

Adulthood and Aging
Fall Semester 2012
Dr. Fife
Syllabus: Course Policies and Objectives

Course Description

Adulthood and Aging: Minimum Course Description

- Textbook: The official textbook for this course is as follows:

Bjorklund, B. The Journey of Adulthood (7th. ed.). Pearson Prentice-Hall: Englewood Cliffs (NJ), 2011.

You may use the 6th edition of that textbook which is as follows:

Bjorklund, B. and Bee, H. The Journey of Adulthood (6th. ed.). Pearson Prentice-Hall: Englewood Cliffs (NJ), 2008.

- Class Attendance: Plan to attend each class. There will be unannounced quizzes in class that cannot be made up, and absences from class will lower your grade.
- Your Grade: A student's grade for this course will be determined in the following system:
 - Exam#1 1/7th (14.3%)
 - Exam#2 1/7th (14.3%)
 - Exam#3 1/7th (14.3%)
 - Final Exam 1/7th (14.3%)
 - In-Class Writing Assignments (2 dropped)..... 1/7th (14.3%)
 - Cooperative Project 2/7ths (28.6%)

Detailed Description of Adulthood and Aging

Your teacher does not only expect that you will read the following description of the course, your teacher demands that you read the following description of the course. All of these policies will apply to all students enrolled in History and Systems.

Course Goals

The goals of Adulthood and Aging are to: (1) encourage students to acquire a basic knowledge of development between adolescence and the end of life, and (2) help students understand the complexities and path of their own development during adulthood.

Adulthood and Aging is a survey of human development during adulthood (ages eighteen to the end of life). Course material will cover the following topics in adult

development: physical, social, personality, cognitive, and ethical changes. Special topics that will be covered are: diversity, work and leisure, and individual differences.

How Your Grade for this Course Will be Determined

The grade that you receive for this course will consist of an average of the following scores weighted as indicated:

Exam#1	1/7th (14.3%)
Exam#2	1/7th (14.3%)
Exam#3	1/7th (14.3%)
Final Exam	1/7th (14.3%)
In-Class Writing Assignments (2 dropped)	1/7th (14.3%)
Cooperative Project	2/7ths (28.6%)

How to Reach Me

My office is Hyde Hall 428, which is on the top floor of this building.

My office hours are:

Monday: 10:10-11:00

Tuesday: 11:00-12:15

Wednesday: 10:10-11:00

Thursday: 11:00-12:15

Friday: 10:10-11:00

If you are calling from a phone on campus, my office telephone number is 52419. If you are calling from an off-campus phone, my office number is (603)535-2419

Please use e-mail to contact me.

My e-mail address is "douglasf@mail.plymouth.edu" (do not type quotation marks). I check my e-mail once or twice a day on days I which classes are in session I prefer e-mail over the telephone.

Class Attendance

There will be unannounced writing assignments, and they will be done during class. These writing assignments will be graded. If you miss more than two of these writing assignments then your grade for the course will be lower. Plan on attending class.

In-class writing assignments may be made up only if a student presents

documented evidence that the absence was due to: a student's participation in University-

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sponsored events (described in the P.S.U. Catalog), a Student's Documented Illness, a Student's Injury, a death in a student's immediate family, and a student taking a high-stakes test related to the student's plan of study, such as the Graduate Record Exam or Praxis. Absolutely no verbal excuses will be accepted, under any circumstances - an excuse must be in writing. I will not contact anyone to obtain or validate a student's absence excuse. Not everything in writing will constitute as an excuse. The policy in this course is that I will make the final decision about whether an excuse for an absence is to be accepted. Each student will be allowed to make up only two weeks of assignments.

The policy pertaining to the writing assignments is the attendance policy in this class. I make the final decision in regards whether an absence is excused or whether it is not excused.

Reading Assignments and Lectures

The reading assignments cited in the Reading/Exam Schedule correspond to the material that I intend to cover in class during that week. Depending on our progress, the lecture material may begin before the assigned reading- or lag behind-, and will not be exactly the same as the reading assignments.

