

Mass Comm 101 | Spring '16

Schedule Code 14725 | Section 04

Dr. Chris Roberts

@masscomm101

Version 1.1 – Added UA statement on Jan. 13.

When and where we meet

Join me from 12:30 to 1:45 P.M. Tuesdays and Thursdays in [Lloyd](#) 38.

How, where and when to find Dr. Roberts

My office is Room 400-A of [Reese Phifer](#) Hall – on the fourth floor facing Colonial Drive. To find me, go to the top of the fancy staircase at the Phifer lobby. Go through the metal door. Turn left. Then take the first door on the right, and walk past the mailboxes. Office hours: Tuesdays and Thursdays, 8 to 11 A.M.

Reach me:

- Weekdays at 348-8619. That's my direct line on campus.
- With "Messages" in Blackboard Learn to contact me, **not** my official UA email address.
- On Twitter, at "[MassComm101](#)." I post near-daily musings and links to stories related to the course, and the occasional test tip. Join the conversation. If you're uncomfortable with providing personal information to Twitter, just create a disposable account for this class.
- Via Facebook: Sure, I'll be your "[friend](#)."
- With lunch. Invite yourself to lunch with me, and we'll figure out a time and place.

Don't be shy in calling or writing with questions and concerns early and often throughout the semester, or even after you land your first high-paying job. If there's a problem, let me know early.

This course's teaching assistant

Troy Herring is a master's student in journalism. He handles attendance, posting grades into Blackboard and other duties. If you suspect a grading or attendance error, contact him via Blackboard Learn, start a message and select "All Teaching Assistants."

Learning objectives: What you'll discover while you're here

The University's thrill-a-minute course catalog [describes MC 101](#) as the place where you will receive an introduction "to the fields of communication, including theory, law and regulation, history, social implications, and mass media operations." This semester you'll also:

- Learn why the [First Amendment](#) is fundamental to all you do as a mass communicator.
- Think a great deal about current events – and how mass communicators help set society's agenda.
- Appreciate the history of mass communication, and how that history shapes the present and future of mass media.
- See what the University's [College of Communication and Information Sciences](#) has to offer. Some of the guest speakers will be the professors and professionals you may see in other classes and who will help you jump-start your career.
- Study communication models that help you understand concepts and theories related to mass communication.
- Use critical thinking skills when considering problems related to mass media's operations and responsibilities—guided by ethical principles and the pursuit of truth, accuracy, fairness and diversity.
- Analyze "texts" to practice thinking critically, creatively and independently about mass media messages and audiences.
- Become aware of the contributions that diverse groups make to mass media in the United States and worldwide.
- Improve your writing. You'll do some writing outside of class – for assignments or for extra credit – and some of your grade is based on quality of thinking and writing. Regardless of your major, and especially if you are a mass communication major, you need to write like a grown-up.
- Practice how to make a point before a mass audience. Please raise your hand and participate. To push along discussions, a dozen students each class will sit in the "Thotti" section (the front row of class) and be ready to discuss the day's topic. You'll be told before it's your time to be Thotti, but raise your hand and participate even when you're not "Thotti."

Course prerequisites

This class has no prerequisite requirements. But remember that you may have to earn at least a "C-" in MC 101 to advance to higher-level courses in mass communication sequences. For details, see your academic adviser or consult your course catalog.



Dr. Roberts'
biography



@masscomm101
on Twitter

Values and competencies for accreditation

This course will help you gain the following professional values and competencies, which are required by the Accrediting Council on Journalism and Mass Communication ([ACEJMC](#)).

- Understand and apply the principles and laws of freedom of speech and press for the country in which the institution that invites ACEJMC is located, as well as receive instruction in and understand the range of systems of freedom of expression around the world, including the right to dissent, to monitor and criticize power, and to assemble and petition for redress of grievances
- Demonstrate an understanding of the history and role of professionals and institutions in shaping communications
- Demonstrate an understanding of gender, race ethnicity, sexual orientation and, as appropriate, other forms of diversity in domestic society in relation to mass communications
- Demonstrate an understanding of the diversity of peoples and cultures and of the significance and impact of mass communications in a global society
- Understand concepts and apply theories in the use and presentation of images and information
- Demonstrate an understanding of professional ethical principles and work ethically in pursuit of truth, accuracy, fairness and diversity

To thrive in this class, you'll need to...

