# PSYC 3315: Social Psychology

Summer 2021

## Instructor Information

### Instructor

Kristen Hull, MS

### Office Number

LS 409 and on Microsoft Teams

### Office Telephone Number

817-272-2281

### Email Address

kristen.hull@mavs.uta.edu

**(Please note that Canvas and Teams messaging are better methods of getting in contact with me than email.)**

### Faculty Profile

<https://mentis.uta.edu/explore/profile/kristen-hull>

### Office Hours

By appointment only

## Course Information

### Section Information

PSYC 3315\_001

### Time and Place of Class Meetings

Microsoft Teams MTWR 1 pm-3 pm. This is a synchronous online course, meaning that everyone is expected to attend the Teams meeting in real time and participate in class.

### Description of Course Content

Course content will include the theories and research dealing with individual behavior in the social environment; social influence processes; interpersonal attraction, group behavior, aggression, conformity, and attitude formation and change. Prerequisite: PSYC 1315

### Student Learning Outcomes

### By the end of the course, students should be able to:

### • Recognize important social psychological theories and definitions as explained in the textbook,

### Teams meetings, and academic articles

### • Generate and find examples of social psychological concepts in daily life

### • Explain how the theories discussed in the course are supported or not by scientific data

### Required Textbooks and Other Course Materials

Textbook:

Myers, D. G. & Twenge, J. M. (2019). *Social psychology* (13th edition). New York: McGraw-Hill.

Required articles will be posted on Canvas (see course schedule).

### Descriptions of major assignments and examinations

The majority of points in this course will come from 3 exams. These will be multiple choice exams taken individually on Canvas. Following each exam, you may work in groups to improve your exam grade/earn extra credit by writing up explanations of *why* certain multiple choice responses are correct. More detailed instructions about this option will be provided after the first exam.

The remaining points will come from a combination of short comprehension quizzes and in-class participation. In-class participation will often be assessed through the completion of specific in-class activities. On the days when such activities are not assigned, participation will instead be assessed through contributing to class discussions over voice, video, and text chat on Teams. Please note that the class meets 17 times, but participation is worth 15 points, so you can either miss two classes without penalty or earn up to 2 extra credit points for participation.

You will also have opportunities to earn up to 10 points of extra credit through participation in research through Sona. This option is described in detail later in the syllabus.

### Technology Requirements

Teams and Canvas will be the primary technological tools used for this course. Tools such as Microsoft Forms will be added to Teams meetings, and you will be asked to use these for in-class participation. Students can access tutorials on these tools by clicking on the “Get Started” Box on their Canvas Homepage. You will also need a microphone and a webcam for in-class participation.

## Grading Information

### Grading

Grades will be calculated as follows:

Exam 1 (25 pts.) + Exam 2 (25 pts.) + Exam 3 (25 pts.) + Participation (15 pts.) + Syllabus Quiz (5 points) + “Corrections” Quiz (5 points) = 100 points

90-100 points = A

80-89.9 points = B

70-79.9 points = C

60-69.9 points = D

59 or below = F

Students are expected to keep track of their performance throughout the semester which Canvas facilitates and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see “Student Support Services,” below.

### Make-up Exams

Because exams are taken online and can be completed within in a multi-day window, late exams will be accepted only under extreme extenuating circumstances that are documented and explained in a timely manner. That is, if you miss an exam because of an emergency, you must provide documentation of that emergency within **24 hours** of the exam deadline in order to qualify to make it up. Please note that exams are always available to take for **at least 48 hours**, so you can always take it *early* if you are not available on the day when it is due. In the event that you do not qualify to take a make-up exam, you can still earn exam points by completing the group “corrections” assignments.

Attendance cannot be made up, but in some cases, partial credit for attendance may be earned by completing in-class activities, even if you were not able to attend the actual class meeting.

Please note that many opportunities for extra credit are available to make up for points missed from exams and class meetings.

