

Syllabus for FAS 101: Personal Growth in Human Relationships

FALL 2013 C

Schedule Line Number (SLN): 80552

Days/Time: MWF 9:00-9:50

Location: Social Sciences 211

Instructor: Flora Farago, M.S. (Ph.D. in progress)

Department: T. D. School of Social and Family Dynamics

Program: Family and Human Development doctoral program

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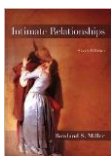
Phone: 480.965.0566 (available only during my office hours or by appt.)

Office hours: M 10-11 and T 10-11 or by appointment

This syllabus and the content and dates therein may be modified at the instructor's discretion.

Any changes will be noted on the Announcements page of Blackboard.

REQUIRED Textbook (Exams are based on the 6th edition):



Miller, R. S. (2011). *Intimate Relationships* (6th ed.) New York: McGraw-Hill.
ISBN: 9780078117152

REQUIRED electronic resources:

- A high-speed internet connection with anti-virus software installed and operating: Non-stable and/or slow internet connections will not excuse failures to complete assignments and exams.
- A functioning asu.edu email account from which you can send and receive emails. Your personal email account(s) will not suffice for this course. We will only respond to emails originating from your asu.edu email account.
- Downloading capability: You must have regular access to a computer, onto which you can download/use the Respondus Lockdown Browser for testing, course lectures, and assignments throughout the semester.

Course Description:

The primary emphasis of this course is placed on understanding interpersonal relationships. We specifically focus on the following topics: building blocks of relationships; attraction; social cognition; communication; interdependency; friendship; love; sexuality; stresses and strains; conflict; power and violence; dissolution and loss; and finally maintenance and repairing. In this way, an enhanced appreciation of interpersonal relationships and the elements that affect relationships should be gained, as well as an appreciation of the issues involved in forming, maintaining, and ending relationships. Objectives for the course are the following:

- Define key characteristics that influence close relationships.
- Describe processes involved in forming, maintaining, distressing, changing, and dissolving close relationships.
- Explain how certain scientific theories and research methods inform intimate relationships.

- Enhance students' awareness of their own values and attitudes regarding relationships.

The material in this class includes some discussion of sexuality and perhaps use of language that some students may find personally objectionable. However, addressing sexuality and other topics at times requires explicitness and even use of slang or street terms. This syllabus and your enrollment in this class signify that you are aware of the potentially offensive material that we may witness in class. If you are unwilling to study R-rated materials and/or entertain viewpoints on issues that differ from your own, please drop this course. I will not offer alternative assignments or activities to students who choose to remain in the course but decline to ingest course materials because they find them objectionable.

Class Format/Lectures

Lectures, discussions, active learning activities, and media will be used to make the class time both interesting and challenging. Student interaction, questioning, and discussion are important factors in developing an understanding of course material.

On the days we have a Quiz or Exam due, we will not have class. Instead, you will be taking the Quiz or Exams from a computer of your choice at the location of your choice.

Note about lectures: I will post an abbreviated version of the lecture slides for each Chapter on Bb. You may use these slides during class and fill in the “missing” material that I will provide to you during lectures. I will try to post these as in advance as possible, however, there is a chance that they will only be uploaded on Bb a day or two before you need them. I will post the links to videos shown in class. If you miss a class, it is your responsibility to get the material from other students, as I will not email you the full lecture slides.

Our first class is on 08.23.13, however, you can add/drop courses until 08.28.13. If you miss Lectures 1-3 because you added the course late, it is your responsibility to get the notes and announcements from your classmates. Missing Lectures as a result of adding the course late will not be accepted as an excuse for low performance on the Quiz, Exams etc

To be successful in this course you should do the following:

- Check your asu.edu email account and Blackboard “Announcements” for updates in course information, schedule changes, etc.
- Take notes while reading book chapters as well as during lectures.
- Read the syllabus and make a note of all due dates on your personal calendar.
- Take responsibility for your actions pertaining to this course and the consequences that ensue from them.
- Complete all assigned readings prior to class, actively contribute to class meetings by initiating questions and comments, and participate fully in class discussions and demonstrations.
- Attend all classes and arrive on time. Announcements about changes to the syllabus, procedures, guest lecturers, etc. will be made at the beginning of class. If you are late, it is your responsibility to find out from other students what you missed.
- Behave in a professional manner. Coming late to class, talking with friends, texting, using a laptop/tablet for non-class related activities once class begins, and sleeping during a lecture **is disruptive to fellow students**. Please limit personal discussions during class unless we are discussing a topic as a group. .

