



Course DIRECTED RESEARCH IN PSYCHOLOGY / PSYC 4251

Class Meeting Class meeting is 4PM -5PM every Monday. Meeting in is STEM 249-C.
***Much work is on your own. We may also have individual meetings as needed.

Professor **Stephanie Loalada, MS** **Office:** STEM 249-C
Email: stephanie.loalada@tamusa.edu **Phone:** 210-784-2238
Office Hours: MW: 9:45 a.m. – 10:45 a.m.
T: 9:00 a.m. -9:50 a.m.; 3:30 p.m. - 4:45 p.m.
For meetings outside of above hours or virtual meeting: Make appt at least 24 hrs in advance.

Textbook Make sure you have access to the 7th Edition of the APA Style Manual.

Other Costs * If you are planning to present a poster at either SWPA or SRS, you will have a \$24 poster cost. Power Grafx charges \$24 for poster printing with our university discount.

* If you can afford to, it is advisable to join The American Psychological Association (APA) and the Southwestern Psychological Association (SWPA) as a student member. There are scholarship, research, and networking opportunities through professional groups, and you should try to take advantage of those. Note that the SWPA fee includes your conference fee for that year. We will discuss when to sign-up for the associations in our lab meetings.

*You may incur travel costs to SWPA, APA, or other conferences.

*Some students prefer to have a copy of SPSS on their computer. That is not provided by the university and would be at your own cost.

Catalog Desc. 4351. Directed Research. V: 0-3 Individual instruction course for advanced and qualified undergraduates to obtain supervised research experience in psychology. Student will assist with a research project by working under the individual guidance of a psychology faculty member. Requirements may entail library research, data collection, data entry, statistical analysis and or assistance in planning and conducting parts of a research project. A paper on the research experience is required. Consent of instructor required. Variable credit for a total of 6 maximum. Prerequisites: PSYC 2301, PSYC 2388. Prerequisite or corequisite: PSYC 3389. (If students are taking PSYC 4051, they can take PSYC 2388 concurrently.)
Course may also be taken as PSYC 4251, 4151, or 4051, for 2, 1, or 0 credits.

Course Objectives * Students will work on research projects, some of which are their own, some of which may be their own, faculty projects, and some of which are projects from other students.

* Students will learn about the research process, including idea generation, reviewing background literature, writing IRB documents, collecting data, analyzing results in EXCEL and SPSS, writing results, conference presentation, and publication, if possible.



Assessment Students will be expected to participate in all aspects of the class. Missing meetings and missing deadlines will result in a lower grade. In addition, students are expected to keep track of hours spent on class work; these records must be turned in in a timely manner. A final project will also be necessary for assessment. The final project will be dependent on where the research project is in terms of its completion. The product may be a poster, an APA-style paper, a publication draft, etc. Often the research we conduct is not finished in a single semester. These are works in progress. Decisions about what is an appropriate final product for each lab member will be made 4 weeks before the end of the semester. While you will not receive a “grade” on the project, you will meet with me to go over it so that you can make changes as you continue your project, and your success on the project will be considered when assigning your grade in the class.

Activities

Research Project:

Students are expected to contribute to at least one of the projects ongoing in the lab if they are taking the course for credit.

Activity Logs:

All students taking this course for credit must spend at least 2-3 hours per credit each week on coursework (lab work). All students will have at least 1 one-hour research meeting each week, and the remainder of your time will be spent completing lab tasks. Additional meetings may be called as necessary. All meetings and work should be recorded / accounted for in your activity log. An activity log is available in our course Blackboard shell, and you should fill-out that document each time you work on lab work.

3 credit-hour students can expect to work 9 hours each week.

2 credit-hour students can expect to work 6 hours each week.

0 and 1 credit-hour students can expect to work 3 hours each week.

Volunteers will have hours that vary (usually between 3-4 hours per week). They should also fill-out their activity logs weekly.

Lab Work:

There are many types of lab work to be completed: preparing for studies, writing, running participants, analyzing data, etc. You may complete this work in the library, computer labs, lab space if available, and at home if that is appropriate.

