COURSE INFORMATION

Course Number: PSYC 340-001
Credit Hours: 3 credit hours
Class Meeting Dates: 1/9/2023—5/5/2023
Class Meeting Times: T & TH from 9:30 AM-10:45 AM and by appointment
Class Meeting Location: Founders Hall 0207
Instructor: Amy Quarton, M.A.
Office Hours: T & TH 9:00-9:30 AM and by appointment
Office Location: Alumni Hall and Zoom
E-mail: aquarto@siue.edu
Prerequisites: Undergraduate level PSYC 111 Minimum Grade of D
Required Textbook: Theories of Personality (11th edition) by Schultz and Schultz

COURSE DESCRIPTION

This course focuses on the review and critical evaluation of major theories and supporting evidence.

COURSE LEARNING OUTCOMES

When you have completed this course, you should be able to do the following:

1. Describe the various meanings of personality,
2. Describe the history of the study of personality,
3. Identify the individuals that contributed to the development of personality psychology,
4. Explain the advantages and disadvantages of the methods they used to study personality,
5. Identify the theories that contributed to the development of personality psychology,
6. Explain the advantages and disadvantages of prominent theories of personality,
7. Apply personality theories to understand yours and others’ behaviors,
8. Choose appropriate personality assessments, and
9. Easily describe your personality.

REQUIRED TEXTBOOK

Undergraduate students can rent textbooks from SIUE. Please visit the Textbook Services website for more information. Look for this option: “**Off-Campus Classes have special instructions, click here for these.**” Note that it may take up to 2 weeks to ship the textbook to your address.

**REQUIRED TECHNOLOGY**

Students in this course need access to:

- A computer with internet access and an updated internet browser,
- Their SIUE e-mail and Blackboard accounts, and

Students in this course should be able to:

- Use a word processor to compose assignments and communicate with others in class,
- Attach files to emails or course areas, and
- Navigate websites and course materials.

**POINT SYSTEM FOR LEARNING ASSIGNMENTS**

Your final letter grade will be determined by the following assignments.

<table>
<thead>
<tr>
<th>Learning Assignments</th>
<th>Course Outcomes</th>
<th>Points</th>
<th>% of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Reflection Exercises (7 @ 20 points each)</td>
<td>1-9</td>
<td>140</td>
<td>34.1</td>
</tr>
<tr>
<td>2. Online Quizzes (12 @ 15 points each)</td>
<td>1-9</td>
<td>180</td>
<td>43.9</td>
</tr>
<tr>
<td>3. Class Attendance and Participation</td>
<td>1-9</td>
<td>60</td>
<td>14.6</td>
</tr>
<tr>
<td>4. Online Comprehensive Final Exam</td>
<td>1-9</td>
<td>30</td>
<td>7.3</td>
</tr>
<tr>
<td><strong>TOTAL POINTS</strong></td>
<td></td>
<td>410</td>
<td>100</td>
</tr>
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</table>

**OVERVIEW OF LEARNING ASSIGNMENTS**

**Reflection Exercises**

During class each week, you will work with 2-3 classmates to complete a portion of the reflection exercise assigned for that module. These exercises require you to explain, analyze, and apply the material we cover in class. Although you will work in a group, each member will submit their own reflection exercise before 11:59 PM CST on the Sunday evenings listed in the Course Calendar. Note that each exercise will close and be unavailable 4 days after it is due.

**Online Quizzes**

After reading each of the assigned chapters and reviewing the lecture material, you will take a quiz to assess your understanding of the material. There are a total of 12 quizzes in this
course. Each quiz contains 15 multiple-choice and true/false questions. You will have 60 minutes to complete each quiz, and you must complete the quiz once you start it. Questions will be presented all at once, and you will be able to review of all your answers before you submit them. After the timer ends, your answers will be submitted automatically. Complete each quiz before 11:59 PM CST on the due date listed in the Course Calendar; late quizzes will not be accepted. Note that after the due date passes, you will lose access to the quizzes and gain access to the correct answers.