### Expectations for Out-of-Class Study

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 9 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

### Grade Grievances

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog. These procedures are pasted below and can be further reviewed at <https://catalog.uta.edu/academicregulations/grades/#undergraduatetext>

In attempting to resolve any student grievances regarding grades, it is the student’s obligation first to make a serious effort to resolve the matter with the individual with whom the grievance originated. Individual course instructors retain primary responsibility for assigning grades. The instructor’s judgment is final unless compelling evidence shows preferential treatment or procedural irregularities. If students wish to appeal, their request must be submitted in writing—on an appeal form available in departmental or program offices—to the department chair or program director. The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal academic channels are department chair or program director and then academic dean. However, before considering a grievance, the department chair or program director will refer the issue to a departmental or program committee of faculty. If the student does not find the committee’s decision acceptable, the student may appeal to the academic dean. The decision of the dean is final. Information specific to the procedures to be followed in each academic unit is available in the office of the academic dean.

The dean of the college or school in which a student is enrolled, or the Executive Director of University College if the student has not declared a major, has jurisdiction over the student’s program of study, degree requirements and all other academic matters including grievances. However, students taking a course in a college or school other than the one in which they are primarily registered are subject to the dean of the college or school in which the course is offered concerning the course and academic grievances regarding the course.

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| **Course Schedule**  *As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. –Kristen N. Hull* | | |
| **Date** | **Topic** | **Assignments** |
| **Monday, June 7** | **Introductions** | Class participation: answer polls  **Syllabus Quiz available after class** |
| **Tuesday, June 8** | **Introducing Social Psychology** | Read Myers & Twenge Ch. 1  Class participation: group assignments |
| **Wednesday, June 9** | **The Self in a Social World** | Class participation: Pick a Song Activity  Read Myers & Twenge Ch. 2  **Syllabus Quiz DUE 11:59 pm (5 points)** |
| **Thursday, June 10** | **Social Beliefs and Judgments** | Class participation  Read Myers & Twenge Ch. 3 |
| **Monday, June 14** | **Behavior and Attitudes** | Class participation  Read Myers & Twenge Ch. 4  **Exam 1 available on Canvas after class** |
| **Tuesday, June 15** | **Exam “Corrections” Explained** | Class participation: breakout groups  **“Corrections” Quiz available after class** |
| **Wednesday, June 16** | **Genes, Culture, and Gender** | Class participation  Read Myers & Twenge Ch. 5  **Exam 1 DUE 11:59 pm (25 points)** |
| **Thursday, June 17** | **Catch-up/No Class Meeting** | **“Corrections” Quiz DUE 11:59 pm (5 points)**  **Exam 1 “corrections” DUE Sunday, 6/13, 11:59 pm (extra credit)** |
| **Monday, June 21** | **Conformity and Obedience** | Class participation  Read Myers & Twenge Ch. 6 |
| **Tuesday, June 22** | **Persuasion** | Class participation  Read Myers & Twenge Ch. 7 |
| **Wednesday, June 23** | **Group Influence** | Class participation  Read Myers & Twenge Ch. 8 |
| **Thursday, June 24** | **Prejudice** | Class participation  Read Myers & Twenge Ch. 9  **Exam 2 available on Canvas after class, DUE Sunday, 6/27, 11:59 pm (25 points)** |
| **Monday, June 28** | **Catch-up/No Class Meeting** | **Exam 2 “corrections” DUE 11:59 pm (extra credit)** |
| **Tuesday, June 29** | **Aggression** | Class participation  Read Myers & Twenge Ch. 10 |
| **Wednesday, June 30** | **Attraction and Intimacy** | Class participation  Read Myers & Twenge Ch. 11 |
| **Thursday, July 1** | **Helping** | Class participation  Read Myers & Twenge Ch. 12 |
| **Monday, July 5** | **NO CLASS: Independence Day holiday observed** | None |
| **Tuesday, July 6** | **Conflict and Peacemaking** | Class participation  Read Myers & Twenge Ch. 13  **Exam 3 available on Canvas after class** |
| **Wednesday, July 7** | **TBA** | **TBA** |
| **Thursday, July 8** | **Last Day of Classes/Wrap-up** | **Exam 3 DUE 11:59 pm (25 points)** |
| **Monday, July 12** | **Final Exams** | **Exam 3 “corrections” DUE 11:59 pm (extra credit)** |

