First Arts Psychology

A Guide for Students
2014-2015

This is an important document. Please bring it with you to lectures and tutorial sessions throughout the year. It includes useful guidelines for your modules, assignments and examination revision.

The contribution of all members of staff in the School of Psychology is gratefully acknowledged.

School of Psychology

Disclaimer: While every effort is made to ensure that the contents of this Guide are accurate, the Guide is issued for guidance only. Students are referred to the University General Calendar for information on regulations regarding University courses.

Have you questions about the 1st Year Programme? Due to the very large number of students who take psychology, and the number of staff who are involved in delivery of the programme, we would request that you contact us in the first instance at the following e-mail address: 1bapsychology@nuigalway.ie. Your query will then be passed to the relevant staff member who will respond promptly.
1.0 INTRODUCTION

Psychology is the study of behaviour and mental processes, and includes individual and social, human and animal, normal and abnormal aspects. Most people find psychology intrinsically interesting. Even a little knowledge of psychology is useful in most career paths. Students might consider studying for a psychology degree if interested in becoming a professional psychologist in applied areas such as clinical psychology, the health services, education or industry; lecturing in psychology in a third-level college; carrying out psychological research in a university or other research centre; or improving their general education by studying an interesting and useful discipline with careers of a more general type in mind, for example, the media, information technology or management.

2.0 DEGREE PROGRAMMES IN PSYCHOLOGY AT NUI GALWAY

For full details, please see the University Calendar.

Students on denominated programmes, for example those on the BA Connect programmes, are not eligible for a place on the denominated psychology programme in second year. If you have any queries about this, contact your programme coordinator.

The following criteria form part of the requirements that are common for entry into both the denominated psychology programme and psychological studies in second year:

1. Students must achieve 40% or greater in all subjects to proceed.
2. All subjects must be passed at the first sitting except in cases where an official deferral has been sanctioned by the College of Arts office.

Progression requirements:

To progress into the denominated psychology programme or to take psychological studies as a second year subject, there are some specific competitive requirements and these are detailed in the following sections below.

Denominated BA in Psychology

Students admitted to the BA (Psychology) - CAO Code GY104 will take the subject Psychology in First Arts together with three other subjects. Having passed First Arts successfully, students will study Psychology as a stand-alone subject in Second and Final Arts. Students in this programme study Psychology only in their second and third years and acquire a qualification that is accredited by the Psychological Society of Ireland (PSI).

There are a further fifteen (15) places on the Denominated programme available to students of the BA (Omnibus) who complete Psychology at First Arts and who wish to transfer to the BA (Psychology) in Second Arts. Places will be decided on academic merit, based on the results of the First Sittings (Semester 1 & Semester 2 combined) of the First Arts Examinations in the student's first year of attendance, where the student must have passed First Arts by getting at least 40% in all four subjects. The order of results in the subject ‘Psychology’ attained at the First Arts Examination (Semester 1 & Semester 2 combined) shall determine the offer of transfer places. Students will not be allowed to repeat First Arts Psychology with a view to improving performance.

Students wishing to compete for one of these 15 Second Year places must express this wish via a web-based system that will go ‘live’ in March 2015. The deadline for return of expressions of interest is April 15th.

When offers are made during the summer after the examinations, students are given a limited time (usually about 10 working days) within which to respond. If a student does not respond by the specified date, this is taken by the School to mean that he or she is declining the place offered. Note that offers of places are sent by post (i.e., paper mail) to your home address. It is therefore important you ensure that your correct home address is registered on the University Student Records System.

BA in Psychological Studies

Students of the BA (Omnibus) - CAO Code GY101 and the BA CONNECT programmes (CAO Code GY110, GY111, GY114, GY115, GY119) who successfully complete Psychology at First Arts may proceed in Second Arts with the subject Psychological Studies and one of the subjects
completed at First Arts. The number of students admitted to Second Arts in Psychological Studies is limited (minimum 100). Places will be decided on academic merit, based on the results of the First Sitting (Semester 1 & Semester 2 combined) of the First Arts Examinations in the student’s first year of attendance, where the student must have passed First Arts by getting at least 40% in all four subjects. The order of results in the subject ‘Psychology’ attained at the First Arts Examination (Semester 1 & Semester 2 combined) shall determine the offer of places in Second Year Psychological Studies.

*Students wishing to compete for one of these 100 Second Year places must express this wish via a web-based system that will go ‘live’ in March 2015. The deadline for return of expressions of interest is April 15th.*

Again, when offers are made during the summer after the examinations, **students are given a limited time (usually about 10 working days) within which to respond.** If a student does not respond by the specified date, this is taken by the School to mean that he or she is declining the place offered. **Note that offers of places are sent by post (i.e., paper mail) to your home address. It is therefore important you ensure that your correct home address is registered on the University Student Records System.**

The Higher Diploma (Conversion) is provided for students who have completed the BA in Psychological Studies. By combining this one-year diploma with a BA in Psychological Studies, students cover course content equivalent to that offered in the denominated BA programme. Numbers allowed onto the Higher Diploma are limited and entry is based on academic merit.

