

## COURSE INFORMATION

- PSYC 1630 / General Psychology
- Fall / 2025
- 3 Credit Hours
- BLB 180
- Monday & Wednesday from 3:30-4:50 PM

### Office Hours

#### Dr. Krisstal Clayton's Contact Information

- Clinical Professor
- [Email](mailto:Krisstal.clayton@unt.edu): Krisstal.clayton@unt.edu
- Office Hours:
  - Monday & Tuesday from 1:00 PM – 2:00 PM in person at TH 337
  - Monday & Tuesday from 2:00 PM -- 3:00 PM virtually via Zoom
- By appointment

#### Teaching Assistant Contact Information

##### *Mariia Mezhenska*

- Email: [MariiaMezhenska@my.unt.edu](mailto:MariiaMezhenska@my.unt.edu)
- Office Hours:
- Office Location/Zoom Link:

##### *Jasmine Seegmiller*

- Email: [JasmineSeegmiller@my.unt.edu](mailto:JasmineSeegmiller@my.unt.edu)
- Office Hours:
- Office Location/Zoom Link:

##### *Patrick Maneval*

- Email: [PatrickManeval@my.unt.edu](mailto:PatrickManeval@my.unt.edu)
- Office Hours: 1:15 PM-3:15 PM, Wednesdays
- Office Location: TH 215

### Course Pre-requisites, Co-requisites, and/or Other Restrictions

- None

### Course Description

- PSYC 1630 is a course examining psychological knowledge, phenomena, and theories that explain who we are and why we behave and think as we do. Emphasis on how human characteristics, neurobiology, and psychological factors influence attitudes, decisions, perceptions, and behavior throughout the course of our lifespan. You will be exposed to directed readings from your textbook, real case studies, videos, simulations, team activities, and engaging lecture material. I hope you find this introduction to the science of psychology both challenging and interesting. I will work hard to make each topic as engaging as possible!

### Course Learning Objectives (CLOs):

- Apply psychological research to solve real-world problems in an ethical manner
- Contemplate the complexity of biopsychosocial factors, neurodiversity, and environmental variables that impact who we are and how we change over the lifespan
- Analyze individualized and diverse perspectives and how those perspectives contribute to unique behaviors, attitudes, and beliefs
- Think critically about your own psychological, biological, and social development
- Practice effective human-to-human communication and collaboration

### MATERIALS NEEDED

- You are expected to read the assigned chapters and articles, and engage with the assigned media as outlined in the attached list of dates. Reading as assigned will assist you in comprehending the lectures and will enhance your performance on the course assessments. Your reading materials will be provided to you via Vantage. If you need to access Vantage outside of Canvas, or have trouble accessing the content, here are some helpful links:
  - [Vantage Login](#)
    - Course ID: CLAYTO-7308
  - [Vantage Student Help Guide](#)

#### Vantage Instructions

You will be provided with a link via Canvas under the Vantage module. Click on the link and follow the instructions for purchasing and setting up your account. If you have already purchased the Vantage book through the UNT Barnes & Noble bookstore, you will be prompted to enter your code. Vantage requires the following:

- An updated version of Safari, Google Chrome, or Edge browser
- Access to a computer, laptop, or tablet
- Frequent and consistent access to the Internet

### Technical Requirements/Assistance

[University Information Technology Help Desk](http://www.unt.edu/helpdesk/index.htm): <http://www.unt.edu/helpdesk/index.htm>

The University of North Texas provides student technical support in the use of Canvas and supported resources. The student help desk may be reached via [email](mailto:helpdesk@unt.edu) at [helpdesk@unt.edu](mailto:helpdesk@unt.edu) or by phone at 940.565-2324

- University North Texas Information Technology Helpdesk Hours:
  - Monday-Thursday 8am-midnight
  - Friday 8:00 a.m.-8:00 p.m.
  - Saturday 9:00 a.m.-5:00 p.m.
  - Sunday 8:00 a.m.-midnight