Textbook

The textbook can be purchased at the H.U.B Bookstore. The "official" textbook is the 7th edition of The Journey of Adulthood. Please buy a copy of the textbook at your earliest convenience. If you try to purchase the textbook just before the first exam, you may find that the bookstores have none left. I do not loan textbooks, since many books have not been returned to me. You will not need to bring your textbook to class. Not having a textbook is not an acceptable excuse for missing an exam.

Writing Assignments

You will have many short in-class writing assignments during this semester. Some are individual and some are cooperative. These assignments, averaged together, will count as much as one examination grade. You cannot make up a writing assignment that is missed, (except as described in the "Attendance" section) but I will allow you to miss two without penalty. There are no excused absences for writing assignments. You will receive a "0" for writing assignments missed. We may have one writing assignment almost every week, which will not be announced.

These in-class writing assignments will be graded. When a student does an in-class writing assignment, the student will ordinarily receive a grade between 65% (D) and 97.5% (A). Only exceptional and creative writing assignments will be given 100%.

Moddle2

In Adulthood and Aging, Moddle2 is used to provide examination preparation materials such as textbook study guides.

The Media Project

There (required) media project consists of two (graded) assignments: (1) a digital photograph project and, (2) a digital video project.

The Digital Photograph Assignment:

One purpose of this assignment is to familiarize students especially students who rarely use any kind of camera) with (1) recording events on some type of media and (2) using media to comment.

Another purpose of this project to provide a visual representation for the "Life Framework", which a major developmental event in early adulthood.

Each student must take (at least) one photograph to represent each of the following:

- a. My friend(s) - film camera
- b. Where I live (on class days) - film camera
- c. My plans for a professional career - film camera
- d. Me (a portrait)

The student must change the file name of each picture to indicate the theme to which the photograph pertains.

The Digital Photograph Assignment will be graded according to the following criteria:

- a. Appropriateness of each photo to theme. 30% max
- b. Following directions 30% max
- c. Composition of photographs 30% max.
- d. Imagination, creativity, thinking, etc. 10% max

Explanation of grading criteria;

- a. "Appropriateness to theme:" Does the photograph represent what is supposed to represent. For example, if the theme is "my friends", there should be people in the picture.
- b. "Following directions:" Means doing the assignment according to what you are told to do. For example, you are to turn in four photographs and you would not be following directions in you

turned in three.

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- c. "Composition:" Bad composition includes such things as obscene gestures or people sticking tongues out., fuzzy close-ups and "headless" (heads out of the picture) people.
 - d. "Imagination, creativity and thinking:" These are factors which make the photographs interesting. For example, a photo of career plans of nursing may be the picture of an entrance to a medical clinic, but something more interesting would be a picture of someone shaking your hand (as if welcoming you) in front of the clinic.
- * A grade will be lowered one full grade (e.g., B+ lowered to D+) for all of the above (A - C) for each day (days that classes are in session) that it has not been handed in unless the teacher changes the due date for the item.

The Digital Video Assignment

Students will work in small groups on a required cooperative assignment.

The assignment will depend upon successful completion of the following interrelated tasks: (1) form a work group and delegate duties, (2) take and document several photographs, (3) agree on a topic, (4) use a digital video camera, (5) write a short research paper, (6) write a production outline for a video recording based on the paper, and (7) make and edit a video recording shot according to the production outline and based on the paper.

The basic duties in the video project are as follows:

1. Best Boy
2. Chief Screen Writer (basic position)
3. Director (basic position)
4. Gaffer (basic position)
5. Grip (basic position)
6. Key Grip
7. Script Supervisor (basic position)
8. Sound Assistant
9. Sound Designer

A "basic position" is one which is absolutely necessary for the creation of the video. Duties involved in those which are not "basic positions" may be assumed by people who have "basic positions". A student who (formally) takes on additional duties receives 2% added to her/his project average for each additional (named) duty assumed. The student may be identified by all job titles.

