Dear Virtual Psychology Student,

Welcome to the Online edition of Psychology 101: Introduction to Psychology, Section # 32269 at College of the Canyons, Fall 2017 beginning October, 16, 2017. My name is Noemi Beck-Wegner and I will be your instructor for the course and am looking forward to working with you during the coming semester! Please read this entire letter for details about logging in to the course and the details of the course requirements, and the amount and type of work required. If you have any further questions that this letter does not answer, please send me an email at Noemi.beck-wegner@canyons.edu.

Psychology 101: Scientific study of behavior through an exploration of major concepts, methods, and research findings. Topics include biological, physiological, and cognitive processes; learning and motivation; life span development; individual differences; behavioral disorders and therapies; social behavior; and applied psychology.

To start things off....

This is a 100% online class, there is not classroom meeting. The course will be available on Canvas beginning on the day that the class officially starts. Instructions for logging in to Canvas can be found here: https://coc.instructure.com/login/canvas. If you would like to get familiar with Canvas, or if you have used it before but would like a refresher on Canvas, please visit these video guides. Work in this class will begin immediately, with assignments due within a couple of days of the start of the course. As such, you will be dropped from the class if you do not log in to Canvas and begin participating by 11:59pm Pacific time on Monday, October 16, 2017.

Waitlisted Students: Please send me an e-mail on the first day of class if you are still interested in adding. If I do not hear from you, then I will assume you are no longer interested in adding the class. While I do my best to add as many students as possible, there is no guarantee that I will be able to add anyone, even from the official waitlist.

If the class fills before the first day of class, I will not be able to issue add codes until after the first day the class has “met.” If spots become available to distribute add codes, I must offer them to students in the order they appear on the official waitlist. Given this, if this class is full with a waitlist at the time you register, I encourage you to find an alternate section of Psych 101 that is open to ensure there is a space available for you to take the course and start it on time. While I do my best to delay due dates for a couple of days to accommodate any late additions to the class, assignments still have specific due dates and will not be accepted late.

What you need to do in this class...

Our online class will include various graded assessments, including discussion boards, assignments (generally written essay style submissions), and exams. The course is organized in modules which
includes each of the graded components. The discussion boards require a personal response to a question I pose to the class, as well as a response to other students. Although discussion boards responses are most heavily based on your own opinion, it encourages reading the chapters ahead of time. The assignments require more in-depth reading and understanding that is demonstrated in a well-organized and clearly written essay. There are times that the assignments may require other types of activities. Exams will be proctored at the TLC at the Valencia Campus (please see link for additional information on proctored tests at TLC) http://www.canyons.edu/Offices/TLC/Pages/Testing-in-TLC.asp or another suitable facility closer to you. Exams are proctored in the TLC to ensure they are completed without the aid of the textbook or outside notes to maintain the academic rigor of this transferable course. It also ensures that compatible browsers are used for exams, which decreases the number of technological issues experienced while taking each test. **Although exams are completed online in the online classroom, they are “closed-book”. NO outside resources of any kind (no textbook, notes, email, websites, or other human beings) can be used while completing the exam, at any time during the exam or located within the testing area.**

Each of four proctored exams will be available in the TLC on specific dates listed in the course syllabus. Please do not wait until the last minute to take each test. You will need to reserve an appointment to take each exam. You may do so online http://www.canyons.edu/offices/TLC/Pages/default.aspx

**Required Materials...**

The textbook required for the course is:

**Psychology in Your Life 2nd edition, Paperback (College of the Canyons)**

ISBN 978-0-393-64744-0

I encourage you to purchase the book prior to the beginning of class, as course will begin immediately!!

**Technology Requirement...**

Given that this is a 100% online course, you MUST have available to you a computer with **reliable** internet access and a valid e-mail address that you check regularly, preferably daily.

It is your responsibility to use a computer with reliable internet access. If your internet connection is dropped because of a faulty connection or you have other difficulties with your computer, it is your responsibility to troubleshoot the problem. While COC does provide online support for students, having
faulty equipment is not a valid excuse to request a make up on a quiz, exam, or discussion board post, nor is it a valid excuse for missing any announcements posted or email messages sent with time sensitive information about assignments and due dates.

Email: You possess the ability to send and receive COC email. If you haven’t already done so, set up your COC email. All email communication MUST be sent via your COC email provided. If you do not set up your email address, you will not receive communication from me about the course and it will be your responsibility to discover any missed information. If you are having trouble accessing your COC email, log into your MyCanyons account and reset your MyCanyons password. This will reconnect your COC email to your MyCanyons account. http://www.canyons.edu/Offices/Admissions/StudentEmail.asp

***Computer or network failures are not valid excuses for missing an exam, assignment or quiz in this class, nor is missing important announcements because you didn't check your email.**

**Are You Ready for Online Coursework?**

Learning in the online world requires strong time management skills and a consistently high level of self motivation. Although I will be in the online world with you, participating in the online discussions and providing weekly feedback to you, I am only present if you log in to the classroom. Thus, there is a significant amount of effort required for success in the online world: in addition to keeping up with the reading for the course, there are discussion board topics, online web pages to view and comment on coupled with weekly assignments, critical thinking journals and a quiz to be completed for each chapter or unit. In addition, exams will occur approximately every 4 weeks. You should expect to spend at least 6-9 hours per week completing the reading assignments and additional requirements for this class. If this sounds like more than you can manage without external prompting, perhaps a more traditional class is for you (I also teach this course face to face.) If you are highly motivated, then this is the course for you.

**If You Think This Class Will Be Easy...**

If you are already familiar with taking online courses, this class will likely feel comfortable. If this is the first time you have taken an online course, I’d like to point out the differences between the online environment and the traditional classroom. The most important point to be made is that learning in the online world requires good time management skills and a consistently high level of self-motivation. Since I will not be with you in a physical classroom, it is possible that you may forget about the work required for success in this course. There is a significant amount of effort required, including discussion boards, chapter quizzes, assignments, and exams. We will cover approximately one chapter per week in this spring session, so expect to spend at least 6-10 hours per week completing the reading assignments and other work for this class. If this sounds like more than you can manage without regular face-to-face prompting, a more traditional class may be for you. If you are highly motivated, then this is the course for you. This class promises to provide you with a good overview of the field of psychology, as well as the opportunity to interact with a wide variety of students from many different backgrounds.
I look forward to having you join this class. If you have specific questions about this course, contact me by e-mail at Noemi.beck-wegner@canyons.edu. If you have general questions about distance learning programs at College of the Canyons, you can visit the COC Distance Learning Web Site.

Again, welcome to the class!

Warmly,

Noemi Beck-Wegner

Adjunct Professor of Psychology

College of the Canyons