## Institutional Information

UTA students are encouraged to review the below institutional policies and informational sections and reach out to the specific office with any questions. To view this institutional information, please visit the [Institutional Information](https://resources.uta.edu/provost/course-related-info/institutional-policies.php) page (https://resources.uta.edu/provost/course-related-info/institutional-policies.php) which includes the following policies among others:

* Drop Policy
* Disability Accommodations
* Title IX Policy
* Academic Integrity
* Student Feedback Survey
* Final Exam Schedule

## Additional Information

### Face Covering Policy

*While the use of face coverings on campus is no longer mandatory, all students and instructional staff are strongly encouraged to wear face coverings while they are on campus. This is particularly true inside buildings and within classrooms and labs where social distancing is not possible due to limited space. If a student needs accommodations to ensure social distancing in the classroom due to being at high risk, they are encouraged to work directly with the Student Access and Resource Center to assist in these accommodations.* *If students need masks, they may obtain them at the Central Library, the E.H. Hereford University Center’s front desk or in their department.*

### Attendance

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator of student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, I have determined that attendance in synchronous Teams meetings is required for this course. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report must the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Canvas. This date is reported to the Department of Education for federal financial aid recipients.

### Academic Success Center

The Academic Success Center (ASC) includes a variety of resources and services to help you maximize your learning and succeed as a student at the University of Texas at Arlington. ASC services include supplemental instruction, peer-led team learning, tutoring, mentoring and TRIO SSS. Academic Success Center services are provided at no additional cost to UTA students. For additional information visit: [Academic Success Center](https://www.uta.edu/student-success/course-assistance). To request disability accommodations for tutoring, please complete this [form](https://forms.office.com/Pages/ResponsePage.aspx?id=Q1vcXL7XqkyBc3KeOwpi2ccSjcIXpSJAqJFuDEhczLlUMVVHRVRIVlJJWDZJWlVYOUgxNjRPODdLVS4u).

**The** [**IDEAS Center**](https://www.uta.edu/ideas/) (https://www.uta.edu/ideas/) **(**2nd Floor of Central Library) offers **FREE** [tutoring](https://www.uta.edu/ideas/services/tutoring/index.php) and [mentoring](https://www.uta.edu/ideas/services/mentoring/index.php) to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

### The English Writing Center (411LIBR)

The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at the [Writing Center](https://uta.mywconline.com/) (https://uta.mywconline.com). Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see [Writing Center: OWL](http://www.uta.edu/owl) for detailed information on all our programs and services.

The Library’s 2nd floor [Academic Plaza](http://library.uta.edu/academic-plaza) (http://library.uta.edu/academic-plaza) offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the [library’s hours](https://library.uta.edu/hours) of operation.

### Librarian to Contact

Each academic unit has access to [Librarians by Academic Subject](http://www.uta.edu/library/help/subject-librarians.php) that can assist students with research projects, tutorials on plagiarism and citation references as well as support with databases and course reserves.

## Emergency Phone Numbers

In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381

## Research Extra Credit Opportunity

Please read the information provided below about an opportunity for extra credit for PSYC 3315. At this time (6/7/2021), the subject pool has not opened yet, but it will open during the first week of class. There are two options for this extra credit through Sona: you can participate in research studies and/or write article summaries (or a mixture of both). \*Note: This was originally the document from the Psych Department website that was made for the Intro to Psych *requirement* – so if I forgot to take out parts that say that something is required to pass the class, just ignore it.\* I am allowing a maximum of 10 credits (points) for extra credit for PSYC 3315. Please pay attention to important dates found in this document (i.e., the last day to participate in studies, the last date to turn in article summaries).

