

ASSESSMENT

There are four main components of assessment for Psychology 1002: an assignment (1000 word written assignment), 9 tutorial quizzes, experiment participation, and a final examination. The following table shows what percentage of your final mark will be contributed by each component.

What?	When due?	% Assessment
<i>Compulsory Components</i>		
Written Assignment	In tutorial class in Week 9 and online via WebCT	25%
Exam	During exam period at the end of semester	65%
<i>Optional Components</i>		
Online Tutorial Quizzes (average of 9)	Throughout semester, from weeks 3-13	5%
4 hours of Research Participation	Throughout semester. Online using SONA	5%
Total		100%

Your final mark is given on a scale from 0 to 100.

85 and above	=	High Distinction
75-84	=	Distinction
65-74	=	Credit
50-64	=	Pass
49 and below	=	Fail

Note that in the Faculty of Science there is no “Pass conceded” or “Concessional Pass” category. If you receive 49 or less then you have failed.

Raw marks in each component of Psychology 1002 are rescaled to fit the University marking scale, and “weighted” (according to the percentages above) before being totaled into a final mark. Your final mark will be available on the My Uni website, and an official transcript will be posted to you. **A minimum result of 50% in BOTH PSYC1001 and PSYC1002 is required to progress to Psychology 2 units of study.** A breakdown of the marks awarded to each student in each course component will be displayed on WebCT several weeks after the final exam.

WRITTEN ASSIGNMENT (25% IN TOTAL)

For Psychology 1002 you must write a 1250 word written research report based on an experiment run in tutorials in Week 3. The Week 5 tutorial is dedicated to instructing you on how to write a report in the correct psychology format, and associated with that tutorial on webCT is a large number of supporting materials.

Common Problems Students have with Written assignment:

- What written assignment? Even though submitting a written assignment is a compulsory requirement of passing PSYC1002, too many students forget to do so, or hand them in so late that they receive no marks for them.
- Students who think they are good at writing per se, ignore the instructions concerning how to write an APA formatted psychology report.
- Students, who ignore instructions on how to reference correctly, plagiarise sections of their written assignment resulting in harsh penalties (Refer to the section PLAGIARISM).
- Students are not aware of the ‘Writing for Psychology’ textbook (Burton), which is available at the Coop bookshop and is extremely helpful.
- Students reduce the font size to make their tutor think they have not exceeded the word limit. Written assignments should be printed in 12-point times new roman font. The word limit can be under or over by 5% without a penalty applying.

Submitting your written assignment:

- Your written assignment is due **at your correct tutorial time in Week 9 (September 21st - 25th)**.
- You must submit a paper-copy and an online copy of your written assignment.
 - The paper-copy is for your tutor to mark and write comments on, and the online copy will be run through our word-count and plagiarism software.
 - If the paper-copy and online copy are found not to match, then you may be penalized up to the entire value of the written assignment.
- For the **paper-copy**, print out your essay, and bring it to your tutorial in Week 9. Your tutor will give you a coversheet for you to sign and attach.
 - If you miss your tutorial, or are handing in your essay late, you need to submit your essay directly to the Psychology Counter (Room 325 Brennan MacCallum Building). Do not attempt to hand it to your tutor directly outside class time.
 - You will receive an email receipt for your hardcopy submission.
- For the **online-copy** go to the assessment section of webCT and you will find instructions on how to submit it online. (This will appear about a week before the due date).
 - Do not email your written assignment to anyone. If you do not understand any aspect of the webCT submission procedure, ask on the webCT forums or ask your tutor.
 - You will not receive any receipt for your online submission (the receipt you receive via email is for your hardcopy). To ensure you have submitted successfully online, log out of webCT then log back in and if you see that your assignment is still there.

Penalties applying to the submission of written assignment

Paper-copy or online copy 1-7 days late	-10
Paper-copy or online copy 8-14 days late	-20
After 14 days late, Paper-copy submitted but online copy not submitted	-20, and written assignment held back until online copy is submitted
After 14 days late, Online-copy submitted but Paper-copy not submitted	-20, and we'll print it out and give it to your tutor
More than 14 days late, nothing submitted.	No mark awarded
No written assignment submitted before Friday 23 rd October	No mark awarded and alternate assignment required
No essay of any kind submitted	Absent fail for PSYC1002

Note that these penalties may be modified by a successful application for SPECIAL CONSIDERATION (see section ahead), however this does not apply to the final possible submission date of Friday 23rd October. All written assignments must be received by 4pm on that date, as written assignments on the same topics will be handed back to students from the following Monday.