- ...Read the book. The required textbook for this course is *Mass Communication: Living in a Media World* (4th edition) by [Ralph E. Hanson](#), © 2014 by Sage/CQ Press. The paperback is ISBN 1-4522-0299-0; digital rental is ISBN 1-4522-8872-0. **You cannot pass the course without reading the book.** Read assigned chapters **before** class.
- ...Check your Blackboard Learn account often for this course, which will be home to the messages I will send you and you will send to me. It is your responsibility to check that site before and after classes. AGAIN: Use Blackboard Learn to contact me or the teaching assistant, not our “ua.edu” email addresses. If you mistakenly slip up, I will gently remind you of this rule and send you to Blackboard; I will not respond to the content of your email.
- ...Follow the news. Successful mass communicators study the styles and techniques of people already in the business. And you must know what’s going on in the world, because uninformed mass communicators are useless ones. Be sure to glance at [The Crimson White](#) and [The New York Times](#) (available for free weekdays across campus, or online). There’s an app for that, too.
- ...Be prepared for quizzes on assigned readings. I reserve the right to give a quiz at any point in class, and missing a quiz is counted as an absence.
- ...Understand my teaching philosophy. The point of my lectures is not to repeat the textbook or to spoonfeed you for tests. My goal is to provide updated material from the chapter readings, to draw broad themes from the readings, to go beyond the book with facts, to discuss current events and how they relate to the topic, to invite questions and participation, and to make you think. Memorizing isn’t always enough; tests are designed to ask you to apply what you know. This may be different from classes you have taken elsewhere.
- Come to class. See “The class’ attendance policy and severe penalties” on Page 3.

You'll use Blackboard Learn

Updated material for this class – class assignments, Tegrity replays of our class meetings, links to other readings and other useful stuff – will be posted on UA’s Blackboard Learn site. You are responsible for going there to find the latest information on the course. Grades will be posted there, too. That site also links to the textbook’s online materials, where you can find summaries, quizzes, flashcards and more at <http://college.cqpress.com/Sites/Default.aspx?alias=college.cqpress.com/sites/masscomm4e>.

Americans with Disabilities Act

I cheerfully make appropriate accommodations for students with disabilities defined by the Americans With Disabilities Act. Be sure to provide documentation, including details of the specific accommodations you seek, from the [Office of Disability Services](#) (348-4285) early in the semester. After that, feel free to schedule an appointment with me to discuss accommodations. If needed, be sure to sign up quickly for ODS slots on our five test days. (See schedule at the end of this for test dates.)

UAct: Ethical community statement

The University of Alabama is committed to an ethical, inclusive community defined by respect and civility. The [UAct website](#) (<http://www.ua.edu/uact>) provides a list of reporting channels that can be used to report incidences of illegal discrimination, harassment, sexual assault, sexual violence, retaliation, threat assessment or fraud.

The class' attendance policy and severe penalties

Attendance is required. This class meets 30 times, which means you should here 30 times. Starting on Thursday, Jan. 21, your attendance will be tracked through sign-up sheets, quizzes and/or short group projects that show that you attended. We'll use Blackboard Learn to record your absences. You may be counted absent if you arrive after the quiz, leave before the quiz or leave before class is through. Arriving late and/or leaving early disrupts others.

You can miss up to three classes without penalty. Upon the **fourth** unexcused absence, you lose **five percentage points** (a half-letter grade) off your final grade. Each additional unexcused absence means the loss of **another five percentage points** off your final grade. (Example: You earned a 77 average but had seven unexcused absences. That means your 77 falls to a 57, so what would have been a "C+" becomes a "F.") Signing an attendance sheet for someone who is absent, or being absent but having a signature on the sheet, is academic misconduct, with consequences that are discussed below.

Come to class or lose

- **Four unexcused absences** – five percentage points, a half letter grade, off your final grade.
- **Five unexcused absences** – 10 percentage points, a full letter grade.
- **Six unexcused absences** – 15 percentage points off final grade.
- And so on...

Quiz and test makeup policies

You **cannot** make up missed attendance quizzes. You **can** make up missed exams only by letting me know before 9 A.M. on exam day that you will miss the test, and then only after presenting a reasonable (by my definition) excuse. I reserve the right to give 7 A.M. essay exams as a makeup. No tests are given to latecomers after the first test has been returned.

Excused absences?