The main way in which you will be able to earn extra credit for PSYC 3315 will be by participating in experiments conducted by department faculty and their research assistants. The UT Arlington Institutional Review Board (UT Arlington IRB) is responsible for the review of human subject research and approves these experiments. Experimental credit will typically be based on 15-minute increments. ***Most studies will be at least 30 minutes or more.*** A typical on-line 15-minute experiment will be worth 0.25 credit; a typical on-line 30-minute experiment will be worth 0.50 credit; a typical on-line 60-minute experiment is worth 1 credit. an in person or a virtual Microsoft Teams 15-minute study will be worth 0.38 credit; An in person or a virtual Microsoft Teams 30-minute experiment will be worth 0.75 credit; an in person or a virtual Microsoft Teams 60-minute experiment is worth 1.5 credits. Studies that involve more than one session may give incremental credit. For example, a study that involves two one-hour in person or virtual Microsoft Teams sessions may give 0.5 credit for completing the first session and 1.5 credits for the second session.

In lieu of participating in experiments, you may choose to write summaries of current research articles. Each summary is to be 500-1000 words and will be worth 1 credit (Please read the Paper summary alternative section for more details). You will be assigned a grade of completion/non-completion for each assignment that you attempt. **In order to satisfy this requirement, you MUST have an account in Sona REGARDLESS if you participate in research or write reviews.**

***Initial Registration and Account setup***

The psychology pool administrator maintains the student credits in the department’s online Sona system. Students are required to register with this online system to get their credits. The website address is: <http://uta.sona-systems.com/>. An account will be set up for you automatically using your UT ARLINGTON NetID. The password to your Sona account will be sent to your UT ARLINGTON e-mail account. (To determine what your UT Arlington e-mail account is, go to <https://webapps.uta.edu/oit/selfservice/>). The e-mail notification will include login instructions for the system. You will be assigned a default password, which you can change after your first login. As part of your first login, you **MUST** choose the section of the course or courses that you are enrolled in.

You may change your primary e-mail account to a non-UT Arlington e-mail. However, if you have junk mail (spam) filters configured for your email, please configure the filters to accept email from psycpool@uta.edu, as emails from the system will often be sent from that address. Please note however that the University of Texas at Arlington has adopted the University “MavMail” address as the sole official means of communication with students. As such, students are responsible for checking their MavMail regularly.

***Prescreening***

Once you have your login information, go to the front page of the site and enter your user ID and password to login. You will be asked to participate in a prescreening survey, which is an online survey that you may participate in before you sign up for studies. The prescreening consists of a number of multiple-choice and/or free-answer questions. You must complete all sections in one sitting, as you are not allowed to resume at another time from where you left off. While you are participating, your responses will be stored in a temporarily holding area as you move through the sections, but they will not be permanently saved until you complete all sections and you are given a chance to review your responses. You may choose to decline to participate in the prescreening, but declining to participate in the test may limit the number of studies you are eligible to participate in. **Students who complete the prescreening will be awarded 0.5 credits toward their research requirement. Completing the prescreening early (Summer 2021 deadline TBA) will earn an extra credit, for a total of 1.5 credits.**

***Studies***

With the system, you may view studies and sign up for those that interest you and those for which you satisfy any special requirements. You may cancel your sign-up through the system as well. To view a list of studies, click on Studies from top toolbar. You will see a list of studies. A brief description of each study will be listed, as well as any special requirements that may restrict your eligibility to participate in the study. Studies that currently have available participation times (timeslots) will have “TIMESLOTS AVAILABLE” listed next to the name of the study. If no studies have available timeslots, you may want to logon to the system a few days later to see if new timeslots have been added. You may also select a specific date to view studies with available timeslots on that date. To view more information about a study, click on the name of the study. ***It is your responsibility not to double-book yourself (i.e., to sign up for two experiments at the SAME time).***

***Two-Part Studies***

Some studies are two-part studies, where you must sign up for both parts of the study at once, and the two parts must be scheduled a certain number of days apart. These studies will be clearly marked. For these studies, later sessions may be worth more credits than earlier sessions since completing the ENTIRE study is critical to the research. DO NOT sign up for these studies if you do not plan on participating in ALL sessions.

