

KIN 3318 - Exercise and Sport Psychology (Online)

Faculty Information:

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Office: Kinesiology and Sport Management, Room 144

Office hours: Tuesday & Thursday from 9:30 – 11:00am or by appointment; face-to-face or virtually via Zoom

Course Information:

Required Course Materials

- KIN 3318 Workbook - *Sport Psychology in Action*. To be purchased through Copy/Mail at the SUB (806-742-3444), at the TTUHSC Printing Center (806-743-2016) and/or online via: <https://laserfiche.ttuhsu.edu/Forms/KIN3318>
- Additional required readings will be provided through Blackboard.

Course Description and Purpose

Emphasis on the social and psychological factors pertaining to participation in sport and exercise.

Student Learning Outcomes

Upon completion of the **B.S. in Kinesiology**, students should be able to:

1. Describe physiological, psychological, and behavioral responses to exercise and physical activity.
2. Design and implement exercise programs to improve physical function in adults of various age groups and health conditions.
3. Write clearly and effectively in order to communicate within a professional health-care setting.

Methods of Assessment – Each week will run from **Monday (12am)-Friday** with no assessments due on the weekends (Saturday/Sunday). All assessments will be due by **10pm Central time** on the respective due date.

- Examinations
 - There will be 3 tests (40-50 minutes to complete each) covering the workbook materials and corresponding slides/lecture material.
 - There will be 5 quizzes (30 minutes to complete each) covering the reading list.
 - Make-up exams and quizzes should be avoided at all costs. Discuss with the instructor **PRIOR** to the test start date if you feel this is absolutely necessary or if you have a university excused absence.

- For Covid-19 or other illnesses forcing you to miss the test, a Doctor's note and communication with the instructor prior to the test date is required.
- Missed exams/quizzes will **NOT** be allowed to be taken.
- Discussion Board Posts/Workbook Activities
 - You will be required to complete 14 posts/workbook activities throughout the semester worth 5 points each.
 - Points will be taken off or a grade of zero will be given if a student's Post is not correctly labeled/numbered for the assignment (1, 2, 3, etc.). This will make it easier on the student to see what he/she has answered as well as being easier to grade. Please see Posting Rules on Blackboard and below for more expectations.
 - Any **LATE** work submitted will **NOT** be accepted without a reasonable/valid excuse at the discretion of the instructor. Any late work that is accepted will have points taken off.
- Engagement with other Students and Dr. Smith
 - You will be required to comment on at least two other student's Discussion Board Posts for 12 of the 14 Posts (excluding Posts 3 & 10). Engagements are worth 2 points total **for both**. No engagements or only one engagement for the post will result in 0 points.
 - All Engagements/Comments are due 24 hours after the Post assignment is due. **For example**, Post 1 is due by 10pm on Thursday, August 26th, so the interactions are due by 10pm on Friday, August 27th.
 - Comments/Engagements should be more than "Great post!", "I agree that is interesting.", and etc. Respond as if you were having a conversation with them in real life, ask questions about their posts (nicely), make good, well thought out comments. To make it better, if someone, including me, asks you a question, respond to it! I may throw out some extra bonus points for question responses. **Responses should be at least 40 words.** If you have 39 or less words, you will not receive any credit for either engagement.
 - If a classmate asks you a question regarding your post and it is on time (before the engagement due date) you are required to respond to that question within 48 hours before losing credit to your engagement/interaction grade for that Post. Yes, you are only required to engage with 2 other posts, but if someone engages with you and asks you a question on your Post (not one of your engagements), then that is still part of your required interactions for that Post.

Grading Turnaround Time

- Tests and Quizzes will be automatically graded after submission if they do not include short answer/essay questions. If they do include those types of questions, tests and quizzes will be graded within 3 working days (not including Saturday or Sunday) following the due date and time. If your test or quiz is submitted after the deadline, Blackboard will mark it as late, but you will not lose points for this. If you are able to start and take the assessment, you are fine.
- Discussion Board posts and engagements will be graded within 7-10 working days (not including Saturday or Sunday) following the engagement due date and time.

