

CAREERS IN PSYCHOLOGY
PSYC 200-601 (3 credit hours) – Fall 2021
Online – Asynchronous

CONTACT INFORMATION

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Please Read: Students, I look forward to working with you this semester! To maximize productivity, your first assignment is to read this syllabus and the Email Policy and FAQs document – and complete the **Syllabus Quiz** about these documents. If you have questions about the content of the syllabus or the Email Policy and FAQs document, please ask during the first week of the semester. Continued enrollment signifies agreement to adhere to the policies presented herein. – Dr. Murphy

I. TEXTBOOK/READINGS

A. Required Textbook/Readings

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

II. COURSE DESCRIPTION

Welcome to Careers in Psychology! This course has a number of goals, paramount among them being an exploration of the many career paths available to psychology majors. I hope you 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 (7th edition)
7. Demonstrate 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 and interviewing strategies

IV. COURSE POLICIES AND PROCEDURES

A. Blackboard

We will use Blackboard (<https://bb.siu.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 most topics/units. The outlines contain blanks and are designed to be completed while watching video lectures.

B. Class “Attendance” and Expectations

Although we won't meet in-person, I encourage you to schedule regular time each week to complete work for this course. Between watching video lectures, completing assignments, and studying for exams, you should spend, on average, **three to six hours on this course each week**.

Complete note outlines while watching video lectures. Exams are written to emphasize material discussed in lecture (which is sometimes different than the textbook); watching the lectures is critical to success.

Actively participate in our class! Ask questions during office hours. Email me with questions.

Please demonstrate respect and professionalism toward me and fellow students.

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 <https://www.siu.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 (<https://www.siu.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.” (<https://www.siu.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: <https://www.siu.edu/access/>).

V. ASSIGNMENTS, EXAMS, AND GRADING

A. Exams

Students will complete two exams consisting of multiple-choice, true/false, and/or matching questions on scheduled date ranges during the semester (see Course Schedule). Exams are not cumulative. Students may use readings and notes during exams (i.e., exams are open-book); however, they must take exams alone, without help from others.

You choose when to take each exam within the timeframe noted in the Course Schedule. Once you begin the exam, you must complete it in one session (i.e., you are not able to close and then resume the exam). You have 75 minutes to complete each exam. At the end of 75 minutes, your exam will automatically submit if you have not yet submitted it yourself.

Please ensure that you have a reliable computer and Internet access when you choose to begin the exam. **If an exam “reset” is required for any reason, please email me while the exam is open. If the exam is reset, your final grade will be reduced by 10 percent of the exam value** (i.e., 6 points will be subtracted from your final score). The reduction is because 1) a reset extends the time of a timed exam and 2) students are responsible for ensuring their computer and Internet access are reliable. I can't guarantee I will see your email in time to reset an exam, so please do everything you can to ensure your computer and Internet access are reliable. **Email exam reset requests at least 24 hours before an exam is due; requests sent less than 24 hours before a deadline may not be seen in time for a reset. Once the exam deadline has passed, the exam cannot be made up or reset.**

B. Assignment Policy

While there are only two exams in this course, there are **a number of assignments** throughout the semester. (See Course Schedule for assignment deadlines.) 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.

No late work is accepted for credit in this course. An assignment is late if it is not turned in by the deadline specified in the Course Schedule, on Blackboard, or by the professor. Since students have 24/7 access to the course and multiple days to complete assignments, no exceptions will be granted for the late work policy. Students are encouraged to complete assignments as soon as they are available.

An important note about assignments, exams, and anything else you are asked to complete on Blackboard: Please use [Firefox](#) (or [Chrome](#)) on a desktop or laptop computer and visit <https://bb.siu.edu> to complete all Blackboard work.

- Do not use the downloadable Blackboard app for iOS, Android, and Windows. The app may improperly display and/or submit assignments.
- Do not use the Safari browser. Safari may improperly display and/or submit assignments.
- Do not use a cell phone or tablet. Mobile browsers may improperly display and/or submit assignments.

This is really important: Keep every point you earn! If you have tech questions, please [ask ITS](#) before beginning Blackboard work. Students who use the Blackboard app, Safari, a cell phone, or a tablet and experience technical difficulties while completing Blackboard work may not resubmit or “redo” the impacted assignment(s). Missing or erroneous submissions will be graded as-is, which could mean a student receives 0 points for an assignment.

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.
2. **Exams (60 points each):** Two exams will be administered. Each exam will consist of multiple-choice, true/false, and/or matching questions. Exams are not 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 7th edition APA style skills.
6. **Resume/Curriculum Vitae (30 points):** Students will create a resume or CV, as well as peer review a classmate’s resume/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.

Grades are determined by the following point ranges; percentages are listed for reference. Grades are not rounded or curved.

