

# PSCH 3303: Positive Psychology

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[January 18, 2017 –version 1.2]

## **I. Basic Course Information**

### I-A. Course Description

Positive psychology is the scientific study of human mental strengths and character virtues that allow people and communities to thrive. Topics such as optimism, meaning, hope, wisdom, transcendence, and courage are covered. Theoretical concepts including the broaden-and-build theory of emotions, self-efficacy, mindfulness, flow, learned optimism, social capital, and affective forecasting are addressed.

### I-B. Student Learning Objectives

The objectives of this course are to:

- Identify and discuss the major topic areas in the recently defined area of research known as positive psychology.
- Encounter and apply positive psychology experientially through completing a series of self-reflective exercises.
- Apply the knowledge learned by successfully completing interactive assignments and by actively participating in the course.

### I-C. Psychology Program Student Learning Objectives

This course is an element of the RGC psychology program. It is expected that the graduating student in this program will demonstrate the capacity to:

- Recognize the central concepts in the department's main areas of focus: abnormal psychology; social & personality psychology, and developmental psychology.
- Recognize and apply basic psychological research methods.
- Communicate effectively in written assignments and oral presentations concerning psychological subject matter.

### I-D. Meeting Time and Location

The course is scheduled to meet from 6:00 PM to 8:45 PM each Wednesday of the semester in Uvalde. However, some class meetings might need to be held online with little or no advance notice because of severe weather, campus power outages, periods when the professor is unable to be physically present, or various other circumstances.

### I-E. Instructor

The instructor for this course is Dr. Wesley Wynne.

Email: [wwynne@sulross.edu](mailto:wwynne@sulross.edu)

Office phone: 830-279-3044

Office: A105 in Uvalde

Student Availability Hours (Official Version):

Tuesdays 1-6 PM by phone at 210-288-1393.

Wednesdays 1-6 PM in Uvalde A105 or by phone at 830-279-3044. Please always call in advance to confirm office visits unless you are already on the Uvalde campus.

Student Availability Hours (Common Sense Version):

Since we live and work in many different communities, just email me to set up an appointment by phone or in person.

### I-F. Course Materials

#### Required Texts

- *Mindfulness*, by Williams and Penman. ISBN: 978-1-60961-895-7.
- *Expressive Writing*, by Pennebaker and Evans. ISBN: 978-1-61158-046-4.
- *The Happiness Hypothesis*, by Jonathan Haidt. ISBN: 978-0-465-02802-3.

#### Recommended Texts for Reference

- *Publication Manual of the American Psychological Association, (Sixth Edition)*. ISBN-13: 978-1433805622
- *Writing: Grammar, Usage, and Style*, by Eggenschwiler & Biggs. ISBN13: 978-0764563935

This is an effective, brief guide to writing in English. All psychology students should own it or a book like it; it is almost guaranteed to improve grades on written assignments. However, if you already own *The Scott Foresman Handbook for Writers*, you may use it instead.

E-books are not recommended and may not be used during testing.

By law, Sul Ross is required to tell you the following: "A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer." In fact, bargains on textbooks are often found on the websites of many Internet booksellers. Major online vendors typically accept major credit cards, checks, and money orders.

🚫 Illegal copies of textbooks are not allowed at any time in class or the testing labs.

## **II. Assignments**

### II-A. Character Analysis (10%)

From the perspective of positive psychology, you will write a 3-page analysis of one character in a notable feature film. The film will be shown on February 1 and the paper will be due on February 8.

### II-B. Hero of Character Presentation (20%)

You will select a particular character strength and then present on a famous individual whose life illustrates or embodies that strength to a high degree. Using PowerPoint, you will deliver a 15-minute briefing on this person's life and achievements as they exemplify that particular strength. Grading will be based on the quality of the material presented and its delivery. The due date is April 5, but not everyone will present on that date. However, come prepared to present on that date.

### II-C. Expressive Writing Self-Analysis (20%)

You will conduct a self-investigation of your own life experience, personal strengths and philosophy, and write a report of 5 pages based on what you have learned about yourself in this course through completing the exercises in *Expressive Writing*. The due date is April 19.

II-D. Supplemental Text Exam (20%)

This exam will test your understanding *The Happiness Hypothesis*. Grades on this exam will not be curved. It will be given on Wednesday, May 3 at exactly 6 PM. If this date and time conflicts with other responsibilities, appointments, travel arrangements, etc., then you should take steps immediately to eliminate the conflict from the other end. Alternative arrangements cannot be made for this assignment.

