

# PSY372H5S - Human Memory: The World within your Mind

Wednesday: 6:00pm – 9:00pm EST

## ONLINE SYNCHRONOUS

### Course Access Information

#### ONLINE VIA QUERCUS/ZOOM/TOP HAT

This course is delivered online, with lectures through Zoom and with materials and assessments through Quercus and Top Hat. Students are directed to the course Quercus page to access links to all course materials.

The Zoom link for lectures will be posted on the course page on Quercus. To access the link, students will require a Zoom account associated with their utoronto email address. **Please register for a UTM Zoom account using your UTORid and password before accessing the lecture Zoom link at: <https://utoronto.zoom.us/>.** Lectures will take place on Wednesdays at 6:10-9:00pm EST and will be recorded and made available on Quercus afterwards.

Course reading materials, and some assessments will be administered through Top Hat ([www.tophat.com](http://www.tophat.com)). Students will require a Top Hat account and to purchase access to the course through the UofT Bookstore (see Reading Materials below for purchase information). To create a Top Hat account and gain access to the course after purchase, please visit <https://bit.ly/31TGMlw> for the set-up guide. **The Top Hat course join code for Human Memory is: 427067.**

Lastly, all other course information such as announcements, assignment submissions and lecture material will be available on Quercus. You can access the course on Quercus through this link: <http://q.utoronto.ca>.

Information for student learning online:

- **Learn Anywhere Guide for Students:** <https://library.utm.utoronto.ca/students/quercus/learn-anywhere>
- **University of Toronto Tech Requirements for Online Learning**

### Contact Information

#### Prof. Caitlin Tozios

[caitlin.tozios@mail.utoronto.ca](mailto:caitlin.tozios@mail.utoronto.ca)

**Office Hours:** hours will be by appointment, online via Zoom on Tuesdays 2-4pm EST. Students should reserve an appointment through Quercus by [booking it through the calendar](#). The Zoom link will be sent in the reservation.

#### Teaching Assistants:

##### Ruofang (Sonny) Wang

[sonnyr.wang@mail.utoronto.ca](mailto:sonnyr.wang@mail.utoronto.ca)

##### Jennet Baumbach

[Jennet.baumbach@mail.utoronto.ca](mailto:Jennet.baumbach@mail.utoronto.ca)

**Office Hours:** TA office hours will be announced on Quercus after evaluations are graded.

#### Email Policy:

Email is a useful (and likely the primary) tool for communicating with the instructor and TAs. However, emails are not akin to instant messages, and should be treated as formal correspondence. Therefore, the instructor and TAs request the following when students choose to correspond by email:

1. Emails should be sent to the utoronto email addresses listed above, those sent through Quercus may not be seen
2. Please include the course title in the subject line of your email
3. In the body of the email, direct your email to the correct individual and clearly state what you are requesting
  - a. **(To TAs)** If you are requesting office hours, please state the time(s) that you are available (within the TA's allotted/announced hours)
  - b. **(To TAs)** If you are requesting feedback for an evaluation, please state which questions or sections you would like feedback on
  - c. **(To TA and instructor)** If you are requesting a re-grade for an evaluation, please contact the TA for feedback first (see item b.). After this, re-grades will be conducted by the instructor and student grades may increase, decrease, or remain the same
  - d. **(To instructor)** If you are requesting an extension for submitted work, please email the instructor with legitimate reasoning or documentation (please see the Important Course Policies for declaring an absence on ACORN)
4. Please be polite

Please note that if emails from students do not adhere to the email policy then they may be disregarded. Responses from the instructor and TAs can be expected within 48 hours (not including weekends). Therefore, unless it is an emergency, please be mindful of individual's time. If you do not receive a reply during this timeframe then please follow up by re-sending the email or forward your response to the instructor.

