

**PSYCHOLOGY 493-001**  
**FIELD STUDY IN PSYCHOLOGY (COVID-19 Edition)**  
**Summer 2022**

**Field Study Instructor:**

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**Prerequisites:** Must have completed at least 18 hours of psychology at SIUE, have a GPA above 2.5, and/or have consent of instructor.

**Site Selection:** Students may select a clinic, organization, or other professional setting in which to do their Field Study (FS). The instructor must approve the selection. Generally, the FS must be Psychology-related, and the student must be supervised by someone with at least a Master's degree (in Psychology or a related field). The student should then complete a **FS application**, and a **Psychology 493 Field Study consent form** and return them to the FS instructor. After the FS instructor has approved these forms, and received confirmation that the site has completed the required legal agreement, the student will be registered for the course.

**Welcome to Field Study in Psychology!** My hope is that your experience this semester will be a meaningful one to you personally, professionally, and academically. The objectives for this course are to:

- provide you with an opportunity to become familiar with the application of the content, principles, and techniques of Psychology in a setting outside of the classroom
- think critically and write about how what you have learned about Psychology in the classroom compares with and/or applies to what you are experiencing at your FS site
- further your academic and career goals by reflecting upon and writing about your FS experience and how it has influenced your future academic and career plans
- provide opportunities for you to demonstrate professionalism and learn/enhance other relevant skills/characteristics (i.e., collegiality)

**Start and End Dates:** For Summer 2022, the first day you can start accumulating hours at your site is **Tuesday, May 31<sup>st</sup>**. The last day you can collect hours towards completion is **Friday, August 5<sup>th</sup>**.

**Online Resources:**

Blackboard (BB.SIUE.EDU)

Once registered for field study, all assignments, progress updates and grading will be completed using blackboard. No assignments can be submitted using e-mail. It is the student's responsibility to monitor blackboard for due dates for all assignments and progress reports. Work or reports submitted late to BB will count against your grade.

Microsoft Teams ([office365.siue.edu](https://office365.siue.edu))

While Teams is mostly used for students looking for sites, you should continue to use the chat function to communicate with me.

**Course Requirements:** Your grade in this class depends upon how well you complete the following requirements...

- 1) Responsiveness to periodic check-up emails from Dr. Pettibone. If you receive an email regarding your Field Study, **you should respond within 2 days**. I will do my best to reply to your e-mails within 24 hours.
- 2) Initial understanding of responsibilities. During the first week of the semester, you will be required to indicate that you have read the syllabus, understand your responsibilities, and have had a meeting with your site supervisor. This assignment will be submitted as an assignment on Blackboard and should be submitted by **Friday, June 3<sup>rd</sup> @ 5 pm.**
- 3) Periodic progress updates. **Four times during the semester** you will complete a brief progress update form (available on our Blackboard page) that includes the # of hours you have completed to date. These should be **submitted as an assignment on Blackboard** and will be due by Midnight on:
  - Friday, June 10<sup>th</sup>
  - Friday, June 24<sup>th</sup>
  - Friday, July 8<sup>th</sup>
  - Friday, July 22<sup>nd</sup>
- 4) Hours at the site. 1 credit hour = 30 hours on site. 2 credit hours = 75 hours on site. 3 credit hours = 120 hours on site. The student and site supervisor may arrange a schedule that is mutually agreeable that does not conform to a set number of hours per week. The site supervisor and student are responsible for making sure that the total time spent totals at least the minimum number for the desired credit. All required hours must be completed by the end of the last week of classes (**Friday, August 5<sup>th</sup>**). If all hours are not completed by the end of the semester, except in cases in which it is the fault of the agency and Dr. Pettibone has been kept informed of the situation throughout the semester, the student's final grade will be lowered by at least one letter grade (the amount depends upon the % of hours completed).
- 5) **Paper detailing how the Field Study experience compares to what you've learned in your Psychology classes.** This paper must be turned in as an assignment on Blackboard and is due by **Friday, August 5<sup>th</sup>**. A full paper description is included below.
- 6) **Evaluation of site.** Toward the end of the semester I will post a link to a site evaluation (on Blackboard). This evaluation will give me information about the quality of your experience at the site. **This evaluation is due as an assignment on Blackboard on Friday, August 5<sup>th</sup>, but you should complete this as soon as you complete your hours on site.**
- 7) **Evaluation by site supervisor.** The site supervisor will be asked to provide a written evaluation of the student's activities at the end of the term. I will send a link to an evaluation form to your supervisor approximately **two weeks** before the end of the semester. **I will ask the supervisors to complete these evaluations by Friday, August 5<sup>th</sup>.**

