Introduction to Psychology

Course Information
PSY 1315 (Section 005) – Introduction to Psychology
Spring 2019
Tuesday & Thursday 12:30 pm – 1:50 pm, Life Science (LS) 118

Course Description
This course introduces students to the phenomena, principles, and theories of psychology. Psychologists study how biological, cognitive, social, and cultural factors interact to determine how we develop such a complex range of behaviors, emotions, and cognitions. Psychologists seek to understand why and how risk factors lead some individuals to suffer from psychological disorders, while others are resilient in the face of adversity. This course is designed to interest and meet the needs of both psychology majors and non-majors. This course satisfies the University of Texas at Arlington core curriculum requirement in social and behavioral sciences. As such, it contains core objectives in critical thinking, communication, empirical and quantitative reasoning, and social responsibility.

Course Objectives
The material will cover research, theories, and applications of a wide range of psychological concepts, and will be designed to translate into and assess competencies in scientific and critical thinking, communication, empirical and quantitative reasoning, and social responsibility.

Professor Contact Information
Dr. Shannon Layman
Email: shlayman@uta.edu
Office: Life Science (LS) 307
Office Hours: Tuesday 11:00am – 12:00pm, or by appointment
Other Information: Email is the fastest and most reliable way to contact me; however, please include the course name/number and section number (e.g. Intro Psychology 1315-005) in the subject line, and email from your UTA email address (more information regarding e-mail expectations on page 2).

Course Pre-requisites, Co-requisites, and/or other restrictions
There are no pre-requisites for this course.

Student Learning Objectives/Outcomes
After completing this course, students should be able to:
• Describe and explain the nature of psychology as a scientific discipline
• Describe and analyze major theoretical perspectives and overarching themes of psychology and their historical development.
• Identify and explain different research methods used by psychologists.
• Explain and apply basic statistical analyses and employ critical thinking to evaluate the appropriateness of conclusions derived from their use.
• Use critical thinking to evaluate popular media and scholarly literature.
• Demonstrate effective writing skills in summarizing and evaluating technical reports.
• Apply psychological concepts, theories, and research findings to issues in everyday life.
• Identify appropriate applications of psychology to mental health and organizational problems.
• Explain and apply major theoretical and scholarly approaches, empirical findings, and historical trends in a social/behavior science.
• Explain and apply basic research methods in social/behavioral science.
Apply modes of critical thinking used in social/behavioral science.

In addition, as this course satisfies the University of Texas at Arlington core curriculum requirement in social and behavioral sciences, it contains core objectives and learning outcomes in the following:

- **Critical Thinking Skills** include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- **Communication Skills** include effective development, interpretation and expression of ideas through written, oral and visual communication.
- **Empirical and Quantitative Skills** include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
- **Social Responsibility** includes intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

**Assessment of Core Curriculum Objectives**
The Core Curriculum objectives (critical thinking, communication, empirical and quantitative reasoning, and social responsibility) will be assessed as items in an end of year quiz to be explained by your course instructor. As with the Research Participation Requirement, completion of this assessment is required, in order to fulfill Core Curriculum objectives.

**Required Textbook/ Connect Plus software and Course Material**

   The e-book and Connect Plus bundle can be purchased at the UTA bookstore, or directly through McGraw Hill via Blackboard for $84. If purchased through McGraw Hill, students have the option of purchasing a hard copy of the text for an additional $25 if they so choose. Using older versions of the text is not recommended and should be done at the student’s own risk. Exams, class material, and class discussions will all come from the 3rd edition of the above stated text.

2. Additional assigned readings provided throughout the semester via Blackboard: To be announced
3. Blackboard will be an important resource throughout the semester. Your grades will be posted through Blackboard and supplemental readings will be provided. Make sure you have access to Blackboard.
   a. Blackboard support is available 24/7 by calling 1-855-308-5542 or visiting https://uta.edusupportcenter.com
4. Pick up a minimum of three scantrons #4521 (the blue form) for exams, available at the bookstore and at the University Center. You must bring your Scantron forms (and your #2 pencils) to each scheduled exam.
5. No electronic devices are permitted during class (this includes laptops and cell phones). We will discuss this requirement on the first day of class.
Grading Policy
Final course grade will be based on the following criteria.