Students form production teams. Groups will consist of four to seven people. A student may have more than one duty. Students in each group will agree upon their duties. The duties are as follows:

- a. Director: Serves as group coordinator: This person must keep group on schedule and must be able to involve everyone. An extra 5% will be added to the project average for serving (well) as Director (group coordinator). The director will pick a second (named) job in addition to the Director's position (but does not get an extra 2% for this second job).
- b. The Chief Screen Writer has the duty of writing the short production research paper.
- c. The Script Supervisor is a person who assists the Chief Screen Writer and shares the duty of writing and submitting the short production research paper.
This paper will summarize basic factual material which pertains to the topic of the video. This factual material will be used in the production of the video. The tasks involved in writing this paper involve: research, writing, proof-reading, typing and printing, etc. Other group members' grades will depend on how well these students do, so they must do a good job writing the paper and not hand it in late.
- d. The Gaffer is responsible for writing the "production notes (creating the "Story Board)"
- e. The Best Boy is a person serving as an assistant to the Gaffer and shares the responsibility of creating and submitting the production notes.
This duty involves writing down what the group plans or the edited video. The group, as a whole, selects the topic and meets to form a plan as to how the topic will be presented. The production notes will organize the scenes titles, type of music, etc. of the video. This will be a detailed description of scenes, and who will tape each scene, what titles will appear, what type of music will be in the video, etc.
- f. The Sound Designer will select and make available the specific (by title and performer) pieces of music that will be incorporated into the video.
- g. The Sound Assistant (if two or more people are involved in the music) will be in charge of all the operations necessary in putting the music onto the video soundtrack. The Sound Designer may act alone and perform both duties (with an extra 2% reward).
- h. The key grip is a person who is the supervisor of a production team. The key grip will be responsible for the DV cameras and their use.

- i. A grip is a member of a production team who is responsible for the operation of a piece of equipment. Each student is required to use a DV camera and obtain at least ten minutes of potentially usable video that will be shot according to the production notes. Therefore, each student will also serve as a grip while using the camera (no extra 2% for this).
- j. The Post-Production Supervisor is in charge of editing the video according to the team's plans.
- k. The Editor is a student who assists the Post-Production Supervisor.
- l. The Visual Effects Supervisor is another person assisting the Post-Production Supervisor. The Post-Production Supervisor is limited to one 2% reward for extra duties assumed. You will end up using less than 1/2 of the tape you shoot. You will create an edited tape that is at least ten minutes long and will have titles and background music. Two or more students in each group will be in charge of editing the video according to the group's plan and with the group's support.

Further Directions for the Video Assignment are:

1. The group will select a topic for the paper/ production/ video. The topic must pertain to early-, middle-, or later-adulthood. Examples of topics could be: College Social Life, Grandparents, Nontraditional Students, or What it Means to be Twenty - One. You cannot change your topic after the "Production Notes" are handed in, so you must think about it carefully.
2. The short production research paper will be a minimum of **three** pages of text and will be typed (word processor) double-spaced. The title of the paper and authors will be at the top of the first page, and the references will be at the bottom of the last page. There must be a minimum of three references for the paper. Journals, books, or internet sources count as references. Internet references must be printed out and submitted with the paper. Textbooks, encyclopedias, and dictionaries can be used, but do not qualify as one of the three references. You must cite your references in the paper when you mention material that was obtained from these sources. The style of the paper may be either that outlined in the Publication Manual of the American Psychological Association (APA Style). **A paper will receive an F (0%) if it is handed in with no references listed or if the references are not cited in the text.**

The short production research paper will be graded according to the following criteria:

- a. Effective use of source materials 20% max
- b. Following directions pertaining to sources 20% max
- c. Following directions that pertain to writing the paper 20% max.
- d. Care in writing 10% max
- e. Imagination, creativity, thinking, etc.30% max

- 3 The production notes will describe what you plan to shoot for your video tape. and will consist of a description of the sequences that are planned. The sequence descriptions must contain references to participants, locations, and the planned dialog. Papers and production notes are to be done on a typewriter or a word-processor. Neatness, errors, spelling, and grammar will be taken into account in grading the paper or production notes.

