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Psychology 598A

Honours Thesis and Seminar

Fall 2019

<b>Instructor:</b>	Dr. Susan Boon	<b>Lecture Location:</b>	EDC 280
<b>Phone:</b>	403-220-5564	<b>Lecture Days/Time:</b>	TR 15:30-18:45
<b>Email:</b>	sdboon@ucalgary.ca	<b>TAs</b>	TBA
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<b>Office Hours:</b>	TBA		

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### Course Description

This course is required of all honours students and is intended to facilitate completion of the honours thesis and the development of research-related skills. The major goals of this course are to 1) develop your presentation skills, 2) increase your knowledge of the different areas of psychological research, 3) enhance your understanding of how psychological research is conducted, 4) increase your understanding of the ethical issues involved in psychological research, 5) learn about applying for scholarships and graduate programs, and 6) help prepare you for graduate and professional level training.

The fall session seminars will consist of presentations on important information related to the honours thesis (e.g., the process of applying for ethics approval), information on graduate scholarships and programs, and instructions on how to prepare both a 3 Minute Thesis presentation and a proposal presentation. Each student will deliver two presentations in the fall session: a 3 Minute Thesis presentation and a proposal presentation (details below). The winter session will include several information seminars (e.g., how to prepare an effective scientific poster, how to write a thesis) and each student will deliver another presentation on their thesis research (the research presentation). Students will also prepare a research poster (not for grade) and secure feedback on that poster from two of their peers. All students will present their research at the Student Research Conference **April 30, 2020** (date to be confirmed).

## Course Learning Outcomes

The Department of Psychology is committed to student knowledge and skill development. The table below lists the key learning outcomes for this course, the program-learning outcomes they facilitate (see [psyc.ucalgary.ca/undergraduate/program-learning-outcomes](http://psyc.ucalgary.ca/undergraduate/program-learning-outcomes)), and the expected level of achievement.

Course Learning Outcomes	Assessment Methods	PLO(s)	Level(s)
Conduct and/or analyze the results of a research study under the supervision of a faculty member	Thesis	3, 2	A, A
Prepare a detailed written report that describes, interprets, and draws appropriate conclusions from the results of a research project	Thesis	5, 4, 3, 2, 1	A, A, A, A, A
Critically evaluate others' research presentations in a constructive and professional manner	N/A	2	A
Deliver effective presentations accessible to a broad audience	Oral presentations	5, 4, 2, 1	A, A, A, A
Answer questions about one's own research presentations in an intelligent, thoughtful, and professional manner	Oral presentations	5, 4, 2, 1	A, A, A, A
Prepare a poster presenting key findings of one's own research	Poster (ungraded)	5, 4, 2, 1	A, A, A, A

Notes. PLOs = Program-Learning Outcomes: 1 = demonstrate knowledge of psychological sciences, 2 = think critically and solve problems, 3 = conduct research and analyze data, 4 = communicate effectively, 5 = demonstrate information literacy, 6 = understand and implement ethical principles, 7 = apply psychological knowledge and skills. Level of PLO achievement facilitated by this course: I = introductory, C = competency, A = advanced.

## Prerequisites

Restricted to students registered in the Psychology honours program.

## Required Text

None.

## Assessment Methods

Component	Proportion of grade	Due date
Honours project and written thesis	85%	April 15, 2020
3-minute thesis (3MT) presentation	2%	September 24, 26, 27, October 1 and 3 (11 presentations per day)
Fall proposal presentation	6%	October 17 through to December 6 (3-4 presentations per class)
Winter presentation	7%	TBD
Peer feedback forms**	0	Throughout term
Attendance at undergraduate conference**	0	April 30, 2020 (date to be confirmed).

### \*\* ungraded

There are two components to the evaluation in PSYC 598:

- 1) the **honours project and written thesis**, worth 85% of the final grade, and
- 2) **seminar participation**, worth 15% of the final grade, which includes 3 graded presentations and 2 ungraded components

Detailed information on both of these requirements is provided below.

### 1. The Honours Thesis (85% of the final grade)

Students will complete a thesis research project under the supervision of a full-time faculty member or an adjunct faculty member. Graduate students may be involved in supervision, but they are not formally considered to be supervisors or co-supervisors. The thesis must involve original data collection and/or data analysis. Students should clarify supervisor's expectations for the thesis project before the course begins.