**3.0 OVERVIEW OF YEAR 2014-2015.**

**Semester 1:**
Introductory week commences 1st September  
Formal lectures commence 8th September  
Teaching concludes 29th November  
Exams 8th - 19th December

**Semester 2:**  
Teaching commences 12th January, 2015  
Teaching concludes before Easter 1st April, 2015  
Easter Holidays 2nd – 7th April, 2015  
Teaching recommences after Easter 8th April, 2015  
Teaching concludes 18th of April, 2015  
Exams 27th April – 13th May, 2015  
Repeat examinations are in August

Semester dates for first year are available here:  

**4.0 PSYCHOLOGY MODULES**

**PS122 Introduction to Psychology I (Semester 1, 5 ECTS).**  
This module covers Developmental Psychology, Learning and Social Psychology and is assessed by mid-semester essay (40%) and end-of-semester MCQ exam (60%).

**PS124 Introduction to Psychology II (Semester 2, 5 ECTS).**  
This module covers Cognitive Psychology, Biological Psychology, and Personality Psychology and is assessed by mid-semester essay (40%) and end-of-semester MCQ exam (60%).

**PS137 Introduction to Research Methods (Semester 1 and 2, 5 ECTS).**  
Delivered one hour a week for nine weeks in Semester 1 and 2 in lecture theatre. Assessment includes one continuous assessment in Semester 1 (40%), one in Semester 2 (40%), research participation (10%) and tutorial attendance in both semesters (10%).

*Details of each module are provided on pages 4 to 6.*
5.0 ASSESSMENT DEADLINES

**Semester 1**
PS122 Introduction to Psychology 1 – Essay deadline is **October 31st @ 16.00**.
PS137 Introduction to Research Methods – Research Methods deadline is **November 14th @ 16.00**.

**Semester 2**
PS124 Introduction to Psychology 2 – Essay deadline is **February 13th 2015 @ 16.00**.
PS137 Introduction to Research – Lab report deadline is **March 13th 2015 @ 16.00**.

*You need to submit both hard (paper) copies and soft (electronic) copies for each assignment.*
Details of assignments are provided on pages 8 and 9.
6.0 TIMETABLES, SEMESTER 1 & 2 (2014-15)

Due to the number of students taking 1st year psychology, the curriculum is delivered twice. Students are assigned to groups based on their student ID number.

- Students, who have an ID number in which the second-last number is an **EVEN** number, take the GROUP EVEN (E) lectures.
- Students, who have an ID number in which the second-last number is an **ODD** number, take the GROUP ODD (O) lectures.
- Students must attend at the times designated for their group and periodic check of IDs will be carried out.

*You will also be required to sign up to a one-hour tutorial timeslot.*

Details of tutorials and how to sign up will be provided in class. The web-link for tutorials is [http://www.nuigalway.ie/psy/sub/web_db/1BA_tut_index.html](http://www.nuigalway.ie/psy/sub/web_db/1BA_tut_index.html)

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<tr>
<th>Group Even (E)</th>
<th>Lecture Times</th>
<th>Venue</th>
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<td><strong>Semester 1</strong></td>
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<tr>
<td>PS122 Introduction to Psychology</td>
<td>Wednesday 09.00</td>
<td>Kirwan Theatre</td>
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<tr>
<td></td>
<td>Thursday 16.00</td>
<td>Kirwan Theatre</td>
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<tr>
<td>PS137 Introduction to Research Methods</td>
<td>Wednesday 16.00</td>
<td>Kirwan Theatre</td>
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<td><strong>Semester 2</strong></td>
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<tr>
<td>PS124 Introduction to Psychology</td>
<td>Wednesday 09.00**</td>
<td>O’ Flaherty Theatre</td>
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<td>Thursday 16.00</td>
<td>Kirwan Theatre</td>
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<td>PS137 Introduction to Research Methods</td>
<td>Wednesday 16.00**</td>
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<tr>
<th>Group Odd (O)</th>
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<th>Venue</th>
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<td>PS122 Introduction to Psychology</td>
<td>Monday 16.00</td>
<td>Kirwan Theatre</td>
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<td>Wednesday 15.00</td>
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<td>Wednesday 18.00</td>
<td>O’ Flaherty Theatre</td>
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**Please note change of venue from Semester 1 to Semester 2**
7.0 PSYCHOLOGY MODULE OUTLINES

PS122 Introduction to Psychology 1 5 ECTS

Semester: 1, 3 hours a week for 9 weeks.

Module Coordinator:
Chair, 1st Year Coordination Team (Anne Marie Keane BA MLitt, 2014/2015).

Lecturers (2014/2015):
Dr. Caroline Heary, Dr. Ian Stewart, Dr. Michael Hogan

Description:
This module provides students with an introduction to three key areas of psychology, Developmental Psychology, Learning, and Social Psychology. The areas covered in PS122 can change from year to year, so students are advised to check the School of Psychology website in early September of the year of study to ascertain the exact content for that year. Developmental Psychology is concerned with the development of the individual across the lifespan. The Psychology of Learning deals with the processes leading to behavioural change, or the impact that learning has on our perceptions of the world and thus the way we behave. Finally, Social Psychology is the study of the individual and the way that situation (the environment) and disposition (the person) interact to determine behaviour. Together these three areas of psychology have made major contributions to our understanding of human behaviour.

