

**CAREERS IN PSYCHOLOGY**  
**PSYC 200-001, -002, -003 (3 credit hours) – Spring 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* (2<sup>nd</sup> ed.). Wiley-Blackwell.
- Other 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 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 according to the 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.

##### **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. Two or three sessions per week of 90 to 120 minutes are encouraged. Between watching video lectures, completing assignments, studying for exams, and reading the textbook, 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 your success.

You are encouraged to actively participate in our class. Please email 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.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." (<http://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: <http://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.siue.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. 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. 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 their 7<sup>th</sup> 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.
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.

Extra credit opportunities may be announced throughout the semester.

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>	<u>Points</u>
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

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 (except Week 1) begins Sunday at 12:01 a.m. CST and ends Saturday at 11:59 p.m. CST. All times CST.
- Unless otherwise noted, open time for *assignments* is 12:01 a.m. CST and close time is 11:59 p.m. CST. *Exams* have unique open and close times.

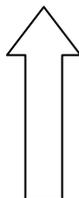
(Course Schedule on next page)

<b>Dates</b>	<b>Topics</b>	<b>Readings</b>	<b>Assignments/Exams</b>
<b>Week 1</b> 1/19- 1/23	Welcome Syllabus Email Policy and FAQs First Week Assessment/Activity	Syllabus Email Policy and FAQs	<b>Syllabus Quiz</b> opens 1/19 12:01am, due 1/23 11:59pm First Week Assessment/Activity
<b>Week 2</b> 1/24- 1/30	Professional Communication Scavenger Hunt Why Major in Psychology?	H&R Ch. 1	<b>Professional Communication Quiz</b> opens 1/24 12:01am, due 1/30 11:59pm <b>Scavenger Hunt</b> opens 1/24 12:01am, due 1/30 11:59pm
<b>Week 3</b> 1/31- 2/6	Study Skills Inventory Succeeding in College and the Psychology Major APA Style Subfield Sales Pitch Video	H&R Ch. 2 & 3	<b>APA Style Quiz</b> opens 1/31 12:01am, due 2/6 11:59pm Assignment to Subfield for Sales Pitch Video
<b>Week 4</b> 2/7- 2/13	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 2/7 12:01am, due 2/13 11:59pm <b>Resume/CV</b> opens 2/7 12:01am, due <u>2/20</u> 11:59pm (2 weeks to complete) (Optional Zoom Resume/CV sessions to be scheduled)
<b>Week 5</b> 2/14- 2/20	Preparing for and Applying to Graduate School	H&R Ch. 6 & 7 Appleby (2006) Davis et al. (2018)	Reminder: <b>Resume/CV</b> due 2/20 11:59pm
<b>Week 6</b> 2/21- 2/27	Careers in Research	H&R Ch. 8	
<b>Week 7</b> 2/28- 3/6	Careers in Clinical and Counseling Psychology	H&R Ch. 10	
<b>Week 8</b> 3/7- 3/13	Exam 1 Review Game <b>Exam 1</b>		<b>Exam 1 Review Game</b> (to be scheduled) <b>Exam 1</b> opens 3/7 12:01am, <b>due 3/12 3:00pm</b>
<b>Week 9</b> 3/14- 3/20	Careers in Educational and School Psychology	H&R Ch. 11	
<b>Week 10</b> 3/21- 3/27	Careers in Exercise & Sport Psychology; Health Psychology	H&R Ch. 12 & 13	<b>Career Profile and Budget</b> opens 3/21 12:01am, due 3/27 11:59pm
<b>Week 11</b> 3/28- 4/3	Careers in Neuropsychology	H&R Ch. 14	

<b>Week 12</b> 4/4- 4/10	Careers in Forensic Psychology	H&R Ch. 15	<b>Online Career Assessments</b> opens 4/4 12:01am, due <u>4/17</u> 11:59pm (2 weeks to complete)
<b>Week 13</b> 4/11- 4/17	Academic Careers	H&R Ch. 16	Reminder: <b>Online Career Assessments</b> due 4/17 11:59pm
<b>Week 14</b> 4/18- 4/24	Careers in Industrial and Organizational Psychology	H&R Ch. 9	
<b>Week 15</b> 4/25- 5/1	Exam 2 Review Game <b>Exam 2</b>		<b>Exam 2 Review Game</b> (to be scheduled) <b>Exam 2</b> opens 4/25 12:01am, <b>due 5/1 3:00pm</b>

### Psychology Subfield Sales Pitch Video DUE Dates

Topic/Subfield	Posted to Blackboard by...
Careers in Research	Sat., <b>2/20</b> , by 11:59 p.m.
Careers in Clinical and Counseling Psychology	Sat., <b>2/27</b> , by 11:59 p.m.
Careers in Educational and School Psychology	Sat., <b>3/13</b> , by 11:59 p.m.
Careers in Exercise & Sport Psychology	Sat., <b>3/20</b> , by 11:59 p.m.
Careers in Health Psychology	Sat., <b>3/20</b> , by 11:59 p.m.
Careers in Neuropsychology	Sat., <b>3/27</b> , by 11:59 p.m.
Careers in Forensic Psychology	Sat., <b>4/3</b> , by 11:59 p.m.
Academic Careers	Sat., <b>4/10</b> , by 11:59 p.m.
Careers in Industrial and Organizational Psychology	Sat., <b>4/17</b> , by 11:59 p.m.



Find your assigned subfield on Blackboard beginning Week 3.



Due dates vary by subfield.

## COVID-19 Pandemic Policies Related to Classroom Instruction (Fall 2020-Spring 2021)

### 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.siu.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.siu.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.siu.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.