**The thesis supervisor must arrange a second reader for the student's thesis.** If the supervisor is an adjunct faculty member, then the second reader must be a full-time faculty member in the Department of Psychology. The supervisor must email the name and email address of the second reader to [psycugrd@ucalgary.ca](mailto:psycugrd@ucalgary.ca) by **November 1, 2019**.

**The completed honours thesis** is to be submitted **no later than Wednesday, April 15, 2020**. Identical copies of the thesis must be submitted to the supervisor, the second reader, and the Psychology Department. To submit your thesis to the Department, email an electronic copy (in PDF format) to [psycugrd@ucalgary.ca](mailto:psycugrd@ucalgary.ca). Students should consult with their supervisors and second readers to determine whether they prefer to receive a hard copy of the thesis, an electronic copy, or both.

Students seeking an extension for completion of the thesis beyond **April 15, 2020** must complete an Application for Deferment of Term Work and submit it to the Associate Dean of the Faculty of Arts for approval (see the University of Calgary Calendar for regulations). Approved documentation will be required to confirm deferral for health or personal reasons.

The thesis will be evaluated on the quality of the written document, calibre of the research project (e.g., originality, appropriateness, sophistication of method/design, potential impact of the findings, and contribution to the discipline), and research effort (e.g., your contributions to the design/method, data collection, analysis, interpretation; skills/training acquired during the project).

**Ethics certification** must be in place by **February 3, 2020** or the student may be required to withdraw from the Honours program due to lack of satisfactory progress. Supervisors are responsible for forwarding appropriate documentation to Dr. Boon (sdboon@ucalgary.ca) on or before this date to demonstrate that ethics certification has been obtained (this is required even in those cases where the student is working on previously approved research). Documentation of ethics certification should be emailed to sdboon@ucalgary.ca.

## 2. Seminar participation (15% of the final grade)

Dr. Boon will assign this portion of the grade based on students' 3 Minute Thesis, proposal, and research presentations. More information on these and additional mandatory components of seminar participation is provided below. The supervisor will receive a copy of the student's presentation feedback letter.

### a. 3 minute thesis presentation (2% of final grade)

Students will deliver a short, 3-minute presentation that outlines the goals and importance of the research they will be conducting for their honours project. Information on how to prepare the 3MT presentation will be provided in class. Peers will provide brief written feedback on the content and delivery of the 3MT. 3MT presentations will be graded on the basis of delivery/communication style, engagement (did the presentation make the audience want to know more?), and comprehensibility (e.g., did the presenter clearly outline the nature and aims of the research, did the presentation follow a logical sequence?). Without approved documentation, students who fail to present their 3-minute thesis on their assigned presentation date will receive a grade of 0 on the missed presentation.

### b. Proposal presentation (Fall; 6% of final grade) and Research presentation (Winter; 7% of final grade)

Students will give two 12-minute oral presentations using PowerPoint. The Fall proposal presentation will outline the proposed thesis research (background research, research question, proposed methods, predictions). The Winter research presentation will describe the entire honours project (including results and interpretation, limitations, and ideas for future research). Each presentation will be followed by a question and discussion period. Dr. Boon will provide feedback on both the content (e.g., quality of rationale for study, clarity of the description of the method, anticipated contribution to the literature) and delivery (e.g., enthusiasm, clarity of speech, eye contact, etc.) of your presentations and assign a letter grade. Students will use the scale "Excellent", "Very Good", "Good", "Satisfactory", "Needs improvement" to rate other presenters. They will also provide brief written feedback on each presentation. The honours seminar will provide extensive information and guidance to prepare for these presentations. Without approved documentation, students who fail to present either their Fall or Winter presentation on their assigned presentation dates will receive a grade of 0 on the missed presentation(s).

**Although no grades are assigned for the following three components of the course, they are all compulsory.**

**c. Seminar participation (ungraded)**

Participation during the seminar is required. Students will provide feedback on each other's presentations (including the 3MT presentations) and will contribute to discussions and seminar activities. As presenters are graded in part on their ability to respond to questions, students will be expected to ask questions during question periods, as well.