### Canvas

[Hardware and software necessary to use Canvas](https://unt.instructure.com/): <https://unt.instructure.com/>

- [Browser requirements](https://clear.unt.edu/supported-technologies/canvas/requirements): <https://clear.unt.edu/supported-technologies/canvas/requirements>
- [Computer and Internet Literacy](http://clt.odu.edu/oso/index.php?src=pe_comp_lit): [http://clt.odu.edu/oso/index.php?src=pe\\_comp\\_lit](http://clt.odu.edu/oso/index.php?src=pe_comp_lit)

#### What to do if Canvas fails

Canvas is an online technology, and therefore, it can crash. If this happens to you, EMAIL ME IMMEDIATELY and include an unedited screenshot. I will be able to access the system, review your

Canvas attempt, and reset your assessment if warranted. However, I will not check my email between 5:00 pm and 8:00am Central Time, or on university-recognized holidays and weekends, so I highly recommend that you complete and submit your work in advance.

### Software

- Microsoft Word or another word processor such as Google Documents
- PowerPoint or another presentation processor such as Google Slides
- Adobe Reader or another .pdf document reader

### Minimum Technical Skills Needed

- *Using Canvas*
- *Using Sage Vantage*
- *Using email with attachments*
- *Citing any sources used to complete assignments*
- *Creating and submitting files in commonly used word processing program formats*
- *Downloading and installing software*
- *Ability to follow and apply the lessons taught through various mediums, including:*
  - a. *Reading*
  - b. *ADA-accessible streaming media*
  - c. *In-person announcements made during scheduled class time*

### Student Academic Support Services

- [Academic Resources](#): where to buy textbooks and supplies, access academic catalogs and programs, register for classes, and more
- [Code of Student Conduct](#): provides Code of Student Conduct along with other useful links
- [Office of Disability Accommodation](#): exists to prevent discrimination based on disability and to help students reach a higher level of independence
  - Dr. Hope Garcia will be available on the UNT-Frisco campus to assist with accommodation paperwork and approved needs
- [Counseling and Testing Services](#): provides counseling services to the UNT community, as well as testing services; such as admissions testing, computer-based testing, career testing, and other tests
  - Counselors and Career Advisors will be available on the UNT-Frisco campus
- [UNT Libraries](#): library services
- [UNT Learning Center](#): provides a variety of services, including tutoring, to enhance the student academic experience
- [UNT Writing Center](#): offers free writing tutoring to all UNT students, undergraduate and graduate
- [Succeed at UNT](#): information regarding how to be a successful student at UNT

### Communicating With Dr. Clayton

I love to help my students! Therefore, please reach out. E-mail is the best way to contact me. My email address is [Krisstal.clayton@unt.edu](mailto:Krisstal.clayton@unt.edu). I will answer emails sent from your official unt.edu student email account within 24 hours except on Fridays through Sundays. I will be glad to call you via Zoom if you e-mail me and request me to do so. **When emailing me, include your first name, last name, and 1630 in the subject header.** This needs to be specific because it diverts your email into my Inbox instead of another folder such as "Other" or "Junk." Write the email using a professional format and professional language. A top complaint from employers is that new hires do not know how to communicate with professionalism and in grammatically correct sentences. Therefore, we will build employable skills in this course while learning about psychology. To reinforce these employable skills, emails without this information and professionalism will not be answered. If you would like some help with how to craft a professional email, please read page 3 (digital page 41) of the *Student Success Guide* section in your textbook.

### Course Communication and Messaging Forums Policy

As students who are strongly encouraged to form friendships and study groups, I understand that you might develop and join messaging forums to discuss course material. This can result in misinformation or disinformation about course content or requirements. Your right to free speech and my requirements to abide by FERPA and security policies require that I not acknowledge, become involved in, or be held responsible for any communication that occurs or is sent by anyone other than my team of TAs and myself outside of any other medium than UNT Canvas, UNT Zoom, or UNT Outlook. Therefore, any misinformation that you, are delivered by or, personally deliver to, other students concerning any aspect of this class is not under my control. Furthermore, be aware that in the past, students have taken it upon themselves to send me screenshots of messaging forums, such as GroupMe and WhatsApp, to implicate others in cheating and harassment. Therefore, it is your responsibility to understand that any information you post on a messaging forum may be used or disseminated by other students without your permission.

