

**CAREERS IN PSYCHOLOGY**  
**PSYC 200-003 (3 credit hours) – Fall 2020**  
**Online**

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**Please Read:** Students, I look forward to working with you this semester! To establish a framework in which both productivity and your academic experience in this course can be maximized, your first assignment in this course is to read this syllabus and the Email Policy and FAQs document – and complete the **Syllabus Quiz** about these documents. If you have any questions about the content of the syllabus or the Email Policy and FAQs document, please ask for clarification during the first week of the semester. Your continued enrollment in this course signifies your acceptance of and agreement to adhere to the policies presented herein.

## I. TEXTBOOK/READINGS

### A. Required Textbook/Readings

- Helms, J. L., & Rogers, D. T. (2015). *Majoring in psychology: Achieving your educational and career goals* (2<sup>nd</sup> ed.). Wiley-Blackwell.
- Readings posted on Blackboard

### B. Optional Resource (not used in this course, but useful for professional writing)

- Straus, J., Kaufman, L., & Stern, T. (2014). *The blue book of grammar and punctuation: An easy-to-use guide with clear rules, real-world examples, and reproducible quizzes* (11th ed.). Jossey-Bass.

## II. COURSE DESCRIPTION

Welcome to Careers in Psychology! This course has a number of goals, paramount among them being an exploration of the many potential career paths available to psychology majors. It is my hope that you will have the opportunity to investigate existing areas of interest within psychology, as well as get introduced to potential career options you had not yet considered. What makes this course different from many within the psychology major is its significant focus on you as a unique individual and your personal and professional development. Yes, traditional lecture will be used to disseminate some of the course information; however, assignments and exercises will be plentiful, and they are tailored to help you explore your own values, interests, and ambitions as they relate to your future career.

## III. COURSE OBJECTIVES FOR STUDENTS

1. Gain a deeper understanding of your interests, skills, and values as they relate to career choices
2. Locate and familiarize yourself with career information and job search resources, including those offered by SIUE
3. Explore various ways to professionally network
4. Make an informed decision about your choice to major in psychology
5. Understand SIUE's psychology curriculum requirements, as well as experiential education opportunities
6. Review APA style according to the new 7<sup>th</sup> edition of the manual (released October 2019)
7. Demonstrate a basic understanding of the major subfields within psychology
8. Familiarize yourself with the steps necessary to apply to graduate or professional programs
9. Write a resume or curriculum vitae that effectively markets your skills, abilities, and experiences

10. Learn about job search strategies and various interviewing skills and techniques

#### **IV. COURSE POLICIES AND PROCEDURES**

##### **A. Blackboard**

This course will use Blackboard (<https://bb.siue.edu>) as the primary communication hub for our class. Announcements, updates, grades, and other important course information will be posted to Blackboard. **Note outlines** will be provided for each topic/unit. The outlines contain blanks and are designed to be completed while watching video lectures. We will also use [Microsoft Teams](#) ([download Teams here](#)) and/or [Zoom](#) for optional synchronous meetings (e.g., exam review sessions, virtual office hours).

##### **B. Class “Attendance” and Expectations**

Although we won’t meet in-person, I encourage you to schedule regular times each week of the semester during which you will complete work for this course. Two or three sessions per week of 90 to 120 minutes are encouraged. Between watching video lectures, completing assignments, studying for exams, and, to a lesser extent, reading the textbook, you should spend, on average, **three to six hours on this course each week**. My exams are written to emphasize material discussed in lecture; watching video lectures (and taking notes while watching – use the note outlines) will be critical to your success. While the textbook may provide helpful alternate explanations to main topics, the terminology, explanations, and examples I use during lecture will be the focus of exams.

You are encouraged to actively participate in our class. Please email me with questions or to schedule virtual office hours.

I expect you to demonstrate respect and professionalism toward me and your fellow students. In turn, you should expect that I will treat you with respect and act professionally in our interactions.