Module Objectives:
• To provide a coherent overview of three key areas of psychological enquiry.
• To contribute to our understanding of human behaviour, cognition, motivation and emotion.
• To provide foundation knowledge that can facilitate more in-depth understanding later.

Learning Objectives:
• Students will understand what Developmental Psychology, the Psychology of Learning and Social Psychology have to say about human behaviour, cognition, emotion and motivation.
• Students will have the ability to apply this understanding to an aspect of human behaviour they find particularly interesting.
• Students will be able to apply acquired knowledge to the kinds of actions they witness each day.
• Students will be able to review the literature and summarise it in essay format.

Assessment:
1 MCQ (60%) and 1 continuous assessment, 1200 word essay (40%).

Core Text:

Bologna ECTS Calculation:
Direct Tuition (lectures and tutorials) 30 hours
Independent Reading 35 hours
Completion of essay 15 hours
Exam Preparation 20 hours
Total 100 hours
PS124 Introduction to Psychology 2 5 ECTS

Semester: 2, 3 hours a week for 9 weeks.

Module Coordinator:
Chair, 1st Year Coordination Team (Anne Marie Keane BA MLitt, 2014/2015)

Lecturers (2014/2015):
Dr. Denis O’Hora, Ms. Anne Marie Keane BA MLitt, Dr. Ian Stewart

Description:
This module provides students with an introduction to three key areas of psychology, Cognitive Psychology, Biological Psychology, and Personality Psychology. The areas covered in PS124 can change from year to year, so students are advised to check the School of Psychology website in early September of the year of study to ascertain the exact content for that year. Cognitive Psychology is the study of human cognition – the way we perceive, process and respond to the world around us. Biological Psychology is concerned with the biological influences on human emotion and behaviour and the way that biology, psychology and the environment interact to shape human action. Personality Psychology attempts to build up a picture of the individual, based on his/her traits and characteristics, and how these characteristics shape cognition, behaviour and motivation. Together these three areas of psychology, and those covered in PS122, have made major contributions to our understanding of human behaviour.

Module Objectives:
• To provide a coherent overview of three key areas of psychological enquiry.
• To contribute to our understanding of human behaviour, cognition, motivation and emotion.
• To provide foundation knowledge that can facilitate more in-depth understanding later.

Learning Objectives:
• Students will understand what Cognitive Psychology, Biological Psychology, and Personality Psychology have to say about human behaviour, cognition, emotion and motivation.
• Students will have the ability to apply this understanding to an aspect of human behaviour they find particularly interesting.
• Students will be able to apply acquired knowledge to the kinds of actions they witness each day.
• Students will be able to review the literature and summarise it in essay format.

Assessment:
1 MCQ (60%) and 1 continuous assessment, 1200 word essay (40%).

Core Text:

Bologna ECTS Calculation:

<table>
<thead>
<tr>
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<th>Hours</th>
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<tr>
<td>Direct Tuition (lectures and tutorials)</td>
<td>30</td>
</tr>
<tr>
<td>Independent Reading</td>
<td>35</td>
</tr>
<tr>
<td>Completion of essay</td>
<td>15</td>
</tr>
<tr>
<td>Exam Preparation</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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PS137 Introduction to Research Methods  5 ECTS

Semesters: 1&2, 1 hour a week for 9 weeks in Semester 1 and 9 weeks in Semester 2.

Module Coordinator:
Dr. Jane Walsh

Description:
This module provides students with an introduction to research methods in psychology. The goal of psychological research is to discover, describe and explain behaviour. To do this, methods need to be employed so that the results of any research can be both understood by others, and generalised to other situations. This is a gentle introduction to research methods, with the emphasis very much on introducing students to the different types of methods used to conduct research, and highlighting the importance of the scientific method to psychology. The module is delivered across two semesters.

Module Objectives:
• Present a stimulating introduction to research methods in psychology
• Provide students with basic knowledge of the methods used in psychological research to ensure a strong foundation for future learning

Learning Objectives:
Upon completion of this course students should be able to:
• Name and define key concepts used in research methods
• Discuss the varying experimental methods used in psychological research
• Apply knowledge of the basic tools of statistics used in psychology to calculate such statistics as standard deviation and correlation coefficients
• Demonstrate a clear understanding of the importance of reliability, validity, and sampling to research
• Demonstrate an awareness of the ethical principles used by psychologists.

Assessment:
40% for Study 1 (assignment), 40% for Study 2 (research laboratory report), 10% for research participation (see Section 14 Participation in Psychological Research), 10% for tutorial attendance (see Section 8.0 Tutorials).

Bologna ECTS Calculation:
<table>
<thead>
<tr>
<th>Activity</th>
<th>Hours</th>
</tr>
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<tbody>
<tr>
<td>Direct Tuition (lectures and tutorials)</td>
<td>20</td>
</tr>
<tr>
<td>Independent Reading</td>
<td>35</td>
</tr>
<tr>
<td>Completion of Research Methods Assignment</td>
<td>10</td>
</tr>
<tr>
<td>Completion of Lab Report</td>
<td>30</td>
</tr>
<tr>
<td>Research Participation</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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ECTS is based on the fundamental idea that a student enrolled on a full-time programme should commit a commensurate amount of time and effort to each of their programmes of study. **ECTS are expressed in terms of the total number of hours of learning, teaching and assessment.** This therefore includes other learning activities such as self-study, reading, revision, project work, etc, in addition to formal teaching (e.g. lectures, seminars, field trips, placements) and assessment (including continuous assessment and traditional examinations).