All course requirements and contents are my intellectual property and thus, will be strictly contained within Canvas, Vantage, and the classroom. As a result, communication with me and my educational team about course content, assessments, and deadlines will only be delivered by me and my team in the following modalities: UNT Outlook, UNT Zoom, UNT Canvas, and the classroom. You are ultimately responsible for knowing course requirements as they are depicted in the syllabus. If you believe the syllabus, course requirements, or course content is erroneous, communicate with us directly and we will address the error. Any grade or deadline disputes must be individually delivered to me and my educational team no later than seven calendar days after the grade has been entered or the deadline has passed.

### Getting Course Materials

- Syllabus: Click “Syllabus” in the Canvas menu. You will see a brief discussion about the course and a hyperlinked document for this syllabus.
- Course lectures: These will be organized in Chapters by Modules. To access chapter lectures, go to “Modules” then click on the corresponding chapter/topic you need. Generally, “Modules” will have lecture presentation notes in .pptx format for your utilization during class. Other files in Modules will be in .pdf or .docx format, so they should download easily.
- Technical Difficulties: *The University is committed to providing a reliable online course system to all users. However, in the event of any UNT-owned and operated server outage or any unusual technical difficulty that prevents students from completing a time-sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately take a screenshot, report any problems to the instructor, and contact the UNT Student Help Desk: [helpdesk@unt.edu](mailto:helpdesk@unt.edu) or 940.565.2324. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.*
  - If you experience any technical difficulties with your personal technology or Internet provider, an extended deadline will not be provided. Therefore, have a backup plan you can feasibly use in case those difficulties arise.

### ASSESSMENTS AND GRADING

All assignments submitted via Canvas and Vantage are due at 3:00 PM, Central on the scheduled calendar day

## Individual Activities

Individual activities will be provided via Canvas and Vantage as either video activities or polls that you complete by yourself. They are intended to provide you with insight into your own unique perspectives and understanding of social psychology.

## SONA Experiment Participation

Students are required to complete 10 research credits by participating in experiments designed and supervised by UNT Department of Psychology faculty. You get to choose which experiments you wish to participate in, but you must be 18 years or older to be eligible. Some experiments are conducted in a lab, while others are online. The first half of your credits are due in the middle of the semester, and participation slots fill up quickly. So start signing up for experiments as soon as possible!

If you are under the age of 18, you will complete journal article summaries to demonstrate your ability to understand the scientific method and study results. Policies for research credit and journal article summaries are at the [Psychology SONA Systems Help website](#).

## n of 1 Studies

These activities are a way for you to treat yourself, or a hypothetical person, as your participant by completing a survey, logging your habits, designing an intervention, or engaging in an online experiment. You will reflect on your results and submit your work via Canvas. Full completion is required to earn points.

## Video Activities

Video Activities are available in Vantage and assigned per the course calendar for points. You have two attempts at each Video Activity. Your final score will be calculated by averaging the scores of your two completed attempts. Eighteen activities are offered, and fifteen are required. Therefore, if you complete all assigned video activities, your lowest three grades will be dropped. Video Activities take approximately 10 minutes each, if you have read the chapter content ahead of time.

## Wellness Intervention Signature Assignment and Peer Review

The Operational Conditioning Signature Assignment will be completed by each individual student, with an opportunity to get peer-review feedback prior to the deadline. This assignment is worth 100 points, and the peer review is worth 100 points, with each review worth 25 points. Students will learn how to achieve the following:

- Develop critical-thinking skills by connecting human behaviors with potential outcomes using knowledge about psychology
- Apply the scientific process of operant conditioning to a real-world health problem
- Participate in perspective-taking to develop a manageable lifestyle change for a person unlike yourself
- Clearly communicate your wellness plan to a group of peers for a constructive review
- Collaborate with others to provide feedback about possible improvements to their wellness plan

## Team Exams & Quizzes

There will be team exams and chapter reading quizzes during the course of the semester. The team exams will be taken in class during your team's scheduled time. Chapter Reading quizzes will be available in Vantage via

Canvas. Tests will be based on lecture material, assigned media, activities, and assigned readings. Chapter reading quizzes will be based on assigned readings.