I will consider grace for an absence only after you provide, **within two weeks** of returning to class after absence,:

- A letter from the proper University authority to verify a medical or other reason for missing classes. This would note that you missed all your classes, not just this one.
- A letter from the Athletics Department verifying a student-athlete's schedule.
- The acceptable form from the Student Health Center or other medical facility.
- Proof that you attended the funeral of a family member or close friend: An obituary, memorial card or other note.
- An official court record showing the date and time you were ordered to appear on a legal matter.

Making the grade

All of the tests will be taken on Scantron® forms, which means you'll spit out your knowledge using a No. 2 pencil. Scantron® grades are posted on MyBama (under "testing services" and then placed in the gradebook on Blackboard Learn.

Here's how you'll earn your grade:

- Tests:** ... in which you take five tests (four during the semester, and then a 100-question cumulative final exam for which I'll help you prepare.) The tests will be true/false or multiple guess, and questions will come from readings and lectures and news events. Just because my lecture didn't include something in the book doesn't mean it won't be on the test. Read the book. There will be NO makeup for the final exam, which begins at 11:30 A.M. on Monday, May 2.
- Attendance quizzes:** ... in which, as noted above, sometime during many classes I ask a few questions to see if you've been following your course readings. There are NO makeups for these quizzes.
- Other activities** ... which I'll ask you to write a little, based upon the reading or what we discuss in class. You'll turn in your work via Blackboard Learn, and it will be graded based upon quality of content and writing. Assignments written as if they were composed on your cell phone (example: using a lower-case "i" to refer to yourself in the first person) will lose points, up to and including no credit.

Extra credit opportunities

You will have opportunities to earn extra credit by attending events designated by me as eligible for extra credit, such as speeches, movies, etc. The credit usually comes by signing an attendance sheet at the event, and then submitting a short essay that shows what you learned from the event and how it is relevant to this class. The points you earn will be based upon the quality of your work, including grammar, spelling and punctuation. Late work is not accepted. Extra credit work must be turned in via Blackboard Learn, as noted in the assignment. I will not accept emailed papers or attachments.

Extra credit opportunities are a privilege and will be canceled if attendance quizzes show that large percentages of students are not doing the readings. I figure you need to spend time doing the basics.

How to calculate your final grade:

1. Did you meet the research requirement? If not, it's an automatic "F." (See lower on this page for details.)
2. Add up the total points (and extra credit points) and divide by the denominator, which is the total points possible.
3. If you had excessive absences (and you will be notified of the number if you cross the threshold), subtract the points lost. That's your final grade-point average, which you compare to the chart below to find your letter grade.

Grade scale for this class

A+96.5-100
A92.5-96.49
A-89.5-92.49
B+86.5-89.49
B82.5-86.49
B-79.5-82.49
C+76.5-79.49
C72.5-76.49
C-69.5-72.49
D+66.5-69.49
D62.5-66.49
D-59.5-62.49
F59.49 or lower

Questions? Don't be afraid to ask. But don't wait.

- Yes, this single class might have more students than your whole high-school graduating class.
- Yes, Dr. Roberts is a tenured professor with multiple research, teaching and service requirements here and worldwide.
- Yes, this is a big-honkin' university.
- Yes, I will do my ever-lovin' best to make time for you.
- No, don't be afraid to talk with me. I am here for you. Take me [Out 2 Lunch](#). Show me cool media stuff we can use to inform other students.
- No, don't wait until the last minute to deal with a problem in the class. See me quickly.

Ready to be "thotti?"

To push along discussions, once this semester you will be sit along the front row of class and be ready to help discuss the day's topic. When I ask a question or seek comment, I'll start with the "thotti" group. You'll be notified before it's your turn to sit in that section. And feel free to raise your hand and participate even when it's not your turn to be "thotti."

(In case you're wondering, "thotti" is a bad pun: a "[thotti](#)" is the hook a "mahout" uses to control elephants. A mahout is an elephant driver, and *Mabout* is the former name of *The Crimson White's* back-to-school edition, and before that *The CW's* [humor magazine](#). The word is pronounced "thoughty," which is what you should be in class.)

Research requirement to pass this class: Take part in studies, or write a paper

Roll Tide! You came to a research university, which means we generate knowledge. All MC 101 students are included in the College of Communication and Information Sciences' research participant pool, and part of this class is to learn more about research. **Failure to complete the research requirement will result in an "F" for the class.**

You must choose one of two ways to meet the research requirement: Taking part in studies, or writing a research paper.