Standard minimum number of ECTS per module: 5 ECTS (NUIG Learning, Teaching and Assessment Strategy 2008:6)
1 ECTS = typically, 20 hours
5 ECTS equals 100 hours of teaching and learning activity, based on 1 academic year (full-time) = 60 ECTS (1200 hours approx. per year)
7.0 CORE TEXTBOOK


The book retails at around €50 in the University Bookshop. A number of copies of the textbook are also available in the James Hardiman Library.

8.0 TUTORIALS

During the academic year, each student is expected to attend a tutorial session every second week of semester. These sessions are designed to provide:

- opportunities for interactive learning and contact with staff in a small group setting
- an organizational framework for the preparation and submission of written assignments which will contribute a continuous assessment element to the First Arts examination
- an introduction to the laboratory dimension of psychology; and
- a chance of submitting requests for clarification of issues that arise in lectures, which will usually be channelled to the relevant lecturer

Tutorials will commence the week of September 29th in Semester 1 and the week of January 12th in Semester 2. You sign-up for ONE of the tutorials, through the on-line system @ [http://www.nuigalway.ie/psy/sub/web_db/1BA_tut_index.html](http://www.nuigalway.ie/psy/sub/web_db/1BA_tut_index.html). Tutorial groups of approximately 20 students meet to discuss an assigned topic and its associated readings. The Tutorials Coordinator will co-ordinate the tutorial/laboratory sessions.

*Directions to the tutorial venues will be available on the School website.*

Please note that these times are reserved exclusively for psychology on the College of Arts timetable, which means they should not clash with your other subjects. Students choosing Sociology & Political Studies or IT should check their overall timetable to ensure that they do not have a lecture at 12.00 on Tuesday or Friday before signing up for this particular tutorial.

**First Arts Psychology students are required to attend all tutorials. Record of attendance is kept by the tutor, and attendance accounts for 10% of the grade in PS137 Introduction to Research Methods.** If you miss a tutorial as a result of illness or for any other reason deemed valid by the academic coordinator, you should give medical certification or an explanation in writing to your tutor. This must be done *immediately on your return* to college – retrospective medical certificates or explanations will not be taken into account.

In addition to attending tutorials, each student will be required to attend one small-group seminar with a staff member of their choice during the year. This seminar will be explained in more detail on the school website and will provide students with an opportunity to find out more about different areas of psychology and also about what it is like to work as a psychologist. Students will also be able to choose a time that suits their own schedule.
9.0 ASSESSMENT

Semester 1
PS122 Introduction to Psychology 1 – Essay deadline is October 31st @ 16.00.
PS137 Introduction to Research Methods – Research Methods Exercise deadline is November 14th @ 16.00.

Semester 2
PS124 Introduction to Psychology 2 – Essay deadline is February 13th 2015 @ 16.00.
PS137 Introduction to Research – Lab report deadline is March 13th 2015 @ 16.00

You will be introduced to the requirements of the lab report during your training.

9.1 Assignment Details

Semester 1
PS122 Introduction to Psychology 1 – Essay deadline is October 31st @ 16.00.

The PS122 Essay title is:
Use classical conditioning principles to explain the development of phobias, and describe how systematic desensitisation can be used to overcome fears and phobias. Illustrate with an example/s.

1200 words maximum.

PS137 Introduction to Research Methods – Submission deadline is November 14th @ 16.00.
You will be introduced to this assignment during Semester 1.

Semester 2
PS124 Introduction to Psychology 2 – Essay deadline is February 13th 2015 @ 16.00.

The PS124 Essay title is:
A miniature toy car nearby (e.g., on a table near us) and a full-size car at a distance (e.g., down the street) may cause the same size image on our retinas. However, we are very unlikely to mistake one for the other. Use detail on binocular and monocular perception cues to explain how we can distinguish a small car nearby from a larger car at a distance.

1200 words maximum.

PS137 Introduction to Research – Laboratory report deadline is March 13th 2015 @ 16.00
You will be introduced to the requirements of this report during your training.

9.2 Assignment Submission

Assignments are submitted twice, once in hard (paper) copy and once in soft (electronic) copy

Hard copy: All assignments should be inserted into the first-year assignment box - this is below the glass panel at the entrance to the School of Psychology administrative office on the first floor of the Arts Millennium Building Extension.

Soft copy: In addition, all assignments must be submitted electronically through Turnitin.

Both hard and soft copies must be submitted by the stated deadline or penalties will be incurred.

Unless there are acceptable mitigating circumstances, the late submission of assignments will incur the following penalties:

<table>
<thead>
<tr>
<th>Penalty Duration</th>
<th>Penalty</th>
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<tbody>
<tr>
<td>1-3 days</td>
<td>15% of your mark will be deducted</td>
</tr>
<tr>
<td>4-6 days</td>
<td>30% of your mark will be deducted</td>
</tr>
<tr>
<td>7-10 days</td>
<td>50% of your mark will be deducted</td>
</tr>
</tbody>
</table>

If more than ten days late the student may need to complete an alternative assignment.
If you are having particular difficulty with any assignment, consult your tutor.