- I work to grade assignments quickly, but I have 300 students this semester so it will take me some time to get through all of my weekly assignments.

Course/Assignment Questions

- There is a public forum in the Discussion Board for you to post questions about the course to your fellow classmates or to me. You are also always welcome to email me any questions you may have about the course or any of its material. My goal is to reply as soon as possible, but please allow 24 hours during the week and 48 hours on the weekend. Email will almost always receive a quicker response.

Students in KIN Courses:

The following information applies to all courses taught in KIN and each student is required to review these guidelines. Guidelines can be found on the departmental website at: <http://www.depts.ttu.edu/ksm/>. For additional information and guidelines, you may refer to the University Catalog or the Student handbook.

Expected Learning Outcomes:

Assessment Methods:

Upon completion of the course, students will be able to: Demonstrate knowledge of the influence that selected psychological factors (i.e., personality, motivation, arousal, concentration) have on involvement and performance in sport and physical activity settings.	<ul style="list-style-type: none"> • Workbook assignments • Quiz • Exam
Demonstrate knowledge and understanding of the psychosocial antecedents (i.e. causes) and consequences of injury and aggression in sport settings.	<ul style="list-style-type: none"> • Workbook assignments • Quiz • Exam
Demonstrate knowledge and understanding of goal-setting and confidence effects in sport settings.	<ul style="list-style-type: none"> • Workbook assignments • Quiz • Exam
Demonstrate familiarity with and understanding of why imagery enhances learning and performance of sport skills.	<ul style="list-style-type: none"> • Workbook assignments • Quiz • Exam
Demonstrate knowledge and understanding of burnout causes and consequences in sport settings.	<ul style="list-style-type: none"> • Workbook assignments • Quiz • Exam

Grading Scale:

Item	Points	Points earned	Grade
Test 1-3	150	316-353 (90-100%)	A
Reading Quizzes	100	281-315 (80-89%)	B
Posts/Workbook Activities	70	246-280 (70-79%)	C
Practice Quiz & Pre-/Post-Tests	9	227-245 (60-69%)	D
Engagements/Post Interactions	24	210 and below (< 60%)	F
Total: 353			

****Note:** Depending on how things go during the semester, the point totals for the Posts may change. Thus, the overall score of 353 points for the entire class may also be subject to adjustment.

Weekly Schedule

Monday - Lecture video opens at midnight for you to watch and take notes.

Tuesday – Watch lecture and take notes. Weekly assignment/Post opens at midnight and is due Thursday at 10pm. Office hours are 9:30-11:00am.

Wednesday – Watch lecture, take notes, work on Post due Thursday.

Thursday – Weekly assignment/Post is **due by 10pm**. If there is a Quiz or Test for the week, it opens at midnight and is due on Friday. Office hours are 9:30-11:00am.

Friday – Engagements/Interactions with classmates' posts and any Quizzes/Tests for the week are **due by 10pm**.

Sunday – Lecture video from that week will be removed at 10pm.

Tentative schedule of topics covered:

Week & Module	Date Range	Readings	Assignments	Due Date
Week 1 Module 1	Aug 23-27	Gill (1995), Gould (1995)	Post 1 Fun Question Practice Quiz and Pre-Test Open Aug 23 rd	Post 1 – Aug 26 th Fun Quiz & Pre-Test – Aug 27 th
Week 2 Modules 2 & 3	Aug 30-Sept 3	P. 12-17; Biddle (2006), Forscher (1963)	Post 2 Post 3 Reading Quiz 1 over Module 2 Opens Sept 2 nd <u>Individual Meeting w Dr. Smith must be completed by Sept 3rd</u>	Post 2 – Sept 2 nd Post 3 – Sept 2 nd Quiz 1 – Sept 3 rd