Syllabus Quiz	10 points		<u>Percentage</u>	<u>Points</u>
Exam 1	60 points	A	100-90	330-296
Exam 2	60 points	B	89-80	295-263
Prof. Comm. Quiz	20 points	C	79-70	262-230
Scavenger Hunt	40 points	D	69-60	229-197
APA Style Quiz	20 points	F	59-0	196-000
Resume/Curriculum Vitae	30 points			
Career Profile and Budget	40 points			
<u>Online Career Assessments</u>	<u>50 points</u>			
Total Points	330 points			

Students are encouraged to regularly check their grades on Blackboard. If a student has questions about a grade, believes a grade is incorrect, or discovers that a grade is missing, he or she should contact the instructor as soon as possible. The student is responsible for providing proof of an error that is satisfactory to the instructor. Grades will not be modified if more than one week has passed since grades for the assignment/exam were posted to Blackboard.

VI. COURSE SCHEDULE

All material, assignments, and deadlines are subject to change with prior notice. It is your responsibility to stay in touch with your professor, review the course site regularly, or communicate with other students, and to adjust as needed if assignments or due dates change.

Notes:

- H&R = Helms and Rogers (our textbook). Other readings posted on Blackboard.
- Each week begins Sunday at 12:01 a.m. CST and ends Saturday at 11:59 p.m. CST. All times CST.

Dates	Topics	Readings	Assignments/Exams
Week 1 8/22- 8/28	Welcome Syllabus Email Policy and FAQs First Week Assessment/Activity	Syllabus Email Policy and FAQs	Syllabus Quiz opens 8/22 12:01am, due 8/28 11:59pm First Week Assessment/Activity
Week 2 8/29- 9/4	Professional Communication Scavenger Hunt Why Major in Psychology?	H&R Ch. 1	Professional Communication Quiz opens 8/29 12:01am, due 9/4 11:59pm Scavenger Hunt opens 8/29 12:01am, due 9/4 11:59pm
Week 3 9/5- 9/11	Study Skills Inventory Succeeding in College and the Psychology Major APA Style	H&R Ch. 2 & 3	APA Style Quiz opens 9/5 12:01am, due 9/11 11:59pm
Week 4 9/12- 9/18	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 9/12 12:01am, due 9/18 11:59pm Resume/CV opens 9/12 12:01am, due Fri., 9/24, 3:00pm (2 weeks to complete) (Optional Zoom Resume/CV session may be scheduled)
Week 5 9/19- 9/25	Preparing for and Applying to Graduate School	H&R Ch. 6 & 7 Appleby (2006) Davis et al. (2018)	Reminder: Resume/CV due Fri., 9/24, 3:00pm
Week 6 9/26- 10/2	Careers in Research	H&R Ch. 8	
Week 7 10/3- 10/9	Careers in Clinical and Counseling Psychology	H&R Ch. 10	
Week 8 10/10- 10/16	Exam 1 Review Game Exam 1		Exam 1 Review Game (on Zoom; to be scheduled) Exam 1 opens 10/10 12:01am, due Fri., 10/15, 3:00pm
Week 9 10/17- 10/23	Careers in Educational and School Psychology	H&R Ch. 11	

Week 10 10/24- 10/30	Careers in Exercise & Sport Psychology; Health Psychology	H&R Ch. 12 & 13	Career Profile and Budget opens 10/24 12:01am, due Fri., 10/29, 3:00pm
Week 11 10/31- 11/6	Careers in Neuropsychology	H&R Ch. 14	
Week 12 11/7- 11/13	Careers in Forensic Psychology	H&R Ch. 15	Online Career Assessments opens 11/7 12:01am, due Fri., 11/19, 3:00pm (2 weeks to complete)
Week 13 11/14- 11/20	Academic Careers	H&R Ch. 16	Reminder: Online Career Assessments due Fri., 11/19, 3:00pm
Break 11/21- 11/27	Thanksgiving Break – No Class		
Week 14 11/28- 12/4	Careers in Industrial and Organizational Psychology	H&R Ch. 9	
Week 15 12/5- 12/11	Exam 2 Review Game Exam 2		Exam 2 Review Game (on Zoom; to be scheduled) Exam 2 opens 12/5 12:01am, due Fri., 12/10, 3:00pm

COVID-19 Pandemic Policies Related to Classroom Instruction (Fall 2021)

Health and Safety

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 (regardless of vaccination status) shall wear face coverings that fully cover the nose and mouth and practice physical distancing measures to the extent practicable based on the specific classroom capacity and pedagogy. 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 covering 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).

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 or 618-650-2842. More information on reporting procedures is available [here](#).

Frequent washing or disinfecting of hands.

Physical distancing.

Face masks or face coverings that cover the nose and mouth are required in indoor public spaces regardless of the ability to maintain physical 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.

If present, adhere to directional signs and traffic flow patterns in buildings and offices. In many spaces, doors for entering and exiting buildings are designated.

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 or quarantine. 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.