## **Final Grade Calculations:**

- On time completion of your Initial Understanding of Responsibilities: **5 possible points** (5% of final grade)
- Supervisor Evaluation: **40 possible points** (40% of final grade)
  - If your supervisor assigns you an A: 40 points
  - If your supervisor assigns you a B: 30 points
  - If your supervisor assigns you a C: 20 points
  - If your supervisor assigns you a D: 10 points
  - If your supervisor assigns you an F: 0 points
- Site Evaluation: **7 possible points** (7% of final grade)
  - Points for the Site Evaluation are based only on whether or not you completed the evaluation in a timely way, NOT on the content of your evaluation (e.g., how positively or negatively you felt about your experience). In other words if you complete the site evaluation in a timely way you will receive 5 points
- Reflection Paper: **20 possible points** (20 % of final grade)
- Progress Updates: **28 points** (7 points each; 26% of final grade)
  - These reports are mainly graded upon the effort you put into them and their timeliness. Low effort reports will be penalized, so please do your best to describe in some detail what you are working on at the site. You are required to indicate the number of hours you have completed as of each report and the total hours you have completed. You will also be asked to report on your perception of safety related to COVID at your site. You may contact me at any time if you feel unsafe, so only use these reports to keep track of trends. Late reports will be penalized 1 point per 24-hour period past the due date.

<b><u>Final Grade Scale:</u></b>	A: 90 – 100 points
	B: 80 – 89 points
	C: 70 – 79 points
	D: 60 – 69 points
	F: < 60 points

- Note that **20% of your course grade is based on your final paper**. This paper will be graded based on the thoroughness and thoughtfulness of the content. Your paper grade will drop a letter for each day late, including weekends. Points are also deducted for failing to follow the paper guidelines provided on the syllabus (below) and for improper grammar, spelling, and punctuation (i.e. sloppiness).
- Grades will also be lowered for failure to complete required hours by the end of semester (as reported by your site supervisor in their evaluation at the end of the semester) and for failure to respond to my email in a timely manner. In general, I will reduce your final grade by one letter grade for every 10% of the original expected hours that you did not complete.

## COVID-19 Considerations

Due to the ongoing pandemic, the following requirements and accommodations have been added to the class:

1. Hours at a site may be completed in person or virtually under the supervision of a site supervisor. Any combination of the two will be acceptable for meeting the hour requirement for the class.
2. We will be flexible with the hour requirement. In general, as long as both your supervisor and I feel that you have made a **good faith** attempt to maintain communication, work independently to find ways to be useful and helpful to your site, and initiate communication (not just sit back and wait for updates), then I will agree to reduce the hour requirement on a case-by-case basis.
3. If you are sick you are encouraged to report that to myself and to your site and to **stay home**. We will work to adjust your required hours if necessary or move you to virtual work. You should never feel that it is more important to work than it is to protect those around you.
4. Your in-person participation this semester is not without risk, and you need to take actions to mitigate it whenever possible. This includes but is not limited to, **wearing a mask, frequent hand washing, maintaining 6 ft. distance whenever possible, and frequent and honest self-monitoring of symptoms. I also strongly urge you to be vaccinated and boosted.**
5. If, at any time, you are uncomfortable with the precautions being taken at a site, contact me immediately for assistance.