## Course Description

Our life hinges on our ability to encode perceptual information around us (e.g., what's in the fridge now) and to build our own interpretation of the world in our mind (e.g., need to buy milk, eggs, etc.) so that we can retrieve the information later in time when we need them (e.g., at the grocery store). How do our mind and brain work to support this fundamental yet complex mental ability? In this course, you will learn how human memory works from key classical findings and theories in cognitive psychology as well as from more recent advances in cognitive neuroscience. In addition, this course is structured to adapt to your own interest as it emerges throughout the course and to build up your skill to communicate scientific findings that are interesting to you. So, apply yourself! **Prerequisites:** PSY201H5/equivalent, PSY252H5/290H5/295H5, PSY270H5.

## Required Materials

### From the UofT Bookstore:

1. **Textbook (on Top Hat)**  
Title: Cognitive Psychology  
Author(s): Elan Barenholtz, Christine Burton, Lauren Mavica, and Hillary Wehe
2. **Top Hat 1 Semester Subscription**  
Student account required to access textbook and tests

### From Quercus:

1. **Selected Readings**  
Research articles or additional readings will be posted on the course Quercus page

## Learning Outcomes

By the end of this course, students should be able to:

- Identify and distinguish different stages of the memory process
- Explain the cognitive and neurobiological basis of human memory
- Explain how different cognitive and neuroscientific techniques complement each other to deepen our understanding of human memory
- Evaluate scientific findings critically and present logically constructed interpretations of the findings
- Connect foundational principles of human memory to modern-day, real-world applications

## Course Evaluation

Assessments	Due Date	Grade Percentage (%)
Midterm	February 10 <sup>th</sup>	25%
Final Exam	TBD (exam period: April 13 <sup>th</sup> – 23 <sup>rd</sup> )	35%
Oral Presentation	One of: March 17 <sup>th</sup>   March 24 <sup>th</sup>   March 31 <sup>st</sup>   April 7 <sup>th</sup>	15%
Reaction Paper	April 9 <sup>th</sup>	15%
Participation (Textbook + Class)	Multiple dates (see course outline)	5% + 3%
Chapter 3 Quiz	January 22 <sup>nd</sup>	2%

**Midterm:** The midterm will take place during the fifth class on **February 10<sup>th</sup>** and cover all materials prior to this date. This includes information from the textbook and those discussed in lecture (Chapters 3-6 and first 4 weeks of lecture). The midterm will take place either in Top Hat or on Quercus.

**Final exam:** The final exam (date TBD) is cumulative and will cover all materials from the textbook and lectures that were discussed in the course. During the exam period, it is the student's responsibility to be available for the entire exam period. The final exam will take place on Quercus.

**Oral presentation:** Students will deliver a 7-minute oral presentation (with 3 minutes of questions from the class) during class on the dates of **March 17<sup>th</sup> – April 7<sup>th</sup>**. The presentation will be on a chosen paper from a list of selected articles curated by the instructor. Students will select their preferred article and presentation date during class on **January 20<sup>th</sup>**.

**Reaction paper:** Students are required to submit a 3 page long single-spaced (of 6 page double-spaced) reaction paper on **April 9<sup>th</sup>**. Reaction papers will be in response to classmate's presentations. In the reaction paper, student will discuss at least two articles from two separate presentation days (i.e., the two papers cannot come from the same week of presentations) in an integrative fashion using their own words. The reaction paper will require 2 main components: 1. a summary of the design and results of each paper, and 2. an integrative discussion of both papers. Reaction papers will be submitted through Quercus and subjected to screening by Turnitin (see Turnitin statement below).

**Participation:** There are two forms of participation, homework responses from the textbook, and in-class oral participation. For homework participation, students will be required to complete the homework question(s) for assigned chapters in the textbook (administered in Top Hat; see due date of each homework assignment in

Course Outline below). Each of the five homework assignments are worth 1% for a total of 5% of the final grade. For in-class participation, the instructor encourages students to contribute intellectually to demonstrations and discussion during lecture, and during Q&A time of classmate's presentations. Asking questions and participating is a useful skill that everyone can benefit from practicing. Oral participation is worth 3% of the final grade.

**Chapter 3 quiz:** At the end of the second week of class (**January 22<sup>nd</sup>**), students will have a short quiz on the information of Chapter 3 (The Brain). This quiz is intended to help students to solidify their understanding of the neurobiological basis of memory and cognition which serves as the foundation of this course.