Late written assignments (with or without extensions) must be submitted directly to the Psychology Counter, **Room 325 Brennan MacCallum Building**, during Office hours. After hours submissions can be dropped in the after hours submission boxes (located to the right of the Psychology Counter).

TUTORIAL QUIZZES (5% IN TOTAL)

Throughout semester from weeks 3 to 13, quizzes will be available on WebCT. These assess tutorial material, including the compulsory tutorial exercises available on WebCT under the "Preparatory Work" heading for each week's tutorial, and also any textbook readings or other reading referred to as 'required' in the manual. Clearly the material you learn in tutorials will also be discussed by lecturers so it may be worthwhile studying lecture notes too when they seem relevant.

There are nine quizzes available throughout the semester. They will be available for one week only at a time, and they will only be available online. Once you log on, the time limit for each quiz is 20 minutes, as timed by your computer's clock. This is 2 minutes per question which is a little more than what you will have for the final exam (100 questions in 2 1/2 hours). This will not be enough time for you to rapidly flick through materials to work out the right answer, so it is expected that you will actually review the tutorial material each week **before you begin the quiz**.

However the quizzes are treated as "mastery exercises", which means that you can attempt them an unlimited number of times, and each time you will receive feedback on your responses. If you start attempting each quiz early in the week then you would be expected to receive full marks by the end of the week. The only restriction is that **there must be a 3 hour break between attempts, so don't leave your first attempts to the last minute**.

The main purpose of the quizzes is to provide you with continuous feedback on how well you are learning the material throughout the semester. How you use the quizzes **is entirely up to you**, but we recommend the following strategy:

1st Attempt : Study the materials **before** this attempt, and your score for your first attempt will reflect your true understanding and possible final exam performance for this topic.
2nd Attempt : Using the feedback on the questions you answered incorrectly (or guessed, and answered correctly), refer back to the relevant tutorial materials to see what happened; then make your second attempt when you understand those materials better.
Later attempts : You may have to refer back to the materials several times before you master the material. Don't just keep guessing until you get them right, try to understand what is going on. You can always discuss the questions with friends or a study group at this stage.

We recommend this strategy because if you start copying answers from colleagues from the first attempt OR make a first attempt when you know nothing and just guess, then you will learn nothing about how well you might perform in the final exam, and you may not end up truly mastering the material.

However you approach the quizzes **your final score for each quiz (from your last attempt) will be counted**. Try to ensure that is the highest score! All 9 scores from all 9 quizzes will then be added together for a mark out of 90, and this will give you your 5% for this component (i.e. your score out of 90 multiplied by 5/90).

Quiz	Available	Tutorial Topics Assessed
1	Week 3 - August 10 th – 16 th	Course requirements and course information (Week 2)
2	Week 5 - August 24 th – 30 th	Cognitive Processes (Week 4)
3	Week 6 - August 31 st – September 6 th	Report Writing (Week 5)
4	Week 7 - September 7 th – 13 th	Learning (Week 6)
5	Week 8 - September 14 th – 20 th	Motivation (Week 7)
6	Week 10 - October 5 th – 11 th	Development of Intelligence (Week 8), Development of Control (Week 9)
7	Week 11- October 12 – 18 th	Perception (Week 10)
8	Week 12 - October 19 th – 25 th	Mental Abilities (Week 11)
9	Week 13 - October 26 th - November 1 st	Emotion (Week 12)

Each quiz will be available on WebCT for one week only (usually a week or two after the tutorial it is based on was running). **The quizzes do not begin until week 3 so this gives you a lot of time to ensure you have WebCT access**. It is your responsibility to ensure you can access WebCT during that week and complete the test. The quizzes will usually go online at 9am Monday and always close at midnight on the next Sunday.

WebCT is very reliable, but is occasionally offline for maintenance. If this is the case announcements will appear in advance after you login to myuni.