Week 3 Module 4	Sept 6-10	P. 19-21; Piedmont (1999)	Post 4 Reading Quiz 2 over Modules 3 & 4 Opens Sept 9th	Post 4 – Sept 9th Quiz 2– Sept 10th
Week 4 Module 5	Sept 13-17	P. 26-28; Ryan & Deci (2000)	Post 5 Test 1 Opens Sept 16th	Post 5 – Sept 16th Test 1 – Sept 17th
Week 5 Module 6	Sept 20-24	P. 32-34; Weinberg (2001)	Post 6 Reading Quiz 3 over Modules 5 & 6 Opens Sept 23rd	Post 6 – Sept 23rd Quiz 3 – Sept 24th
Week 6 Module 7	Sept 27-Oct 1	P. 40-41; Oudejans (2010)	Post 7	Post 7 – Sept 30th
Week 7 Module 8	Oct 4-8	P. 46-53; Arent (2003), Hardy (1991)	Post 8 Reading Quiz 4 over Modules 7 & 8 Opens Oct 7th	Post 8 – Oct 7th Quiz 4 – Oct 8th
Week 8 Module 9	Oct 11-15	P. 60-62	Post 9 Test 2 Opens Oct 14th	Post 9 – Oct 14th Test 2 – Oct 15th
Week 9 Module 10	Oct 18-22	P. 66-70	Post 10	Post 10 – Oct 21st
Week 10 Module 11	Oct 25-29	P. 76; Podlog (2006), Tracey (2003)	Post 11	Post 11 – Oct 28th
Week 11 Module 12	Nov 1-5	P. 80; Goldstein (2008), Grange (2010)	Post 12	Post 12 – Nov 4th

Week 12 Module 13	Nov 8-12	P. 84-85; Cresswell (2006), Cresswell (2007)	Post 13	Post 13 – Nov 11th
Week 13 Module 14	Nov 15-19	P. 90-92	Post 14 Reading Quiz 5 over Modules 11, 12, & 13 Opens Nov 18th	Post 14 – Nov 18th Quiz 5 – Nov 19th
Week 14	Nov 22-26	HAPPY THANKSGIVING!!		
Week 15	Nov 29-Dec 4		Extra Credit & Post- Test Open Monday, Nov 29th Test 3 Opens Friday, Dec 3rd	EC & Post-Test – Dec 1st Test 3 – Dec 4th

NOTE: 1) All Lecture videos will open on Monday and will be deleted on Sunday night of that week.

2) All Posts open on Tuesday of each week and are due by 10pm on Thursday.

3) All Engagements are due by 10pm each Friday.

4) All Engagements/Comments are due 24 hours after the Post assignment is due. For example, Post 1 is due by 10pm on Thursday, August 26th, so the interactions are due by 10pm on Friday, August 27th.

5) You must complete the Pre- and Post-Tests to receive full credit on extra credit assignment.

Point Value of Activities

Post #	Points	Interactions	Points	Tests/Quizzes	Points
1-14	5 each	1-12	2 each	Practice Quiz	1.5
				Pre-Test/Intro	2.5
				Reading Quiz 1	20
				Reading Quiz 2	20
				Test 1	50
				Reading Quiz 3	20
				Reading Quiz 4	20
				Test 2	50
				Reading Quiz 5	20
				Test 3	50
				Post-Test	5
Total	70		24		259

Online Discussion Netiquette

Netiquette refers to “Network Etiquette”. It is the way one should behave when sending email, posting to threaded discussions, or chatting online.

Here are some basic rules to help you get the most out of your online learning:

- ALL CAPS IMPLIES THAT YOU ARE SHOUTING - Please do not do this!
- Watch your “tone” - it’s written, not verbal communication. It can be very easy to misinterpret someone’s meaning online.
- Check your spelling - Always!
- Make your messages easier to read by making your paragraphs short and to the point.
- Never “say” anything that you would not want posted on the wall of a face-to-face classroom, because it could be!
- Behave as you would in a face-to-face classroom.
- Remember there is a real live person at the other end reading your posts and email. Treat them with respect.
- Foul language, insults, and harassment are not tolerated (just as it would not be tolerated in a face-to-face classroom).
- Think about what you have written before you submit it.

Blackboard Posting Rules (PLEASE READ AND FOLLOW!!!)