Extensions will be granted on medical grounds on submission of a medical certificate to the School of Psychology. This must be done immediately on your return to college – remember retrospective medical certificates or explanations will not be taken into account. Decisions regarding extensions will be made at the discretion of the Academic Coordinator and the 1st Year Coordinator.

**Computer, printer, USB and/or any hardware/software malfunction will not be accepted as a reason for obtaining an extension on any deadline.** It is your responsibility to ensure your work is backed up at all times. There are numerous computers available on campus for your use, should your own laptop malfunction.

Submission dates are available well in advance of the deadlines, so requests for extensions etc. cannot be considered ‘Urgent’. If you encounter difficulties, let your tutor know as early as possible so that they can accommodate you. The earlier the School is aware of your difficulties, the more we can do to facilitate you.

### 10.0 MARKING OF ASSIGNMENTS

Assignments will be marked using the following grading system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>70% - 100%</td>
</tr>
<tr>
<td>B+</td>
<td>60% - 69%</td>
</tr>
<tr>
<td>B-</td>
<td>50% - 59%</td>
</tr>
<tr>
<td>C</td>
<td>45% - 49%</td>
</tr>
<tr>
<td>D</td>
<td>40% - 44%</td>
</tr>
<tr>
<td>E</td>
<td>0% - 39%</td>
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### 11.0 PSYCHOLOGY IN PRACTICE

In each Semester, following the nine weeks of content-focused lectures, students will have an opportunity to attend a lecture by a psychologist working in a professional setting (Clinical Psychologist, Counseling Psychologist or Academic Psychologist for example). Attendance at these sessions is not compulsory, but if you are interested in a career in psychology it is highly recommended that you attend. In addition you may pick up useful first hand testimony that may be useful for the exams. These lectures are in Weeks 10 and 11 in Semester 1 and Weeks 10 and 11 in Semester 2.

### 12.0 THE ENVIRONMENT

Each year, approximately 700 students attend lectures in 1st Year psychology. You can imagine how much paper is used in the communication process. The School communicates with the students via starter information booklets, student guides and other handouts. Students communicate with the School through essay assignments, laboratory assignments and exams. We have made a conscious effort to reduce the amount of paper that we use and would ask you to do the same. From our side we have reduced fonts, used single spacing, and removed lots of graphs and charts and generally summarized where we can. From your side, we would ask that you submit all assignments single spaced, but leaving enough of a margin that your tutors can write a commentary on your paper on that margin.

### 13.0 PLAGIARISM

It is expected that you will support your arguments by referring to previous research. Copying a passage straight from another source without acknowledging it, however, is considered plagiarism. Presenting another person’s work as if it were your own is regarded as a serious academic offence for
which you may be penalized by being given a reduced grade. This includes copying from published
texts, text downloaded from the Internet, course notes or the work of other students.

Plagiarism will result in the severest penalties, which may include a mark of zero being
awarded to your work and – if you have plagiarized the work of another student – to his or her
work as well. It may also result in University disciplinary procedures beyond those
administered by the School of Psychology.

See the college website (http://www.nuigalway.ie/plagiarism/) for more detailed information on
plagiarism.

14.0 PARTICIPATION IN PSYCHOLOGICAL RESEARCH

As part of their programme, First Arts Psychology students are invited to be participants in the
research activities of the School of Psychology. Each student is invited to take part in the equivalent
of five hours of psychological research which is worth 10% of their mark in PS137 (Introduction to
Research Methods). International students, who attend only for Semester 2, are invited to take part in
4 hours of research participation. One credit is awarded for 30 minutes participation and the minimum
credit for any one project is 30 minutes. Information about research participation will be provided in
Semester 1. The Tutorials Coordinator coordinates the participation arrangements.

If students fail to attend experiments without cancelling their appointment at least 24hrs in advance,
2% will be deducted from their research participation credit.

14.1 Consent

While it is a course requirement that you make yourself available as a participant in research, you are
free to choose the project(s) in which you take part. Your consent as a participant in any particular
project is of paramount importance. Even after having made yourself available to participate in a
particular project, you are free to withdraw your consent and discontinue your participation at any time
without penalty. If any student has reservations in principle about participating in research projects,
he or she is invited to contact the Coordinator of First Arts Psychology (Anne Marie Keane) to discuss the
submission of an appropriate assignment as an alternative.

14.2 Details of Research Projects

Computerized details of ongoing projects are updated every Friday on the school's experiment
management system. This system is hosted online by Sona Systems. When the various classes of
participants and researchers have been set up, you will receive your login details. When you log in,
you will be able to view available research projects, to arrange to participate in some of them, and to
check your research participation credit status.

Many of the listed research projects request that participants be over age 18. If you have not
reached the age of 18 by January 1st, 2014, please inform your tutor who will arrange to
facilitate you.

14.3 Commencement of Research Projects

A small number of researchers seek participants early in Semester 1. The majority of projects,
however, do not commence until late Semester 1 or early Semester 2. The deadline for accumulating
credit for hours of participation is announced in Semester 2. You may participate only once in any
given project, unless specifically requested by the researcher to participate again.

