

**PSYC 3334-001 Cognitive Processes  
Spring 2016**

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**Office hours:** Monday 12-1pm, Thursday 12-1pm or by appointment

**Section Information:** Psyc 3334-001

**Course Website:** <http://www.uta.edu/blackboard/>

**Time and Place of Class Meetings:** T/TH 2:00-3:20; LS119

**Email:**

- 1. Please email the instructor 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. **The instructor will only reply to emails that originate from Blackboard.**
- 2. Student emails or calls about anything that is already explained in the syllabus will NOT receive a response.**

Please refer the “Additional Course Rule” on the second last page of the syllabus.

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**Course Description:** 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.

**Student Learning Outcomes:** Instructional goals are directed toward enabling students to understand the mechanisms underlying human cognition such as attention, memory, knowledge, and thinking. 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.

**Textbook & Course Materials:** Reisberg D. (2016). *Cognition: Exploring the science of the mind* (5<sup>th</sup> Edition), Norton.

## Major Assignments & Examinations:

**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, the corresponding lecture material, and all other relevant learning material. Exam will be administered during the scheduled class meeting time including the 4<sup>th</sup> exam which will be administered on May 05, Thursday, 2:00-3:20pm. **Exam 4 is not a comprehensive exam.** There will be NO FINAL exam during the FINAL WEEK.

- The format for exams will be multiple-choice questions. Exam questions will be drawn from textbook, required books, readings, lecture material, videos, and class activities covered during the semester.
- When 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. Bring the scantron with you.

**II. Extra-Credit Quizzes (Blackboard):** There will be **9 extra-credit** quizzes (on-line) throughout the semester. These are not required but voluntary. Each quiz will be worth 10 points MAX (1pt for CORRECT ANSWER; maximum total of 90 points). You will have 20 minutes to complete each 10 question quiz by the due dates (see the course schedule). Each quiz will be available on Blackboard after the class for a four day period (96 hours). **No make-ups or extensions of due date will be given for quizzes under any circumstances.**

1. For each quiz, one question will be delivered at a time and backtracking (returning to previous questions) will be prohibited.
2. Questions will be drawn from text, lectures, videos, etc. covered during the semester.
3. Each quiz may only be taken once. If you do not take the quiz during the required period for any reason, you may not make it up.
4. You should not discuss the questions with other class members. Be aware that the questions, sequence of questions, and the order of choices have been randomized. Assistance in answering the exam questions from another person or discussing exam items with other students of the class will be considered cheating.
5. There will be NO MAKE-UPS. This is an extra credit opportunity.
6. Once a quiz has expired, it will not be reopened.
7. I will not go over quizzes in class. Grades will be posted on Blackboard.
8. Refer to the Blackboard Resources page (<http://www.uta.edu/blackboard/system-configuration.php>), and the test taking tips (<http://www.uta.edu/blackboard/students/test-takingtips.php>) before taking any and all assessments. Failure to follow these recommendations will cause students to become locked out of the system prior to completion of an assessment.

- One of the most common reasons students become locked out of the system is because they do not heed the requirement to not use a wireless internet connection while taking an assessment. Use a computer plugged in directly to an internet router. Avoid wireless internet. Do not use wireless internet.
- The second most common reason students become locked out is failure to comply with the requirement to not have anything else open during the assessment (e.g. other windows, browsers, documents or otherwise). Do not have any other windows open on your computer or in your browser during the time you are taking a quiz.
- These things are all within your power to avoid; if you are unsure how to configure your computer to avoid these problems, a visit to the help desk at the library will prove very informative.

**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

### Course Assessments:

The final course grade will be based on the **sum of the highest three 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)
<u>Quizzes</u>	<u>90</u>	238 - 267	B (=79.5%/300 pts)
Total possible	390	208 - 237	C (=69.5%/300 pts)
		178 - 207	D (=59.5%/300 pts)
		≤ 177	F (=59.4% and below)

### Make-up Exam Policy:

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 Tuesday May 3 from 2:00-3:20PM. The format of the makeup exam is at the discretion of the instructor.

**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.

**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. 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 the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://www.uta.edu/aao/fao/>).

**Disability Accommodations:** UT 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)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. 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 disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the **Office for Students with Disabilities (OSD)**. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD)** [www.uta.edu/disability](http://www.uta.edu/disability) or 817-272-3364(T).