***Virtual Microsoft Teams Studies***

In response to the COVID-19 pandemic UTA has migrated most instruction online for the fall term. As a result, there are currently *limited* studies conducted on campus this semester. Currently, any IN-LAB studies are restricted to Phase I studies. These studies must maintain all social distancing requirements which include: (1) avoiding any direct physical contact; (2) not being in a study that exceeds two hours; (3) being a healthy adult aged 18 to 65 and *not* at a higher risk to COVID-19; (4) being prescreened via electronic means before campus arrival; (5) having temperature checked before engaging in research activity; and (6) having an addendum to your consent form with special COVID-19 Information for Research Participants to help explain your rights/risks.

However, there will be *many* opportunities to participate in virtual studies using *Microsoft Teams*. Microsoft Teams is free for all students at the University of Texas at Arlington and can be accessed online via a web browser or from an [installed application](https://uta.service-now.com/kb_view.do?sysparm_article=KB0010797) on both computers and mobile devices. Simply log in using your UTA login credentials. If you are having trouble accessing or using Microsoft Teams, please see the resources provided by the office of information technology (<https://oit.uta.edu/services/microsoft-teams/>). If you participate in a study on Teams, treat it as you would an in-person appointment. Find a quiet place you can concentrate, be on time and ready to participate, limit your distractions (such as silencing your cell phone, TV, music etc.), and dress appropriately. Sona will clearly tell you whether the study is listed as **IN-LAB or VIA TEAMS.**

***On-Line Studies***

Additional studies are considered on-line studies, where you can complete the study from any computer on your own time. These studies are clearly marked. The Psychology Department strongly discourages students from participating solely in on-line studies. Indeed, the department would like to see students limit their on-line participation to three on-line studies. The purpose of the limitation is to give you a more complete research experience. That is, participating in real time studies to provide you with a different experience than on-line survey studies. We ask that students try to participate in at least one study that involves Teams in addition to these on-line studies. However, given the COVID pandemic, we understand if this is not possible at this time.

***Signing Up for Studies***

To sign up to participate in a study, find the study you would like to participate in. Click on the study name for more information. You will see a list of any special restrictions or eligibility requirements, as well as a contact person if you have questions about the study. Some restrictions are automatically enforced by the system. If the study has certain pre-requisites or disqualifiers (studies you must *not* have participated in to participate in this study), those will be listed, as well as a note about whether you meet those eligibility requirements. If the study is prohibiting you from signing up, please try to find another study without the prohibition.

The study may have other restrictions listed as Subject Restrictions. An example of a Subject Restriction is “Left-handed people only.” If listed, then the system does *not* enforce this restriction, but you should only sign up for the study if you meet this restriction. If you sign up for the study and you do not meet the restrictions, you will likely not receive credit for the study, and could face a penalty.

Some studies require a special password to sign up. If this is the case, it will be noted. The researcher should have given you this special password. It is *not* the same as the password you use to login to the system. You will need to enter the special sign-up password just before you click the Sign Up button to sign up for a timeslot.

You may only sign up for a timeslot up until a certain time before that timeslot is scheduled to occur. The system will not show a Sign-Up button for timeslots where it is too late to sign up.

Once you have determined you meet all the requirements, click on View Timeslots for This Study and you will see a list of available timeslots. Choose a timeslot that is convenient for you, and click Sign Up. After you click Sign Up, you will see information displayed confirming the time and location of the study you plan to participate in. You may receive an email confirmation as well, depending on how your email account is configured. You are now signed up for the study.

