Course Director                             Teaching Assistant
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- A study guide for this text is available at the bookstore. While I think you can be highly successful in the course without using a study guide, some students have told me that they found it helpful.
- A new resource which you may find useful as well is an online interactive system provided by the text publisher which they call Aplia. Aplia provides problems, answers, quizzes, to support the text topics. If you are purchasing a new text at the bookstore, access to Aplia comes at no extra cost. It can also be purchased as a stand-alone. To use Aplia, you will need our course code: UPNE-3A6Y-NP53

1. Course pre- or co-requisite: You must either have already taken or currently be registered in PSY 1010 6.0. Please note: You cannot take this course for credit if you have taken another Statistics course, in any department or faculty. See page 34-35 of the Psychology Undergraduate Supplementary calendar for the full list of course credit exclusions.

2. Tests: There will be four tests, as indicated on the schedule.

   Test 1 – Oct.25, 2011 - value of 12% of final grade
   Test 2 – Dec. 6, 2011 - value of 20% of final grade
   Test 3 - Feb. 7, 2012 - value of 20% of final grade
   Test 4 = Final examination, to be scheduled during the final exam period - value of 30% of final grade.

All four tests will have a section of multiple-choice questions and a section that involves short answer discussion questions and/or data analysis and interpretation problems. These sections will explicitly cover only the material dealt with since the last test. From test 3 onward, there will also be a comprehensive diagnostic section that will not involve computation.

What to bring to tests: In addition to your calculator, writing implements, and photo ID, you will be allowed one 3 inch x 5 inch index card on which you may put anything you think might be of value to you. For tests 1, you may fill only one side of the card; for tests 2, 3 and 4, you may use
both sides. If you use more space than specified, you will have to put your card away.

Policy about missed tests:

(a) Contact me by voice mail or by E-mail (dgpsych@yorku.ca) within 48 hours of the missed test. Leave a message that clearly states your name, the course, and the fact that you have missed the test. If you do not contact me during this 48-hour period, subsequent documentation accounting for the delay must also be provided.

(b) Provide appropriate documentation verifying the circumstances for the missed test. Without appropriate documentation, the missed test will get a score of 0. Leave a copy of your documentation in my mailbox in the Psychology Information Centre, room 101 BSB, when you return to the university.

(c) Assuming proper documentation: If you miss one of the first three tests, the assigned weight of that test will be added onto the remaining tests. Thus, missing test 1 will lead to the remaining three tests each being worth an additional 4% each (1/3 the 12% weight of test 1); missing test 2 will lead to the remaining two tests being worth an additional 10% each (1/2 the 20% weight of test 2); and missing test 3 will lead to test 4 being worth an additional 20%. If you miss the final exam, a make-up exam will be given to you on Monday April 23rd, just after the end of the official final exam period. (Although the content to be examined will be the same, the format may or may not follow that of the original exam.) If you cannot make that date, you will have to petition for an official deferment through the Registrar's office.

If you miss more than one of the first three tests, my best advice is for you to drop the course. However, it is your decision and if you want to remain in the course, you will have to write a make-up test for the second missed test on Monday April 23rd, just after the end of the official final exam period. (You should be aware that if you miss more than one test, you may not have the requisite 30% feedback on your course work to determine if you need to drop the course or not. As a result, it is in your best interest to write the tests at the scheduled time. You should also be aware that although the content to be examined will be the same, the format may or may not follow that of the original test.)

3. Assignments: Take-home assignments will be distributed in class (and subsequently posted on the class website for those who miss class) and are due at 8:30 sharp on the stated due date. We will collect assignments in class - but you have to be there on time, at the beginning of the class. Alternatively, you can hand in a copy of your assignment at 101 BSB, any time before or up to 8:30 a.m. on the due date. Assignments found in my mailbox in room 101 will only be accepted if they have been time- and date-stamped by the receptionist. **We will not accept electronic submission of assignments** under any circumstances. Assignments can be handwritten as long as they are legible – and if you use more than one page, **staple** your pages together. There will be two assignments for each of the four sections of the course, making a total of 8 assignments. We will count your best 6 assignments, each for 3% of the final grade. We will not consider requests for extensions of time; if you are ill or busy and unable to do a particular assignment, it will simply be one of the ones that will not be counted.
I strongly recommend that you do all the assignments that you possibly can. They are good preparation for the tests; furthermore, skipping an earlier assignment for a trivial reason could leave you in a situation where you must take a score of 0 if later on, a serious and unavoidable reason arises.

You may feel free to discuss the assignments with your classmates, but the actual work must be done independently. Note that the university policy on Academic Honesty prohibits copying another person's work, and also defines "aiding anyone in a breach of academic honesty" as misconduct in and of itself. Please don't "help" your friends by allowing them to copy your work - you will both be assigned a score of 0.

4. Grading scheme: To determine final grades, at the end of the course scores on tests and assignments will be combined, with the appropriate weighting, to give you a total percentage score. Conversion to letter grades will follow the standard York conversion table.