### Departmental Policy On Incomplete Grades, Pass-No Pass Option, 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.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.

### Field Study Attendance / Drop Policy

Our field study program relies upon firmly established relationships with our sites. If any student compromises our relationship with a site by acting inappropriately at the site, including, but not limited to, failure to communicate properly with site supervisor, failure to complete site hours in a timely manner, poor early reviews from site supervisor, or failure to respond to feedback at site, that student will be pulled from the field study site and dropped from the course or given a failing grade.

### 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 Department of Psychology web page at <http://www.siue.edu/education/psychology/plagiarism.shtml>.

### **The Psychology Department's Policy on Writing.**

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 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.siu.edu/is/writing>) or utilize one of the many online resources they have identified to help students (<http://www.siu.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 includes a loss of points on the corresponding assignment as well as the possibility of a failing grade for that assignment.

### **Students with Special Needs.**

If you have special physical or educational needs, I am ready to accommodate you. You will need to speak with one of us during the first week of class, provide documentation of your need, and work with the Office of the Coordinator of Disability Support Services, Student Success Center, Room 1270. According to SIUE safety and procedures policies, students with disabilities have the option of developing a written plan for evacuation in the unlikely event of an emergency that requires evacuation. If any student with a disability would like to develop a written evacuation plan for this class, please contact the instructor.

## Field Study Reflection Paper Guidelines

The paper you will write is a reflection paper, not a research paper, and therefore does not need an Abstract, Introduction, Method, Results, or Discussion subsection. The goal is to reflect upon 1) what your experience in Field Study has taught you about Psychology and 2) what information you learned in the classroom use useful in your Field Study.

**Plagiarism Policy.** Note that you do not need sources for this paper, but if you use them, you must cite properly. You are responsible for being familiar with the APA Style for citations, and for how to properly cite and quote articles to avoid plagiarism. You are responsible for knowing the SIUE Psychology department plagiarism policy, located at <http://www.siue.edu/education/psychology/plagiarism.shtml>

If you have ANY questions about plagiarism after reviewing these materials, you should talk to Dr. Pettibone BEFORE turning in a paper that is potentially plagiarized. A student who plagiarizes in a Field Study will receive a grade of F and the offense shall be reported to the Provost. **“I didn’t know”** is not an excuse—you should see Dr. Pettibone if you have any questions BEFORE you turn in your paper.

**Paper Content.** Length requirements: 3-5 double-spaced pages, not including title page or references (if you use any). The goal of this paper is to demonstrate how what you’ve seen at your site relates to things you have learned in your Psychology classes and to reflect on your experience. The paper will have the following structure:

I: **Opening paragraph:** describe an overview of your experience by:

- briefly summarizing the type of agency/department where you did your Field Study and what the goals/mission of that organization/department are
- briefly describing your duties during your Field Study

II: **Heading that is a Psychology-related fact/finding you learned in a class at SIUE, and the class in which you learned it.** This heading will be followed by at least a paragraph detailing whether what you saw or experienced at your site is consistent with this statement, and why or why not. The headings/facts should be SPECIFIC, but not just vocabulary words. For instance, the following are appropriate facts: “The Myers-Briggs Personality Type Indicator (MBTI) is one of the most common measurements of personality. (SOCIAL PSYCHOLOGY)” “During a counseling situation, the counselor acts as a listener, not as an advice-giver. (CLINICAL PSYCHOLOGY)” “Antipsychotic drugs can cause side effects, specifically tardive dyskinesia (PSYCHOPATHOLOGY)”. Think broadly...you can even include information you learned in your *Careers in Psychology* course, for example. NOTE: the facts/statements will ideally come from more than one course, but each does not have to come from a different course.

III-IV: **Two additional statements** followed by a comparison with your site experience (i.e.) repeat item II twice based on two additional facts/findings.

V: **A paragraph that wraps up** what you had hoped to gain from your Field Study experience before you started, what feel you’ve learned through your Field Study experience, and how this experience has influenced your academic/career goals.