The production notes will be graded according to the following plan:

- a. Describing a coherent theme. 20% max
- b. Following directions pertaining to this writing 20% max
- c. Including details in descriptions (music, titles, etc.). .20% max.
- d. Care in writing 10% max
- e. Imagination, creativity, thinking, etc.30% max

- 4 The video will be a minimum of ten minutes (unedited), and will be shot according to the production notes. Releases (provided in class) must be obtained for people featured in video segments. The use of releases will be explained in class. All releases will be turned in with the unedited video.

5. Every student will be present for the first editing session, in which the video is downloaded into a computer. Failure to be present at this first editing session will result in a lowering of the project average of 2%. You will end up using less than 1/2 of the tape you shoot. You will create an edited tape that is at least ten minutes long and will have titles in each group will be in charge of editing the video according to group's plans and with the group's support

We will follow the timetable for the Cooperative video assignment that is presented in the Reading/Exam schedule.

Each student will be graded individually and, at the end of the course, will be

asked to suggest a grade for every other student in the group. Not everyone in a group

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will necessarily receive the same grade. If a student does less than her/his share of group work, then the student will receive a lower grade than the others in the group.

The grade for the item to be submitted on each of the dates listed will be lowered by one full grade if it is not given to me (in class) at the end of the period in which it is due, and will be lowered by one full letter grade for each additional day that is past the due day. This penalty applies to everyone receiving a grade on that item.

The Cooperative Project grade will count as much as two examination grades. Here is how the Cooperative Project will be graded:

1. The average of the scores for participating in group assignments, selecting a project title and selecting a duty for yourself will be 10% of the project grade
2. Submitting good Annotated Photographs (follow the directions) will count for 10% Collaborative Project Grade. there will be a 25% reduction in the grade for pictures for each missing picture and a 25% reduction if editing is not done and a 25% reduction if the presentation is not completed.
3. Using the DV camera and shooting at least ten minutes of potentially usable video and being present in the first editing session when the video is downloaded into the computer is worth 20% of your grade. You must use the camcorder provided in class. Your grade for this requirement will be lowered by two full grades (e.g., B- lowered to D-) for less than ten minutes of video or not being present at the first editing session. One full grade will be subtracted for each day (days classes are in session) that the unedited video is late, unless the due date is changed by the teacher.
4. Forty percent of your project grade is based on how well you perform the one duty that you selected from the three that are listed below. Twenty percent your Project grade will come from each of the two duties in the list of three that you did not select.
 - A. Production Notes
 - B. Short Production Research paper
 - C. Editing the Video
 - * A grade will be lowered one full grade (e.g., B+ lowered to D+) for all of the above (A - C) for each day (days that classes are in session) that it has not been handed in unless the teacher changes the due date for the item.
5. Twenty percent your Project grade will come from each of the two duties (in the list of three) that you did not select – 10% for each of the two.
 - * Serving as Group Coordinator = an extra 3% added to student's project average.
 - ** Assuming additional duties may (according to the rules) result in an additional 2% added to the project average.

Examinations

There are four examinations, including the final examination. The specific chapters assigned for each exam are listed on the Reading/Exam Schedule. The assigned chapters for each exam will not be changed. The final examination will only be over the chapters assigned for the final, and it will not be given at any other time than the date and hours assigned in the final examination schedule.

Examinations are half multiple-choice and half essay. On each exam, there are twenty multiple choice questions and four essay questions. You are to answer two of the four essay questions and will not receive extra credit for answering more than two. Half of your grade on an examination is based on your multiple-choice performance and half is based on your essay performance.