### Team Exams

You are required to take 2 team exams. These team exams will be taken in class, and students are allowed to use handwritten notes limited to one side of an 8.5 in x 11 in standard sheet of paper. Exams will consist of approximately 45 multiple-choice questions, each worth 2.5 points. The team exam will be worth up to 100 points, but teams can score more than 100 points since each test will have five bonus questions available. You should expect most of the questions to be “application.” That is, most questions will have an example of a concept and ask you to identify the example (rather than asking you to identify a definition). Teams will have 1 hour and 10 minutes to take each exam. Most teams will not need the entire time.

Students who have an ADA-approved exam modification can take the exam individually, with approved handwritten notes limited to one side of an 8.5 in x 11 in at the testing center with a proctor. Two weeks’ notice of this modification is required for test proctoring reservations.

### Missed Exam

If you miss an exam, you can take the **Optional Cumulative Final** during UNT Finals Week. The final will replace your missed exam grade. Students can use handwritten notes limited to one side of an 8.5 in x 11 in standard sheet of paper during the exam. Exams are NOT open Internet, AI, or textbook, and any student caught cheating will be subject to the Professional Conduct Policy described below.

### Chapter Reading Quizzes

Chapter Quizzes are individual assignments and will cover the materials specified in this syllabus. Each quiz is worth 15 points and may be taken from home. **Using your phone to take a quiz is strongly discouraged.** The Canvas app frequently fails, so if you choose to take a quiz using your phone, you have been warned.

- Quizzes will have a time limit, so completing the quiz while looking up the answers for every question will be impossible. I highly suggest that you read the assigned pages for the designated quiz before you take it. The quizzes can be accessed by clicking on the Vantage link within its corresponding Canvas module.
- There are two possible attempts for quizzes. Your final score will be calculated by averaging the points of your two attempts. **If you are unhappy with your performance on a quiz, there is hope! There are more quizzes available than required. Thus, if you miss or fail a quiz, don’t worry! You have an additional opportunity to help your grade.** The two lowest quiz grades will be dropped.
- Once the due date has passed for the quiz, it will be removed from Canvas. Therefore, **be mindful of the quiz due dates located in your syllabus.**

### Team Activities

Students will participate in team activities throughout the semester. Team activities will provide application opportunities such as concept mapping, mini case studies, and a hypothetical plan to modify a person’s behavior using operant conditioning. All teammates are expected to be prepared for the activity by arriving at class with their assigned chapter fully read and the corresponding reading quiz completed. Teammates can use their books and lecture notes to assist with completing the activity.



- A total of seven Team Activities will be provided, but students are required to complete only five of their choosing. If you complete all seven opportunities, your two lowest scores will be dropped.

### Checking Your Grade

You can check your earned points anytime in Canvas by clicking on the “Grades” button. Be careful! I use a point system, and offer more opportunities to earn those points than necessary. Therefore, attend to the number of points you earn since your final grade will be based on those total points, and where they fall on the grading scale located below.

You have 7 days to dispute a graded assignment from the time it has been entered into Canvas. Once 7 days have passed, the dispute resolution window has closed. Therefore, if I accidentally missed one of your assignments, or did not enter the right grade, or you feel like you provided a response that should get you more points, tell me within 7 days so I can fix it!