II-E. Semester Portfolio (30%)

On the date of the final exam, students will submit a collection of writings, including the exercises that have been assigned weekly throughout the semester, the writings based on reading *Mindfulness* and the other texts, and an introduction and conclusion about the insights and knowledge they have gained from studying positive psychology throughout the semester. This portfolio will be due on Wed., May 10.

II-F. Topic and Assignment Schedule

Date	Topics and Assignments
January 18	Introduction to Positive Psychology
January 25	Character Strengths and Outcomes
February 1	Film; Living Well
February 8	<u>Character Analysis Due</u> ; Pleasure
February 15	Enhancing Emotional Experiences
February 22	Optimism
March 1	Creativity
March 8	Wisdom and Courage
March 15	***Spring Break***
March 22	Mindfulness, Flow, and Spirituality
March 29	Empathy
April 5	<u>Presentation Due</u> ; Love and Attachment
April 12	Presentations Continued
April 19	<u>Self-Analysis Due</u> ; Mental Health and Behavior
April 26	Positive Environments
May 3	<u>Supplemental Text Exam</u> ; Class Summation
May 10	<u>Semester Portfolio Due</u>

### III. Grading

#### III-A. The Calculation of Grades

Grades for each assignment, and for the course itself, are calculated as follows: A: 90% or above; B: 80%-89%; C: 70%-79%; D: 60%-69%; F: 0%-59%.

On assignments with curved grades, the top score will be converted to a 100. All other grades on the assignment will be expressed as a percentage of the top score. For example, if the top score on an exam is a 20 out of 25 items available, the 20 will be converted to a 100. If you get 15 of the 25 questions correct, your grade will be a 15/20, which is equal to a 75 (in other words, a C).

The times and dates when assignments are due and when evaluations are given will not be altered to fit your schedule. You will be expected to alter your schedule to fit class responsibilities.

In the interest of more thorough coverage of certain topics, the professor may decide to omit some of the assigned material from coverage on any particular exam. You are responsible to learn of any announced omissions.

#### III-B. The Interpretation of Final Grades

The rigor of grading varies somewhat from course to course, from instructor to instructor, from discipline to discipline, and from school to school. It is important to understand that the level of effort needed to achieve a particular grade in another course, under another instructor, in another discipline, or at another institution, might not be an accurate gauge of the amount of effort needed to achieve the same grade in this course.

The following is a general description of grades:

The grade of A is awarded for performance that is excellent to some degree – anywhere from very good to brilliant. It indicates a masterful level of performance which is far above the average. It is the grade representing a level of performance usually attained by only the top ten or fifteen percent of a typical class.

The grade of B indicates superior performance. B work is by definition better than most. It is good performance, but not outstanding. Consistent B-level performance is something to take a measure of pride in, especially if it the best one can do.

The grade of C represents adequate performance, enough to get by with, but little more. The grade of C is the grade achieved by most people; hence, it is the embodiment of mediocrity. Unless it is the consequence of one's genuine best effort, it should seldom be regarded as a satisfactory grade for persons with ambition or conscientiousness about their work in the endeavor being graded. It is the grade that pleases individuals who are content with being third-rate in their academic efforts.

The grade of D means that there are serious deficiencies in performance that makes the work product less than adequate, a marginal failure. Repeatedly earning Ds, unless they are balanced by As and Bs, is an indication of failure. Being able generally to attain only Ds is an indication that further education in the field of performance being graded may hold no value for you.

An F means that the deficiencies in performance are so serious that the resulting work product is completely unacceptable. A 59 and below means that failure has occurred, yet there are degrees of failure. A grade in the 50s indicates some likelihood that adequate performance could have been achieved under different circumstances, but typically a grade of below 50 means that the student was so lacking in effort, understanding or competence that failure was almost a foregone conclusion without major behavioral changes or remediation of some kind.

### III-C. The Basis of Final Grades

Grades in this course are based on performance alone. They will not be rounded upwards. It is important for every student to understand that evaluation is not based ultimately on how hard someone has worked to earn a particular grade, or whether someone needs this course to graduate. Nor are grades based on personal & family needs, or on personal conceptions about what seems to be fair. All grades, including your final course grade, will be based *solely* on your academic work in this course, according to the criteria described in this syllabus.