**Turnitin Conditions:** Reaction papers submitted to Quercus will be screened for similarity and plagiarism using Turnitin. Please read the following disclaimer: **“Normally, students will be required to submit their course essays to Turnitin.com for a review of textual similarity and detection of possible plagiarism. In doing so, students will allow their essays to be included as source documents in the Turnitin.com reference database, where they will be used solely for the purpose of detecting plagiarism. The terms that apply to the University's use of the Turnitin.com service are described on the Turnitin.com web site”.**

**Opting out of Turnitin:** If students choose to opt out of submitting their work through Turnitin, the following must be completed instead:

1. The student will notify the instructor by email, stating their intent to opt out of the Turnitin service
2. This intent in writing must be submitted by the end of the day of the first class: **January 13<sup>th</sup> 2020, 11:59pm EST.**
3. During submission, along with the completed work, students will need to submit all rough work used to compose the completed work, along with call numbers or website addresses associated with cited references

## Course Webpage

**The website associated with this course is accessible via <http://q.utoronto.ca>.**

**Note:** You don't need to create a new login for Canvas; it already knows who you are. You just need your UTORid and password. This is the same login that gets you onto the wireless network with your laptop, and the same one that you use to check your email. If you're confused about your UTORid or don't remember your password, go to: <https://www.utorid.utoronto.ca/>

In order to access course material, monitor course information, and view your grades you must log into Canvas. If you have any general questions regarding Canvas, please visit the following help site:

<https://library.utm.utoronto.ca/faculty/canvas>

Course Outline			
Date	Topic	Readings	Assignment Due
January 13 <sup>th</sup>	Introduction to Human Memory	Chapter 3	
January 20 <sup>th</sup>	Perception	Chapter 4	Selection of oral presentation article and date <b>January 20<sup>th</sup></b> & Quiz on Chapter 3 <b>January 22<sup>nd</sup></b>
January 27 <sup>th</sup>	Attention	Chapter 5	Textbook homework (Chapter 4) <b>January 29<sup>th</sup></b>
February 3 <sup>rd</sup>	Short-term Memory	Chapter 6	Textbook homework (Chapter 5) <b>February 5<sup>th</sup></b>
February 10 <sup>th</sup>	<b>Midterm</b>		Midterm in-class <b>February 10<sup>th</sup></b>
February 17 <sup>th</sup>	Reading Week		
February 24 <sup>th</sup>	Long-term Memory	Chapter 7	Textbook homework (Chapter 6) <b>February 24<sup>th</sup></b>
March 3 <sup>rd</sup>	Everyday Memory	Chapter 8	Textbook homework (Chapter 7) <b>March 5<sup>th</sup></b>
March 10 <sup>th</sup>	Knowledge	Chapter 9	Textbook homework (Chapter 8) <b>March 12<sup>th</sup></b>
March 17 <sup>th</sup>	Presentations 1		
March 24 <sup>th</sup>	Presentations 2		
March 31 <sup>st</sup>	Presentations 3		
April 7 <sup>th</sup>	Presentations 4 & Memory Disorders	Readings on Quercus	Reaction Paper <b>April 9<sup>th</sup></b>
April 13 <sup>th</sup> – 23 <sup>rd</sup>	Final Exam	All textbook and lecture material	

*Please note that this outline is subject to change depending on the needs of the class (e.g., we may need additional time to cover a topic). Any changes to the syllabus will be announced in class one week before and a revised syllabus will be posted to Quercus. However, the assignment and test dates are fixed.*

## IMPORTANT COURSE POLICIES **\*\*PLEASE READ\*\***

### Missed Test Special Consideration Request Process

Students who miss a test due to circumstances beyond their control (e.g., illness or an accident) can request that the Department grant them special consideration. Students must present their case to the Department (NOT the Instructor) by submitting a request via the online Special Consideration Request form at:

<https://utmapp.utm.utoronto.ca/SpecialRequest>

**Important note:** Once the test/exam is available online and you're unable to write or have an approved request to miss, **DO NOT** at any point attempt to access the test/exam. If at any time you access the test/exam, you will **NOT** be able to submit a special consideration and/or your request will be refused.