I am very strict concerning the posting rules. I am unable to think of a rational reason for posting grammatically incorrect essays and assignments with misspelled words. The moment you begin typing within Blackboard, you are putting yourself at risk for some grammatical errors. Blackboard has a spell check function though students continually, in my experience, post misspelled words.

- You need to type your assignment with MS Word to be able to catch your errors. Then you cut and paste your work into your thread.
- Do **NOT** attach your assignment. If you do, you will receive a zero.
- The moment I see 'i' instead of 'I' you will receive a zero.
- If a word count limit is stated in the instructions, you must include your word count in your post. I will take points away if it is not included.
- Also, for word counts, pay attention to the wording! Between, means your word count should be between the two numbers I provide. At least or minimum, means your word count should be at least as many words as I provide up to as many as you want. Maximum, means your word count should be no higher than the number I provide. Again, you will lose points for this. Please ask if you need clarification BEFORE posting.
- If there are numbered questions or multiple parts to a Post and you do not correctly label/number them in your Post, you will lose points, maybe all of them.
- These assignments are treated just like face-to-face assignments. This means that once you submit your post, that is your assignment and you can make no changes or edits to it,

even if you realize after the fact that you made a mistake or left something out. That means you need to be sure you included everything the assignment requires, especially if you are copying and pasting from Word. All posts and exams are due at 10pm Central time on their respective dates.

- The only exception to this rule is if you, somehow, accidentally submit a blank thread and then turn around and post your actual Post within 5 minutes of that blank thread.
- If you see any errors after posting, you can email me with the necessary fixes and I will choose whether to accept it or not.
- I will also allow you comment below your submitted post to include the Word Count if you left it off, but only if it is done prior to the due date.
- All posts and exams are due at 10pm Central time on their respective dates.
- The moment it becomes 10:01 pm and you have not contacted me before 8:00 pm concerning being late, you will be given a zero. Points will be taken off if it is posted after the due date regardless.
- Be sure to read the posts of your classmates and respond accordingly. These responses should be well thought out comments, questions, interactions, etc.. This will help us all feel closer within the online classroom. I will comment on your posts from time to time as well and will be sad if you do not respond to my questions or comments.
- **Responses should be at least 40 words**. If you have 39 or less words, you will not receive any credit.
- Be energetic! Be positive in your interactions!
- The way you talk/speak is not usually good enough for academic work/assignments, so make sure your assignment posts are tailored for academia and not general conversation. The engagements with other students can be casual, your assignment posts cannot and you will lose points for doing so.

I do my best to ensure I do not make errors and take the time to do so, so I expect you to do the same. Again, the moment you just type into Blackboard, you are placing yourself at risk to earn a zero. Take your time and post good, quality, academic work.

Grade appeals:

Students initiating grade appeals should follow the official grade appeal procedure outlined by the **University**. The Student Grade Appeal Policy is OP 34.03 and can be viewed at <http://www.depts.ttu.edu/opmanual/OP34.03.pdf>

Illness-Based Absence Policy. If at any time during this semester you feel ill, in the interest of your own health and safety as well as the health and safety of your instructors and classmates, you are encouraged not to attend face-to-face class meetings or events. Please review the steps outlined below that you should follow to ensure your absence for illness will be excused. These steps also apply to not participating in synchronous online class meetings if you feel too ill to do so and missing specified assignment due dates in asynchronous online classes because of illness.

- Student absences due to illness are to be considered as they were prior to the pandemic, with consideration given to the fact that students who are isolating with COVID-19 and students who are quarantining for symptoms or direct exposure may