### Grading Scale

Table 1. Grading Scale Point System

<b>Assignment</b>	<b>Points</b>
<b>Chapter Quizzes (choose 9 x 15 points each)</b> <i>*Do all 11, and your two lowest scores will be dropped</i>	90 points
<b>Team Activities (5 x 50 points each)</b> <i>*Do all 7, and your two lowest scores will be dropped</i>	250 points
<b>n of 1 Studies (7 x 25)</b>	175 points
<b>Wellness Intervention Signature Assignment</b>	100 points
<b>SONA Experiment Participation (5 credits x 2 deadlines @50 points each)</b>	100 points
<b>Video Activities (15 x 6 points each)</b>	90 points
<b>Peer Review (4 x 25 points each)</b>	100 points
<b>Collaboration Performance</b>	100 points
<b>Team Exams (2 x 100 points each)</b>	200 points
<b>Optional Cumulative Exam (100 points)</b> <i>*replaces your lowest-scoring or missed exam</i>	N/A
<b>Total Points</b>	<b>1205 points</b>

Table 2. Point Scale to Letter Grade

POINT RANGE	LETTER GRADE
1205-1084.5	A
1084.4 to 964.5	B
964.4 to 843.5	C
843.4 to 723.5	D
723.4 and below	F

### CLASS PARTICIPATION AND STUDENT CONDUCT

I will make class an intellectually stimulating and enjoyable experience. Students who ask questions and participate learn more, understand more, and have more fun than students who do not participate in class. In addition, your peers will assess your team performance at the end of the semester. This peer assessment is referred to as **Collaboration Participation**, and will be a portion of your grade.

#### Professional Conduct is REQUIRED

Students are expected to be seated by the scheduled start time of each class period. Accessing online content during class is distracting and can hinder your and others' learning. Be mindful of what is on your screen and who else can see it, especially since your team will grade your group participation and professional conduct at the end of the term.

- **Artificial Intelligence:** Students are not permitted to use AI for the completion of any PSYC 1630 coursework.
  - An automatic zero and an Academic Integrity Violation Report will be issued for the first AI violation. Upon the second violation, a full letter grade drop will be issued at the end of the term, and an Academic Integrity Violation report will be sent to the Dean of Students. Upon the third violation, you will automatically fail the course.
    - It is your responsibility to understand what apps you are using while completing coursework and what their capabilities are. AI includes, but is not limited to, ChatGPT, Grammarly, Google AI Overview/Mode, Gemini, Copilot, Rytr, Midjourney, Dall-E, Perplexity, Deep Seek, and Claude
- **Cheating:** I will not tolerate dishonesty. All students are expected to complete reading quizzes and individual assignments independently and without the help of others and/or AI. If you are caught cheating, you will receive an automatic zero for the assignment and be reported to the Dean of Students.
  - [Student Code of Conduct](https://policy.unt.edu/policy/07-012): <https://policy.unt.edu/policy/07-012>
- **Plagiarism:** You are NOT allowed to plagiarize. All submitted assignments should reflect a combination of your experiences and the course material. Obviously, I expect that you use your textbook and assigned materials. Make sure you provide quotes and a section title for anything you quote directly from sources and a citation for ideas, definitions, or examples you did not invent yourself. Application to your experiences and your perspectives are KEY!
- **Class Recordings:** Students are not permitted to record any course content, lectures, or conversations. Recording in this context means video, voice-to-text, and audio. This is for the safety of



students, guest speakers, and your professor, who will share personal stories and ask sensitive questions that may be [protected under FERPA as personally identifiable information \(PII\)](#), and in turn, should not be disseminated outside of the classroom. If you have an ADA accommodation for note-taking, please speak with Dr. Clayton about how she can support you.

### The Oops Pass

We all make mistakes. I certainly do. There will be days when you have so much going on that you completely space an assignment or put the wrong due date in your calendar. For those moments, there's the Oops Pass. An Oops Pass provides students with the opportunity to submit ONLY ONE n of 1 Study assignment 48 hours later than the due date with a 10% reduction in points. Each student gets one Oops Pass for an n of 1 Study assignment. The use of an Oops Pass requires a 12-hour notice starting at the time the assignment was due. The notice must be provided to [Dr. Clayton via email](#) at [Krisstal.clayton@unt.edu](mailto:Krisstal.clayton@unt.edu). Students who do not provide this 12-hour notice do NOT get to use the Oops pass for that occasion.