Usually, three-fourths of the multiple-choice, and one-half of the essay questions are from the textbook. The remainder of the exam questions are from the lecture material. Most of the time, textbook questions cannot be answered from lecture material, and the lecture questions cannot be answered from the textbook. Your performance will be best, if you review both the textbook and your notes.

As soon as possible, your corrected examination is passed back to you during a class period, so that you may note your grade and review the answers to the test. You are not permitted to keep an examination, and failure to return a test to me, when they are collected, will result in a grade of F for that test.

Makeup examinations will be given only if a student presents documented evidence that the absence was due to the following situations: a student's participation in University-sponsored events (described in the P.S.U. Catalog), a Student's Documented Illness, a Student's Injury, a death in a student's immediate family, and a student taking a high-stakes test related to the student's plan of study, such as the Graduate Record Exam or Praxis. Absolutely no verbal excuses will be accepted, under any circumstances - an excuse must be in writing. I will not contact anyone to obtain or validate a student's absence excuse. Not everything in writing will constitute as an excuse. The policy in this course is that I will make the final decision about whether an excuse for an absence is to be accepted.

You will have two weeks (counted from the date of the exam) to make up an examination. If the valid excuse necessitated leaving campus, the two-week period in which you must take the makeup starts on the date that you returned to campus. If the makeup is not taken within the two-week period, there will be no further chances (no matter how much it hurts someone's grade) to take it, and a zero will be entered for that exam grade.

You must take the final exam at the time and day that it is scheduled, unless you have more than two finals on that day (I check your exam schedule). Makeups for final examinations are only given in extreme cases, with documented, valid reasons, and I will often advise a student to take an incomplete for the course. If you miss a final, then you must contact me within twenty-four hours after the final, regarding any course material missed, or I will not allow you to make up the material. I will only allow you to make up one examination that is not a final during final examination week. If you do not take an exam, or qualify for a makeup, or miss a final, then a grade of F is entered for that exam.

Grades

You will receive a grade for each examination, paper, and project, which is based on the percentage system which is explained below:

92.5-100% correct = A
 90.0-92.49% correct=A-
 87.5-89.9% correct = B+
 82.5-87.49% correct=B
 80.0-82.49% correct=B-
 77.5-79.9% correct = C+
 72.5-77.49% correct=C
 70.0-72.49% correct=C-
 67.5-69.9% correct = D+
 62.5-67.49% correct=D
 60.0-62.49% correct=D-
 below 60% correct = F

Grade for the Course

The grade that you receive for the course will be determined by calculating the average of the percent correct that you have earned on the examinations and on your project grade. The final counts the same as any other examination. Your project grade counts for one-third of your course grade (counts the same as two examinations).

The grade that you receive for the course will be calculated as follows:

1. Four examinations - each exam is worth 14.3% of the course grade
2. In-Class Writing Assignments - average of all writing assignments will be 14.34% of the course grade
3. Cooperative Project Grade will be 25.6% of the course grade, and will be derived in the following way::
 - a. Group Assignments + Title + selecting duty = 10% of the project grade
 - b. Annotated Photographs = 10% of project grade.

- c. Using the camcorder (according to directions) and first editing session = 20% of project grade
 - d. Forty percent of your project grade is based on the one duty that you select from the three (#1, #2, or #3) listed below.
 - e. Twenty percent of your project grade will be from the two duties (from the above list).that you did not select. That 20% (not selected duties) is derived in the following way:
 - 1. Ten percent of your project grade will be the grade that was received (in your group) for one of the projects that you did not select.
 - 2. Ten percent of your project grade will be the grade that was received (in your group) for the other project that you did not select..
- * Serving as Group Coordinator = an extra 3% added to that student's project average.
- **Assuming additional duties may (according to the rules) involve an additional 2% added to the project average.

The letter grade that you receive for your course grade will be determined by finding where the average of exams and projects falls in the table of percent correct and grade that was shown in the "grades" section.

The make-up policy pertaining to Plymouth State-sponsored activities that is stated in the current edition of the College Catalog will be followed, if official verification is submitted.