**d. Poster (ungraded)**

Each student will prepare a poster describing the results of their thesis research. The poster must be submitted electronically to the D2L Dropbox no later than March 13, 2020. If a student has not completed data collection and analysis by that point in time they should base the poster on whatever data have been collected to date (i.e., there must be some data analysis and results discussed even if the analyses presented do not reflect the final results to be reported in the thesis proper). Posters are to be prepared according to the guidelines presented in class in the sessions on poster presentations to be scheduled in January. Students will receive feedback on their posters. **It is expected that students electing to present a poster at the Undergraduate Research conference will incorporate that feedback in the design of the poster they prepare for that date.**

**e. Department of Psychology Student Research Conference (ungraded)**

Each student will present a paper or poster at the Student Research Conference on **Thursday, April 30, 2020** (date to be confirmed). Due to program constraints, the number of paper presentations will be limited. Paper presentations will be 12 minutes. Students giving poster presentations will be responsible for creating and printing their own posters (examples of posters can be found in the halls of the Administration Building). This conference is an important milestone in students' academic careers and an excellent opportunity to share their research with a receptive audience.

**Department of Psychology Criteria for Letter Grades**

Psychology professors use the following criteria when assigning letter grades:

**A+ grade: *Exceptional Performance.*** An A+ grade indicates near perfect performance on multiple choice and short answer exams. For research papers/essays/course projects/presentations, an A+ grade is awarded for exceptional work deserving of special recognition and is therefore not a common grade.

**A, A- Range: *Excellent Performance.*** Superior understanding of course material. Written work is very strong in terms of critical and original thinking, content, organization, and the expression of ideas, and demonstrates student's thorough knowledge of subject matter.

**B Range: *Good Performance.*** Above average understanding of course material. Written work shows evidence of critical thinking and attention to organization and editing but could be improved in form and/or content.

C Range: *Satisfactory Performance*. Adequate understanding of course material. Knowledge of basic concepts and terminology is demonstrated. Written work is satisfactory and meets essential requirements but could be improved significantly in form and content. Note: All prerequisites for courses offered by the Faculty of Arts must be met with a minimum grade of C-.

D range: *Marginally meets standards*. Minimal understanding of subject matter. Written work is marginally acceptable and meets basic requirements but requires substantial improvements in form and content. Student has not mastered course material at a level sufficient for advancement into more senior courses in the same or related subjects.

F grade: *Course standards not met*. Inadequate understanding of subject matter. Written work does not meet basic requirements. Student has not demonstrated knowledge of course material at a level sufficient for course credit.

**Grading Scale**

A+	96-100%	B+	80-84%	C+	67-71%	D+	54-58%
A	90-95%	B	76-79%	C	63-66%	D	50-53%
A-	85-89%	B-	72-75%	C-	59-62%	F	0-49%

As stated in the University Calendar, it is at the instructor’s discretion to round off either upward or downward to determine a final grade when the average of term work and final examinations is between two letter grades. To determine final letter grades, final percentage grades will be rounded up or down to the nearest whole percentage (e.g., 89.5% will be rounded up to 90% = A but 89.4% will be rounded down to 89% = A-).

**Tentative Lecture Schedule**

Date	Tentative Topic and/or Activity
R Sep 5	<b>Introduction to the Honours Seminar, Seminar Requirements, Student and TA Introductions. Introduction to the (optional) Psychology Peer Mentorship Program [GPPP representative]. NOTICE re: **Optional GRE preparation seminar to be held outside of class</b>
T Sep 10	<b>Applying for admission to graduate studies in experimental psychology (Dr. Protzner), counseling (Drs. Xxx and xxx) and clinical psychology (Dr. Konnert)</b>
R Sep 12	Last day to drop a class without financial penalty <b>Applying for Research Ethics (Dr. Ellard)/Applying for Research Participation System Access (Dr. Boon)</b>

F Sep 13	Last day to add or swap a course
T Sep 17	<a href="#">How to prepare a 3 Minute Thesis Presentation (Dr. Boon)</a>
R Sep 19	
F Sep 20	Fee payment deadline for Fall Term full and half courses.
T Sep 24	<b>11 3MT presentations (1)</b>
R Sep 26	<b>11 3MT presentations (2)</b>
T Oct 1	<b>11 3MT presentations (3)</b>
R Oct 3	<b>11 3MT presentations (4)</b>
T Oct 8	<a href="#">Preparing a Proposal Presentation (Dr. Boon)</a>
R Oct 10	NO CLASS
M Oct 14	Thanksgiving Day, University closed (except Taylor Family Digital Library, Law, Medical, Gallagher and Business Libraries). No lectures.
T Oct 15	NO CLASS
R Oct 17	<b>3 Proposal Presentations (1)</b>
T Oct 22	<b>3 Proposal Presentations (2)</b>
R Oct 24	<b>3 Proposal Presentations (3)</b>
T Oct 29	<b>3 Proposal Presentations (4)</b>
R Oct 31	<b>3 Proposal Presentations (5)</b>
T Nov 5	<b>3 Proposal Presentations (6)</b>
R Nov 7	<b>3 Proposal Presentations (7)</b>
R Nov 10-16	Term break no classes
M Nov 11	Remembrance Day (Observed). University Closed (except Taylor Family Digital Library, Law, Medical, Gallagher and Business Libraries). No lectures.
T Nov 19	<b>3 Proposal Presentations (8)</b>
R Nov 21	<b>3 Proposal Presentations (9)</b>
T Nov 26	<b>3 Proposal Presentations (10)</b>
R Nov 28	<b>3 Proposal Presentations (11)</b>
T Dec 3	<b>3 Proposal Presentations (12)</b>
R Dec 5	<b>4 Proposal Presentations (13)</b>

