Planning Your Psychology Career

CLASS TIME AND PLACE
Section 19257
Tuesday, 4:00 – 5:15 PM, in room PY 100

INSTRUCTOR INFORMATION
Instructor: Rick Hullinger
Office: PY 183E
Office Hours:
    Thursday, 12:30 – 2:00 PM in PY 183E
    Or by appointment
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TEACHING ASSISTANT INFORMATION
Assistant: Jaclyn Saltzman
Office Hours: By Appointment
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TEXTBOOK
There is no textbook for this course. All readings and related materials will be posted in
the Resources section of the Oncourse site.

COURSE GOALS
1) To teach you a few tips, tricks, and “best practices” to employ as a college student
2) To help you optimize your psychology degree. This course should educate you about
   the following:
   – your degree requirements
   – the advising process and how to maximize your advising sessions
   – the many psychology-related extra-curricular opportunities available to you
   – research opportunities and how they can help you fulfill your degree
     requirements and assist you in career development
3) To start the career development process, including:
   – learning how to go about researching, and choosing, a prospective career
   – learning about the many career development resources you can utilize at IU
   – beginning the process of preparing for the job hunt by creating a resume and
     cover letter
4) To learn how to prepare and apply for graduate school if your chosen career path
   includes a graduate education
**Homework and Grading**

This is a one credit, pass/fail course. Earning a passing grade will require meeting both an attendance requirement and performing satisfactorily on a small set of homework assignments. The requirements for the course may not be exceedingly strenuous, but please understand that this is an important course and you will only get out what you put into it. If you take the class seriously and put forth your best efforts on the assignments, you will see tangible benefits in the future.

The class meets for 15 sessions over the semester. You **must** be present for the final class of the semester and for 10 other sessions in order to pass the course. Attendance will be based on clicker usage throughout each class session, so you must have your clicker and be in class for the entire period to earn attendance credit.

There are a total of ten assignments listed at the end of this syllabus and referenced on the course schedule. You **must** complete the “Communication,” “Resume,” and “Retrospective” assignments along with **four** of the remaining **seven** assignments in order to pass the course. Each assignment has a due date and **late assignments will not be accepted.**

**Clickers**

Clickers (Turning Technologies Response Card keypads) will be used in this class, and I require that you have one. You are welcome to use either the RF or the NXT ResponseCard from Turning Technologies. The clickers will be used to gather data during class, to get feedback on course materials, and to take attendance. Since attendance is mandatory, the clicker is required to pass the class.

**Respect**

In order for this class to work well, there must be a certain level of respect between you and me and between you and your fellow classmates. Please be smart with your in-class behavior. If you have to arrive late, enter quietly and sit in the back. If you believe that you may leave early, please sit in the back and slip out quietly. Please turn off your cell phones and do not text-message your friends while I’m teaching. If you are being disruptive to the class, I will ask you to leave.

**Feedback**

Do not wait until the end of the semester course evaluations to let me know that I could be doing something better. Tell me as soon as possible so that I can make the class valuable and relevant as we go along.

If you have any feedback, good or bad, about the course or how it’s being taught, please feel free to send it to me **anonymously** using this link: [http://www.indiana.edu/~rahteach/feedback.html](http://www.indiana.edu/~rahteach/feedback.html)
**ACADEMIC HONESTY**
This course is conducted under the University's Ethics Code. Specifically, it is considered cheating if you obtain any kind of information about answers and solutions to the assignments in this course from any non-intended source (including your peers) or conversely transfer such information to others. It is also considered cheating if you lie to me about a class absence or a late homework assignment. The punishment for academic dishonesty is **failure of the course**.

**STATEMENT FOR STUDENTS WITH DISABILITIES**
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact IU Disability Services for Students.

**DISCLAIMER**
This syllabus is an outline of the course and its policies, which may be changed for reasonable purposes during the semester at the instructor’s discretion. You will be notified in class and / or via email if any changes are made to this syllabus, and an updated syllabus will be provided on Oncourse.
P199 HOMEWORK ASSIGNMENTS AND DESCRIPTIONS

Communication Worksheet (Required), Due Jan 24th
Complete a worksheet with questions about appropriate and inappropriate communication between students and professors, TAs, lab managers, etc. The full details of this assignment will be discussed in class on Jan 17th.

MyPlan Self-Assessment, Due Feb 7th
Take personality, skills, interests, and values inventories online at myplan.com and write a brief report about your results. The full details of this assignment will be discussed in class on Jan 31st.

Career Research Report, Due Feb 21st
Collect information about a career in which you are interested – what are the potential benefits and drawbacks of this career? What does a “day in the life” look like? What training is required? The full details of this assignment will be discussed in class on Feb 7th.

PBS Research Options Report, Due Mar 6th
Gather information on at least two labs at in the Psychological and Brain Sciences department that interest you – Who runs the labs? Is there a lab manager? What skills would you need to work in the lab? The full details of this assignment will be discussed in class on Feb 21st.

Internship Opportunities Report, Due Mar 20th
Do research to find three internship experiences (part-time job, volunteer position, or formal internship) that you would consider applying for, either now or in the future. Briefly describe these opportunities and the process required to apply for the position (necessary skills, resume, etc). The full details of this assignment will be discussed in class on Feb. 14th.

Resume or CV (Required), Due Mar 27th
Create a professional, targeted resume for an internship experience that you would like to pursue, or create a formal CV to begin the process of preparing for graduate school. This assignment will also include a brief report highlighting the shortcomings of your current resume/CV and outlining the steps you could take to strengthen those weaknesses. The full details of this assignment will be discussed in class on Feb. 28th.

Graduate School Options Report, Due Apr 10th
Do research to find three graduate programs that seem to be a good match to your current career goals. Write a brief report that documents the programs, the faculty members that you might like to work with, the application requirements and deadlines, and other relevant information. The full details of this assignment will be discussed in class on Mar. 20th.

Advising / CDC Contact Documentation, Due Apr 17th
Document and summarize two separate contacts with your academic advisor or a career counselor (from the CDC or other career resource). The full details of this assignment will be discussed in class on Jan. 31st.
**Informational Interview, Due Apr 17th**
Conduct an interview with a professor or practitioner in a field that interests you. The interview will give you more information about your chosen field, and also provides a networking contact to assist you in obtaining an internship experience or job. The full details of this assignment will be discussed in class on Feb. 7th.

**Retrospective (Required), Due Apr 24th**
This assignment will ask you to review what you have learned in P199 and detail what you plan to do in the future to keep your career development on track. The full details of this assignment will be discussed in class on Mar 27th.