University of California
Berkeley

BERKELEY SUMMER SESSIONS
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UC Berkeley: PSYCH W1 (June 18-August 10, 2012)
<u>Orientation</u>

Welcome to General Psychology, taught by Prof. John Kihlstrom. The course will also be facilitated by a GSI (*To Be Announced*) and I am the online course coordinator, Tim Wohltmann. Please prepare for class by doing the following:

1. **Purchase the Textbooks**

   - *Psychology* (W.W. Norton, 8th ed., 2010), by Henry Gleitman, James Gross, and Daniel Reisberg. **ISBN: 978-0-393-93250-8; E-Book ISBN: 978-0-393-11727-1**
   - *ZAPS: The Norton Psychology Labs* (2006), by Ton De Jong. **ISBN: 9780393106862**

2. **Ensure your Computer meets Requirements**

   - Windows XP or Mac OS X capabilities
   - Internet Explorer (7.x or higher) or Mozilla Firefox (3.x or higher); please note Safari and Chrome are not supported browsers
   - Highspeed internet is required (1 Mbit/sec or faster).
   - 24/7 Tech Support: **1-866-786-8197**

3. **Log in to your Course**

   - Classroom Access – http://summer.berkeley.edu/courses/online-courses
   - Summer Sessions students need to authenticate with a CalNet ID (follow the link and the instructions on the homepage.)

4. **Complete *UC Berkeley Summer Sessions Student Orientation* before day 1 of class**

   - **Overview:** The orientation is designed to help familiarize you with the tools and features that you will need to complete PSYCH W1. Activities included in the orientation will assist you in developing a comfort level for working within the online environment so that you are better equipped to focus on learning rather than on the technology.
   - You will be enrolled in the orientation as well as your course and have access throughout the term.

5. **Start Your Course**

   - To begin your course, go to the "modules" tab and select the "START HERE" folder.
   - You **must** read and agree to the terms outlined in the Academic Integrity document in order to access your course materials.

- You **must log in** to the site **Monday or Tuesday** of the first week as the reading and assignments begin right away! It is important that you log in to the site regularly. There will be assignments and work every week during the eight (8) week term.
- The course **ends on** <u>Friday, August 10</u>, so your access to the site will no longer available **after 8/10/12**

6. **Course Learning Activities**

- Read the assigned textbook pages.
- Watch and listen to the PowerPoint lecture presentations.
- Read classroom announcements posted during the course.
- Compose and post assigned responses to lectures and readings.
- Complete 2 midterm exams and the final exam.
- Complete writing assignments.

7. **Description of Instructor, Graduate Student Instructor (GSI), and Program Coordinator Roles:**

Please contact Prof. Kihlstrom and your GSI via email inside your online classroom

Prof. John Kihlstrom is responsible for the following activities:

- Monitoring the "Comments and Queries" module.
- Creating and modifying all assignments, multimedia presentations, quizzes, and exams.
- Reviewing requests for extensions.
- Monitoring student progress.
- Approval of final course grades.

You should contact Prof. Kihlstrom when you have the following issues:

- Questions about the material, including readings, assignments, multimedia presentations, discussion forums, and collaboration (chats).
- Questions concerning quizzes/exams.
- Course policies or procedures.

Your GSI is responsible for the following activities:

- Moderating small group collaboration (chat) sessions.
- Monitoring and responding to required Discussion postings.
- Grading student assignments and providing feedback to the student.
- Monitoring and recording weekly student participation in the course.
- Notification to student and Instructor of non-participation on a weekly basis.
- Interacting with each student via email, postings, or the online collaboration tools (chat).
- Responding to student questions.
- Posting announcements about course or schedule revisions.

You should contact your GSI when you have the following issues:

- Questions regarding assignments/grades**.**

- Attendance for any online collaboration (chat) sessions.

The Online Program Coordinator, Tim Wohltmann, is responsible for the following activities:

- Notifying students about textbook information.
- Monitoring course and orientation sites**.**
- Supporting students in navigating or using the online classroom

You should contact Tim at 510-643-1550 or twohltmann@unex.berkeley.edu if you have the following issues:

- About your proctor site or questions or problems scheduling your proctor.
- If you have difficulty contacting a faculty member.
- If you have difficulty navigating the course site or using course tools.
- General course information.

8. **Final Exam Expectations**

- Your final exam will be administered on-campus on **Friday, August 10, from 9am - 12 noon in Dwinelle 145** (see [map](#)).

- If you cannot attend the on-campus final exam, you must secure a proctor at an approved proctoring site. For information on how to go about this, watch the [final exam tutorial](#) provided on the [Summer Sessions](#) website.

- **NOTE:** If you are not taking your final on campus on August 10th, you must have your proctoring site secured by **July 18, 2012**. *Please email the contact information for your chosen proctor to [Tim Wohltmann](#) by July 18th.*