu/blackboard/>
Class location: LS 119

Teaching Assistant: James Schaeffer
Office: LS 513
Office hours: M/TH 2:00-3:00pm or by appointment

Email: *Email me only from within Blackboard.* I will only reply to emails from that originate from Blackboard. Once logged into this course, click on “UTA Email” from the left menu, then choose (a) “all Instructor Users” (which will send email to both Instructor and TA) or (b) “Single/Select Users” (then find me in the list of users).

Course Learning Goals and Objectives: Instructional goals are directed toward enabling students to understand the mechanisms underlying human cognition such as attention, memory, knowledge, and thinking. This course is intended to provide an overview of theories in human cognition and relevant phenomena. This includes reviews of research on cognition as well as discussions of theoretical applications in real world. Instructional materials will be provided in assigned textbook readings and lecture presentations. In order for students to effectively participate in class, it is highly recommended that assigned readings should be completed before each class. Assessment of instructional goals will be made via exams with questions that focus on the above knowledge and skills.

MATERIALS & COMMUNICATION

Textbook: Reisberg D. (2013). *Cognition: Exploring the science of the mind* (5th Edition), Norton.

Students should take their own risk and make their decision on purchasing older editions. The answer keys to the multiple questions and short answer questions are based on the current edition (5th).

Course Business Communication:

All course-related announcements and updates of schedule will be communicated via Blackboard. **The use of Blackboard is required in this course.** Occasional syllabus updates and course announcements will be communicated via Blackboard. **Course grades will be posted on Blackboard only.** Additional readings and relevant material will be posted on Blackboard as well. All quizzes will be taken on Blackboard. Therefore,

it is crucial to get familiarize with Blackboard. Go to <http://www.uta.edu/blackboard/students/index.html> and login with your UTA Net ID and password. If you are unfamiliar with how to work within this system contact the Help Desk in the Central Library. You must bring a photo ID with you. You can also email them for assistance: helpdesk@uta.edu.

Email: Please email me only via the course BLACKBOARD site. It will make a more direct and efficient method of communication between the instructor and the students enrolled in this course, in that such email shows the course title as the subject. Please read the “Additional Course Rules” on the back of the syllabus.

EXAMINATIONS & QUIZZES

I. Exams (in-class): There will be **four (4)** exams. Each exam will be worth 100 points and equally weighted. All four exams will cover textbook chapters and the corresponding lecture material. Exam will be administered during the scheduled class meeting time except the 4th exam which will be administered by the final exam schedule (May 8, 8:00 -10:30am).

- The format for exams will be multiple-choice questions. Exam questions will be drawn from textbook, required textbook, readings, lecture material, videos, and class activities covered during the semester.
- If you are tardy on the day of the exam, you will not be permitted to take the exam if any class member had completed the exam and left the room (See the course schedule for exam dates).
- Exam requires the use of Scantron Form No. 882.

II. Extra-Credit Quizzes (Blackboard): There will be **9 extra-credit** quizzes (on-line) throughout the semester. These are not required. Each quiz will be worth 10 points (1pt for each item; maximum total: 90 points). You will have 20 minutes to complete each 10 question quiz by the due dates (see schedule). Each quiz will be available on Blackboard for a three day period (72 hours). There will be no make-up quiz, given that these quizzes are for extra credits. It is your responsibility to take a quiz within the time-window for each quiz, if you wish to earn extra-credits.

GRADING POLICY

The final course grade will be based on the **sum of the three highest out of the four exam grades plus the sum of all points earned from the quizzes**. Points earned from extra-credit quizzes (up to a maximum of 90 pts) will be added to the sum of exam grades (up to 300 points). If you miss one exam, it will be the grade that is dropped from the final calculation.

Three exams	300	≥ 268	A (=89.5%/300 pts)
Quizzes	90	238 - 267	B (=79.5%/300 pts)
<u>Total possible</u>	<u>390</u>	208 - 237	C (=69.5%/300 pts)
		178 - 207	D (=59.5%/300 pts)
		≤ 177	F (=59.4% and below)

ATTENDANCE

There is no mandatory attendance requirement for this course. However, it is *highly* recommended to attend each class. By enrolling in this course you have made a commitment to attend at the scheduled meeting times. Research has shown that students who attend class regularly have higher course grades. Furthermore, students who actively listen and participate in lecture have higher course grades than students who attend class but engage in competing activities such as texting, surfing the internet, reading, sleeping, etc. Students who miss a class for any reason or miss a portion of a class due to tardiness or early departure will still be held accountable for all of the material that is covered during those sessions, including material covered in lecture that is not in the book.

MAKE-UP EXAMS

If you miss an exam, a grade of zero will be given. There is no provision for taking a make-up exam or assignment in this course unless documentation for a University-approved excuse (see Catalog <http://www.uta.edu/catalog/general/academicreg>) is received within one week of the exam or assignment date. Routine scheduled activities, such as work, doctor's appointments, vacations, weddings, or other conflicting appointments, will not be considered excused absences. A note from a friend or family member is not acceptable documentation. A request for a makeup exam must be made **in writing within one-week** of the missed exam. If a student obtains instructor approval for a makeup exam, all makeup exams will be taken in classroom on Thursday May 1st from 9:30 -11:00AM. The format of the makeup exam is at the discretion of the instructor.