### III-D. The Reporting of Final Grades

For non-graduating students, final course grades will be posted on Banner at noon on the Monday after commencement (and for graduating seniors, at noon on the Friday before commencement). Final exam week is a hectic time for students and the faculty alike, so please respect the privacy of all your professors during and after this period. Please do not inquire concerning grades between the start of the final exams period and when grades are reported. If the professor needs information from you during this time, he will be the one to initiate contact.

Unsolicited voicemails and emails from any non-graduating student during the final exams period are liable to be ignored. This policy is based on years of experience: most communications from students during final exams and the grading period are based on anxiety rather than necessity. Please understand that any issues of grading that truly must be resolved may still be resolved *after* final grades are reported. Access to assignment grades and other course content will also be available to you on Blackboard until the week after commencement.

## **IV. Student Confidentiality**

Because of privacy laws, all school-related issues — academic, disciplinary, and personal — must be handled between the university and the student directly. A student's parent, spouse, boyfriend, best friend, case worker, parole officer, et cetera has absolutely no standing to intervene for a student or inquire concerning grades, disciplinary matters, or any other issues. Do not ask such persons to contact university faculty and staff to serve as a liaison, make inquiries, or settle disputes on your behalf.

## **V. Academic Integrity**

### V-A. The Honor Code

As members of the academic community, no student should tolerate cheating. According to the honor code, it is the responsibility of each and every student to report obvious cheating or any suspicious behavior that may compromise the integrity of the grading process. The confidentiality and anonymity of students who report such incidents will be respected.

☛ *To report cheating, call 830-279-3044. If there is no answer, leave a detailed description of what you witnessed.*

### V-B. Policy on Academic Dishonesty

Academic dishonesty and the penalties pertaining to it are described in the SRSU student handbook. In this course, all communication among students while taking exams is prohibited.

- Communicating material included on an exam with or in the presence of someone who has not yet taken that exam is also prohibited.
- No student may print, photograph, copy, or in any other way reproduce material from any exam. The consequence of violating this directive will be severe, up to and including dismissal from the course with a grade of F.
- Except in online courses, unless specifically authorized, no student shall take an exam at any computer outside of the designated testing facility.
- Students may not share books, notes, phone calls, texts, or any other form of communication during exams. Do NOT sit next to another student who is taking the same test in the lab unless no other seats are available. No student taking an exam should have open any website other than the Blackboard site. Close all other windows. Failure to follow these instructions may, at a minimum, result in a zero for the exam and might result in an F for the course.
- The possession of any course-related material in an exam room during an exam period in which the material in question is forbidden is *ipso facto* evidence of scholastic dishonesty. In plain language, if you bring material, such as a textbook, into a testing situation where you are not supposed to have that material with you, you are thereby committing a violation, even if you were not referring to the material or intending to use the material to cheat.
- The possession and use of cell phones, tablet devices, online aids, e-books, and any other electronic device is not permitted during testing and may result in the forfeiture of the test grade and other penalties.
- Plagiarism, as every student should know, involves taking the work of others and claiming it as your own. It will not be tolerated and will result in a zero for the assignment on academic grounds alone, as well as disciplinary penalties. If you are unsure what constitutes plagiarism, find out online at [www.plagiarism.org](http://www.plagiarism.org).

Using an illegal copy of textbook materials constitutes academic dishonesty. If a student is found to be using illegally copied textbook material during an open-book exam, the penalty will be failure of the exam. In addition, the student will have the choice of immediately surrendering the illegal copy to SRSU faculty/staff or receiving a failing grade for the course.

The penalty for serious academic dishonesty is severe: a student who turns in a plagiarized paper or cheats on an exam may receive an F for the entire course. A plagiarized paper will be given a zero on academic grounds alone, yet the student may face the additional disciplinary penalties for academic dishonesty. You and you alone are responsible for understanding and avoiding academic dishonesty in all your work.

## **VI. Student Classroom Behavior**

### **VI-A. Student Behavior in Traditional and Teleconference Courses**

Please, do not just attend. Participate actively when you have something to add to the class discussion. However, before addressing the class or the professor during a class discussion, ask yourself: Will my comments have value to other students in this course? Are my comments relevant to the material being discussed? Remarks such as "I can't find the assignment I turned in on Blackboard" or "I got a bad grade on the test. Can you tell me what I need to do to improve it?" are two examples of things *not* always appropriate to bring up during class in some circumstances. They should be discussed privately with the professor.