- have extended days of absence. Makeup opportunities should be provided in a reasonable timeframe.
- Students who test positive for COVID-19 are to report the diagnosis at <https://ttucovid19.ttu.edu/User/Consent>. Doing so will generate a letter that students may present to their instructors as documentation in support of absences and will also trigger notification to the Dean of Students office, which in turn will notify the student's dean's office.
 - Contact tracers will identify and advise other students who may have been directly exposed to a positive-reporting student and provide those students with appropriate documentation in support of absences, if needed. As noted above, vaccinated students (including those with medical or religious exceptions) that have been directly exposed to a positive-reporting student are not required to quarantine and can continue with normal activities while monitoring for any symptoms.
 - Students who directly inform their instructors of having a known exposure to a COVID-19 positive person should be directed by the instructor to contact Student Health Services at 806- 743-2848.
 - There is no expectation that courses scheduled as face-to-face must provide an online option to students who report testing positive for COVID-19 or who are isolating or quarantining for exposure to someone with COVID-19. However, plans should be made to provide remote options or makeup opportunities in case instructors or students test positive or must quarantine during final exams or scheduled defenses.

2. If you are ill and can attribute your symptoms to something other than COVID-19:

- a. If your illness renders you unable to attend face-to-face classes, participate in synchronous online classes, or miss specified assignment due dates in asynchronous online classes, you are encouraged to visit with either Student Health Services at 806.743.2848 or your health care provider. Note that Student Health Services and your own and other health care providers may arrange virtual visits.
- b. During the health provider visit, request a "return to school" note;
- c. E-mail the instructor a picture of that note;
- d. Return to class by the next class period after the date indicated on your note.

Following the steps outlined above helps to keep your instructors informed about your absences and ensures your absence or missing an assignment due date because of illness will be marked excused. You will still be responsible to complete within a week of returning to class any assignments, quizzes, or exams you miss because of illness.

Vaccinations: Texas Tech University strongly recommends students adhere to CDC guidelines on COVID-19, including obtaining COVID-19 vaccinations. If you were unable to obtain a vaccination prior to your arrival on campus, the COVID-19 vaccine is available at Student Health Services by appointment. You can find additional information about the vaccine [here](#), and about the recently announced incentive program [here](#).

Face Covering Policy: As of May 19, 2021, face coverings are optional in TTU facilities and classrooms but, based on CDC guidelines, are recommended and welcome, especially for those

who have not been vaccinated for COVID-19 or who may have susceptibilities to the virus. Face coverings are required in public transportation (e.g., Citibus) and in the Student Health Clinic.

In-Person Office Hours: My office hours are posted in our syllabus. A typical faculty office is small especially in light of our pandemic. We can assess our comfort level. Many options exist – we could stand outside, we could visit in the back gym area, etc. Additionally, we all have Zoom, Skype, and the like. If you come to my office, you will be asked to wear a mask or to stand outside in the hallway if you are without one and choose not to go elsewhere. Pandemic or not, I find virtual meetings just as productive as sitting in the same room.

Absence Due to Religious Observance. A student who is absent from classes for the observance of a religious holy day, according to the legal definition, will be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence if, not later than the 15th day after the first day of the semester, the student has notified the instructor of each scheduled class that the student will be absent for a religious holy day. This notification will be in writing and will be delivered by the student personally to the instructor of each class, with receipt of the notification acknowledged and dated by the instructor, or by certified mail, return receipt requested, addressed to the instructor of each class. A student who is excused under this policy must not be penalized for the absence, but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment.

Absence due to Officially Approved Trips. The *Texas Tech University Catalog* states that the person responsible for a student missing class due to a trip should notify the instructor of the departure and return schedule in advance of the trip. The student may not be penalized and is responsible for the material missed.

Illness and Death Notification and Absences. Whether an absence is excused or unexcused is determined solely by the instructor with the exception of absences due to religious observance and officially approved trips described above. The Office of the Dean of Students will notify faculty, at the student's request, when a student is absent for four consecutive days with appropriate verification of a health-related emergency. This notification does not excuse the student from class, it is provided as a courtesy. The service is explained as follows and can be found on the Office of the Dean of Students web site at: <http://www.depts.ttu.edu/dos/>.