14.4 Venue

Researchers will provide you with directions to the venue in which the research is to be carried out.
You should meet the researcher at the appointed time in the laboratory and should contact the
researcher if you have difficulty finding the correct location. Some research may also take place in the
PS137 sessions.
If, due to unforeseen circumstances, you are unable to attend at your selected time, please inform the researcher by phone, text, or e-mail. Failure to notify the researcher will result in a 2% deduction in your research participation credit.

14.5 Credit for Participation
Although participation will be recorded electronically, it is important that you keep track of your own participation hours. The Research Participation Record Form is provided in the appendices of this booklet for that purpose.

The Research Participation Record Form is not for submission to the School but contains information which you may be required to produce should a query regarding your total credit arise.

14.6 Debriefing Reports
For the information of participants, Debriefing Reports outlining the details of research projects, including their main findings, are posted on Blackboard at the end of Semester 2 and remain there during the summer months.

General queries regarding research participation should be e-mailed to the Tutorials Coordinator to be advised.

15.0 RECHECKS & APPEALS
The University provides a service for students to have their examination results re-checked. Students can also appeal their results. There are specific grounds as to why students may appeal their result. See the Exams Office website for more information: http://www.nuigalway.ie/exams/procedures.html

16.0 INFORMATION

16.1 First Arts Psychology Notice board
The First Arts Psychology notice board is located on the first floor of the Arts Millennium building, outside the Fottrell Lecture Theatre. Please consult this notice board at the beginning of Semester 1 for details on ongoing School of Psychology activities.

Thereafter, Blackboard will be used for all notices and postings. Important notices about your Psychology course are posted regularly on Blackboard, so it is very important that you check this regularly.

Notices to individual students are sent to your college email address only.

It is your responsibility to check your NUI Galway email on a daily basis.
One way of doing this is to automatically re-direct your nuigalway email to your own personal account (e.g., gmail or hotmail etc.).

Failure to check your NUI Galway email regularly may mean you could miss out on important information.

16.2 Computer Skills
1st Arts Psychology students are required to have certain computer skills:
• word processing
• e-mail
• accessing Blackboard (via a browser)

Training courses in computer skills are provided by the university’s Information Solutions and Services during the early weeks of Semester 1.
Students are urged to avail of these courses to acquire or enhance the necessary computer skills.

16.3 Blackboard

Blackboard is a Virtual Learning Environment (VLE). It allows lecturers and tutors to establish an online presence for their university module. Students can access Blackboard by going to https://nuigalway.blackboard.com/

Students can log into the new Blackboard system using their standard student ID and password (i.e. the same credentials as used to log into the PC Suites). Most of the lecturers post copies of the slides or transparencies they use during their lectures in the appropriate module folder on the Blackboard system.

It should be noted that, while the material may be of assistance to students in revising their course modules, it is no substitute for notes taken by students themselves during lectures, much less for regular lecture attendance.

Please check Blackboard regularly for updates on course information.

17.0 Contacting the School

The offices of the School of Psychology are located on the first floor of the Psychology Extension to the Arts Millennium Building. A map of the campus is available at www.nuigalway.ie.

Due to the very large numbers of students who take psychology, and the number of staff who are involved in delivery of the programme, we would request that you contact us in the first instance at the following e-mail address: 1bapsychology@nuigalway.ie. Your query will then be passed to the relevant staff member who will respond promptly. Alternatively you can wait until your next tutorial session and put your question to the tutor.

Emailing School of Psychology staff

If you need to email an individual member of staff, please allow a minimum of 2 working days for a reply. You may then send a brief reminder, enclosing a copy of your original email. If you do not receive a reply within a further 2 days, you may then contact another member of staff. Please do not email multiple members of staff simultaneously as this leads to unnecessary duplication of work.

Staff involved in 1st Year Programme

Ms. Miriam Lohan, Administrative Assistant, School of Psychology, Arts Millennium Building Extension. Tel: 091 493454 (ext. 3454); E-mail: 1bapsychology@nuigalway.ie (Member of First Year Committee)

Academic Coordinator, School of Psychology, Arts Millennium Building Extension. E-mail: TBA (Member of First Year Committee)

Ms. Anne Marie Keane BA MLitt, School of Psychology, Arts Millennium Building Extension. E-mail: annemarie.keane@nuigalway.ie (Chair of First Year Committee)

Dr. Denis O’Hora, School of Psychology, Arts Millennium Building Extension. E-mail: denis.ohora@nuigalway.ie (Member of First Year Committee)

Office Hours and Appointments

The office of the School of Psychology in the Arts Millennium Building Extension is staffed from 8.30 a.m. to 1.00 p.m. and from 2.15 p.m. to 4.30 p.m.

Members of academic staff are happy to be available to assist and advise students as much as possible. Their availability, however, is limited by their other duties. Apart from lecturing to First,
Second and Third Arts students and to students taking taught postgraduate programmes, staff have several other time-consuming commitments. These include pursuing their personal research and writing; supervising MA and PhD students and participating in regular seminars for them; attending regular meetings of the faculties and faculty committees; and lecturing on programmes provided by the college’s Board of Extra-Mural Activities.