Please remember to follow all the conventional classroom rules, such as: Show up to class on time. Do not leave class early. (If you must leave early or show up late in special circumstances, notify the professor *in person* ahead of time.) And

absolutely do not get up and leave the classroom during lecture to go get food, take calls or for other trivial reasons.

Please remember that Sul Ross has a policy on appropriate campus attire. The policy refers to “the responsibility to dress in a manner which will not detract from the academic atmosphere of the library, classrooms, and other facilities.” Students whose attire detracts from the academic atmosphere of the classroom to an extent that becomes disruptive will be notified of the problem by the professor and thereafter expected to dress more appropriately.

Misuse of cell phones, especially text messaging, has become a problem with some people. Turn your cell phone OFF before entering the classroom or testing lab. Do NOT merely set the phone to vibrate—buzzing is just as disruptive as ringing. Do NOT set it to silent and leave it in view—any incoming calls or texts messages will distract you and possibly others around you. If you feel you absolutely must leave your phone on to take an important call or wait for an important text message (doctor report, et cetera), please sit near the door and let the instructor know ahead of time of the situation.

Also, the use of laptop computers in the classroom is not allowed. Studies have shown that laptops in class are frequently disruptive to other students and can even be counter-productive to the learning process of the students who bring them. Students who use laptops in class or misuse other devices such as cell phones and tablets will be counted absent and may also be instructed to physically leave the classroom.

☛ *Disruptions caused by tardiness, cell phone use, talking, and other disruptive behaviors may result in a student's expulsion from the classroom and, for repeat offenders, permanent dismissal from the course. Refusal to leave the class when instructed to do so will result in a minimum ten-point deduction from a student's final course grade in addition to the other disciplinary consequences.*

Attendance will sometimes be taken, usually but not always at the beginning of class. Students who are not present for roll call will be counted absent. Sul Ross policy allows that students may be automatically dropped with an F from courses if they have excessive absences, defined as nine hours of absence from a course (this translates to 3 absences from an evening course, 6 absences from a daytime course, and 3 absences from a summer course). The professor will enforce this policy when a pattern of negligent behavior is observed. Students who without authorization arrive late or leave class early for any reason without approval may be counted absent for the entire session.

In the computer labs when people are testing and in all courses taught by teleconference, it is essential that all students behave so as to minimize noise and disruption, including whispering.

#### VI-B. Student Behavior in Web-Based Courses

Even though web courses do not involve such responsibilities as showing up on time and being quiet in class, there are other responsibilities that pertain. One of those is checking email regularly. All students have a Sul Ross email account and instructors or fellow online students may send notices to that email address. For this reason, it is important to check your Sul Ross email account on a regular basis – preferably daily, but at least three times a week.

Class participation will be recorded in online classes. Students who miss an exam will be counted as inactive (e.g. absent) for the week. After more than three weeks of inactivity in a long semester or more than one week of inactivity in a summer session or an 8-week compressed course, a student may be dropped with an F.

In the computer labs when people are testing, it is absolutely essential that all students behave so as to minimize noise and disruption, including whispering.

## **VII. Policy Concerning Problems with Blackboard during Exams and While Submitting Assignments**

### **VII-A. Blackboard Exams**

Blackboard is seldom to blame for problems students experience during exams. When genuine problems occur with Blackboard technology, the problem affects multiple people at the same time. Yet some students will report that Blackboard has “frozen up” or will not let them proceed with a test. So far I have identified the following reasons for this problem:

- Students will not use the Firefox browser when taking a quiz. If you do not use Firefox, you will have problems.
- Students try to go back and change the answers to test items that they have already answered. You cannot do this. Trying to do so by hitting the back button on your browser, or by other methods, will cause you to forfeit a test grade.
- Students misinterpret the following statement that appears at the start of each quiz: “This Test can be saved and resumed later.” Yes, if later means in five minutes. But you will have only twenty-five minutes from the time you log on to the time you log out. Taking longer than that will result in a zero for the quiz.
- Students try to cheat by first previewing a quiz, then logging out and claiming that they were frozen out of the quiz. They do this in the hope of getting the chance to then retake the quiz and earning a higher score. That will not happen.
- Students misuse the mouse by repeatedly clicking on a browser button to move to the next test item, or hold down the mouse button for an extended period of time. These behaviors might cause you to forfeit a test grade.