### CALENDAR

#### Mon. Aug. 18

- Introduction to Class
- Lecture: Syllabus Review and Psychology and Its Place in the World Part I
- Think ahead! Read *Psychology and Its Methods*

#### Wed. Aug. 20

- Lecture: Psychology and Its Place in the World, Part II
- Lecture: Methodology and Research Design, Part I
- Pre-Semester Knowledge Quiz
  - 10 points of extra credit!

#### Mon. Aug. 25

- Lecture: Methodology and Research Design, Part II
- Vantage Video Activity 1.1 due
- Vantage Video Activity 1.2 due
- Chapter Reading Quiz: Psychology and Its Methods due

#### Wed. Aug. 27

- Team Activity 1: Methodology and Research Design
- Think ahead! Read *Behavioral Neuroscience*
- Last Day to Drop with a W is Aug. 29th

#### Mon. Sept. 1

No class! Labor Day Holiday

#### Wed. Sept. 3

- Lecture: Behavioral Neuroscience
- Chapter Reading Quiz: Behavioral Neuroscience due
- Think ahead! Read *Lifespan Development and Its Contexts*, VitalSource pgs. 397-443

#### Mon. Sept. 8

- Team Activity 2: Brain Concept Map

- Video Activity 2.1 due
- Video Activity 2.2 due

### Wed. Sept. 10

- Lecture: Sensation and Perception
- Chapter Reading Quiz: Sensation & Perception due

### Mon. Sept. 15

- Team Activity 3: Junk Food and Its Addictive Nature
- Video Activity 3.1 due
- Video Activity 3.3 due
- Think ahead! Read *Learning*

### Wed. Sept. 17

- Lecture: Learning
- Chapter Reading Quiz: Learning due

### Mon. Sept. 22

- Team Activity 4: Operant vs. Classical Conditioning
- Video Activity 5.1 due
- Video Activity 5.2 due
- Think ahead! Read *Memory*

### Wed. Sept. 24

- Lecture: Memory
- Chapter Reading Quiz: Memory due
- Video Activity 6.2 due
- Think ahead! Study

### Mon. Sept. 29

- **In-Class Team Exam 1**
  - **Covers Material from Aug. 18-Sept. 24**
    - **Teams 1-12**

### Wed. Oct. 1

- **In-Class Team Exam 2**
  - **Covers Material from Aug. 18-Sept. 24**
    - **Teams 13-22**
- Think ahead! Read *Personality*
  - Located in Canvas

### Mon. Oct. 6

- Lecture: Personality
- Video Activity 8.2 due
- Chapter Reading Quiz: Personality due
- n of 1 Study: Personality Assessment due
- Think ahead! Read *Lifespan Development and Its Contexts*

**Wed. Oct. 8**

- Lecture: Lifespan Development
- Chapter Reading Quiz: *Lifespan Development and Its Contexts* due
- **First half of SONA credits due**

**Mon. Oct. 13**

- Team Activity 5: The Fun Habit
- Video Activity 9.2 due
- Video Activity 9.3 due

**Wed. Oct. 15**

- Lecture: Social and Cultural Influences, Part I
- Chapter Reading Quiz: Social and Cultural Influences due
- Begin Individual Activity: How I Treat Myself Journal

**Mon. Oct. 20**

- Lecture: Social and Cultural Influences, Part II
- Video Activity 10.1 due
- n of 1 Study: IAT Activity due

**Wed. Oct. 22**

- Lecture: Health, Stress, and Wellness
- Chapter Reading Quiz: *Health, Stress, and Wellness* due
- n of 1 Study: How I Treat Myself Journal Submission 1 due

**Mon. Oct. 27**

- Team Activity 6: UNT Blue Zone
- Video Activity 12.2 due
- Video Activity 12.3 due
- Think ahead! Read *Psychological Disorders*