##### **C. Department of Psychology Policy on Incomplete Grades and Withdrawal**

All withdrawals must be completed by the end of the 13th week of classes during fall and spring, and by a similarly late date (i.e., before 82% of class meetings have occurred) in any summer term. Grades that apply to students who initiate a withdrawal and grades that apply when a student fails to officially withdraw within established deadlines are determined by university policy (see <http://www.siue.edu/policies/1j1.shtml>). The granting of a grade of I (Incomplete) is not automatic. It is available only in cases when a student has completed most of the work required for a class but is prevented by a medical or similar emergency from completing a small portion of the coursework before the deadline for grade submission. An I must be approved by the instructor with appropriate documentation provided by the student. If an instructor agrees to give a student an I, the instructor will fill out a Memorandum of Incomplete Grade to be kept with the student’s records. If the work is not completed by the time specified on the Memorandum, the student’s grade will be changed from I to F.

##### **D. The Psychology Department’s Policy on Plagiarism**

Plagiarism includes presenting someone else’s words without quotation marks (even if you cite the source), presenting someone else’s ideas without citing that source, or presenting one’s own previous work as though it were new. When paraphrasing from another source or your own work, at the very least, the student should change the wording, sentence syntax, and order of ideas presented in the paper. Additionally, you should not submit a paper, or parts of a paper, written to fulfill the requirements of one class for the requirements in another class without prior approval of the current instructor and appropriate citation. Ideally, the student will integrate ideas from multiple sources while providing critical commentary on the topic in a way that clearly identifies whether words and ideas are those of the student or are from another source. Plagiarism is one type of academic misconduct described in SIUE’s Student Academic Code (<http://www.siue.edu/policies/3c2.shtml>). University policy

states that "Normally a student who plagiarizes shall receive a grade of F in the course in which the act occurs. The offense shall also be reported to the Provost." (<http://www.siue.edu/policies/1i6.shtml>). The University policy discusses additional academic sanctions including suspension and expulsion from the University. To insure that you understand how to avoid plagiarism, we encourage you to review the information on plagiarism provided on the referenced websites.

#### **E. Statement on Disabilities**

Students with documented disabilities should notify the instructor regarding any needed accommodations at the beginning of the course. To request accommodations, please contact Accessible Campus Community & Equitable Student Support (ACCESS), Student Success Center, Room 1270 (phone: 618-650-3726, website: <http://www.siue.edu/access/>).

### **V. ASSIGNMENTS, EXAMS, AND GRADING**

#### **A. Exams**

You will be administered two exams consisting of multiple-choice, true/false, and/or matching questions on scheduled date ranges during the semester (see Course Schedule). You choose when to take each exam within the timeframe noted in the Course Schedule. Once the exam deadline has passed, the exam cannot be made up. Students have 75 minutes to complete the exam and may use their readings and notes; however, the exam is to be taken individually, without help from anyone else. Once started, the exam must be completed in one sitting (i.e., it cannot be paused and resumed at a later time). Each exam will cover all new material presented since the previous exam (or, for the first exam, since the beginning of the semester). Exam questions will focus on material presented during lecture, which may or may not be included in textbook readings.

#### **B. Assignment Policy**

While there are only two exams in this course, there are **a number of assignments** throughout the semester. **Late assignments will not be accepted. Zero (0) points will automatically be assigned for any late assignments.** (See Course Schedule for assignment due dates and times.) Please turn in all assignments through Blackboard. Students have one attempt to complete/submit each assignment/exam, with the exception of the syllabus quiz (which has unlimited attempts while it is open). Emailed assignments will not be accepted. You are encouraged to complete and turn in assignments early.

**An important note about assignments, quizzes, and exams:** Please use a browser (e.g., Firefox, Chrome) on a desktop or laptop computer and visit <https://bb.siue.edu> to complete assignments, quizzes, and exams. Please do not complete assignments, quizzes, or exams using the downloadable Blackboard app for iOS, Android, and Windows. The app may cause assignments, quizzes, and exams to submit without saving answers, resulting in what appear to be blank submissions (which don't earn any points).

