

PSYC 598	Honours Thesis & Seminar		Winter 2020
Instructor:	Dr. Susan D. Boon	Lecture Location:	MS217
Phone:	403-220-5564	Lecture Days/Time:	TR 15:30-16:45
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Office Hours:	By appointment		

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 (the details of both of which are described 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**.

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), 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 (ungraded)	2	A
Deliver effective presentations accessible to a broad audience	Oral presentations	5, 4, 2, 1	A, A, A, A
Answer questions about his/her own research presentations in an intelligent, thoughtful, and professional manner	Oral presentations	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%	Completed (fall term)
Fall proposal presentation	6%	Completed (fall term)
Winter peer feedback	2%	Throughout term
Winter presentation	5%	TBD
Peer feedback surveys**	0	Throughout term
Poster and peer feedback on poster	0	March 27, 2020
Attendance at undergraduate conference**	0	April 30, 2020

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 sdboon@ucalgary.ca by **November 1, 2019**.

The completed honours thesis is to be submitted **no later than midnight Friday, April 17, 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 **no later than 12:00 am (midnight)**. 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 17, 2020** must complete an Application for Deferment of Term Work and submit it to the Dean of the Faculty of Arts for approval (see the University of Calgary Calendar for regulations). A signed Physician/Counselor Statement 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 on or before this date to demonstrate that ethics certification has been obtained. 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 be informed of the student's presentation feedback at or before the end of each term.

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 on September 27. 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?).

b. Proposal presentation (Fall; 6% of final grade) and **Research presentation** (Winter; 5% 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 via a survey on D2L. The honours seminar will provide extensive information and guidance to prepare for these presentations. Without approved documentation, any student who misses their presentation will receive a grade of 0.

c. Seminar participation (ungraded in the Fall term; 2% in the winter term)

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.

Students will receive a letter grade for seminar participation at the end of the fall and winter session. Without approved documentation, seminar participation will be based on the number of presentations for which students they provide formal feedback. Feedback should be constructive, thoughtful, and precise.

A+ = 40	A = 38-39	A- = 36-37
B+ = 34-35	B = 32-33	B- = 30-31
C+ = 28-29	C = 26-27	C- = 24-25
D+ = 23	D = 22	
F = 21 and below		

Although no grades are assigned for the following two components of the course, they are compulsory.

d. Poster and peer feedback on poster (ungraded)

Each student will prepare a poster describing the results of his/her thesis research. The poster must be submitted electronically to the D2L Dropbox no later than **March 27, 2020**. If a student has not completed data collection and analysis by that point in time s/he 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.**

In addition to submitting your poster, please submit poster evaluations from two peers in the class.

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**. 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

Ideally in table format with date of class, topics to be covered, and chapters/readings to be read. Due dates for tests/exams and assignments should be included in this schedule as well.

Date	Topic/Activity/Readings/Due Date (revise and add columns & rows as necessary)
M Jan 6	Winter term begin, Block Week Courses (Jan 6-10)
T Jan 14	Winter Lectures Begin Writing an Honours Thesis
R Jan 16	Last day to drop Winter Term half-courses. Creating an Effective Poster for Scientific Conferences (L. Wenger)
T Jan 21	"Talking to Humans" (sharing your research with the public) class discussion. READING ON D2L****
R Jan 23	Tentative "project management" presentation. Speaker TBD. <i>Please note: the date for this presentation may change, subject to the speaker's availability</i> Last day to drop a class without financial penalty
F Jan 24	No class Last day to add or swap a course
T Jan 28	No class
R Jan 30	No class
F Jan 31	Tuition Fee Deadline
T Feb 4	No class
R Feb 6	No class
T Feb 11	No class
R Feb 13	No class
Feb 16-22	Reading Week. No lectures. University open (except Family Day). Alberta Family Day, University closed (except Taylor Family Digital Library, Law, Medical, Gallagher and Business Libraries). No lectures.
M Feb 17	Alberta Family Day, University closed (except Taylor Family Digital Library, Law, Medical, Gallagher and Business Libraries). No lectures.

T Feb 25	4 Presentations
R Feb 27	4 Presentations
T Mar 3	3 Presentations
R Mar 5	3 Presentations
T Mar 10	3 Presentations
R Mar 12	3 Presentations
T Mar 17	3 Presentations
R Mar 19	3 Presentations
T Mar 24	3 Presentations
R Mar 26	3 Presentations
F Mar 27	Poster and peer feedback on poster due in D2L Dropbox by midnight
T Mar 31	3 Presentations
R Apr 2	In lieu of class, please plan to attend the Department of Psychology Distinguished Speaker Event (time TBA) YOU WON'T WANT TO MISS IT!!
T Apr 7	3 Presentations
R Apr 9	3 Presentations
F Apr 10	Good Friday
M Apr 13	Non-Instructional Day, University Open
T Apr 14	3 Presentations
W Apr 15	Last day of classes, last day to withdraw from winter semester
Apr 18-29	Final Exam Period
Apr 30	End of Term Student Research Conference (attendance/participation is mandatory)

NB I have banked in a couple of extra presentation slots above to allow for illness and swapping. Depending on how many people are ill, we may be able to end classes on the 10th if the person/s presenting on the 14th can be moved earlier in time.

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

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).

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

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

Academic Accommodations

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>.

Academic Misconduct

For information on academic misconduct and its consequences, please see the University of Calgary Calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>

Instructor Intellectual Property

Course materials created by professor(s) (including course outlines, presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the professor(s). These materials may NOT be reproduced, redistributed or copied without the explicit consent of the professor.

The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing.

Copyright Legislation

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorized sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

Freedom OF Information and Protection of Privacy

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary

Student Support and Resources

<https://www.ucalgary.ca/registrar/registration/course-outlines>

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.

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 suvpaca@ucalgary.ca

Student Union Faculty Rep.: arts1@su.ucalgary.ca

Important Dates

The last day to drop this course with no "W" notation and **still receive a tuition fee refund is January 23, 2020**. Last day for registration/change of registration is **January 24, 2020**. The last day to withdraw from this course is **April 15, 2020**.