*Tests will not be reset* for individual students in the great majority of circumstances. Therefore, please avoid the behaviors listed above in order to successfully use Blackboard for taking tests.

## **VIII. Statement on Intellectual Tolerance and Academic Freedom**

Psychology is a field of inquiry that touches upon many controversial issues, including sexuality, evolution, gender, race, ethnicity, individual differences, parenting, divorce, crime and public policy, drug use, religion, and multicultural issues, among others. Professors and students often have strong opinions and make forceful arguments concerning these phenomena. It is often educationally productive to address and debate these matters in the context of classroom instruction and course assignments. Social taboos discouraging open discussion are inappropriate in this context and must be laid aside in the interest of intellectual inquiry.

Your grade will not be influenced in any way by expressing points of view that are in disagreement with the professor's. If time permits, students are encouraged to express their opinions and arguments whenever relevant to the subject material. The professor is free to do likewise.

Students who experience excessive anxiety or discomfort during the discussion of a sensitive topic (e.g., domestic abuse) should not hesitate to leave the classroom



for a time if necessary and should never feel embarrassed for doing so. This can be an adaptive response to an emotionally difficult situation.

In contrast, other individuals are offended in principle by the mere exposure to concepts, opinions and arguments with which they disagree. The response of such persons is sometimes to try and shut down discussion or to become hostile or vindictive toward others. Such persons are not encouraged to take psychology courses at Rio Grande College until they have resolved the personal issues preventing them from engaging in serious intellectual discourse.

### **IX. Teaching Philosophy**

A college degree signifies accomplishment; it will increase a person's prestige and can help its holder acquire a job. However, once the job is taken, success depends on what has been learned—a college degree by itself is merely a sheet of paper. If a student takes full advantage of the opportunity of education, the sheet of paper signifies skills and knowledge that will improve one's value as a worker and as a member of the community. If not, the student might find himself or herself with a sheet of paper only, without additional skills, useful knowledge, or value to employers. RGC psychology courses are designed to provide students with knowledge and skills that will help them in their careers, in their relationships, and in their capacity to be responsible members of a community.

The early 20<sup>th</sup> Century American writer Albert Jay Nock had this to say about his college experience:

We were made to understand that the burden of education was on us and not on one else, least of all our instructors; they were not there to help us carry it or to praise our efforts, but to see that we shouldered it in proper style and got on with it.

I believe that through encouragement and deserved praise, college professors can and should ease the burden of education for their students. Yet students who enroll at SRSU-Rio Grande College must remember they are expected to perform upper-division college-level work. No course in the psychology curriculum is remedial. As Albert Jay Nock understood, a professor's responsibility is to lead students to knowledge; it is, however, each student's responsibility to learn.

Almost no students who major in psychology at RGC express an interest in pursuing a career in academic psychology. Yet the typical American psychology undergraduate curriculum and textbook are seemingly designed around this notion. I believe that while exposure to research methods and technical esoterica does have a rightful place in the degree program, RGC students are much better served by an phenomenological educational orientation that places real-life applications of psychological theories and findings higher than the focus on technical training. Therefore, I strongly encourage students to relate and apply what is taught in my psychology classes to their own emotional lives, family lives, workplaces, and communities.

### **X. Contacting Technical Support**

Most technical problems that students experience using Blackboard can be avoided by using *Firefox* as your web browser rather than *Internet Explorer*. Firefox maybe downloaded for free at [www.mozilla.com/firefox](http://www.mozilla.com/firefox).

If you have a problem with technical issues such as downloading a file or taking an exam, contact an Office of Information Technology (OIT) staffer for assistance or call the OIT Helpdesk. The Helpdesk is available twenty-four hours a day, seven days of the week.

- From on-campus, call 8765. - From off-campus, call (888) 691-5071.

## **XI. Special Accommodations**

Our institution complies with state and federal laws concerning people with disabilities. If a student needs accessibility services, it is the student's responsibility to initiate a request. This may be done by contacting Ms. Kathy Biddick at 830-279-3003. The address is 2623 Garner Field Road, Uvalde, Texas 78801.