1. Taking part in studies. The purpose of this requirement is to expose you to various types of research methods used by communication researchers and to help advance our knowledge of various communication processes. Faculty and doctoral students who are part of the College conduct these studies.

To meet this requirement, you must earn two College-authorized research participation credits before the deadline. Each project has been approved by the University's Institutional Review Board for the Protection of Human Subjects and by the College's Committee for the Allocation of Research Participants.

Most research participation opportunities take less than one hour and provide one participation credit, although participation opportunities requiring less than 30 minutes (e.g., completing an online survey) provide 0.5 participation credits. Most students will need to participate in at least two studies to earn two credits, but no more than four. Don't wait until late, when fewer studies are available.

Again, you must complete your research participation requirements before 11:59 p.m. on Friday, April 15. Please see the last two pages of this syllabus for more information.

2. If you choose not to take part in studies, then you will meet the research requirement by writing a paper on the topic of my choosing. You'll have between April 16 and 11 a.m. on May 2 to write that paper.

The obligatory paragraphs about cheating and other academic misconduct

Your professor is a third-generation Baptist deacon who knows that "Thou shalt not steal" is in [Exodus 20:15](#). When you break the [Code of Academic Conduct](#), you are stealing education from yourself, showing disrespect to students who didn't take shortcuts, and stealing from the University's reputation. The consequences are real: You'll be reported to school officials in accordance with University academic misconduct procedures, which I have unfortunately had to do multiple times at the University. The bottom line: You're expected to follow the University's Code of Academic Conduct:

All students in attendance at the University of Alabama are expected to be honorable and to observe standards of conduct appropriate to a community of scholars. The University expects from its students a higher standard of conduct than the minimum required to avoid discipline.

Academic misconduct includes all acts of dishonesty in any academically related matter and any knowing or intentional help or attempt to help, or conspiracy to help, another student.

The [Academic Integrity Policy](#) and other UA rules will be followed in cases of suspected academic misconduct. In Fall 2015 alone, nearly a dozen MC 101 students were penalizing for committing academic misconduct.

Plagiarism detection software

In order to uphold the University's high standards of ethics, students have agreed that their enrollment in this course means I can use electronic devices to prevent plagiarism. UA's [Code of Conduct](#) defines plagiarism as "representing the words, data, pictures, figures, works, ideas, computer program or output, or anything not generated in an authorized fashion, as one's own." (Notice how the previous sentence was attributed to the code? That's how you do it.) All course materials are subject to submission to Turnitin.com for the purpose of detecting textual similarities. Turnitin.com will be used as a source document to help students avoid plagiarism in written documents. It can be used as evidence in academic misconduct procedures filed against you.

Severe weather reminders

All University activities – including classes – are suspended in the case of a tornado warning (tornado has been sighted or detected by radar; sirens activated.) If this happens during MC 101, we'll move quickly to the first floor center of Phifer Hall and stay until the tornado warning has expired. (I did this on April 27, 2011, and the system works.) You are NOT to leave the building. After the warning is lifted, I'll decide whether to continue class.

To find out what's going on, you'll (of course) use mass media and information from the UA office of public relations via weather advisories you can find on the UA home page, UA's "[Be Ready](#)" site, Connect-ED (sign up on myBama), student-operated [WVUA-FM 90.7](#), Alabama Public Radio [WUAL-FM 91.5](#), and University-owned [WVUA-TV 7](#).

A statement about diversity

The University of Alabama values the diversity of its student body and is committed to providing a classroom atmosphere that encourages the equitable participation of all students. Patterns of interaction between the faculty member and students and among the students themselves may inadvertently communicate preconceptions about student abilities based on age, disability, ethnicity, gender, national origin, race, religion, class, regionalism and/or sexual orientation. These patterns are due in part to the differences the students themselves bring to the classroom. Instructors should be particularly sensitive to being equitable in the opportunities they provide students to answer questions in class, to contribute their own ideas, and to participate fully in projects in and outside of the classroom. As an institution of higher learning, The University of Alabama attaches great value to freedom of speech and open debate, but it also attaches great importance to the principles of civility and respect which govern an academic community. Harassment or other illegal discrimination against individuals or groups not only is a violation of University Policy and subject to disciplinary action, but also is inconsistent with the values and ideals of the University.