***Canceling a Sign-Up prior to the cancellation deadline (e.g., 24 hours):*** If you need to cancel a timeslot you have signed up for and it is *before* the cancellation deadline for that study, you can do this from the My Schedule and Credits page. Choose the My Schedule/Credits option from the top toolbar. You will see listed all the studies you have signed up for, as well as those you have completed. Studies you have signed up for that you are allowed to cancel will have a Cancel button next to them. Once you click Cancel to cancel your sign-up, you will see a confirmation page. You will also be warned if your cancellation might affect your ability to participate in other studies you have signed up for, due to pre-requisite restrictions. If the cancellation will affect your ability to participate in another study you are signed up for, it is *your* responsibility to deal with this issue (usually by canceling the depending study as well). The system will warn you, but will not block the cancellation. Click “Yes” to cancel your sign-up and the sign-up will be canceled immediately. If you cancel the first part of a two-part study, the second part will also be canceled. If you cancel the second part of a two-part study, the first part will *not* be canceled, but you will need to ask the researcher to sign you up for the second part again, if you would like to participate in it at a later date. However, depending on the requirements of the experiment, you may not be allowed to reschedule the second part. In addition, cancellation of the second part of a study may result in no credit for the experiment, even if you had participated in the first part.

**If it is past the cancellation deadline (e.g., 24 hours)**: Log onto your My Schedule and Credits page. You will see listed all the studies you have signed up for as well as their contact information. Under the contact information, you will see information for contacting the experimenter, which you should use to request a cancellation. NOTE: Contacting the experimenter and/or leaving a message for the experimenter is NOT sufficient to cancel the appointment. The appointment will not be canceled unless the experimenter expressly agrees to cancel it. If the experimenter does not agree to cancel it, you will receive a no-show assessment. If the experimenter agrees and cancels your appointment, the system will send you a confirming e-mail. *Be aware that if you sign up for an appointment less than 24 hours before it is scheduled, you may not be able to cancel the appointment; the experiment may only be canceled if the experimenter agrees to it.*

***At the Experiment***

When you arrive for an experiment or you join a Teams meeting for a study, the experimenter will give you instructions and explain what he/she would like you to do. Feel free to ask questions about anything you do not understand. Participation is voluntary. If, after hearing the instructions, you decide that you would rather not participate, politely inform the experimenter and you may leave. If you begin an experiment *in good faith*, and then decide that you prefer not to participate, you may leave an experiment at any time and still receive credit. However, simply deciding to leave the experiment or not following instructions is **NOT** a *good faith* effort. Examples of NOT acting in good faith include but are not limited to: (1) declining to participate because you did not read the sign-up carefully; (2) you have scheduled another appointment that conflicts with your research time; (3) you chose to not follow instructions given to you by the researcher; or (4) showing up for a study for which you do not qualify because you did not read the sign-up carefully.

If an experimenter is more than 5 minutes late and has not called you at least the day before to cancel the experiment, double-check that you were in the correct location or Teams room before you assume that the experimenter is at fault. If the experimenter is at fault, you can claim credit for the experiment by sending an e-mail to the system administrator at: [psycpool@uta.edu](mailto:psycpool@uta.edu). The e-mail should identify the experiment, the location and the time of the appointment, and your name and ID number. This e-mail should be sent at the time of the appointment to establish that you were present and available for the appointment. The administrator will investigate and award you credit if the claim is determined to be valid.

For on-line experiments, participants must complete the survey to get credit. If a participant declines to participate because the questions make him/her uncomfortable, he/she must choose “declines to answer” for each remaining question in the survey to receive experimental credit.

Researchers can dismiss you without credit if you chose not to follow directions (e.g., eat, play on your cell phone, and not do what you are asked to do). This is different than declining to answer questions that make you uncomfortable. You are always free to not answer questions or withdraw from participation if the study makes you feel uncomfortable. However, you are not free to sabotage research and ruin the experience for others. If you don’t want to participant in research, you have another alternative (e.g., paper summaries).