Problems students have had with the quizzes in the past:

- What quizzes? Too many students (usually 20%) simply ignore them altogether, yet they are the easiest course component to complete.
- Students think the highest score they achieve over multiple attempts counts, when it is in fact the **last score**.
- Students wait until Sunday to begin each quiz, and if they have a problem they actually try to contact the school on Sunday and expect someone to be there! Start your quizzes early in the week, and you'll have plenty of time to sort out any problems.
- Students don't save their answers as they go or even at the end. If you don't do this and you lose your internet connection, your progress will be lost.
- Students do not submit a quiz once finished, and this locks them out from further attempts. This can be solved by simply going back to the quiz and submitting it.

Technical problems are not considered grounds for special consideration, unless they relate to systematic problems with WebCT or WebCT access (which are extremely rare). Servers crash, office networks suddenly stop working, little brothers trip over modem cables, outdated operating systems or browsers sometimes freeze. Because you have unlimited attempts on each quiz, you have plenty of time to address technical problems yourself, but we'd advise you to **make successive attempts on different computers or different networks**, or update the software that you believe is causing the problem. If you are having problems don't keep attempting the quizzes on the same computer.

Psychology tutorial room OTC403 is open every Wednesday morning from 9am to 12noon for psychology students to use if you need a reliable computer and connection.

FINAL EXAMINATION (65% IN TOTAL)

During the university examination period (beginning 9th Nov) you will sit a two and a half hour examination. The examination will consist of 100 questions based on material covered throughout Psychology 1002. All of the material assessed in the final exam will come from the lectures and the readings which lecturers require you to read, however since lectures and tutorials overlap to such a great extent, it is worth revising some tutorial materials too. Lecturers will inform you in their lectures of what material they will be assessing. The precise date, location and seat number of your examination will be posted on the My Uni website toward the end of Semester.

Component	Number of Questions	% of final mark
Perception	18	11.7%
Cognitive Processes	15	9.75%
Learning and Motivation	21	13.65%
Emotion	13	8.45%
Human Development	15	9.75%
Mental Abilities	18	11.7%
TOTAL	100	65%

ACTING AS PARTICIPANTS IN RESEARCH (5% IN TOTAL)

There are two reasons that involvement in research is part of Psychology 1:

1. To give you first-hand experience of what real psychological research is like.
2. To make you familiar with the problems that researchers can encounter when trying to conduct research.

Involvement in research is Psychology's form of practical work, and you are encouraged to act as participants. The studies that you may participate in form part of the School's research program and are conducted by staff members, research assistants, and postgraduate or Honours students (under staff supervision).

Experiment time completed	Mark
1 hour	1.25%
2 hours	2.5%
3 hours	3.75%
4 hours	5%
More than 4 hours	5%

Note that fractions are also considered, e.g. completing 3.5 hours will give you 4.375%.

This is a non-compulsory assessment component of Psychology 1002. Students who do not complete this section will not automatically fail the unit of study, but will not gain the 5% allocated to this component. If you have ethical objections to participating in research you may request alternative work (a 1000 word essay), by writing a letter outlining the objection and request to the Coordinator of Psychology 1 **no later than the end of Week 6 (Friday 4th September)**. Alternative work cannot be requested on the grounds of any other objection.

Studies begin being advertised in Week 1 of semester, and unlike Semester 1, there are many available right from the start. Since there are likely to be fewer studies available by the end of semester, try to complete your participation early and you'll get the best choice. **The last day you can participate in research and receive time credit is the end of STUVAC (Friday 6th November)**. This includes online surveys. If they are not completed and submitted by this final date you will not receive credit.

SIGNING UP FOR STUDIES ON SONA

The website to sign up for experiments is linked to from webCT but is actually separate, the direct address is:

<http://sydneypsych.sona-systems.com/>

All students we know of are enrolled in the system from Week 1, and we update this list with new enrolments every week until all enrolments are accounted for. If you are a late enrolment, then simply wait.

Your login will be your UNIKEY, and your initial password will be your student ID. If you ever have any problems with your password (forgot/not sure), then on the initial login screen on the bottom left select "Lost your password". Type in your UNIKEY and you will be emailed the details.

Whenever you log in you will also be offered the opportunity to complete a 'pre-screen' questionnaire. You do not have to complete this. If you choose to, then allow 30min to complete it - and you will receive 30min credit time. The aim of pre-screen is to allow researchers to more efficiently select subjects for later studies, but if you choose not to complete it you will still be able to participate in most experiments.