<table>
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<tr>
<th>Course grade components</th>
<th>Points</th>
<th>% of total</th>
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<tbody>
<tr>
<td>Connect LearnSmart Assignments (10 @ 10 points each)</td>
<td>100</td>
<td>38%</td>
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<tr>
<td>End of the semester Core Curriculum Quiz</td>
<td>10</td>
<td>4%</td>
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<tr>
<td>Exams (3 @ 50 points each)</td>
<td>150</td>
<td>58%</td>
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<tr>
<td>TOTAL</td>
<td>260</td>
<td>100%</td>
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Grades will be assigned on the basis of the final distribution of the sums of all students’ total points. Criteria for each letter grade will be determined on the basis of this distribution, but sums in the range of 90-100% will always earn A range grades, sums in the range of 80-89% will always earn at least B range grades, sums in the range of 70-79% will always earn at least C range grades. I do not round up to the next letter grade.

Do not e-mail me to ask for more points so that you can get the grade that you want. If you want a specific grade then you need to put in the effort necessary to obtain said grade.

Course & Instructor Policy

Email:
I believe a key component of your development as a professional is learning to communicate professionally. As such, I will only respond to e-mail messages that are properly identified and composed. If you wish to e-mail me, please do the following:
1. Send the e-mail from your UTA account
2. Include the course name and a brief description of why you are writing me in the subject line
3. Compose your e-mail so that it includes standard sections of a letter (i.e., greeting, body, and a salutation/signature)

Additional e-mail considerations:
- I am more than happy to answer specific questions about material but do not expect an entire class of course material to be covered over e-mail.
- I am generally good at responding to student e-mails but sometimes my inbox gets ahead of me and emails become buried behind subsequent e-mails. Thus, if you do not hear from me within 48 hours of your initial correspondence, please feel free to send me reminder e-mail.

Before you write your e-mail make sure you are not inquiring about the following, as I have answered these questions below in blue.
- Questions regarding information that can be found on the syllabus. My e-mail response: Please see the syllabus for the answer to your question(s).
- Asking for more points added to your grade or to have your grade bumped to the next letter grade. My e-mail response: Per the syllabus I do not provide individualized extra credit (see page 4).
- Asking if you can make up anything. My e-mail response: No. Please see [respective sections in the syllabus] for more information.

Class Participation:
At The University of Texas at Arlington, taking attendance is not required. Rather, each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance.

As the instructor of this section, classroom attendance is necessary for success in this course. Lecture material and classroom activities will supplement material covered in the reading.

Students who miss a class meeting(s) for any reason or miss portions of classes due to tardiness or early departure will still be held accountable for all of the material that is covered during those sessions, including materials presented in lecture that are not in the book. If you miss a class, find a classmate (or two) with whom you can share resources. **Please do not email or phone the professor to ask what materials you missed in class.** Material covered in class is your responsibility.

While UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients.

**Connect Plus LearnSmart Module Assignments:**

This course will use Connect Plus via Blackboard to complete LearnSmart Module Assignments. LearnSmart is an interactive text designed to help you review the material learned in each chapter. The LearnSmart system continually adjusts to your level of content mastery. Each assignment will appear in a content folder corresponding to the exam it appears in. All LearnSmart modules are due on their respective dates by 10:00pm – see course calendar for all due dates.

Each chapter on average will take approximately 30 minutes to 45 minutes to complete and will include between 60 – 100 questions. Scores are assigned based on the percentage of mastery for each assignment. Each LearnSmart module will be worth 10 points. You will have 13 opportunities to compete 10 LearnSmart modules. Only your top 10 LearnSmart modules will be counted towards your grade. As I provide you extra opportunities to complete your LearnSmarts, I do not provide make-ups for these modules regardless of the circumstances. The LearnSmart Assignment can also be accessed on your iPhone or iPad and synced with your Blackboard:


  *All work completed on the iPhone/ iPad app WILL sync with Blackboard; however, you MUST check in via computer once per chapter to get the mobile work to sync.

Note about LearnSmarts: Every semester I have one or two students who, at the end of the semester, are completely surprised to find out that this component was required, and unfortunately, they lose out on 100 points, putting them at a 69% IF they receive every other possible point in the course. Yes, this component is required. Yes, this component is meant to help you. Yes, you should definitely check out another section of Intro Psyc if you do not want to complete this component as not every instructor requires them for a grade.