Class Attendance and Participation
Attendance and participation in class is a vital component of doing well in this (or any) course. To calculate attendance grades, I take attendance 15 times during the semester, and each signature is worth 3 points for a total of 30 points. To calculate participation grades, I average your group members’ ratings of your participation twice during the semester, once at the mid-term and once at the end of the semester, for a total of 30 points. Simply come to class and help your classmates complete the work; they will reward you for it.

Online Comprehensive Final Exam
During finals week, you will take an online final exam that covers all the material assigned throughout Weeks 1-15. The final exam contains 30 multiple-choice and true/false questions. Once the exam is opened, you must complete it, and you will have 150 minutes to do so. Questions will be presented all at once, and you will be able to review all the items before you submit your answers. Access the final exam starting at 12:00 AM on Monday, May 1. Submit the final exam before 11:59 PM CST on Thursday, May 4. After the due date passes, you will gain access to your feedback but lose access to the exam itself. Under no circumstances will late exams be accepted.

GRADING DISTRIBUTION

<table>
<thead>
<tr>
<th>Grade</th>
<th>%</th>
<th>Points</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>90—100</td>
<td>369.0—410.0</td>
<td>Excellent</td>
</tr>
<tr>
<td>B</td>
<td>80—89</td>
<td>328.0—368.9</td>
<td>Good</td>
</tr>
<tr>
<td>C</td>
<td>70—79</td>
<td>287.0—327.9</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>D</td>
<td>60—69</td>
<td>246.0—286.9</td>
<td>Poor</td>
</tr>
<tr>
<td>F</td>
<td>0—59</td>
<td>0.0—245.9</td>
<td>Failure</td>
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</tbody>
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COURSE EXPECTATIONS
- **Invest** an adequate amount of time. According to the university, you should spend 2 hours outside of class for every 1 hour in class ([http://www.siue.edu/policies/1i4.shtml](http://www.siue.edu/policies/1i4.shtml)). Each week, you would normally spend 2.5 hours in class, which means that you would
need to invest at least 5 hours outside of class for a total of 7.5 hours each week for 16 weeks.

- Watch the online video lectures and take notes prior to coming to class and be prepared to participate in class.
- Check your university e-mail and Blackboard several times each week. Look for new announcements and feedback on your assignments.
- Be authentic and submit your own work. If you reference external sources, cite them using the guidelines published by the American Psychological Association (APA) and provide a list of references at the end of your response, report, or post.
- Contact me if you have any questions. You can e-mail me, visit me during my office hours via Zoom, or message me through the “Course Questions” discussion board.
- Contact help@siue.edu with your questions related to Blackboard and other technical difficulties. If technical problems prevent you from accessing course materials or submitting assignments, let your instructor know.

GRADING POLICIES
To complete the course assessments, follow the policies outlined below.

- Grades will not be curved or rounded. You begin the course with zero points and earn every point to reach your goal.
- Submit all assignments on Blackboard. The instructor cannot accept assignments submitted through email.
- Submit your assignments before 11:59 PM CST on the due date listed in the syllabus calendar.
  - For an assignment submitted after the due date (excluding quizzes, which cannot be submitted late), you will forfeit 25% of the total possible points each day the assignment is late.
  - Under no circumstances will late assignments be accepted after the course ends.
- Adhere to SIUE’s Student Code of Conduct as outlined at https://www.siue.edu/policies/3c1.shtml.
- Submissions that contain plagiarized material will receive a zero, and those that include an abundance of spelling and grammatical errors will be graded down.

COURSE CONTENT AND CALENDAR
The table below includes a tentative course schedule. The instructor reserves the right to alter it to improve the quality of learning or to accommodate unforeseen events. The instructor will announce any changes to the calendar via e-mail and Blackboard announcements.