How to keep Dr. Roberts and your fellow classmates happy

With so many students in this class, here's how you can help keep up decorum and impress your professor and your fellow students. Specifically, please:

- **Act the way you'd act if this were a nine-student class.** With 240-plus students, it's tempting to do things that would get you called out by a teacher in a smaller class. Resist that temptation, please. Don't make me have to embarrass you.
- **Show up on time. Stay until the end.** Never walk between the class and speaker.
- **Coming late?** If you must (rarely) arrive late, enter through the side door at the back of class. Sit on the last row, which is reserved for latecomers.
- **Leaving early?** If you must (rarely) leave early, sit near a door at the front of class and quietly slip out when it's time.
- **Introduce yourself.** And tell me your name and hometown and major again and again. (It's not you; it's me. I once forgot a girl's name on a blind date.) (It was "Traci," not "Tammy.")
- **Do not wear hats on test days.** I was in college for a decade, so I know the tricks.
- **Beware the laptop and phone.** [Research](#) shows that to remember stuff, writing is better than typing. So you should take notes on pencil and paper. I reserve the right to embarrass you in class if you break this rule.
- **Steer clear of digital distractions.** This is our special time together. Don't use your fancy phones or other devices to send text messages, twerk on Yik-Yak, fiddle on Facebook, etc., until I say it's OK. It distracts you and your neighbors, and even sometimes it distracts me. I reserve the right to embarrass you in class if you break this rule.
- **Respect the room and the people in it.** Don't do things that are disrespectful or will distract you, me or your fellow students. Don't make so much noise that you disturb others. Feel free to disagree with others without being a jerk. Respect the diversity and variety of people in the course. Examples: Don't sleep. *Don't bring your lunch to class.* Don't litter. Don't read the paper or use electronic devices during class. Bottom line: You're subject to the [Code of Student Conduct](#).
- **Use complete sentences and proper grammar, spelling and punctuation in your work and in your correspondence.**

In MC 101, we'll talk about how mass communicators spend billions to know their audiences in order to tailor appropriate messages. You'll practice in this class: Since you're a mass communicator and I'm a former journalist who grades writing for a living, please be formal and proper in your writing to me. Don't write as if you're sending a text message to a buddy. I may not respond to the content of your email, and instead ask you to rewrite it into something worthy of a college-educated student before I respond. Let it be a learning experience when I correct your grammar and punctuation and spelling. Oh, and I reserve the right to require you to come to my office and read aloud what you wrote me in an email. It will remind you to never write anything that you wouldn't want posted on an interstate billboard or that you're not willing to say to that person's face—another important lesson for a mass communicator.

- **Do not ask me to remember stuff.** Please call or use Blackboard Learn's messaging system to voice concerns, requests for meetings, etc., even if we talk about it before or after class. Once I see an excuse, I'll likely ask you to send a message via Blackboard Learn to remind me that I've seen it.
- **Do not ask about additional "extra credit" or "makeup work" late** in the semester, when it appears you won't earn the grade you want. It's never fair to seek extra consideration or opportunities that are not available to all students, or to ask a professor to do additional work because of your shortcoming.
- **Do not ask me to "improve" a grade for you once final grades are posted.** Again, that's not fair to other students. But every semester, someone asks. I've never done it. I never will. Your grades are rounded to a 100th of a point.
- **Understand that this syllabus cannot cover every eventuality.** (This is the "never put anything in your mouth that's bigger than your head" rule. Ask me to explain.) Please be flexible. The course's syllabus and schedule are subject to change, based upon the availability of guest speakers and other exigencies. You'll receive notice of syllabus changes via Blackboard Learn, where the most up-to-date syllabus will always be posted with an explanation of what has changed.

MC 101, Spring 2016

Listed readings should be read before that day's class.