**Wed. Oct. 29**

- Lecture: Psychological Disorders, Part I
- Chapter Reading Quiz: Psychological Disorders due
- n of 1 Study: How I Treat Myself Journal Submission 2 due

**Mon. Nov. 3**

- Lecture: Psychological Disorders, Part II
- Video Activity 13.1 due
- Video Activity 13.2 due

**Wed. Nov. 5**

- Team Activity 7: Mini Case Studies
- n of 1 Study: How I Treat Myself Journal Submission 3 due
- Think ahead! Read *Treatment and Interventions*
- First Day Students Can Request an Incomplete is November 8<sup>th</sup>

**Mon. Nov. 10**

- Lecture: Treatment and Interventions
- Chapter Reading Quiz: Treatment and Interventions due
- Video Activity 14.2 due
- **Wellness Signature Assignments Draft due**

**Wed. Nov. 12**

- **Peer Review of Wellness Signature Assignments due**
- n of 1 Study: How I Treat Myself Journal Submission 4 due
- **Second half of SONA credits due**

**Mon. Nov. 17**

- **In-Class Team Exam 2**
  - **Covers Material from Oct. 6-Nov. 5**
    - **Teams 13-22**

**Wed. Nov. 19**

- **In-Class Team Exam 2**
  - **Covers Material from Oct. 6-Nov. 5**
    - **Teams 1-12**

**Nov. 24-Nov. 28**

No Class! Thanksgiving Holiday

**Mon. Dec. 1**

- **Wellness Intervention Signature Assignment Due**
- **Team Collaboration Assessments Due**
- Post-Semester Knowledge Quiz
  - 10 points of extra credit!

**Wed. Dec. 3**

- n of 1 Study: How I Treat Myself Journal Reflection due

**Dec. 6-12 Finals Week**

- **Optional Cumulative Exam**
  - **Covers Material from Aug. 18-Nov. 10**
  - **Due Date TBD**

**Note: Syllabus Change Policy**

*Any changes to this syllabus will be outlined in a Canvas Announcement and email.*

**UNT POLICIES****Academic Integrity Policy**

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic

dishonesty may result in a range of academic penalties or sanctions, ranging from admonition to expulsion from the University. Refer to the Professionalism policy above for more information.

### ADA Policy

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at [disability.unt.edu](http://disability.unt.edu).

### Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

### Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

### Access to Information - Eagle Connect

[Students' access point for business and academic services](http://my.unt.edu) at UNT is located at the website [my.unt.edu](http://my.unt.edu). All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains [Eagle Connect](http://eagleconnect.unt.edu/) and how to forward e-mail at <http://eagleconnect.unt.edu/>

### Student Evaluation Administration Dates

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The survey will be made available during the last week of the summer semester to provide students with an opportunity to evaluate the methodologies and effectiveness of my pedagogy. Students will receive an email from "UNT SPOT Course Evaluations via IASystem Notification" (no-reply@iasystem.org) with the survey link. Students should look for the email in their UNT email inbox. Simply click on the link and complete the survey. Once students complete the survey they

will receive a confirmation email that the survey has been submitted. For additional information, [please visit the SPOT website](#) at <http://spot.unt.edu/> or [email](mailto:spot@unt.edu) spot@unt.edu.

### Sexual Assault Prevention

UNT and I are committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. If you use me, Dr. Clayton, as a resource, please know that I CANNOT keep your information confidential if you report to me a case of sexual assault or if I believe you are in danger. Therefore, if you desire a confidential source, you can ask me for resources and I will gladly help you! Remember, [the UNT CARE Team](#) is always ready to assist. Their website is located at <http://studentaffairs.unt.edu/care>. [UNT CARE has an email address](#), which is careteam@unt.edu. UNT's Survivor Advocates can also assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. [The Survivor Advocates can be reached via email](#) at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the [Title IX Coordinator via email](#) at oeo@unt.edu or at (940)-565-2759.