**If your request is approved by the department, the weight of the missed test will be redistributed to any remaining tests/exam. The weight of a missed test will be redistributed to the final exam.**

### Extension of Time Special Consideration Request Process

Students who seek to be granted more time to complete their term work beyond the due date without penalty, owing to circumstances beyond their control (e.g., illness, or an accident), must do so by submitting a request **directly to the Instructor** for the period up to and including the last day of the term. The decision as to whether or not to apply a penalty for the specified period rests with the Instructor.

Students who seek to be granted more time to complete term work beyond the last day of the term must submit their request directly to the Department. This request covers the period following the last day of classes and ends the last day of the exam period. This is done by submitting a request via the online Special Consideration Request form at <https://utmapp.utm.utoronto.ca/SpecialRequest>. You are advised to seek advising by the departmental Undergraduate Counsellor prior to the deadline.

### **Supporting Documentation**

The University is temporarily suspending the need for a doctor's note or medical certificate for any absence from academic participation. However, you are required to use the Absence Declaration tool on ACORN found in the Profile and Settings menu to formally declare an absence from academic participation. The tool is to be used if you require consideration for missed academic work based on the procedures specific to our campus/department.

### **Missed Final Exam or Extension of Time beyond exam period**

Missed final exams or for extensions of time beyond the examination period you must submit a petition through the Office of the Registrar. <https://www.utm.utoronto.ca/registrar/current-students/petitions> and follow their procedures.

### **Penalties for Lateness**

A penalty of 10% per calendar day (i.e., including week-ends and holidays, during which students are not able to submit term work) up to and including the last day of classes, will be applied by the Instructor. After the last day of classes, the penalty of 10% per calendar day will be applied by the Undergraduate Counsellor on behalf of the Department. No penalty will be assigned if request for special consideration, described above, was successful.

### **Academic Guidelines**

It is your responsibility to ensure that you have met all prerequisites listed in the UTM Calendar for this course. If you lack any prerequisites you WILL BE REMOVED from the course up until the last day to add a course. Further information about academic regulations, course withdrawal dates and credits can be found in the University of Toronto Mississauga Calendar at: <http://www.erin.utoronto.ca/regcal/>

You are encouraged to read this material. If you run into trouble and need advice about studying, preparing for exams, note taking or time management, free workshops and advice are available from the Robert Gillespie Academic Skills Centre at 905-828-5406.

### **AccessAbility Services**

The University provides academic accommodations for students with disabilities in accordance with the terms of the Ontario Human Rights Code. This occurs through a collaborative process that acknowledges a collective obligation to develop an accessible learning environment that both meets the needs of students and preserves the essential academic requirements of the University's courses and programs. Students requiring academic accommodations for learning, physical, sensory, or mental health disabilities or medical conditions should contact the AccessAbility Office (2037B Davis Building), 905-828-3847.

<https://www.utm.utoronto.ca/accessibility/>

### **Privacy and Copyright Disclaimer**

#### ***Notice of video recording and sharing (Download permissible; re-use prohibited)***

This course, including your participation, will be recorded on video and will be available to students in the course for viewing remotely and after each session. Course videos and materials belong to your instructor, the University, and/or other source depending on the specific facts of each situation, and are protected by copyright. In this course, you are permitted to download session videos and materials for your own academic use, but you should not copy, share, or use them for any other purpose without the explicit permission of the instructor. For questions about recording and use of videos in which you appear please contact your instructor.

Lectures and course materials prepared by the instructor are considered by the University to be an instructor's

intellectual property covered by the Copyright Act, RSC 1985, c C-42. Course materials such as PowerPoint slides and lecture recordings are made available to you for your own study purposes. These materials cannot be shared outside of the class or “published” in any way. Posting recordings or slides to other websites without the express permission of the instructor will constitute copyright infringement.

### **Academic Honesty and Plagiarism**

Academic integrity is essential to the pursuit of learning and scholarship in a university, and to ensuring that a degree from the University of Toronto Mississauga is a strong signal of each student’s individual academic achievement. As a result, UTM treats cases of cheating and plagiarism very seriously.