#### **C. Grading**

Your grade is based on the total number of points you earn during the semester while completing the following course requirements:

- 1. Syllabus Quiz (10 points):** The syllabus quiz asks questions about this syllabus and the Email Policy and FAQs document. While the quiz is open (see Course Schedule), you may take it as many times as you like (i.e., you can improve your score if you do not earn a perfect score the first time).
- 2. Exams (60 points each):** Two exams will be administered. Each exam will consist of multiple-choice, true/false, and/or matching questions. Each exam will cover all new material presented since the previous exam (or, for the first exam, since the beginning of the course); in other words, exams will not be cumulative.

3. **Professional Communication Quiz (20 points)**: Students will complete a quiz about the Professional Communication lecture.
4. **SIUE Psychology Scavenger Hunt (40 points)**: Students will complete a scavenger hunt to discover academic and career resources offered by SIUE and the Department of Psychology.
5. **APA Style Quiz (20 points)**: Students will practice their 7<sup>th</sup> edition APA style skills.
6. **Resume/Curriculum Vitae (30 points)**: Students will create a resume or CV.
7. **Career Profile and Budget (40 points)**: Students will assemble a profile about a selected career and complete a budget based on anticipated income from the career.
8. **Online Career Assessments (50 points)**: Students will complete online career assessments (questionnaires), take screenshots of the results, and write a short reflection paper about their results.
9. **Psychology Subfield Sales Pitch Video (30 points)**: Students will create a 3-5 minute pitch video for an assigned subfield and post the video to Blackboard by the deadline listed at the end of the Course Schedule.

Grades will be determined by the following point allocations; percentages are listed only for reference. Grades will not be rounded up or curved.

		<u>Percentage</u>	<b>Points</b>
Syllabus Quiz	10 points		
Exam 1	60 points	A 100-90	<b>360-323</b>
Exam 2	60 points	B 89-80	<b>322-287</b>
Prof. Comm. Quiz	20 points	C 79-70	<b>286-251</b>
Scavenger Hunt	40 points	D 69-60	<b>250-215</b>
APA Style Quiz	20 points	F 59-0	<b>214-000</b>
Resume/Curriculum Vitae	30 points		
Career Profile and Budget	40 points		
Online Career Assessments	50 points		
<u>Psyc. Subfield Sales Pitch Video</u>	<u>30 points</u>		
Total Points	360 points		

Students are responsible for regularly monitoring their grades via Blackboard. If a student has questions about a grade, believes a grade is incorrect, or discovers that a grade is missing in the Blackboard grade book, he or she should contact the instructor as soon as possible. In these instances, the student is responsible for providing proof of an error that is satisfactory to the instructor. If more than one week has passed since grades for the assignment/exam were posted to Blackboard, no modifications to the grade book entry in question will be made.

## VI. COURSE SCHEDULE

The following course schedule is a good faith estimate of topics to be covered during the semester. The schedule may be changed at the discretion of the instructor. Any changes will be announced via email and/or posted on Blackboard.

**Note:** H&R = Helms and Rogers (2015); other readings will be posted on Blackboard.

**Note:** Each week begins Sunday at 12:01 a.m. and ends Saturday at 11:59 p.m.

**Note:** Even though our class is online, each week of the schedule is divided into two days. The two-day split is simply a suggestion of how to divide your work across each week.