You will find that many weeks we have a “Lab To Do” list posted in the announcements on Monday. You should grab a task from that list to complete. There will be instructions on what to do when you take on each task. We will also meet to discuss many of these tasks.



Meetings:

All students, including volunteers who are taking this as a qualifying semester for their Directed Research course, are expected to attend all meetings. Students who will have PSYC 4051 on their transcript are expected to attend regularly. Drop-in volunteers are expected to attend whenever they can, as typically they have already had a qualifying semester.

Conferences:

Students will be expected to present research at a conference / convention. We will pay attention to calls for abstracts so that we can meet deadlines for acceptance. Conferences may include

Southwestern Psychological Association (SWPA). Usually last week of March / First week of April. Usually in a different city (In San Antonio every 5-6 years). (Any member can present.)

RISE (Formerly Student Research Symposium). Usually in mid April. On our campus April 21-25, 2025. (Students and recent grads can present.)

Society for Personality and Social Psychology (SPSP). Usually last week of February. Always in a different city. (Any member can present, students or alumni).

American Psychological Association (APA). Usually early August. Always in a different city. (Any member can present).

Other conferences may be considered.

Citi Training:

Please make sure Citi Training is up to date, including Social and Behavioral Research and Responsible Conduct of Research. www.citiprogram.org

Psychology Speaker Series:

Dates will be announced. You should make an effort to attend the speaker series to learn about research.

Deadlines:

All deadlines given to you must be met if you are taking the course for credit, to earn an A. If you experience trouble meeting a deadline, tell me in advance so that we can work together for your success!

Workspace:

Currently, our lab has no dedicated workspace outside of my office. That said, you are certainly welcome to use my office to complete lab work when I am here! We can also try to reserve library study rooms, study rooms in STEM, and space in the Psych Labs for times when we need additional space.



Course Grades:

Each student's grade will be based solely on his/her performance. Students will not compete against one another for grades (i.e., the instructor will not limit the number of As, Bs, etc.). An individual's course grade is based on his or her raw score points (i.e., the total number of points earned during the semester).

Because you will work closely with me throughout the semester, it is unlikely that your final grade will be a surprise. If you have questions about where you stand in the class, please speak with me.

Course Letter Grade Guidelines

A: All deadlines met, meetings attended, excellent participation, good project, required hours achieved

B: All of the above, but most of the time; good project.

C: All of the above, but only some of the time; average project.

D: Unacceptable work

F: Unacceptable and missing work

IMPORTANT POLICIES AND RESOURCES

University Email Policy and Course Communications: All correspondence between professors and students must occur via University email accounts. You must have your Jaguar email account ready and working. If it is not working, contact the help desk at helpdesk@tamusa.edu or at 210-784-HELP (4357). If you don't hear back within 48 hours, contact them again. They have many requests during the first part of the semester, so you may need to follow up with them.

Academic Accommodations for Individuals with Disabilities: Texas A&M University-San Antonio is committed to providing all students with reasonable access to learning opportunities and accommodations in accordance with The Americans with Disabilities Act, as amended, and Section 504 of the Rehabilitation Act. If you experience barriers to your education due to a disability or think you may have a disability, Disability Support Services is located in the Central Academic Building, Suite 210. You can also contact us via phone at (210) 784-1335, visit us at the [website](#) or email us at dss@tamusa.edu. Disabilities may include, but are not limited to, attentional, learning, mental health, sensory, physical, or chronic health conditions. All students are encouraged to discuss their academic accommodations with Disability Support Services and their instructors as soon as possible.

Academic Learning Center: All currently enrolled students at Texas A&M University-San Antonio can utilize the Academic Learning Center for subject-area tutoring. The Academic Learning Center provides free course-based tutoring to all currently enrolled students at Texas A&M University-San Antonio. Students wishing to work with a tutor can make appointments through the Brainfuse online tutoring platform. Brainfuse can be accessed in the *Tools* section of Blackboard. You can contact the



Academic Learning Center by emailing tutoring@tamusa.edu, calling (210) 784-1307, or visiting the Central Academic Building, room 202. Online tutoring is also available for after hours and weekend assistance.