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Topics</th>
<th>Tasks for the Week*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week</td>
<td>Date Range</td>
<td>Topic</td>
<td>Assignments</td>
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<td>------</td>
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</tbody>
</table>
| 1 & 2 | 1/9-1/22 | Overview of Personality | - Review “About This Course” page (Sunday)  
- Read Textbook Chapter 1 - Personality: What It Is and Why You Should Care  
- Review Lecture 1 slides and video  
- Attend T & TH lectures  
- **Submit Quiz 1 (Sunday of Week 2)** |
| 3 | 1/23-1/29 | Sigmund Freud & Psychoanalytic Theory | - Read Textbook Chapter 2 - Sigmund Freud: Psychoanalysis  
- Review Lecture 2 slides and video  
- Attend T & TH lectures  
- **Submit Quiz 2 (Sunday)** |
| 4 | 1/30-2/5 | Carl Jung & Analytical Psychology | - Read Textbook Chapter 3 - Carl Jung: Analytical Psychology  
- Review Lecture 3 slides and video  
- Attend T & TH lectures  
- **Submit Quiz 3 (Sunday)**  
- **Submit Reflection Exercise 1 (Sunday)** |
| 5 | 2/6-2/12 | Alfred Adler & Individual Psychology | - Read Textbook Chapter 4 – Alfred Adler: Individual Psychology  
- Review Lecture 4 slides and video  
- Attend T & TH lectures  
- **Submit Quiz 4 (Sunday)** |
- Review Lecture 5 slides and video  
- Attend T & TH lectures  
- **Submit Quiz 5 (Sunday)**  
- **Submit Reflection Exercise 2 (Sunday)** |
| 7 | 2/20-2/26 | Erik Erikson & Identity Theory | - Read Textbook Chapter 6 – Erik Erikson: Identity Theory  
- Review Lecture 6 slides and video  
- Attend T & TH lectures  
- **Submit Quiz 6 (Sunday)** |
| 8 | 2/27-3/5 | Gordon Allport & the Development of the Proprium | - Read Textbook Chapter 7 – Gordon Allport: Motivation and Personality  
- Review Lecture 7 slides and video  
- Attend T & TH lectures  
- **Submit Quiz 7 (Sunday)**  
- **Submit Reflection Exercise 3 (Sunday)** |
<p>| 9 | 3/6-3/12 | SPRING BREAK – NO CLASS |</p>
<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Content</th>
<th>Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 &amp; 10</td>
<td>3/13-3/26</td>
<td>The Trait Approaches</td>
<td></td>
</tr>
</tbody>
</table>
|       |             |         | o Read Textbook Chapter 8 - Raymond Cattell, Hans Eysenck, The Five-Factor Theory, HEXACO, and the Dark Triad  
|       |             |         | o Review Lecture 8 slides and video  
|       |             |         | o Attend T & TH lectures  
|       |             |         | o Submit Quiz 8 (Sunday of Week 10)  
|       |             |         | o Submit Reflection Exercise 4 (Sunday of Week 10)  |
| 11    | 3/27-4/2    | Abraham Maslow & the Humanistic Approach |  |
|       |             |         | o Read Textbook Chapter 9 – Abraham Maslow: Needs-Hierarchy Theory  
|       |             |         | o Review Lecture 9 slides and video  
|       |             |         | o Attend T & TH lectures  
|       |             |         | o Submit Quiz 9 (Sunday)  |
| 12    | 4/3-4/9     | Carl Rogers & the Humanistic Approach |  |
|       |             |         | o Read Textbook Chapter 10 – Carl Rogers: Self-Actualization Theory  
|       |             |         | o Review Lecture 10 slides and video  
|       |             |         | o Attend T & TH lectures  
|       |             |         | o Submit Quiz 10 (Sunday)  
|       |             |         | o Submit Reflection Exercise 5 (Sunday)  |
| 13    | 4/10-4/16   | B.F. Skinner & the Behavioral Approach |  |
|       |             |         | o Read Textbook Chapter 12 – B.F. Skinner: Reinforcement Theory  
|       |             |         | o Review Lecture 11 slides and video  
|       |             |         | o Attend T & TH lectures  
|       |             |         | o Submit Quiz 11 (Sunday)  
|       |             |         | o Submit Reflection Exercise 6 (Sunday)  |
| 14    | 4/17-4/23   | Albert Bandura & the Social-Learning Approach |  |
|       |             |         | o Read Textbook Chapter 13 – Albert Bandura: Modeling Theory  
|       |             |         | o Review Lecture 12 slides and video  
|       |             |         | o Attend T & TH lectures  
|       |             |         | o Submit Quiz 12 (Sunday)  
|       |             |         | o Submit Reflection Exercise 7 (Sunday)  |
| 15    | 4/24-4/30   | Summary of Personality Theory |  |
|       |             |         | o Read Chapter 15  
|       |             |         | o Review Lecture 13 slides and video  
|       |             |         | o Attend T & TH lectures  |
| 16    | 5/1-5/5     | Finals Week |  |
|       |             |         | o Submit Comprehensive Online Exam (Thursday)  
|       |             |         | o Celebrate!  |

* All assignments must be submitted by 11:59 PM on the due date.