**Exams:**

Exams will assess your understanding of material presented in the lectures, the textbook, supplemental readings, and classroom activities, and will consist of multiple-choice questions. There will be three exams throughout the semester and one cumulative exam during the final exam time slot. Exams must be taken on the
scheduled date. You may drop one of your four exam grades. **There will be no makeup exams and no extra credit – if you must miss an exam for any reason that will count as the one you drop.**

See the Professor early if you need help preparing for an exam. It is helpful (but not required) to study first, and then come with a list of specific questions or areas of concern. Also, if you feel that you worked hard studying for an exam, but received a much lower grade than you anticipated, come see me so that we can diagnose where your study strategies went wrong and discuss how you should prepare differently in the future.

It is imperative that you arrive on time to take the exam. Walking in late is disruptive to your classmates.

If you are more than 20 minutes late you will not be allowed to take the exam, so plan ahead.

If you are concerned about an exam grade, please contact the Professor within one week of the grades posting to schedule a time to discuss the issue.

Extra Credit:

There will be one extra credit opportunity TBA mid-semester. The extra credit assignment will involve listening to part of a podcast and a two to three-page response paper. The specifics of the assignments, including a rubric for grading criteria, will be posted on Blackboard. **No individualized extra credit will be given out.**

Research Participation Requirement:

The Psychology Department **requires** that all students taking Introduction to Psychology complete a 6-credit research requirement. This requirement consists of participating in experiments conducted by Department Faculty and their Research Assistants. The UT Arlington Human Research Review Committee approves these experiments. A typical 30-minute experiment is worth 0.5-credit. The purpose of the requirement is to give you first-hand knowledge of psychological experimentation. In lieu of participating in experiments, you may choose to write reviews of current research articles. Each review is worth 1-credit. You will not be graded on your performance in an experiment or on your reviews. **FAILURE TO COMPLETE THE REQUIREMENT WILL RESULT IN AN INCOMPLETE FOR THE CLASS.** You will then need to complete your requirement during the next semester or the incomplete will turn into an “F.”

**For additional information about this requirement, please go to [http://www.uta.edu/psychology](http://www.uta.edu/psychology) and click on Participant Pool Information (in the Links section) to receive a copy of the latest Psychology Pool Handout.** More details will be provided in an orientation session and in an information handout. Points are not added to the course grade for completion of the research participation requirement.

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### Course and Academic Calendar

**All LearnSmart modules are due by 10:00 pm on their respective due dates.**

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<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Before Class Reading</th>
<th>LearnSmarts</th>
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<tbody>
<tr>
<td>Week 1</td>
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<tr>
<td>Tues</td>
<td>15-Jan Introduction - Syllabus Overview - What is Psychology?</td>
<td>Chapter 1</td>
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<tr>
<td>Thurs</td>
<td>17-Jan Psychology's Scientific Method</td>
<td>Chapter 2</td>
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<tr>
<td>Sun</td>
<td><strong>20-Jan</strong></td>
<td></td>
<td><strong>LearnSmart Ch 1</strong></td>
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<td>Week 2</td>
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<tr>
<td>Tues</td>
<td>22-Jan Psychology's Scientific Method cont.</td>
<td>Chapter 2</td>
<td><strong>LearnSmart Ch 2</strong></td>
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<tr>
<td>Wed</td>
<td><strong>23-Jan</strong></td>
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<tr>
<td>Thurs</td>
<td>24-Jan Biological Foundations of Behavior</td>
<td>Chapter 3</td>
<td><strong>LearnSmart Ch 3</strong></td>
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<td>Sun</td>
<td><strong>27-Jan</strong></td>
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<td>Week 3</td>
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<tr>
<td>Tues</td>
<td>29-Jan Sensation and Perception</td>
<td>Chapter 4</td>
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<td>Thurs</td>
<td>31-Jan States of Consciousness</td>
<td>Chapter 5</td>
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<td>Week 1</td>
<td>Mon</td>
<td>Tues</td>
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<td>Week 4</td>
<td>3-Feb</td>
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<td>6-Feb</td>
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<td>States of Consciousness cont.</td>
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<td>Chapter 5</td>
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<td>LearnSmart Ch 4</td>
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<td>Week 5</td>
<td>19-Feb</td>
<td>21-Feb</td>
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<td>Memory - 10 point Extra Credit Assignment TBA</td>
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<td>Chapter 7</td>
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<td>Week 6</td>
<td>26-Feb</td>
<td>28-Feb</td>
<td>3-Mar</td>
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<td>Thinking, Intelligence, and Language</td>
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<td>Chapter 8</td>
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<td>Week 7</td>
<td>5-Mar</td>
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<td>10-Mar</td>
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<td>Human Development</td>
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<td>Chapter 9</td>
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<td>Week 8</td>
<td>19-Mar</td>
<td>21-Mar</td>
<td>24-Mar</td>
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<td>Motivation and Emotion</td>
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<td>Chapter 10</td>
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<td>Week 9</td>
<td>26-Mar</td>
<td>28-Mar</td>
<td>29-Mar</td>
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<td>Personality</td>
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<td>Last day to drop classes; submit requests to advisor prior to 4:00 pm</td>
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<td>Chapter 12</td>
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<td>Week 10</td>
<td>2-Apr</td>
<td>4-Apr</td>
<td>7-Apr</td>
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<td>Social Psychology</td>
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<td>Chapter 13</td>
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<td>Week 11</td>
<td>9-Apr</td>
<td>11-Apr</td>
<td>14-Apr</td>
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<td>Psychological Disorders</td>
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<td>Chapter 15</td>
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<td>Week 12</td>
<td>16-Apr</td>
<td>18-Apr</td>
<td>21-Apr</td>
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<td>Therapies</td>
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<td>Chapter 16</td>
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<td>Week 13</td>
<td>23-Apr</td>
<td>25-Apr</td>
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<td>Catch-up day</td>
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<td>LearnSmart Ch 13</td>
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<td>Week 14</td>
<td>30-Apr</td>
<td>2-May</td>
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<td>Health Psychology and course wrap-up</td>
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<td>Chapter 17</td>
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<td>Week 15</td>
<td>9-May</td>
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<td></td>
<td>Cumulative Final Exam (does not include Chapter 17) – 8:00am - 9:20pm</td>
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The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.
START STRONG Freshman Tutoring Program  
University Tutorial and Supplemental Instruction (UTSI)/ University College