In these circumstances, students who wish to meet members of staff are invited to arrange appointments through the School administrative assistant, Miriam Lohan. Appointments should be requested by e-mail (1bapsychology@nuigalway.ie) or otherwise at least four days in advance; this arrangement will ensure that staff members can devote full attention to the student’s queries or difficulties. Students may come to the office to make an appointment if they do not have access to e-mail. The administrative assistant must be advised of any cancellation of an appointment the day before. Students should not contact members of staff at home.

18.0 LOCATION

The School of Psychology is located in the Arts Millennium Building Extension. It is a central location in NUI Galway (see map below).
Appendix A: Completing Essay Assignments

A university student is expected to be able to use and produce information, rather than just memorizing it. Students are also expected to independently manage their own learning and proactively acquire information from a range of sources, so do not reference your lecture notes when writing assignments.

Some Guidelines

Content

- Research the subject well before writing up the assignment. Refer to relevant textbooks, dictionaries and journals. Then check relevant internet sites.

- The Introduction is important. This is where you make your first impression on the reader/examiner. Beginning with a quotation, a definition or a short anecdote can capture the reader's attention.

- Each subsequent paragraph should deal with one of the issues you wish to address. The first sentence in a paragraph introduces what you wish to say. The rest of the paragraph then develops the issue or argument.

- There should be continuity and flow through the body of the essay to hold the reader's attention.

- Use references to research findings or other authorities to reinforce your argument and cite the name, date, and page number.

- Having addressed the issues or argument, summarize them in your conclusion. While it is important to sum up what has already been said, it is critical that you do not simply repeat your paragraph sentences. A good concluding statement can tie together, and mention specifically, all the main themes the essay has discussed in a slightly novel or original way and state where current thinking stands, if possible. This is your last opportunity to impress the reader / examiner. ‘Go out with a bang rather than a whimper!’

- Details on APA (American Psychological Association) referencing format is provided later in this document.

Presentation

- You need to submit one hard copy of your assignment and one electronic copy as directed by your tutor.

- No plastic covers or sleeves please. Print out the cover page as directed in class and simply staple the pages together in the top left-hand corner only. The cover page is available on Blackboard in the Assignments Folder for you to print out.

- Do not personalize - use the third person

  I will explore the value of this research using two examples. (incorrect)
  This assignment explores two examples. (correct)

- Indent one tab space to indicate a new paragraph when using single spacing.

- When there is a word limit, do not waffle. Every word should add value. Indicate the word count on the front cover of the assignment, for example 1188 words.

- List five references you have consulted.
• Spell check, print out and proof-read. Even better, get a friend to read it. Make the necessary corrections and then print for submission. Keep a spare copy for reference and revision.

• Use single spacing to reduce the amount of paper used.

• Use a clear 12-point font (e.g. Tahoma, Times New Roman, Courier, Verdana, Comic Sans).

Sources of Information

While specific texts are usually listed for each assignment, the following texts are available in the main library and provide excellent sources of information for first year students. Copies of each are on 3-hour desk reserve. Other copies may be available in the main library.


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<th>Name of Student</th>
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<tr>
<td>Student ID Number</td>
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<td>Module Title</td>
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<td>Title of Assignment</td>
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<td>Name of Tutor Responsible for the Assignment</td>
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<td>Tutorial Group</td>
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<td>Date Assignment Is Due To Be Submitted</td>
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**Checklist**
- Pages numbered
- References inserted
- One hard copy submitted / one electronic copy submitted to 'Turnitin'

I declare that this work is entirely my own and that I have acknowledged the writings, ideas and work of others. Furthermore I have not knowingly allowed another to copy my work.

Signature: ____________________________________________

Date: ________________________________________________
Appendix B: Referencing in Psychology

References are used in academic writing to acknowledge the resources used when writing a paper. Psychology uses a different format to other disciplines (e.g. English, Sociology & Political Studies etc.).

It has a unique style called ‘APA’ style. ‘APA’ stands for the American Psychological Association, who originally devised the format. Psychologists worldwide adopt this style. The aim of this guide is to provide a brief overview of how to cite references using APA style in your essays and assignments. For a more comprehensive account of APA style referencing, see http://www.apastyle.org/

In-text citations: Using references within the text of the essay

Factual assertions based on research findings or other authorities should be substantiated by citing references. When you make a point based on the work of another author, or when you use a direct quote, you need to support this statement with relevant references. When you paraphrase a point within the text of the essay, (i.e. when you put the material you have read into your own words), the reference is cited as follows:

Surname(s) of author(s) and year of publication, placed within brackets, e.g. (Smith, 2001) or (Jones & Murphy, 2005).

So, for example: One distinguishing feature of humans is that we are capable of reflexive thought (Crisp & Turner, 2007).

Or: According to Crisp and Turner (2007), one distinguishing feature of humans is that we are capable of reflexive thought.

However, if you wish to use a direct quote (which you should only do sparingly), you need to include double quotation marks and provide the page number.

So, for example: “One characteristic that distinguishes humans from other animals is our capacity for reflexive thought” (Crisp & Turner, 2007, p. 2).

Or: A characteristic that sets humans apart from other animals is “our capacity for reflexive thought” (Crisp & Turner, 2007, p. 2).

Important Notes

The ‘et al.’ rule
You should list all authors the first time you refer to a particular source. If there are one or two authors, you list their surnames in every citation in the essay (e.g. Crisp & Turner, 2007). However, when citing three to five authors within the text (e.g. Martin, Carlson & Buskist, 2010), you should provide the name of the first author and abbreviate the others to ‘et al.’ for every citation after the first citation (e.g. Martin et al., 2010).