F Dec 6	<b>4 Proposal Presentations (14)</b> Last day to withdraw with permission from Fall Term half courses.
Dec 9-19	Fall Final Exam Period

**Reappraisal of Graded Term Work** <http://www.ucalgary.ca/pubs/calendar/current/i-2.html>

A student who feels that a piece of graded term work (term paper, essay, test, etc.) has been unfairly graded, may have the work reappraised as follows. The student shall discuss the work with the instructor **within ten business days** of being notified about the mark or of the item's return to the class. If not satisfied, the student shall take the matter to the head of the department offering the course **within 2 business days of receiving the decision from the instructor**, who will arrange for a reappraisal of the work **within the next ten business days**. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected. Students in faculties without a departmental structure should take the matter to the dean, or designate, of the faculty offering the course. The result of that reappraisal will be given to the student in writing along with information about appealing the reappraisal.

*The reappraisal of graded term work may cause the grade to be raised, lowered or to remain the same. There is no limit to the number of pieces of graded work that a student may request be reappraised, however a single piece of work may only be reappraised once.*

**Reappraisal of Final Grade** <http://www.ucalgary.ca/pubs/calendar/current/i-3.html>

In the reappraisal of a final grade, the only element that will be considered is the grading of the final assessment that makes up the final mark (e.g., final examination, final project, final paper). An exception may occur when the Instructor of Record evaluates a piece of graded term work at the end of the term; that grade may also be considered in a reappraisal of final grade.

A student seeking a reappraisal of a final grade should first attempt to review the final assessment with the department or faculty offering the course. After which, the student shall obtain a Reappraisal of Final Grade form from [ucalgary.ca/registrar](http://ucalgary.ca/registrar) (under Student Forms). The student must indicate exactly what error was made in marking the final assessment and/or in computing the final grade. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected.

Students requesting a reappraisal of a final grade must submit their request by the following dates:

Fall Term – March 1

Winter Term – June 30

Spring Intersession – August 15

Summer Term – October 15

Supplemental Examinations: 30 calendar days from the date the examination was written

For information relating to Law, Veterinary Medicine and the Cumming School of Medicine (MD) courses, please refer to the faculty section.

The reappraisal form shall be submitted to Enrolment Services who will forward it to the department head or dean of the faculty offering the course. Reappraisals of final grades are dealt with by the head of the academic unit in consultation with members of academic staff. Normally, the department/faculty



will respond to a reappraisal request within thirty calendar days of its initiation. After the reappraisal is completed, the department shall return the form to the Registrar's Office who shall inform the student in writing of the decision.

Students should be aware that the grade being reappraised may be raised, lowered or remain the same. A student may request a reappraisal of final for a maximum of two courses in one academic year (September 1 – August 31).

### **Plagiarism and Other Academic Misconduct**

Intellectual honesty is the cornerstone of the development and acquisition of knowledge and requires that the contribution of others be acknowledged. Consequently, plagiarism or cheating on any assignment is regarded as an extremely serious academic offense. Plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Students should examine sections of the University Calendar that present a Statement of Intellectual honesty and definitions and penalties associated with Plagiarism/Cheating/Other Academic Misconduct.

### **Academic Accommodations**

The student accommodation policy can be found at: [ucalgary.ca/access/accommodations/policy](https://ucalgary.ca/access/accommodations/policy). Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities [ucalgary.ca/policies/files/policies/student-accommodation-policy](https://ucalgary.ca/policies/files/policies/student-accommodation-policy). Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the instructor.

### **Seating During Exams**

Instructors and exam invigilators are free to ask students to move seats before an exam begins or even during an exam. Students must comply with this request and refusal to do so may warrant a charge of academic misconduct.