All first time, first-year students can receive six FREE hours of tutoring for this course and other selected subjects for this semester. Students must sign up and complete their first hour of tutoring by mid-February. To sign up, visit UTSI in 205 Ransom Hall/University College.

Upon completion of your first tutoring appointment, you will receive five hours of additional free tutoring. Flexible tutoring hours are available from 7:00am – 9:00pm, seven days a week in the Central Library. All tutors receive extensive training. Find out more at www.uta.edu/startstrong

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**How to build Faculty/Student Relations: Becoming More than Just a Number**  
Compliments of the UTA Honors College

**Always be prepared for class and ask questions!**
- You should read assignments BEFORE class and formulate questions.
- It is YOUR responsibility to keep up with assignments on your syllabus.
- You are expected to read ahead for each class. It is your responsibility to complete the reading for the week before the actual class.
- DO NOT ask questions just to ask questions, but DO ask questions to clarify a topic and to assist in your understanding.
- DO NOT speak out of turn, raise your hand and wait to be addressed.

**You should contact your professors outside of Class — Office Hours**
- Professors have **office hours** listed on their syllabi — attend at least ONE office hour. Making **appointments** is always wise instead of just stopping by.
- DO NOT go unprepared or late.
- Before meeting with your professor, write down questions that you would like to ask relating to the course, their research, etc.

**You may also email your professors:** The **Dos** of Faculty (and staff) email communication:
- Approach writing an email as you would write a formal letter. **Think carefully** and **be polite** and **succinct.**
- Use a salutation — e.g. Hello, Dear, etc.
- Introduce yourself immediately
- Remind the faculty member of the class you are in, time it meets, etc., unless it is a very small class or you have already established a good relationship with the person.
- Depending on the course, it may be wise to note your year in school, major, etc.
- Use your assigned UTA email address. An email address of *hot4u@hotmail.com* is not appropriate when interacting with faculty or staff.
- If you are contacting an instructor to explain why you were not in class, NEVER ask, “Did I miss anything?” Of course you did — acknowledge that and apologize for not being there.
- ALWAYS thank the faculty member for his/her time.
• Use a closing – e.g. Thanks,... followed by your name beneath it.

• **Reread your emails** and consider the tone of the email. You never want to come across as angry or rude. Written words are often misconstrued because the person reading the document does not have the benefit of seeing your body language. This is your professor. **Never** use language that implies a customer-service relationship.

• **Spellcheck** your emails before sending them.

• Abstain from using CAPS – it comes across as shouting. Most importantly, remember that you are not sending a text message or communicating with your friends. There is no place for acronyms, emoticons, or non-formal slang in your e-mail with your professor.

• **Never ask your professor for more points** so that you can get the grade that you want. If you want a certain grade then you need to put in the effort needed to obtain said grade.