If there are six or more authors, then you should provide the name of the first author and abbreviate the others to ‘et al.’ in both the first citation and every citation thereafter.

Secondary Sources
If you are using a secondary source (e.g. if you wish to include information about a study you have read about in a textbook, where you have not read the original work), you should cite it through the source you have actually read.

So, for example: Stroop’s study (as cited in Martin, Carlson & Buskist, 2010)

Then, in your References section, you provide a full reference to Martin, Carlson & Buskist (2010).

The Reference List

At the end of psychological reports, papers and essays, references are listed alphabetically, under the heading References. This should start on a new page. All references in your references section must have appeared within the text of your essay. In APA style, there are very specific rules regarding capitalisation and italics. Also note that the second and subsequent lines in the reference are indented (hanging indents).

Please see the following examples:
For books:
Author’s surname, Initial(s). (Year). Title of book (italicized), Place, Publisher.

For journal articles:
Author’s surname, Initial(s). (Year). Title of article (no capitalization except first word). Journal Title (italicized; each word capitalized), Journal Volume Number (italicized), start page-end page.

For edited books:
Editor’s surname(s), Initial(s). (Year). *Title of book* (no capitalization except first word: italicized). Publisher’s location: Name of Publisher.

For web-based articles:
Author’s surname, Initial(s). (Year). Title of article (no capitalization except first word). Journal Title (italicized; each word capitalized), Journal Volume Number (italicized), start page-end page. Retrieval date, from URL.

**Important Notes**

When reading and taking notes, get into the habit of recording where ideas or quotes come from. It is necessary to list all the sources you consult in the reference section attached to your completed assignment. If you have forgotten, go to the OPAC system in the library and get the information by author or title. It may be necessary to rearrange the information in accordance with the recommended APA conventions.

In psychology we use the term ‘references’ instead of ‘bibliography’ to describe the section in which we cite all the materials we consulted during our writing, and have cited in an essay/assignment. **References** – only citations that appear in your assignment are included in the reference list.

**Paraphrasing** (interacting with the material you read, and putting it into your own words) is an important skill to learn. It is important to research the topic you are writing about, and to base your assertions on evidence presented elsewhere. However, if you have not paraphrased the material appropriately, or if you have taken it directly from other sources, your essay will produce a high percentage of similarity to other resources on the software Turnitin, and you may be penalised accordingly.

**Pagination**: The reference section begins on a new page

**Heading**: References (not bibliography); centred on first line

**Format**: Single spacing is used. The references, with hanging indent, begin on the line following the References heading. Entries are organised alphabetically by surnames of first authors.

**Please note that referencing accounts for 15% of your overall essay grade!**
Appendix C. Writing the Research Laboratory Report

Headings

Your laboratory report should be set out under the following headings:

Introduction
The Introduction opens with the broad topic being researched (what was this practical about?) and narrows down from looking at former research in the area to the specific class experiment (what question was this practical trying to answer?). Explain briefly each of the above. Write out the hypotheses at the end of this section.

Method
The method section describes how the research was carried out and usually includes sub-sections on the following:

- Participants: Number, gender and age range of participants
- Apparatus / Materials: Equipment and materials used in the experiment
- Procedure: A concise blow-by-blow account of the procedure that was followed

Results
The results section provides a statistical description of the findings. Your findings should be presented in a series of sentences. Tables may be incorporated if you think that they would enhance your account from the reader’s point of view. The test(s) you used to analyze your data are presented, along with the significance level obtained and how it relates to the 0.05 significance level.

Discussion
This is like a mirror image of the introduction. It starts narrow with reference to the results obtained in the class experiment. These are then related to the research reviewed in the introduction and finally to the broad umbrella topic. Confounding variables and extraneous variables should also be included, where appropriate. What else do the findings imply? Complete this section by indicating potential applications of the results in real life contexts, if appropriate. Suggest further research in the area if possible.

References
These are listed, in alphabetical order, as in other assignments. Refer to the references guidelines in this booklet for further details (Appendix B).

General

The best grades go to those who not only describe the research, but also interpret the results and show how the benefits have been applied.
# Appendix D: Psychology Assignment Marking Criteria

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<th>Marking Sheet</th>
<th>Excellent</th>
<th>Good</th>
<th>Satisfactory</th>
<th>Needs More Work</th>
<th>Needs Much More Work</th>
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<td>Single spaced, paragraphs correctly indented, within designated word count, cover page with correct information, 12 point font, typed, stapled</td>
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<td>Ideas are clearly expressed, language appropriately used, spelling and grammar checked, punctuation. Clear introduction, body, and conclusion</td>
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<td>Citations/References included where necessary, formatting of citations in text, and reference section done in APA format. Appropriate integration of quotes / ideas in text.</td>
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**Comments:**

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Appendix E: Research Participation Record Form

Student’s Name ______________________________ Student’s ID No. ____________

- Retain this form as your record of participation hours.
- This is not an official document. In the case of a query regarding the number of participation hours recorded for you by the School of Psychology, it will be useful for you to have your own record.

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Total credit (in hours)