## **XII. Distance Education Statement**

Students enrolled in distance education courses have equal access to the university's academic support services, library resources, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should submit online assignments through Blackboard or SRSU email, which require secure login information to verify students' identities and to protect students' information. [If the course requires students to take proctored exams or to purchase additional software or equipment, those requirements are described herein above.] The procedures for filing a student complaint are included in the student handbook. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website.

## **XII. Miscellaneous**

On some written assignments, students may be asked to use a pseudonym to insure anonymity in a discussion or for blind grading. The pseudonym should be known only to you unless and until the professor needs it. To protect your confidentiality, share it with no one.

All written assignments submitted electronically must be saved in one of the following formats: .doc, .docx, or .rtf. All major word processing programs allow at least one of these options. Written assignments submitted in other formats will not be accepted; therefore, please contact the technical staff for assistance with this task *before your submission deadline* if you need help saving your document in .doc, .docx, or .rtf formats.

In web-based courses, due to the difficulty of coordinating schedules and meeting times, it will not be possible for students to review their performance on weekly assignments unless they are willing to visit the professor's office in Uvalde. Otherwise, to improve their performance and to prepare for the final exam, students should review the course materials. If any student is concerned about the accuracy of a test item or a grade, the student may arrange an office appointment with me at

the end of the semester; the student will be provided with an opportunity to review their performance on all assignments at that time.

This syllabus was written as accurately as possible at the time of its publication. It is possible, however, that errors or unforeseen circumstances will necessitate further changes in the best interest of the class. If further changes are made, they will be implemented in a way to minimize any inconvenience or difficulty for all parties affected.

### Appendix 1: Assessment Rubrics for Assignments in Psychology

Assessment rubrics are helpful to plan and evaluate professional writing and oral presentations. Students should refer to these rubrics at appropriate points in the development of assignments.

RUBRIC FOR ORAL PRESENTATIONS					
DIMENSION OF ANALYSIS	Fail 0	Poor 1	Average 2	Good 3	Top 4
<b>Topic and Focus</b> fully adhere to the instructions provided for the assignment.					
<b>Structure</b> is logical in its organization & fully developed, with a distinct introduction & conclusion.					
<b>Audio-Visual Aids</b> are effectively utilized and appropriate for professional presentations.					
<b>Verbal Communication</b> is clear, fluent, well-paced, properly intoned, and not over-reliant on notes or slides.					
<b>Non-verbal Communication</b> clarifies and enhances the message with appropriate eye contact, gestures, and posture.					
<b>Grammar, Spelling, &amp; Punctuation</b> meet levels expected for formal professional presentations.					
<b>Documentation</b> fully conforms to accepted professional standards.					

RUBRIC FOR PROFESSIONAL WRITING					
DIMENSION OF ANALYSIS	Fail 0	Poor 1	Average 2	Good 3	Top 4
<b>Psychological Analysis</b> of subject matter is relevant, accurate, and thoroughly utilizes assigned sources.					
<b>Reasoning &amp; Evidence</b> are well-organized, objective, and fully developed.					
<b>Clarity of Expression</b> is appropriate for professional-level communication.					
<b>Grammar, Spelling, &amp; Punctuation</b> meet levels expected for formal professional writing.					
<b>Documentation</b> fully conforms to accepted professional standards.					

## **Appendix 2: General Guidelines for Written Assignments in Psychology**

All academic writing in this course should conform to the following specifications, unless you are instructed otherwise.

1. Double space everything.
2. Use a standard 12-point font. The one I recommend is Times New Roman. It looks like this and is very easy to read when printed out and double-spaced.
3. Use one-inch margins all around on every page.
4. Number all your pages in the upper right-hand corner.
5. Always include a cover page. The cover page should be centered and should include (listed on separate lines) your paper's title, your name, the name of your course, and the due date of the assignment.
6. Your paper's title should be original and descriptive, not something banal and thoughtless like "Psychology Reflection Paper."
7. Your paper will have no abstract.
8. Your paper will have a references page. All your references should be formatted correctly in APA style (not in MLA style or some other style).
9. You should grammar-check and spell-check your paper before submitting it.
10. You should keep both hard-copy and electronic-copy back-ups of your paper.
11. Remember that your cover page and your references page do not count toward the page count of the paper. For example, a five-page reflection paper should have a title page, five *full* pages of text, and a references page.
12. Plagiarizing (copying someone else's work and passing it off without credit as your own) will not be tolerated at all. Zero tolerance.