The University of Toronto’s Code of Behaviour on Academic Matters outlines behaviours that constitute academic dishonesty and the process for addressing academic offences. Potential offences include, but are not limited to:

#### In papers and assignments:

1. Using someone else’s ideas or words without appropriate acknowledgement.
2. Submitting your own work in more than one course without the permission of the instructor.
3. Making up sources or facts.
4. Obtaining or providing unauthorized assistance on any assignment.

#### On tests and exams:

1. Using or possessing unauthorized aids.
2. Looking at someone else’s answers during an exam or test.
3. Misrepresenting your identity.

#### In academic work:

1. Falsifying institutional documents or grades.
2. Falsifying or altering any documentation required, including (but not limited to) doctor’s notes.

With regard to remote learning and online courses, UTM wishes to remind students that they are expected to adhere to **the Code of Behaviour on Academic Matters** regardless of the course delivery method. By offering students the opportunity to learn remotely, UTM expects that students will maintain the same academic honesty and integrity that they would in a classroom setting. Potential academic offences in a digital context include, but are not limited to:

#### Remote assessments:

1. Accessing unauthorized resources (search engines, chat rooms, Reddit, etc.) for assessments.
2. Using technological aids (e.g., software) beyond what is listed as permitted in an assessment.
3. Posting test, essay, or exam questions to message boards or social media.
4. Creating, accessing, and sharing assessment questions and answers in virtual “course groups.”
5. Working collaboratively, in-person or online, with others on assessments that are expected to be completed individually.

All suspected cases of academic dishonesty will be investigated following procedures outlined in the Code of Behaviour on Academic Matters. If you have questions or concerns about what constitutes appropriate academic behaviour or appropriate research and citation methods, you are expected to seek out additional information on academic integrity from your instructor or from other institutional resources.

## **Academic Rights**

You, as a student at UTM, have the right to:

- Receive a syllabus by the first day of class.
- Rely upon a syllabus once a course is started. An instructor may only change marks' assignments by following the University Assessment and Grading Practices Policy provision 1.3.
- Refuse to use turnitin.com (you must be offered an alternative form of submission).
- Have access to your instructor for consultation during a course or follow up with the department chair if the instructor is unavailable.
- Ask the person who marked your term work for a re-evaluation if you feel it was not fairly graded. You have up to one month from the date of return of the item to inquire about the mark. If you are not satisfied with a re-evaluation, you may appeal to the instructor in charge of the course if the instructor did not mark the work. If your work is remarked, you must accept the resulting mark. You may only appeal a mark beyond the instructor if the term work was worth at least 20% of the course mark.
- Receive at least one significant mark (15% for H courses, 25% for Y courses) before the last day you can drop a course for H courses, and the last day of classes in the first week of January for Y courses taught in the Fall/Winter terms.
- Submit handwritten essays so long as they are neatly written.
- Have no assignment worth 100% of your final grade.
- Not have a term test worth more than 25% in the last two weeks of class.
- Retain intellectual property rights to your research.
- Receive all your assignments once graded.
- View your final exams. To see a final exam, you must submit an online Exam Reproduction Request within 6 months of the exam. There is a small non-refundable fee.
- Privacy of your final grades.
- Arrange for representation from Downtown Legal Services (DLS), a representative from the UTM Students' Union (UTMSU), and/or other forms of support if you are charged with an academic offence.

## **Equity Statement**

The University of Toronto is committed to equity and respect for diversity. All members of the learning environment in this course should strive to create an atmosphere of mutual respect. As a course instructor, I will neither condone nor tolerate behaviour that undermines the dignity or self-esteem of any individual in this course and wish to be alerted to any attempt to create an intimidating or hostile environment. It is our collective responsibility to create a space that is inclusive and welcomes discussion. Discrimination, harassment and hate speech will not be tolerated. If you have any questions, comments, or concerns you may contact the UTM Equity and Diversity officer at [edo.utm@utoronto.ca](mailto:edo.utm@utoronto.ca) or the University of Toronto Mississauga Students' Union Vice President Equity at [vpequity@utmsu.ca](mailto:vpequity@utmsu.ca).