The Office of the Dean of Students is responsible for notifying the campus community of student illnesses, immediate family deaths and/or student death. Generally, in cases of student illness or immediate family deaths, the notification to the appropriate campus community members occur when a student is absent from class for four (4) consecutive days with appropriate verification. It is always the student's responsibility for missed class assignments and/or course work during their absence. The student is encouraged to contact the faculty member immediately regarding the absences and to provide verification afterwards. The notification from the Office of the Dean of Students does not excuse a student from class, assignments, and/or any other course requirements. The notification is provided as a courtesy.

TTU Resources for Discrimination, Harassment, and Sexual Violence

Texas Tech University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from gender and/or sex discrimination of any kind. Sexual assault, discrimination, harassment, and other [Title IX violations](#) are not tolerated by the University. Report any incidents to the *Office for Student Rights & Resolution*, (806)-742-SAFE (7233) or file a report online at titleix.ttu.edu/students. Faculty and staff members at TTU are committed to connecting you to resources on campus. Some of these available resources are: **TTU Student Counseling Center**, 806-742-3674, <https://www.depts.ttu.edu/scc/> (*Provides confidential support on campus.*) **TTU Student Counseling Center 24-hour Helpline**, 806-742-5555, (*Assists students who are experiencing a mental health or interpersonal violence crisis. If you call the helpline, you will speak with a mental health counselor.*) **Voice of Hope Lubbock Rape Crisis Center**, 806-763-7273, voiceofhopelubbock.org (*24-hour hotline that provides support for survivors of sexual violence.*) **The Risk, Intervention, Safety and Education (RISE) Office**, 806-742-2110, rise.ttu.edu (*Provides a range of resources and support options focused on prevention education and student wellness.*) **Texas Tech Police Department**, 806-742-3931, <http://www.depts.ttu.edu/ttpd/> (*To report criminal activity that occurs on or near Texas Tech campus.*)

Department of Kinesiology and Sport Management Academic Integrity Policy

Adherence to the highest standards of academic honesty is required, with academic integrity a requirement. (See <https://www.depts.ttu.edu/studentconduct/academicinteg.php> for TTU's statement of academic integrity.) The faculty member in whose class academic dishonesty allegedly occurs will report the student(s) involved with the act of academic misconduct to the Office of Student Conduct using the [Academic Integrity Incident Report Form](#). All written assignments must be completed independently and individually, unless specified otherwise by the instructor. Any attempt by students to present as their own any work they have not completed themselves is regarded by the faculty as a serious offense and renders the student liable to serious consequences, including possible removal from the program, and possible probation, suspension or expulsion from the University. Upon investigation and adjudication by the Office of Student Conduct, a referred student who is found responsible for a policy violation will be subject to the following outcomes. If plagiarism or another act of academic dishonesty is found to occur in any departmental course, students will receive a zero on that assignment. If a student cheats on an exam or allows another student to cheat from his or her exam or other graded assignment, each student found responsible for academic dishonesty will receive a zero on that exam or other graded assignment. No materials such as a smartphone or smartwatch are allowed during an exam. Any use of a smartphone during an exam (for any reason) is considered a violation. If academic dishonesty occurs a second time in the same course the student will be referred to the Office of Student Conduct for academic dishonesty for further disciplinary action. If the Office of Student Conduct determines the student is responsible for the violation, the student will receive an F in the course.

Academic Integrity and Student Conduct

Responsible citizenship among college students includes honesty and integrity in class work; regard for the rights of others; and respect for local, state, and federal laws as well as campus standards. Specific standards concerning the rights and responsibilities of students and registered

student organizations at Texas Tech are contained in the *Code of Student Conduct and Student Handbook*. Students are expected to become thoroughly familiar with and abide by these standards. The *Code of Student Conduct and Student Handbook* may be obtained from the Office of Student Judicial Programs, Student Union, (806) 742-1714, or online at www.studentaffairs.ttu.edu or www.depts.ttu.edu/studentjudicialprograms.