**Tracking Your Progress**

It is your responsibility to track your progress. Tracking your progress can be done at any time by choosing the My Schedule/Credits option from the top toolbar. When you view this page, you will see at the top a list of the number of credits you are required to earn, and how many you have earned so far. You may also have an option to view how many credits you have earned for each course. Below that, if you have signed up for any studies, those are listed as well. In the list of studies, you will see information about your credit status. Non-study credit is also listed, when applicable. Non-study credit is usually granted for writing a paper or some other special circumstance.

***Penalties*:** **If you fail to keep an appointment, or if you are more than 5 minutes late for an appointment, you will not earn the credits applicable to that experiment.** In addition, ***two unexcused no-show credits*** will result in your Sona account being locked. If you reach the two-credit limit, you will then be required to complete your research requirement by doing the paper summaries. If the paper summary deadline has passed when you receive your two no-show credits, you will receive an incomplete for your course and be required to complete your assignment during the next semester.

***Pending Credit*:** If credits have not yet been assigned for a past appointment, the experiment status will be listed as “Pending Credit” in the list of your experiments that you can view by clicking “View Your Appointments.” **Allow up to a week after your appointment (or several weeks for “Paper summary alternative”) for the credit or penalty to appear.** Contact the experimenter after that time if the status is still listed as pending credit, using the contact information listed for the experiment.

***Reassigning Credits***

If you belong to multiple courses, you may reassign a credit from one course to another. To do this, simply use the Reassign link that appears when you view your progress. The link appears under the course entry for each item in your progress listing. You can only use the credit once. A credit will not count for more than one class; attempts to re-use credits are considered academic dishonesty and will be dealt with accordingly. Credits do not accrue from one semester to another. Thus, if you do not complete your assignment in one term, credits cannot be carried over for use in another term.

***Paper Summary Alternative***

As an alternative to participating in an experiment, you can write a summary of a research article instead. There are several research articles for you to choose from the following psychology journals.

You may use the on-line journal **"Current Directions in Psychological Science" (August 2020 – present)**. You may access this on-line journal at <https://login.ezproxy.uta.edu/login?url=http://cdp.sagepub.com>

You may also use articles from **Social and Personality Psychology Compass (August 2020 – present)** at <https://onlinelibrary.wiley.com/journal/17519004>

You may also use articles from **Evolutionary Psychology (August 2020 – present)** at <http://evp.sagepub.com/>

*Please note the dates* ***(*August 2020 – present*)*** *with each approved journal source. You can only complete paper summaries on research articles that fall within those dates* ***(*August 2020 – present*)****. Summaries on unapproved journal sources or on articles outside the approved dates will* ***not*** *be accepted/approved. Summaries of book reviews will* ***not*** *be accepted. \*\*Hint to find articles falling in approved dates: Look for a tab that says “Latest articles”. Selecting articles from there will ensure that you are accessing articles published during the approved dates.*

For each article you choose to review, you will be required to write a 500-1,000 words summary (1-2 pages) on an article from one of the approved sources. That is, the paper **MUST** be a minimum of 500 words (one FULL page; **not** 495 words) and should be from one of the journals mentioned above to be accepted. You are not to put in any additional paragraph breaks in the summary to meet the page requirement. *Please also note that the paper must be written using proper English grammar to meet the minimum requirements.* To submit your paper summary, you must sign up for the **Paper Summary Alternative** on the Sona website and submit your summary to the study website link. You must do this for each paper summary that you want to complete (i.e., if you want to do 6 paper summaries, you must sign up 6 times). Each summary that meets the above mentioned requirements is worth 1 credit. Only electronic versions of paper summaries will be accepted. If you choose to write paper summaries, you are not to collude or plagiarize. Paper summaries will be checked for academic dishonesty such as plagiarism or collusion (i.e., copying from each other’s paper or copying from published sources). If you are caught colluding or plagiarizing papers, the appropriate academic actions will be taken (e.g., you will fail your PSYC 1315 course). ***The deadline for all paper summaries is 1 week before the last day of class for the term you are enrolled in (i.e. July 1st, 2021 @ Midnight for Summer 1 2021) No late papers will be accepted (no exceptions)*.** If you do not meet the minimum requirements for a paper summary, the paper summary will be returned to you without credit.