Week	Day	What to expect during class	Read before class	
1	Jan. 14	Howdys all around	Syllabus	The Train
2	Jan. 19	Intro: MC in a Changing World	Chapter 1	
	Jan. 21	Mass Media and Society and Business	Chapter 3	
3	Jan. 26	Global Media	Chapter 15	
	Jan. 28	Governance systems	In-class lecture	
4	Feb. 2	TEST ONE		
	Feb. 4	Media impact and effects	Chapter 2, pp. 26-42	
5	Feb. 9	Communication research	In-class lecture	
	Feb. 11	Does pop culture make us smarter?	Chapter 1, Page 12	
6	Feb. 16	Media law	Chapter 13	
	Feb. 18	Media ethics	Chapter 14	
7	Feb. 23	Finishing up this material		
	Feb. 25	TEST TWO		
8	March 1	What is news?	Chapter 2, pp. 42-46	The Zoo
	March 3	Newspapers	Chapter 6	
9	March 8	Electronic News	In-class lecture	
	March 10	Books	Chapter 4	
10	March 15	Spring Break. Go away		
	March 17			
11	March 22	Magazines	Chapter 5	
	March 24	TEST THREE		
12	March 29	Audio - Recorded sound	Chapter 7	
	March 31	Audio - Radio	Chapter 7	
13	April 5	Television	Chapter 9	
	April 7	Movies	Chapter 8	
14	April 12	The Internet	Chapter 10	
	April 14	TEST FOUR		
15	April 19	Advertising	Chapter 11	
	April 21	Advertising (cont'd) and Public relations	Chapter 12	
16	April 26	Public relations (continued)	Chapter 12	
	April 28	Preparation for the final exam	In-class lecture	
FINAL	May 2	COMPREHENSIVE FINAL - 11:30 a.m. to 2 p.m. MONDAY		

* This is horrifyingly incomplete and subject to change. Go to BlackBoard Learn for the official schedule and updates to the schedule and syllabus.

Other dates to know

Jan. 20 -- Last day to drop without a "W"

Feb. 24 -- Midterm grades due

March 30 -- Last day to drop with a "W"

April 15 -- Research participation pool closes.

Your Quick Guide to the Research Pool | April 15 deadline

This information is important. You will be asked to confirm that you have read and understood this information and the policies listed here when you log into your Sona-Systems account for the first time. If you have questions, please contact icir@ua.edu.



Research site:
uaicir.sona-systems.com

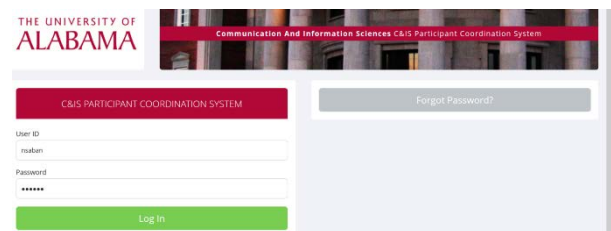
About Sona System and Your Account

Sona-System is a website managed by the [Institute for Communication and Information Research](#) to help you manage your study sign-ups and credit as part of the course requirements listed in your syllabus.

Your information will be uploaded into the system automatically. If you were registered before the first day of classes, your account will be active on the day your class meets. If you registered for the class after the first meeting, your account will be active within 24 hours of the final “add” date (see the Academic Calendar). If you do not have an account within 24 hours of that date, contact icir@ua.edu to request an account. Please DO NOT contact icir@ua.edu until 24 hours AFTER the “add” date.

To access your account:

1. Go to uaicir.sona-systems.com
2. Click where it says “Forgot password?”
3. Your username is your myBama ID (for example, nsaban001)
4. Your password will be sent to your crimson account (change password under “My Profile”)
5. Once you have logged in, you will be asked to complete a mandatory pre-screen questionnaire. This information will only be used to determine what studies you are eligible to take.



The first time you go to the site, click on “Forgot password?” to get a password.

Participating in Research

The “Study Sign Up” page will display all active studies that will count for credit for your course. Each study listing will give you information about where it is located, how long it will take to complete, and how many credits you will earn by participating in that study. To sign up for a study, click on “view timeslots”.

Online studies: there may only be one time slot available, which will indicate what date and time the study will no longer be available. You must sign up for this time slot before you will be able to view the link to the online study. Complete the online study as soon as you sign up for a time slot. Long periods of time between the online study sign up and actual completion of an online study may result in unrecorded credit.

Lab studies: there will be multiple time slots available. The time slot date and time is the date and time that the researcher expects you to be at the location listed on the study description. Sign up for a time that you will be able to attend.

Viewing Your Scheduled Studies, Cancelling a Scheduled Study, and Study Notifications

To view the studies you are scheduled to complete, go to “My Schedule and Credits” and click on “view or cancel my study appointments”. This will list the studies that you have signed up for and their information (date, time, location, research contact information).