**Communicating with faculty members**

• Remember, most faculty members have a Doctoral degree, so they should be addressed as “Dr.” and the last name, unless the person specifically asks you to call him/her something else.

• Some faculty members do not actually have a Doctoral degree, but the equivalent of one in their respective fields, such as the JD (law faculty), or an MFA (Master of Fine Arts). In that case, using “Professor” and the last name is appropriate.

• If the instructor is a graduate student or teaching assistant, then the courtesy title is “Ms.” or “Mr.” unless, again, s/he asks you to call him/her something else.

• If you are uncertain, err on the side of caution: “Professor” is always a safe option.

• Do NOT call a faculty member by his/her first name unless directed to do so.

• Do not hesitate to ask what the title is if you are unclear, or better yet, look up their profile through the UTA website to confirm what is their highest degree.

**In case of Emergencies: Contacting Faculty Members (Face-to-Face, Email or Phone)**

• If an emergency arises – accident, death in the family, etc., contact the Office of Student Affairs, who will contact all your faculty members and explain the situation.

• Do not expect faculty members to acknowledge as excused absences such things as visiting a new niece, a wedding, etc. Those absences are for personal reasons, regardless of how close is your family.

• Do not expect faculty members to excuse absences from being caught in a snowstorm, unable to return to campus. You chose to leave campus, and you have to accept the consequences. Most faculty members are pretty sympathetic, but you should be prepared.

• Don’t be offended if a faculty member asks to see a funeral program – faculty experience students who try to get out of classes illegitimately. Be sure to return to campus with one and be polite if asked for it.

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**Drop Policy:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student’s responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://wweb.uta.edu/aao/fao/).

**Disability Accommodations:** UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA), and Section 504 of the Rehabilitation Act. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an
accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD):** [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability).

**Counseling and Psychological Services, (CAPS):** [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit [uta.edu/eos](http://uta.edu/eos).*

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit [www.uta.edu/titleIX](http://www.uta.edu/titleIX) or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.*

**Academic Integrity:** Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

> I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

> I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System Regents’ Rule 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at [https://www.uta.edu/conduct/](https://www.uta.edu/conduct/).

**Dr. Layman’s note regarding academic integrity and the GroupMe app:** The GroupMe app provides an easy method to connect and communicate about the course including but not limited to 1) seeing what you missed in class, 2) reaching out for assistance in clarifying a topic, 3) clarifying syllabus material, 4) forming a study group, and 5) making friends (y’all have a lot more in common than you think!).

GroupMe becomes trouble, however, if you or others in your group provide assistance in the form of cheating such as (but not limited to) asking for answers to assignments/ exams, sharing your own answers on assignments/ exams, or having someone sign you in on the attendance sheet when you did not attend class (I drop missed classes, spend your time worrying about the material instead).

One thing that always impresses me is the integrity of the students here at UTA. Every time someone chooses to break the Honor Code (either intentionally or unintentionally), students always bring this behavior to my attention.

So, here’s the deal: If someone on GroupMe violates the honor code, that person and all others in the group will receive consequences to fit the behavior up to the discretion of the professor (which may include being reported to
Electronic Communication: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at [http://www.uta.edu/oit/cs/email/mavmail.php](http://www.uta.edu/oit/cs/email/mavmail.php).

Campus Carry: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit [http://www.uta.edu/news/info/campus-carry/](http://www.uta.edu/news/info/campus-carry/).

Student Feedback Survey: At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory,” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit [http://www.uta.edu/sfs](http://www.uta.edu/sfs).

Final Review Week: for semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week unless specified in the class syllabus. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Emergency Exit Procedures: Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exits, which are located to the right or left upon exiting the classroom. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

Active Shooter: The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by UTA Police regarding the options and strategies we can all use to stay safe during difficult situations. [https://police.uta.edu/activeshooter](https://police.uta.edu/activeshooter)

Student Support Services: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include:

- Developmental education
- Advising and mentoring: [http://www.uta.edu/universitycollege/resources/advising.php](http://www.uta.edu/universitycollege/resources/advising.php)
- Personal counseling: [https://www.uta.edu/caps/](https://www.uta.edu/caps/)
- Federally funded programs: [http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php](http://www.uta.edu/universitycollege/current/academic-support/mcnair/index.php)
For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/universitycollege/resources/index.php.

The IDEAS Center (2nd Floor of Central Library) offers free tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.

Emergency Phone Numbers: In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911.