DROP POLICY

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. If you drop by the **census date**, no grade will be posted. If you drop by the **final drop date**, you receive a W. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as a result of dropping classes or withdrawing. Contact the Financial Aid Office for more information.

AMERICANS WITH DISABILITIES ACT

The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining

ACADEMIC INTEGRITY

disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

All students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence. I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

STUDENT SUPPORT SERVICES

The University of Texas at Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs.

For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at (817) 272-6107 or visit www.uta.edu/resources for more information.

ELECTRONIC COMMUNICATION

UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>. Information about activating and using

MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>. If you are unable to resolve your issue from the Self-Service website, contact the Helpdesk at helpdesk@uta.edu. Important e-mails will be sent to you via Blackboard so you will need to check your UT Arlington e-mail account regularly.

FEEDBACK SURVEY

At the end of each term, students enrolled in classes categorized as lecture, seminar, or laboratory will be asked to complete an online Student Feedback Survey (SFS) about the course and how it was taught. Instructions on how to access the SFS system will be sent directly to students through MavMail approximately 10 days before the end of the term. UT Arlington's effort to solicit, gather, tabulate, and publish student feedback data is required by state law; student participation in the SFS program is voluntary.

STUDY HELPFUL RESOURCES

1. Student Support Services: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may contact the Maverick Resource Hotline by calling 817-272-6107, sending a message to resources@uta.edu, or visiting www.uta.edu/resources.

2. Study skills/tips: For students who are interested in doing well in this course (and any other courses), I recommend 1) use of the pedagogical aids located throughout your text and the publisher's website; 2) the websites listed below for advise to guide reading, studying and note taking; 3) SQ4R method (Survey, Question, Read, Recite, Relate, Review).

a. www.wvup.edu/academics/learning_center/sq4r_reading_method.htm

b. http://www.fastol.com/~renkwitz/sq4r_study_method.htm

c. <http://www.dartmouth.edu/~acskills/success/notes.html>

d. <http://www.studygs.net/marking.htm>

3. START STRONG Freshman Tutoring Program: UTA program <http://www.uta.edu/universitycollege/current/academic-support/learning-center/tutoring/start-strong.php>

All first time and returning freshmen can receive six FREE hours of tutoring for some selected subjects for this semester (this course is not listed).

If student need tutoring in a course not listed on the free course list, tutoring is available for payment.

Additional Course Rules

1. Do not email or call about anything that is already explained in the syllabus. In other words, before you email with a question, please check the syllabus first to make sure your question is not already covered.

2. Do not email or call to let me know that you will be missing class. If you will be missing class, we do not need to know about it and you do not need permission.

3. Do not email or call to ask what materials will be covered in missed classes. We provide materials in class and on Blackboard, but not individually to people missing class.

4. Do not mail using poor communication form. We consider email to be a formal channel of communication. Therefore, we expect you to identify yourself, to use proper capitalization, spelling, and punctuation. Do not use <text language> or associated abbreviations.

5. Outside of office hours, please do not drop in without an appointment. This is common courtesy.

6. Do not ask to be bumped up to the next letter grade.

Any emails in violation of these basic rules will be ignored or returned without a reply.

PSYC 3334-001 Cognitive Processes**Spring 2014**

Tentative Schedule

DATE	Day	TOPIC*	Reading chapter/Quiz
Jan 14	T	SYLLABUS/OVERVIEW	1
Jan 16	TH	NEURAL BASIS FOR COGNITION	2
Jan 21	T	RECOGNIZING OBJECTS	3
Jan 23	TH	RECOGNIZING OBJECTS	3 Quiz1 Jan 23-25
Jan 28	T	PAYING ATTENTION	4
Jan 30	TH	PAYING ATTENTION	4 Quiz2 Jan 30-Feb1
Feb 04	T	Review 1	
Feb 06	TH	EXAM I	
Feb 11	T	ACQUISITION OF MEMORIES/WM	5
Feb 13	TH	ACQUISITION OF MEMORIES/WM	5 Quiz3 Feb 13-15
Feb 18	T	ENCODING & RETRIEVAL	6
Feb 20	TH	ENCODING & RETRIEVAL	6 Quiz4 Feb 20-22
Feb 25	T	REMEMBERING COMPLEX EVENTS	7
Feb 27	TH	REMEMBERING COMPLEX EVENTS	7 Quiz5 Feb 27-29
Mar 04	T	Review 2	
Mar 06	TH	EXAM II	
Mar 11/14	T/T H	Spring break	
Mar 18	T	COMPLEX EVENTS	8
Mar 20	TH	COMPLEX EVENTS	8 Quiz6 Mar 20-22
Mar 25	T	Visual Knowledge	10
Mar 27	TH	Visual Knowledge	10 Quiz7 Mar 27-29
Apr 01	T	REASONING & DECISION	11
Apr 03	TH	REASONING & DECISION	11 Quiz8 Apr 03-05
Apr 08	T	CNS meeting (no class)	
Apr 10	TH	Review 3	
Apr 15	T	EXAM III	
Apr 17	TH	PROBLEM SOLVING	12
Apr 22	T	PROBLEM SOLVING	12 Quiz9 Apr 22-24
Apr 24	TH	CONSCIOUS THOUGHT	13
Apr 29	T	Review 4	
May 01	TH	Final Review Week	
Final Exam		EXAM IV: May 8 (Th) 8-10:30am	

* It is subject to shift according to the needs of an individual class.