- Arrange accommodations for missing a class period due to a religious holiday or participation in a university-sanctioned activity **prior** to missing the class period. Discuss the possibility of making arrangements to complete missed requirements. Students missing a class for a university-sanctioned activity must provide documentation of their commitment schedule.

Communication with your Instructor:

Emailing:

- Please put “FAS 101” in the subject line of your email to avoid it being mistaken for spam
- If you ask a question that is already addressed in the Syllabus or on the Bb site, I will write back “Please check the Bb/Syllabus to find the answer to your question”.
- Please keep in mind that your correspondence with me is in the context of a business/professional environment. Please be courteous and respectful in the tone and content of your emails, as I will be in my emails to you.
- Bb will send you copies of the course announcements, but please do not respond/reply to these emails. If you have a question regarding a topic covered in the announcement/email you will need to send a new separate email to ensure that I receive your message.
- Emails will be answered within 24 hours during the week (M-F). If you email me Friday afternoon, or during weekends or holidays, you may not receive a response until the next business day.

To email me, go into the course in Blackboard and then:

1. Click on “Communications”
2. Click on “Send Email”
3. Click on “All Instructor Users”
4. Type your message into the message box and click “Submit.”

OR just email Flora.Farago@asu.edu

Communication with your Classmates:

In addition to in-class interactions, I highly encourage all of you to use the Discussion Board to post questions, opinions, and interesting materials (videos, articles, books etc.) related to the course. The only rule about posting is that your posts must be respectful to each other. Anything deemed profane or disrespectful will be removed. Discussion posts are not graded, but will make the class more interactive and hopefully interesting for all of us 😊

Logistics of taking Exams and the Quiz

Taking Online Exams/Quiz: All exams and the quiz will be offered through our course Blackboard site and on the computer of your choice. Taking the exams on a computer with reliable, high-speed internet access is critical. You are responsible for ensuring that you have a reliable computer, a working version of ASU’s Respondus Lockdown Browser, and a reliable high-speed internet connection before taking the Quiz and the Exams. If you do not have access to reliable high-speed internet at home, I urge you to take the Quiz and the Exams at one of the campus computing sites. Regardless of where you take the Quiz and the Exams, and what type of internet you use, you must have a back-up plan in case something should occur with your computer/internet. Technical issues

that are not system-wide events (such as Bb outage) are not valid reasons for a make-up or extension, thus none will be provided.

Respondus LockDown Browser (RLDB): In order to take the quiz and the exams, a special browser is required to be installed on the computer. This browser will prevent you from having other programs open at the same time, copy/pasting/taking screenshots, and accessing other information on your computer (including ebooks). You will use this browser for the quiz and all exams, not other aspects of the course. You will not be required to enter a password. This browser is already installed on campus computing site computers (click on the Start button and then Programs to find it.)

The information and links below will explain RLDB in more detail and assist you in downloading and using it. It is your responsibility to make sure that you can download RLDB on your computer and your back up computer as well as ensuring that RLDB is functioning correctly. In order to download RLDB you must have administrative access (so you likely will not be able to download this to your work computer or any public computer). If you have any difficulty, you should first read all the information in the troubleshooting document to see if your issue is one that we have a solution for already. If you are not able to resolve it by very carefully following the steps, then call the ASU Help Center and email me immediately.

- **This pdf has information on Respondus LockDown Browser**
<http://www.respondus.com/downloads/RLDB-Quick-Start-Guide-Bb-Student.pdf>
- **Link To Download RLDB:** <http://www.respondus.com/lockdown/information.pl?ID=197112001>
- **Tutorials on Respondus LockDown Browser:**
Introduction to RLDB
<http://www.asu.edu/courses/oasis/AccessingLDBQuizIE/AccessingLDBQuizIE.html>

Installing RLDB <http://www.asu.edu/courses/oasis/InstallRLDB/InstallRLDB.html>

Using RLDB to Access and Take Quizzes <http://www.vimeo.com/6822712>

Trouble Shooting RLDB Issues

- Please see the RLDB Troubleshooting document found under the Respondus Lockdown button in Bb. If you are experiencing an issue with RLDB not working correctly, you'll need to go through all the steps listed very carefully to ensure you have the correct version of RLDB installed AND that you do not have any updates that need to be run on your computer.
- If you have any other issue or these resolutions do not solve your issues, you must call the ASU Help Center at 1-855-278-5080 (toll free) or 480-965-6500 right away to get assistance and a ticket/case # to document your situation. (Don't email or chat with them for these issues.) Then email me to let me know what is occurring. Do not delay; you are still responsible for completing the quiz and exams on time.