PSYCHOLOGY DEPARTMENT POLICIES

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 ensure that you understand how to avoid plagiarism, we encourage you to review the information on plagiarism provided on the Department of Psychology web page at http://www.siue.edu/education/psychology/plagiarism.shtml.

Services for Students Needing Accommodations
It is the policy and practice of Southern Illinois University Edwardsville to create inclusive learning environments. If there are aspects of the instruction or design of this course that result in barriers to your inclusion or to accurate assessment of achievement—such as time-limited exams, inaccessible web content or the use of non-captioned videos—please contact Accessible Campus Community and Equitable Student Support (ACCESS) as soon as possible. In order to properly determine reasonable accommodations, students must register with ACCESS either online at siue.edu/access or in person in the Student Success Center, Room 1203. You can also reach the office by emailing us at myaccess@siue.edu or by calling 618-650-3726. If you feel you would need additional help in the event of an emergency situation, please notify your instructor to be shown the evacuation route and discuss specific needs for assistance.

The Psychology Department’s Policy on Incomplete Grades
It is the student’s responsibility to officially withdraw from a course by the dates set by the University if the student is not intending to complete the course. Students who do not withdraw and have not completed the course will receive an F. Only under special circumstances a faculty member may agree to give a student an Incomplete (INC) grade in order to allow the student to complete the remaining work for the course no later than the end of the following semester. An INC is never automatic but must be approved by the professor. If a professor agrees to give a student an INC grade, the professor and the student will fill out a form (Memorandum of Incomplete Grade) indicating why an INC is being given. One copy of the completed form will be given to the student, one copy will be given to the professor, and the Department of Psychology secretary will keep one copy. If the work is not completed by the time specified on the Memorandum of Incomplete Grade form, the grade will be changed from INC to F.
The Psychology Department’s Writing Policy
As a student in this course, you will be expected to display university-level writing, which includes completing course assignments that meet the following basic writing criteria. Specifically, all written assignments completed for this course should include:

- clear transitions from sentence to sentence and idea to idea (e.g., paper is organized/flows well);
- verb tense consistency;
- clear and unambiguous sentences and ideas;
- writing that is free of typos, spelling errors, and major grammatical errors;
- properly formatted citations and references (if relevant).

This is by no means an exhaustive list of basic writing skills, but it will give you an idea of what we are looking for in our papers. If you feel you need help with your writing, you are encouraged to seek assistance from the writing center on campus (http://www.siue.edu/is/writing) or utilize one of the many online resources they have identified to help students (http://www.siue.edu/is/writing/resources.shtml). If your graded written assignments fail to meet the basic writing requirements listed above (and any others found to be appropriate by your instructor), the instructor will stop the grading process and return the paper to you (see below for the specific policy for this class). The penalty for unacceptable writing in this class is as follows: You will have one week to revise and resubmit your paper through Blackboard, and you will lose 10 points from the final grade.

SIUE Statement on Diversity
All societies and peoples have contributed to the rich mix of contemporary humanity. In order to achieve domestic and international peace, social justice, and the development of full human potential, we must build on this diversity. SIUE nurtures an open, harmonious, and hospitable climate that facilitates learning and work. Each member of the University is responsible for contributing to such a campus environment.

SIUE Nondiscrimination Policy
Southern Illinois University Edwardsville (SIUE) is a public comprehensive University committed to creating and maintaining a diverse community in which students, faculty, and staff can learn and work together in an environment free of discrimination and free from any form of illegal harassment. Such actions violate the dignity of the individual and the integrity of the University as an institution of learning. SIUE prohibits discrimination against employees, applicants for employment and students on the basis of age, color, disability, marital status, national origin, race, religion, sex, sexual orientation, or veteran’s status. Discrimination in any form will not be tolerated; management and supervisory personnel, at all levels, are responsible for taking reasonable and necessary action to prevent discrimination.