**Counseling and Psychological Services, (CAPS)** [www.uta.edu/caps/](http://www.uta.edu/caps/) or 817-272-3671(T).

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

**Title IX:** *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit [uta.edu/eos](http://uta.edu/eos). For information regarding Title IX, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX).*

**Academic Integrity:** Students enrolled all UT Arlington courses 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.*

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University. **Any violations to the academic integrity policy will be result in the course grade of 'F'.**

**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>.

**Student Feedback Survey:** At the end of each term, students enrolled in classes categorized as "lecture," "seminar," or "laboratory" shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student's feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT

Arlington's effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

**Final Review Week:** A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

**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 visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to [resources@uta.edu](mailto:resources@uta.edu), or view the information at <http://www.uta.edu/universitycollege/resources/index.php>

**The English Writing Center (411LIBR):** Hours are 9 am to 8 pm Mondays-Thursdays, 9 am to 3 pm Fridays and Noon to 5 pm Saturdays and Sundays. Walk In **Quick Hits** sessions during all open hours Mon-Thurs. Register and make appointments online at <http://uta.mywconline.com>. Classroom Visits, Workshops, and advanced services for graduate students and faculty are also available. Please see [www.uta.edu/owl](http://www.uta.edu/owl) for detailed information.

<p><b>Emergency Phone Numbers:</b> In case of an on-campus emergency, call the UT Arlington Police Department at <b>817-272-3003</b> (non-campus phone), <b>2-3003</b> (campus phone). You may also dial 911. Non-emergency number 817-272-3381</p>
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## **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 for make-up quizzes or extend quiz due dates. It is for extra-credits. Quizzes will not be given other than the scheduled dates under any circumstance.
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 e-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 rules will be ignored without a reply.**

**The instructor will only reply to emails that originate from Blackboard.**

**Course Schedule\***

<b>DATE</b>	<b>Day</b>	<b>TOPIC*</b>	<b>Reading chapter/Quiz</b>
Jan 19	T	SYLLABUS/OVERVIEW	1
Jan 21	TH	NEURAL BASIS FOR COGNITION	2
Jan 26	T	RECOGNIZING OBJECTS	3
Jan 28	TH	RECOGNIZING OBJECTS	3 Quiz1 1/29 3:30pm-2/013:30pm
Feb 02	T	PAYING ATTENTION	4
Feb 04	TH	PAYING ATTENTION	4 Quiz2 2/4 3:30pm-2/08 3:30pm
Feb 9	T	Review 1	
Feb 11	TH	EXAM I	
Feb 16	T	ACQUISITION OF MEMORIES/WM	5
Feb 18	TH	ACQUISITION OF MEMORIES/WM	5 Quiz3 2/18 3:30pm-2/22 3:30pm
Feb 23	T	ENCODING & RETRIEVAL	6
Feb 25	TH	ENCODING & RETRIEVAL	6 Quiz4 2/25 3:30pm-2/29 3:30pm
Mar 01	T	REMEMBERING COMPLEX EVENTS	7
Mar 03	TH	REMEMBERING COMPLEX EVENTS	7 Quiz5 3/03 3:30pm-3/07 3:30pm
Mar 08	T	Review 2	
Mar 10	TH	EXAM 2	
Mar15/17	T/TH	Spring break	
Mar 22	T	CONCEPTS & GENERIC KNOWLEDGE	8
Mar 24	TH	CONCEPTS & GENERIC KNOWLEDGE	8 Quiz6 3/24 3:30pm-3/28 3:30pm
Mar 29	T	Visual Knowledge	10
Mar 31	TH	Visual Knowledge	10 Quiz7 3/31 3:30pm-4/4 3:30pm
Apr 05	T	Review 3	
Apr 07	TH	EXAM III	
Apr 12	T	REASONING & DECISION	11
Apr 14	TH	REASONING & DECISION	11 Quiz8 4/14 3:30pm-4/18 3:30pm
Apr 19	T	PROBLEM SOLVING & INTELLEGENCE	12
Apr 21	TH	PROBLEM SOLVING & INTELLEGENCE	12
Apr 26	T	CONSCIOUS THOUGHT	13 Quiz9 4/26 3:30pm-4/30 3:30pm
Apr 28	TH	Review 4	
May 03	T	Makeup Exam	Make-up exams eligible students only
May 05	TH	EXAM IV	

\*Lecture content/Presentation dates are tentative and subject to shift according to the needs of an individual class. As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course.