Important Note about Exam "Freezes". Occasionally an exam will "freeze" or "lock up." If you experience a "freeze" while taking an exam, you'll be able to log back on and continue your exam (without having to email me for a reset) as long as you have internet connectivity. This may require you to restart your computer. The exam timer will continue to run so log back on immediately to continue the exam! This should be the first thing you do!

If you cannot get internet connectivity again, go to your back-up computer/internet ASAP to continue. If this takes more than a few minutes, email me to explain your situation in detail including times when you got disconnected/reconnected so I can determine if an exception will be made if you go over the time limit. Exceptions may or may not be granted.

- If you experience a freeze on Question 1 and can't move beyond it, it is likely a compatibility issues with Respondus LockDown Browser. Read and follow the RLDB Troubleshooting document.

- Typically when you lose your internet connection Respondus LockDown Browser will not want to let you log off/close the program without submitting, which you don't want to do unless you are finished with your Quiz. If this happens, manually turn off your computer (hold down the power button until your computer completely shuts off), making sure that it doesn't just go into sleep-mode. Then you can reboot and continue the Quiz where you left off.

Screen Shots as Documentation. Students are responsible for ensuring that they have completed all coursework successfully and on time. Thus, it is imperative that you double-check that you have successfully submitted exams. For information on how to take and save a screenshot please see <http://take-a-screenshot.org/> . You can also download Skitch for free if you have a MAC. Make sure to allow yourself sufficient time to take these screenshots prior to each deadline so that in case a human or computer error does occur, you still have time to resubmit before the original deadline. Students should take a screenshot of submitted work and save the screenshot to document that their coursework was submitted correctly. It will be your back-up if there is any issue. For example, if there is ever an issue with an exam disappearing from Blackboard after the deadline, you will have the proof needed to show that you actually completed the work. Not having the screenshot as proof that you completed the coursework means you would receive a zero. For exams you'll need to get out of Respondus LockDown Browser (RLDB) and log back into our course using a regular internet browser since RLDB prevents screenshots. After you log back into Blackboard using a regular browser, take a screenshot of MyGrades; include the entire window to verify it is from your account. This will show the score you earned on the exam. Falsifying/tampering with screenshots constitutes academic dishonesty and your instructors are experienced at detecting these. Not worth it!

Technological Assistance. If you encounter technological difficulty with Blackboard, or if you are unfamiliar with myASU/Blackboard, call the ASU Helpdesk at 1-855-278-5080 or use the link on "My ASU" to chat or call them. If the help desk cannot help you immediately, record your case/ticket number and include this in any email you send to me.

Quiz, Exams, In-Class Assignments, Extra Credit

Academic Integrity/Syllabus Quiz (10 points): To increase student awareness, and student-instructor discussion of academic integrity issues, students are required to read the SSFD Academic Integrity PowerPoint and to take the accompanying Academic Integrity Quiz. The quiz will also include questions about our Syllabus. There will be a total of 20 questions on the quiz and you will have 55 minutes to complete it (**08.30.13, 9:00-9:55am**). If you go over this time limit, 1 point will be deducted from your score for each full minute that you go over. You must use Respondus Lockdown Browser to complete this quiz. ASU's Academic Integrity policy (<http://provost.asu.edu/academicintegrity/policy>) holds students to a code of conduct that defines academic dishonesty to include cheating, plagiarism, academic deceit, falsifying records, and inappropriate collaboration. In addition, this policy specifies a range of sanctions that faculty and instructors can choose from when violations occur. All ASU students, including those enrolled in this course, are held to the standards in the policy.

Exams (4 @ 60 points each). There will be four exams (non-cumulative) consisting of multiple choice questions covering the assigned textbook readings, lectures, and any other material presented in class. Although the lectures will clarify and complement the material covered in the book, there will be material presented in class that is not in your book and vice versa. Any information presented in the book and in lectures is fair game for exam questions. Students must take all four exams. Exams will typically contain about 40 multiple choice response format questions and you will have 55 minutes to complete them. If you go over this time limit, 1 point will be deducted from your score for each full minute that you go over. You are permitted to use your textbook, notes, and study guides when taking the exams, but collaboration with others is not permitted and constitutes academic dishonesty.

Exams will be located on Blackboard under the “Exams” folder. Exams will be available instead of class, as such, students are expected to begin their exams at the same time that class is scheduled to begin, and finish them by the time class is scheduled to end (I gave you extra 5 minutes after the end of class to finish each exam – they will run from **9:00-9:55am**). The exam will **only** be available during the time class would normally meet. Students who begin their exam later than the scheduled time, and experience technical problems, run the risk of not being able to log back onto their exam if it is past the time that class would normally be in session. In addition, I reserve the right to assign the grade earned at the time the class is scheduled to end. With the exception of system-wide Blackboard problems, I will not open an exam back up if it is past the time class is scheduled to be over; students will receive the grade they earned on the exam by that time. Students will not be able to go back and change their answer once they have finished with an exam item.