Paper summaries may take several weeks to be reviewed and assigned credit. As such, please allow sufficient time for your paper to be reviewed before you inquire about receiving research credit.

***Experiment Deadlines***

The number of experiments available depends on how many researchers are running experiments. We cannot guarantee that there will be enough experiments to accommodate everyone who wishes to take this option to fulfill the research requirement. If you wait until the end of the semester to sign-up, you may have trouble finding experiments to participate in. ***The last day to participate in an experiment is the last day of classes (July 8th, 2021 is last day to participate for Summer 2021).***

***Sona APP***

Sona-systems now offers an app for both Apple and Android users. This app is called ***Sona mobile*** and is available for you to download either from the App store (for Apple devices) or Google play (for Android devices). Once installed, the app will ask you to enter your URL the first time you open it. Enter the following URL: <https://uta.sona-systems.com> to go to the UTA Sona log in page to sign into your Sona account. You can sign up for studies, view your scheduled appointments and also cancel your appointments using the Sona mobile app.

**What do I do if I have a question/problem regarding using Sona or participating in research?**

1. Read the Handout to make sure that your question is not covered in the handout.
2. Check the FAQs on Sona for an answer to the most frequently asked questions.

***If your question cannot be answered via routes 1 & 2:***

1. Email your question to the participant pool coordinator, Cory Newell at the following email address: [psycpool@uta.edu](mailto:psycpool@uta.edu)**.**
2. For a virtual face-to-face meeting on Microsoft Teams, please e-mail Cory Newell at [psycpool@uta.edu](mailto:psycpool@uta.edu) to set up an appointment.

**What is the proper format for writing an e-mail?**

* Subject line in an e-mail:
  + Include a meaningful subject line which highlights the purpose of your e-mail to help the reader know the e-mail’s content
    - Do not write an entire e-mail in the subject line.
* Addressing an e-mail:
  + Always begin your e-mail with a greeting like Dear Dr. Jensen-Campbell or Dear Cory Newell.
* Grammar in an e-mail:
  + Always use whole words
  + Use standard spelling, punctuation, and capitalization.
  + Do not write an entire e-mail in ALL CAPS
* Content of an e-mail:
  + Write professional e-mails. Make sure your e-mail is direct and to the point.
  + Consider the audience of your e-mail:
    - Professionals and those in academic institutions see their e-mail accounts as business.
    - Do not write unnecessarily long e-mails or waste the recipient’s time.
    - Be friendly and cordial in your e-mail.
* Return responses to an e-mail:
  + Thoroughly read over an e-mail before you write a return response. Often time questions have already been previously answered.
* Thoughts to keep in mind:
  + There are hundreds of undergraduates enrolled in introductory psychology course. Psycpool answers e-mails from all of these students plus those of many additional upper-level psychology students. Although e-mails are most often answered on a daily basis, some e-mails make take a day or two to be answered. Around important due dates such as those for the paper summaries, e-mails make take longer to respond to. Please do not send additional e-mails concerning the same topic. If it has been over a week and you have not received a response, chances are psycpool has not received your e-mail.
* Sample e-mail:

Dear Dr. Jensen-Campbell or Cory Newell,

I am unable to login to my SONA systems account. I am currently enrolled in Developmental psychology with Dr. Jensen-Campbell. If you could please help me or let me know how this problem can be fixed I would appreciate it.

Thanks,

Joe Smith

Student id: 1000000000 (NO Social Security Numbers PLEASE).

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