The only way that a student may earn extra-credit is to participate in a research study. However, the only research studies in which you may participate are those announced and made available through your teacher (D. Fife). The extra-credit will consist of an additional 2 1/2% added to the score of the next examination.

You will be able to earn extra-credit for research participation only if research studies are being conducted that invite you to participate. Research studies will not be performed for the purpose of making extra-credit available.

Fair Grading Practices

Grades in this course follow the rules set forth in the "Fair Grading Practices" policy which is found in the Student Handbook and the University Catalog.

Students with Disabilities

Plymouth State University is committed to providing students with documented disabilities equal access to all university programs and facilities. If you think you have a

disability requiring accommodations, you should immediately contact the PASS Office in Lamson Library (535-2270) to determine whether you are eligible for such

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accommodations. Academic accommodations will only be considered for students who have registered with the PASS Office. If you have a Letter of Accommodation for this course from the PASS Office, please provide the instructor with that information privately so that you and the instructor can review those accommodations.

Cell Phones in Class

Students are not permitted to receive calls with a ringer “on” during class and students are not permitted to operate cell phones or to leave them visible and accessible during examinations.

Cheating and Plagiarism

Academic dishonesty will not be tolerated in this course. Everyone in this class has a clear idea of what constitutes academic dishonesty and what will happen if someone engages in it. It is assumed that every student in this class is familiar with the section on "cheating and plagiarism" in the Student Handbook and the section on "academic dishonesty" in the Plymouth Academic Catalog. You are required to know this material. We will conduct ourselves according to the material in these two sources. Ignorance of the material on academic dishonesty in these two sources will not be accepted as an excuse for anyone who performs an act of academic dishonesty.

Syllabus: Reading, Assignment and Examination Schedule

For the 7th edition of *The Journey of Adulthood* (2011)

Part 1: Physical Changes and Health

August 29 - 31: Chapter 1 pages 3 - 13

September 1 - 7: Chapter 1 pages 13 – 33

Groups are Formed by September 7

Holiday: Labor Day (Monday) September 3

September 8 - 14: Chapter 2, pages 35 - 69

"Video Topic" and "Division of Duties" Due on September 14

September 15 - 21: Chapter 3, pages 71 - 101

"Three Digital Camera Pictures" Due on September 21

Examination: (Friday) September 21 (Chapters 1, 2 & 3 + Class Material)

Part 2: Cognitions, Roles and Relationships

September 22 – 28: Chapter 4, pages 103 - 133

"Short Video Topic Paper" Due on September 28

September 29 - October 5: Chapter 5, pages 135 - 167

"Production Notes" Due on October 5

October 6 - 12: Chapter 6, pages 169 - 201

Holiday: Monday, October 8 (Columbus Day)
Examination: (Friday) October 12 (Chapters 4, 5 & 6 + Class Material)
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Part 3: Personality and Values

October 13 - 19: Chapter 7, pages 203 - 239
October 20 – 26: Chapter 8, pages 241 – 271
October 27 - November 2: Chapter 9, pages 273 - 301
Examination: (Friday) November 2 (Chapters 7, 8 & 9 + Class Material)

Part 4: Coping and Stress

November 3 - 9: Chapter 10, pages 303 – 329
Holiday: Monday, November 12 (Veteran's Day)
November 10 – 16: Chapter 11, pages 331 - 353
November 17 - 30: Chapter 12, pages 355- 369
Holiday: November 21, 22 & 23 (Thanksgiving)
Edited (Completed) Video Submitted on December 5
December 1 - 17: Chapter 12, pages 369 – 383
Final Examination: (Monday) December 17, 11:00am - 1:30 pm (Chapters 10, 11 & 12 + Class Material)

Required Textbook:

Official Textbook: Bjorklund, B. The Journey of Adulthood (7th. ed.). Pearson Prentice-Hall: Englewood Cliffs (NJ), 2011.