There are a number of computer based activities that will result in locked exams where students will be unable to complete their exams or quizzes. These include: Attempting to open additional windows; having other windows open or pop up; attempting to print the quiz questions; using other software (e.g., music, instant messaging, email) while taking a quiz. **You have one opportunity to take an exam.**

There are very few valid reasons for not taking an examination. Students who believe they have a valid excuse for missing an exam must contact me **PRIOR** to exam time to discuss their reasons (medical emergency or illness, religious holiday, or documented university-sanctioned activity) and provide documentation in order to be eligible for an extension, unless you can prove that extraordinary circumstances prevented you from doing so. Exceptions will be very rare and are up to the discretion of your instructor.

Many of the multiple choice questions require not just superficial recognition of a concept but sufficient fluency with the concept to distinguish it from other similar concepts and to be able to apply the concept to a described situation. Also, some exam questions have more than one answer that could conceivably be correct and students must choose the most correct answer. This is not to trick students but to adequately test students’ level of knowledge. Study guides will be provided to help students focus their study. Reading assigned text passages carefully before class, attending class regularly, and preparing comprehensive answers to the study guide questions optimizes students’ chances of getting higher exam grades. Study guides will be posted a week before each exam. However, if you do not perform as well on exams as you expect, then one of the best things you can do to improve your grade is to make an appointment with me after the first exam to review your answers carefully and learn where you went wrong. I strongly urge students who receive less than a C grade on an exam to do this. If you feel you need help in developing your test taking, writing, or study skills, you can contact ASU’s Learning Support Services at: <http://studentsuccess.asu.edu/frontpage> for more information.

University policy dictates that final exams can only be given during their scheduled time. **Please do not request an alternative time for taking the final exam (Exam 4).**

Using Textbooks/Notes During Exams: Knowing that the use of textbooks/notes is not prohibited during a quiz or an exam can give students a false sense of security. The quizzes and exams are timed, and you will not have time to look up answers in the textbook if you are unfamiliar with the material. At best, you will have time to double-check a fact you recall from the reading. The best way to optimize your performance on exams is to have completed the assigned readings and study the way you would for any other class.

In-Class Assignments (8 @ 25 points each, 2 dropped): There will be 8 mostly unannounced in-class assignments during the semester. Some of these will involve group work, others will involve individual work. Students will be able to drop or miss 2 of these. Students’ highest scores for 6 of these assignments will be aggregated over the semester. You must be in class at the time to receive these assignments and you must submit them in person in the class they are due. Missed class assignments cannot be made up; there are no exceptions. Although most of these assignments will be completed during class, some may be assigned at one class and will have to be turned in on the next class day. In order to receive credit, students will need to be in class the day that

the assignment is announced and the day that it is turned in. Grading rubrics will be made available on Bb after the assignment has been turned in. Grades for in-class assignments will be posted within a week of being turned in. Grades can be contested only up to **one week** after the grades are posted on Bb. If you do not receive full points for an assignment and want to know why, please visit me during office hours to review what you submitted and the grading.

Extra Credit (up to 20 points): There is one Extra Credit assignment in this course, and it will be made available by November 6th, and will be due the last day of class (December 6th). It will have to be turned in .doc format on Bb. You can earn a maximum of 20 points on this assignment depending on the quality of the work you turn in.

Grading

Establishment of a grading scale is up to each instructor. Instructors in your other classes might be using different scales. Remember, your final grade is up to you - you will receive the grade you earn, not necessarily the one you want. A point system will be used to determine the final grade for this course. The grading scale will incorporate plus and minus grading. Thus, the number of points you have total at the end of the semester is what will be used to assign your letter grade and no adjustments will be made to that score. Decimals below 0.5 will be rounded down, and equal to or above 0.5 will be rounded up to the nearest integer. For example: 357.5 would be rounded to 358, and you would receive an A-. On the other hand, 357.4 would be rounded to 357, and you would receive a B+. Even if you are 0.1 point away from the next letter grade, I cannot make an exception and grant you special points at the end of the course.

I will not curve grades, outright give you extra points at the end of the semester, or give only you a special extra credit assignment at your request, so that you can pass the course or get the grade you want. Everyone has the opportunity for Extra Credit for up to 20 points, which can boost your grade by 5%, therefore everyone has the chance to have a few absences or “mess ups” and still do well in the course.