If you need to cancel your appointment, do so here. **NOTE:** Most lab studies require you to cancel at least 24 hours before your scheduled appointment. You may not receive a reminder e-mail before that time, so please check your appointments often in case you must cancel. If you cancel your appointment before the cutoff date/time you will not be penalized for missing that study. If an emergency requires you to miss a study after that 24-hour window but BEFORE the scheduled date and time, contact the researcher to inform them of the cancellation and they will be able to cancel your appointment so that you are not penalized. This decision is at their discretion, but if you feel that you were penalized for an absence related to an emergency or extenuating circumstance you may contact icir@ua.edu with your complaint.

A reminder e-mail will be sent to your Crimson account the day before you are scheduled to participate in a lab study. It will give you the date and time for the study. If you need to look at additional information related to the study, log into your Sona-Systems account and view your sign up information (see instructions above). This e-mail is a courtesy, not a guarantee. Failure to receive this notification e-mail will not be counted as an excused absence for a missed study. It is your responsibility to view your sign ups often and/or record them in a place to help you remember to attend them.

Tracking your Credits

You can view your progress by going to “My Schedule and Credits.” Your credit requirements are automatically assigned and determined by your course’s research participation requirements. Your requirements and awarded credits will be listed on this page. Credits may not be awarded for up to 24 hours after completing a study, so if a recent study has not been credited yet, be patient. If credit for a completed study does not appear after 48 hours from completing the study, please contact the researcher. Please do not contact researchers before 48 hours have passed.

Other Important Information

All communications from Sona System, researchers, and the administrator will be sent to your Crimson account. It is your responsibility to check this account at least once per day and to delete old messages to ensure that your account does not run out of space and return sent e-mails. Penalties or unawarded credits resulting from a failure to maintain your account will not be excused.

Your account is already assigned to the course that you are enrolled in. If you are taking two classes that are participating in research studies through the participant pool, you will need to contact the administrator at icir@ua.edu to request that the information be updated for your account. Please include your name, Sona-System ID number (see below), and all of the courses you want associated with your account in this e-mail. If you are signed up for multiple courses, you will have to assign your credits to ONE of them each time you sign up for a study. One study’s credit will not count for multiple courses, and you may not repeat the same study to earn credit multiple times. Credit cannot be reassigned to a course at a later date.

You may be penalized for missed studies. If you sign up for a lab study and do not attend your scheduled time, 0.5 credits will be added to your overall credit requirements. For example, if you are required to complete 2 credits of research for your class and miss a study, your requirements will increase to 2.5 credits. Instructor policies may vary on penalties for missed studies, if you are unsure what the policy is you should ask your instructor. After four (4) missed studies you will no longer be permitted to register for studies and will need to complete the alternative assignment. The details and deadline for this assignment are determined by your instructor and may be listed in your syllabus. This policy is intended to protect you from failing the research component of your course if excessive penalties are accrued.

Your name is not available to researchers. You are assigned a random ID number by Sona-System when your account is created. If you contact a researcher or the administrator with a question or to cancel an appointment, you must give them your ID number as a reference. You can find your ID number under “My Schedule and Credits” page.

Having a problem? Don't contact Dr. Roberts

For information about a specific study, to cancel an appointment after the deadline, or to discuss or dispute credit issues related to a specific study, please e-mail the researcher listed on that study.

For more information about alternative assignments to research participation, please consult your syllabus then e-mail your instructor.

For questions, complaints, or concerns that are not addressed by the information on this sheet or by one of the individuals listed above, please contact icir@ua.edu.

Research pool deadline: 11:59 p.m. on Friday, April 15.

You must complete the research requirement before 11:59 p.m. on Friday, April 15.

If you do not wish to take part in research activities (as is your right) or miss the deadline, you will be given a separate assignment due before the final exam time. You will not receive a grade (unless it’s D+ or less) in MC 101 until you have completed this requirement. Failure to complete this assignment will result in an “F” for the course.

MC 101 - Spring 2016

Sign here to show you understand.

By signing below, you signify that you have read and understand the MC 101 syllabus. Specifically, you acknowledge that you understand the absence policy on Page Three of the syllabus, which discusses severe drops in final grades, and the definitions of and consequences for academic misconduct.

Last name, first name – Printed, please

Your signature

Your CWID