Academic Integrity

It is the aim of the faculty of Texas Tech University to foster a spirit of complete honesty and a high standard of integrity. The attempt of students to present as their own any work that they have not honestly performed is regarded by the faculty and administration as a serious offense and renders the offenders liable to serious consequences, possibly suspension. The instructor in a course is responsible for initiating action for dishonesty or plagiarism that occurs in his or her class. In cases of convincing evidence of or admitted academic dishonesty or plagiarism, an instructor should take appropriate action. Before taking such action, however, the instructor should attempt to discuss the matter with the student. If cheating is suspected on a final exam, the instructor should not submit a grade until a reasonable attempt can be made to contact the student, preferably within one month after the end of the semester. See the section on “Academic Conduct” in the *Code of Student Conduct* for details of this policy.

Academic Misconduct

Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, falsifying academic records, misrepresenting facts, and any act designed to give unfair academic advantage to the student (such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor) or the attempt to commit such an act.

Cheating includes, but is not limited to, the following:

1. Copying from another student's test paper.
2. Using materials during a test that have not been authorized by the person giving the test.
3. Failing to comply with instructions given by the person administering the test.
4. Possessing materials during a test that are not authorized by the person giving the test, such as class notes or specifically designed “crib notes.” The presence of textbooks constitutes a violation only if they have been specifically prohibited by the person administering the test.
5. Possessing, using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program.
6. Collaborating with or seeking aid or receiving assistance from another student or individual during a test or in conjunction with an assignment without authority.
7. Discussing the contents of an examination with another student who will take the examination.
8. Divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructor has designated that the examination is not to be removed from the examination room or not to be returned to or kept by the student.

9. Substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course related assignment.
10. Paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program, or information about an unadministered test, test key, homework solution, or computer program.
11. Falsifying research data, laboratory reports, and/or other academic work offered for credit.
12. Taking, keeping, misplacing, or damaging the property of the university, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct.

Plagiarism includes, but is not limited to, the appropriation of, buying, receiving as a gift, or obtaining by any means material that is attributable in whole or in part to another source, including words, ideas, illustrations, structure, computer code, other expression and media, and presenting that material as one's own academic work being offered for credit. Any student who fails to give credit for quotations or for an essentially identical expression of material taken from books, encyclopedias, magazines, Internet documents, reference works or from the themes, reports, or other writings of a fellow student is guilty of plagiarism.

Self-plagiarism which involves the submission of the same academic work more than once without the prior permission of the instructor and/or failure to correctly cite previous work written by the same student. This means you cannot provide the same/similar work from a previous semester or similar course assignment.

Collusion includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.

Falsifying academic records includes, but is not limited to, altering or assisting in the altering of any official record of the university, and/or submitting false information or omitting requested information that is required for or related to any academic record of the university. Academic records include, but are not limited to, applications for admission, the awarding of a degree, grade reports, test papers, registration materials, grade change forms, and reporting forms used by the Office of the Registrar. A former student who engages in such conduct is subject to a bar against readmission, revocation of a degree, and withdrawal of a diploma.

Misrepresenting facts to the university or an agent of the university includes, but is not limited to, providing false grades or resumes; providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment for the purpose of obtaining an academic or financial benefit for oneself or another individual; or providing false or misleading information in an effort to injure another student academically or financially.

Civility in the Classroom is expected that all students in the class will treat fellow classmates, the professor, the assistant, and guests in the classroom with respect. Respect includes, but is not limited to, arriving to class on time, not making unnecessary noise or speaking when others are speaking, attending to those who are speaking, and not engaging in disruptive behaviors. A student lacking civility will be asked to leave the classroom. If the behavior continues, the students will be asked not to return to the classroom.

Students with Disabilities ADA Statement

Any student who because of a disability may require special arrangements in order to meet course requirements should contact the instructor as soon as possible to make any necessary accommodations. Student should present appropriate verification from AccessTECH. No requirement exists that accommodations be made prior to completion of this approved university procedure. Students with disabilities are encouraged to use AccessTECH which publishes a Desk Reference for Faculty and Staff that is very helpful. You may call the AccessTECH Office at 742-2092 to request a copy.

The **Ombudsman for Students** is available to assist students with any conflict or problem that has to do with being a student at Texas Tech University. You may visit the Ombudsman in 237 Student Union Building or call 742-SAFE.