Breakdown of Points Possible in this Course:

Assignment	Point Value
AI/Syllabus Quiz	10
Exams	240 (4 X 60)
In-class assignments	150 (6 X 25)
TOTAL	400 points

****Extra Credit: Max. 20 points—equals up to +5% improvement to your final grade.**

Grading Scale

Grade	Points Needed	Percentile Equivalent
A+	386-400	97-100%
A	370-385	93-96%
A-	358-369	90-92%
B+	346-357	87-89%
B	330-345	83-86%

B-	318-329	80-82%
C+	303-317	76-79%
C	278-302	70-75%
D	238-277	60-69%
F	237 or less	0-59%

Note: In accordance with the ASU plus-minus grading system, there are no C-, D+, or D-.

Requests for Incompletes

Instructors cannot grant *Incomplete* grades (“I” grades) because of missed exams, failing grades, or grades lower than expected. An incomplete grade is only given when the student is (a) passing the class and (b) experiencing extraordinary circumstances beyond the student’s control (<http://www.asu.edu/aad/manuals/ssm/ssm203-09.html>). If students stop participating in the course without officially withdrawing, students will receive a final course grade based upon the number of points earned up to the point participation ceased.

Deadlines for Drop/Add and Course Withdrawals

- The deadline for late registration and drop/add is Wednesday, August 28.
- The course withdrawal deadline is Wednesday, November 6.
- The complete withdrawal deadline is Friday, December 6.
- If you stop participating in the class without officially withdrawing, you will receive a course grade based on the number of points you earned before you ceased to participate

Accommodation for Students with Disabilities:

ASU’s Disability Resource Center (DRC) is the entity that provides services to students with disabilities. If you desire accommodation for this course, contact DRC at <http://www.asu.edu/studentaffairs/ed/drc> to establish your eligibility and make sure they can provide you with the services you will need for this course. Please note that students with disabilities must meet the same standards and deadlines as any other student in the course.

Course Schedule Changes:

A tentative course schedule is attached to this syllabus. It indicates all reading assignments and exam dates. **Please note that this is a tentative schedule that may change at any time.** I will notify the class of any changes, but if students do not check blackboard and/or their email for information when a change is announced or miss the announcement due to inattention, no accommodations will be made on their behalf as it is the students’ responsibility to find out what changes (if any) were made to the course schedule. I will not seek out students to update their syllabus or initiate reminders.

Tentative Schedule of Topics and Due Dates – Subject to changes announced on class web site

<i>Wk</i>	<i>Date</i>	<i>Tentative Topics</i>
1	F 8/23	Review of course syllabus. Introduction to the course
2	M 8/26 W 8/28 F 8/30 No class	Chapter 1: Building Blocks Guest Lecture by Dawn England Syllabus/Academic Integrity Quiz – available 9am to 9:55am
3	M 9/2 Labor Day W 9/4 F 9/6	Chapter 2: Science and Research Methods
4	M 9/9 W 9/11 F 9/13	Chapter 3: Attraction
5	M 9/16 W 9/18 F 9/20 No class	Chapter 4: Social Cognition Exam 1 (Chapters 1-4) available 9am to 9:55am
6	M 9/23 W 9/25 F 9/27	Chapter 5: Communication
7	M 9/30 W 10/2 F 10/4	Chapter 6: Interdependency
8	M 10/7 W 10/9 F 10/11 No class	Chapter 7: Friendship Exam 2 (Chapters 5-7) available 9am to 9:55am
9	M 10/14 Fall Break W 10/16 F 10/18	Chapter 8: Love
10	M 10/21 W 10/23 F 10/25	Chapter 9: Sexuality
11	M 10/28 W 10/30 F 11/01	Chapter 10: Relationship Stresses and Strains
12	M 11/04 W 11/06 F 11/08 No class	Chapter 11: Conflict Exam 3 (Chapters 8-11) available 9am to 9:55am
13	M 11/11 Veterans Day W 11/13 F 11/15	Chapter 12: Power and Violence
14	M 11/18 W 11/20 F 11/22	Chapter 13: Relationship Dissolution and Loss
15	M 11/25 W 11/27 F 11/29 Thanksgiving	Chapter 14: Maintaining and Repairing Relationships
16	M 12/02 W 12/04 F 12/06	Review, Guest Speaker (?), Catch-up Extra Credit due at 11:59pm
Final	W 12/11	8:00-8:55am – Exam 4 (Chapters 12-14) – note the unusual time!