SIUE Psychology Department Twitter
By following our department’s Twitter page (@SIUEpsychology) you will be able to get announcements, find out what is happening in the department, and learn more about recent
psychology news. Also, this is also a great way to stay connected with the Department of Psychology after you graduate from SIUE.

Other Resources

- Lovejoy Library
  - 618-650-4636
  - http://www.siue.edu/lovejoylibrary/
- Computer Labs
  - http://www.siue.edu/its/labsclassrooms/
- Technology Support
  - Lovejoy Library Room 0005
  - 618-650-5500
  - help@siue.edu
- Writing Center
  - MUC – Student Success Center 1254
  - 618-650-2045
  - http://www.siue.edu/lss/writing/index.shtml

COVID-19 PANDEMIC POLICIES RELATED TO CLASSROOM INSTRUCTION

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.

Services for Students Needing Accommodations
Students needing accommodations because of medical diagnosis or major life impairment will need to register with Accessible Campus Community & Equitable Student Support (ACCESS) and complete an intake process before accommodations will be given. Students who believe they have a diagnosis, but do not have documentation, should contact ACCESS for assistance and/or appropriate referral. The ACCESS office is located in the Student Success Center, Room 1203. You can also reach the office by emailing us at myaccess@siue.edu or by calling 618-650-3726. If you feel you would need additional help in the event of an emergency situation, please notify your instructor to be shown the evacuation route and discuss specific needs for assistance.

Diversity and Inclusion
SIUE is committed to respecting everyone’s dignity at all times. In order to learn, exchange ideas, and support one another, our virtual and physical classrooms must be places where students and teachers feel safe and supported. Systems of oppression permeate our institutions and our classrooms. All students and faculty have the responsibility to co-create a classroom that affirms inclusion, equity, and social justice, where racism, sexism, classism, ableism, heterosexism, xenophobia, and other social pathologies are not tolerated. Violations of this policy will be enforced in line with the SIUE Student Conduct Code. The Hub https://www.siue.edu/csdi is an excellent resource for students for support and community. Any person who believes they have experienced or witnessed discrimination or harassment can contact Ms. Jamie Ball, Director in the Office of Equal Opportunity, Access and Title IX Coordination at (618) 650-2333 or jball@siue.edu. There is also an online form for reporting bias incidents at https://cm.maxient.com/reportingform.php?SIUEEdwardsville&layout_id=10.

ADDITIONAL SUPPORT

Academic and Other Student Services
As an enrolled SIUE student, you have a variety of support available to you, including:

- Lovejoy Library Resources
- Academic Success Sessions
- Tutoring Resource Center
- The Writing Center
If you find that you need additional support, please reach out to me and let me know.

**Cougar Care**
Dealing with the fast-paced life of a college student can be challenging, and I always support a student's decisions to prioritize mental health. Students have access to counseling services on campus (Student Success Center, 0222). Make an appointment by visiting cougarcare.siue.edu or by calling 618-650-2842.

**Student Success Coaches**
Student success coaches work across campus to serve the SIUE student population with the tools and resources to adjust to and meet the demands of the college experience. Success coaches provide direct services such as time management support and referrals to campus resources. If you find yourself in need of academic or personal support, or in a situation that is preventing you from being successful in the classroom, please utilize Starfish to connect with a coach as soon as possible. The sooner you engage, the sooner you can access the information or tools you need that may help you get back on track.

**Technical Support**
Since this is an online course, you are expected to have reliable Internet access on a regular basis. It is your responsibility to address any computer problems that might occur. Such problems are not an excuse for delays in meeting expectations or for missing course deadlines.

Contact ITS at 618-650-5500 or at help@siue.edu with any technical concerns. You can also check the functionality of University systems, including Blackboard, at the ITS System Status page, or search the ITS Knowledge Base for various how-to and troubleshooting guides.

**Tips for taking online assessments:**
- Set up a wired (Ethernet) Internet connection on your computer
- Do not use a mobile device, such as a phone or tablet
- Read the instructions and directions carefully
- Be prepared to complete the assessment in the allotted time