Dates	Topics	Readings	Assignments/Exams
<b>Week 1</b> 8/23- 8/29	Welcome Syllabus Email Policy and FAQs  Professional Communication First Week Assessment/Activity	Syllabus Email Policy and FAQs	<b>Syllabus Quiz</b> opens 8/23 12:01am, due 8/29 11:59pm  <b>Professional Communication Quiz</b> opens 8/23 12:01am, due 8/29 11:59pm
<b>Week 2</b> 8/30- 9/5	Scavenger Hunt  Why Major in Psychology?	H&R Ch. 1	<b>Scavenger Hunt</b> opens 8/30 12:01am, due 9/5 11:59pm
<b>Week 3</b> 9/6- 9/12	Study Skills Inventory Succeeding in College and the Psychology Major  APA Style Introduction to the Subfield Sales Pitch Video	H&R Ch. 2 & 3	  <b>APA Style Quiz</b> opens 9/6 12:01am, due 9/12 11:59pm
<b>Week 4</b> 9/13- 9/19	Preparing for the Job Market, Networking, & Interviewing  Resumes/CVs	H&R Ch. 5 Getting a Job with a Bachelor's Degree in Psychology  Resumes/CVs handouts	<i>Optional Extra Credit: Build a LinkedIn Profile</i> opens 9/13 12:01am, due 9/19 11:59pm  <b>Resume/CV</b> opens 9/13 12:01am, due <u>9/26</u> 11:59pm (2 weeks to complete)
<b>Week 5</b> 9/20- 9/26	Preparing for and Applying to Graduate School		Reminder: <b>Resume/CV</b> due 9/26 11:59pm
<b>Week 6</b> 9/27- 10/3	Careers in Research	H&R Ch. 8	
<b>Week 7</b> 10/4- 10/10	Careers in Clinical and Counseling Psychology	H&R Ch. 10	
<b>Week 8</b> 10/11- 10/17	Exam 1 Review Game  <b>Exam 1</b>		<i>Optional Extra Credit: Exam 1 Review Game</i> opens 10/11 12:01am, due 10/17 11:59pm  <b>Exam 1</b> opens 10/11 12:01am, due 10/17 11:59pm
<b>Week 9</b> 10/18- 10/24	Careers in Educational and School Psychology	H&R Ch. 11	
<b>Week 10</b> 10/25- 10/31	Careers in Exercise & Sport Psychology; Health Psychology	H&R Ch. 12 & 13	<b>Career Profile and Budget</b> opens 10/25 12:01am, due 10/31 11:59pm

<b>Week 11</b>	Careers in Neuropsychology	H&R Ch. 14	
11/1- 11/7			
<b>Week 12</b>	Careers in Forensic Psychology	H&R Ch. 15	<b>Online Career Assessments</b> opens 11/8 12:01am, due <u>11/21</u> 11:59pm (2 weeks to complete)
11/8- 11/14			
<b>Week 13</b>	Academic Careers		Reminder: <b>Online Career Assessments</b> due 11/21 11:59pm
11/15- 11/21			
<b>Break</b>	Thanksgiving Break – No Class		
11/22- 11/28	Thanksgiving Break – No Class		
<b>Week 14</b>	Careers in Industrial and Organizational Psychology		
11/29- 12/5			
<b>Week 15</b>	Exam 2 Review Game		<i>Optional Extra Credit: Exam 2 Review Game</i> opens 12/6 12:01am, due 12/12 11:59pm
12/6- 12/12			
	<b>Exam 2</b>		<b>Exam 2</b> opens 12/6 12:01am, due 12/12 11:59pm

**Psychology Subfield Sales Pitch Video DUE Dates**

Topic	Posted to Blackboard by <u>12:01 a.m.</u> on...
Careers in Research	Sun., 9/27
Careers in Clinical and Counseling Psychology	Sun., 10/4
Careers in Educational and School Psychology	Sun., 10/18
Careers in Exercise & Sport Psychology	Sun., 10/25
Careers in Health Psychology	Sun., 10/25
Careers in Neuropsychology	Sun., 11/1
Careers in Forensic Psychology	Sun., 11/8
Academic Careers	Sun., 11/15
Careers in Industrial and Organizational Psychology	Sun., 11/29

## **COVID-19 Pandemic Policies Related to Classroom Instruction (Fall 2020)**

### **Health and Safety**

Consistent with the Illinois Board of Higher Education guidance contained in “Safely Launching Academic Year 2020” released on June 23, 2020 and guidelines established by Governor J. B. Pritzker and *Restore Illinois*, Southern Illinois University Edwardsville has implemented a new policy to help ensure the safety of all students, faculty and employees during the pandemic. The measures outlined below are required and any student who does not comply may be in violation of the *COVID-19 People-Focused Health and Safety Policy*, as well as the University’s *Student Code of Conduct*.