### **Absence From A Test/Exam**

Makeup tests/exams are **NOT** an option without the approval of the instructor. A student may be asked to provide supporting documentation for an exemption/special request for a make-up exam <https://www.ucalgary.ca/pubs/calendar/current/n-1.html>. . Students who miss a test/exam have up to **48 hours** to contact the instructor to ask for a makeup test/exam. It's the instructor's discretion if they will allow a make-up exam. **Students who do not schedule a makeup test/exam with the instructor within this 48-hour period forfeit the right to a makeup test/exam.** At the instructor's discretion, a makeup test/exam may differ significantly (in form and/or content) from a regularly scheduled test/exam. Once approved by the instructor a makeup test/exam must be written within 2 weeks of the missed test/exam during exam make-up hours provided by the department <http://psychology.ucalgary.ca/undergraduate/exam-and-course-information#mues>.

If a student cannot write their final exam on the date assigned by the Registrar's Office, they need to apply for a deferred exam <https://www.ucalgary.ca/registrar/exams/deferred-exams>.

### **Travel During Exams**

Consistent with University regulations, students are expected to be available to write scheduled exams at any time during the official December and April examination periods. Requests to write a make-up exam because of conflicting travel plans (e.g., flight bookings) will NOT be considered by the department. Students are advised to wait until the final examination schedule is posted before making any travel arrangements. **If a student cannot write their final exam on the date assigned by the Registrar's Office, they need to apply for a deferred exam <https://www.ucalgary.ca/registrar/exams/deferred-exams>. Students with an exceptional extenuating circumstance (e.g., a family emergency) should contact the Department of Psychology ([psyugrd@ucalgary.ca](mailto:psyugrd@ucalgary.ca)).**

### **Freedom of Information and Protection of Privacy (FOIP) Act**

The FOIP legislation disallows the practice of having student's retrieve tests and assignments from a public place. Therefore, tests and assignments may be returned to students during class/lab, or during office hours, or will be made available only for viewing during exam review sessions scheduled by the Department. Tests and assignments will be shredded after one year. Instructors should take care to not link students' names with their grades, UCIDs, or other FOIP-sensitive information.

### **Acknowledgments and Respect for Diversity**

Our classrooms view diversity of identity as a strength and resource. Your experiences and different perspectives are encouraged and add to a rich learning environment that fosters critical thought through respectful discussion and inclusion. The Department of Psychology would also like to acknowledge the traditional territories of the people of the Treaty 7 region in southern Alberta. The City of Calgary is also home to Métis Nation of Alberta, Region III.

### **Wellness and Mental Health Resources**

The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the excellent mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre, <https://www.ucalgary.ca/wellnesscentre/services/mental-health-services>) and the Campus Mental Health Strategy website (<http://www.ucalgary.ca/mentalhealth/>).

**Extra Research Participation Course Credit is Not Offered for this Course.**

### **Evacuation Assembly Point**

In case of an emergency evacuation during class, students must gather at the designated assembly point nearest to the classroom. The list of assembly points is found at

<http://www.ucalgary.ca/emergencyplan/assemblypoints>

Please check this website and note the nearest assembly point for this course.

### **Student Organizations**

Psychology students may wish to join the Psychology Undergraduate Students' Association (PSYCHS). They are located in Administration 130 and may be contacted at 403-220-5567.

**Student Union VP Academic:** Phone: 403-220-3911 [suypaca@ucalgary.ca](mailto:suypaca@ucalgary.ca)

**Student Union Faculty Rep.:** [arts1@su.ucalgary.ca](mailto:arts1@su.ucalgary.ca)

### **Student Ombudsman's Office**

The Office of the Student Ombudsmen provides independent, impartial and confidential support for students who require assistance and advice in addressing issues and concerns related to their academic careers. The office can be reached at 403-220-6420 or [ombuds@ucalgary.ca](mailto:ombuds@ucalgary.ca) (<http://www.ucalgary.ca/provost/students/ombuds>)

### **Safewalk**

The safewalk program provides volunteers to walk students safely to their destination anywhere on campus. This service is free and available 24 hrs/day, 365 days a year.

Call 403-220-5333.

### **Important Dates**

The last day to drop this course with no "W" notation and **still receive a tuition fee refund** is **Thursday, September 12, 2019**. Last day add/swap a course is **Friday, September 13, 2019**. The last day to withdraw from this course is **Friday, December 6, 2019**.