The full text of the *COVID-19 People-Focused Health and Safety Policy* can be found here: <https://www.siue.edu/policies/Covid.shtml>.

### **Classrooms, Labs, Studios, and Other Academic Spaces**

While in the classroom, lab, studio, or other academic spaces, students shall practice social distancing measures by maintaining a distance of at least six feet from others in the classroom and wearing a face covering. Extra care should be taken upon entering and leaving the classroom spaces. Classroom furniture should not be rearranged, and furniture that has been taped off or covered should not be used.

Students who forget to wear a face mask or face shield will be reminded of their obligation to comply with SIUE’s *COVID-19 People-Focused Health and Safety Policy* and temporarily asked to leave the class until they are able to conform to the policy. Students who forget or lose their face coverings may be able to obtain replacements from a friend, a faculty member, or a nearby departmental office. Face coverings are also available for purchase in the Cougar Store (MUC).

Students who refuse to wear a face covering will be asked to leave the classroom and referred to the Dean of Students for non-compliance with community health and safety protocols. Repeated non-compliance may result in disciplinary actions, including the student being administratively dropped from an on-ground/face-to-face course or courses without refund if no alternative course format is available.

If a student has a documented health condition which makes wearing a face covering medically intolerable, that student should contact ACCESS to explore options with the understanding that ACCESS will not grant accommodations which excuse the need for a face covering while on campus or in the classroom. ACCESS will work with qualifying individuals to find reasonable alternatives, whenever such solutions are available. Please call or contact the ACCESS Office via email to schedule an online appointment to discuss potential alternatives. ACCESS office (Student Success Center, Room 1203, 618-650-3726, and [myaccess@siue.edu](mailto:myaccess@siue.edu)).

### **General Health Measures**

At all times, students should engage in recommended health and safety measures, which include:

- Conducting a daily health assessment. If you have COVID-19 symptoms, but not yet tested positive, have had COVID-19 close contact exposure, or are COVID-19 diagnosed as presumptive or confirmed positive, stay home and contact your health provider or SIUE Health Service at [cougarcare@siue.edu](mailto:cougarcare@siue.edu) or 618-650-2842. More information is available on the [SIUE COVID-19 website](#).
- Frequent washing or disinfecting of hands.
- Social distancing by maintaining a distance of at least six feet from others.
- Face masks or face coverings that cover the nose and mouth are required in indoor public spaces regardless of the ability to maintain social distance. Indoor public spaces include common spaces or community settings that anyone can access, such as reception areas with walk-in access, restrooms, hallways, classrooms, teaching and research laboratories, as well as common spaces in residence halls, conference rooms, lobbies, and break rooms.
- Adhere to directional signs and traffic flow patterns in buildings and offices. Doors for entering and exiting buildings will be designated. Where multiple doors exist, in and out doors will be marked with “Entrance” and “Exit” signs.
- Plans that consider traffic flow in and out of buildings, and within buildings (i.e. stairs, hallways, etc. where possible) will be marked.

### **Academic Integrity**

Students are reminded that the expectations and academic standards outlined in the Student Academic Code (3C2) apply to all courses, field experiences and educational experiences at the University, regardless of modality or location. The full text of the policy can be found here: <https://www.siue.edu/policies/3c2.shtml>.

### **Recordings of Class Content**

Faculty recordings of lectures and/or other course materials are meant to facilitate student learning and to help facilitate a student catching up who has missed class due to illness. As such, students are reminded that the recording, as well as replicating or sharing of any course content and/or course materials without the express permission of the instructor of record, is not permitted, and may be considered a violation of the University’s Student Conduct Code (3C1), linked here: <https://www.siue.edu/policies/3c1.shtml>.

### **Potential for Changes in Course Schedule or Modality**

As the COVID-19 pandemic continues, there remains a possibility that planned classroom activities will need to be adjusted. Depending on circumstances and following state-issued recommendations, potential changes include changes in course modality (e.g., transition from face-to-face to online) or in course scheduled meetings. These changes would be implemented to ensure the successful completion of the course. In these cases, students will be provided with an addendum to the class syllabus that will supersede the original version.