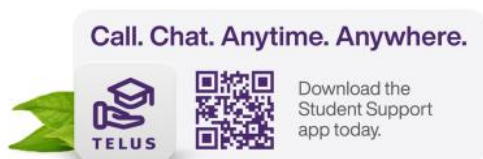
While tutoring hours may change based on tutor schedules and availability, the current tutoring hours for MATH in the ALC are as follows:

| | Appointments available | Walk in Tutoring – No appointment needed |
|-----------|-----------------------------------|---|
| MONDAY | 8 am – 6 pm | 9 am – 5 pm |
| TUESDAY | 8 am – 6 pm | 9 am – 5 pm |
| WEDNESDAY | 8 am – 6 pm | 9 am – 5 pm |
| THURSDAY | 8 am – 6 pm | 9 am – 5 pm |
| FRIDAY | 8 am – 5 pm | 11 am – 4 pm |

Counseling/Mental Health Resources: As a college student, there may be times when personal stressors interfere with your academic performance and negatively impact your daily functioning. If you are experiencing emotional difficulties or mental health concerns, support is available to you through the Student Counseling Center (SCC). To schedule an appointment, visit our website, call 210-784-1331 or visit Madla 120 between the hours of 8:00 AM and 5:00 PM.

All mental health services provided by the SCC are free and confidential (as the law allows). The Student Counseling Center provides brief individual and group therapy, crisis intervention, consultation, case management, and prevention services. *Crisis support is available 24/7/365 by calling the SCC at 210-784-1331 or through the TELUS student support App.*

The TELUS Student Support App provides a variety of mental health resources to including 24/7/365 support for in the moment distress, crisis support, an anonymous peer-to-peer support network, mental health screenings, podcasts, and articles to improve your mental wellbeing.



Emergency Preparedness: JagE Alert is Texas A&M University-San Antonio's mass notification system. In the event of an emergency, such as inclement weather, students, staff and faculty, who are registered, will have the option to receive a text message, email with instructions and updates. To register or



update your information visit: <https://tamusa.bbcportal.com/>. More information about Emergency Operations Plan and the Emergency Action Plan can be found [here](#). Download the SafeZone App (<https://safezoneapp.com/>) for emergencies or call (210) 784-1911. Non-Emergency (210) 784-1900.

Financial Aid and Verification of Attendance: According to the following federal regulation, 34 CFR 668.21: U.S. Department of Education (DoE) Title IV regulation, a student can only receive Title IV funds based on Title IV eligibility criteria which include class attendance. If Title IV funds are disbursed to ineligible students (including students who fail to begin attendance), the institution must return these funds to the U.S. DoE within 30 days of becoming aware that the student will not or has not begun attendance. Faculty will provide the Office of Financial Aid with an electronic notification if a student has not attended by the published Census Date (the first week of class). Any student receiving federal financial aid who does not attend prior to the published Census Date (the first week of class) will have their aid terminated and returned to the DoE. Please note that any student who stops attending at any time during the semester may also need to return a portion of their federal aid.

Jaguar Writing, Language, and Digital Composing Center (WLDCC): The Jaguar Writing Center provides writing support to graduate and undergraduate students in all three colleges as well as faculty and staff. Writing tutors work with students to develop reading skills, prepare oral presentations, and plan, draft, and revise their written assignments. Our language tutors support students enrolled in Spanish courses and students composing in Spanish for any assignment. Our digital studio tutors support students working on digital projects such as eportfolios, class presentations, or other digital multimedia projects. The Writing Center offers face-to-face, synchronous online, and asynchronous digital appointments. Students can schedule appointments with the Writing Center in JagWire under the Student Services tab. Click on “Writing, Language, and Digital Composing Center” to make your appointment. Students wanting to work in realtime with a tutor can schedule an “Online Appointment.” Students wishing to receive asynchronous, written feedback from a tutor can schedule an “eTutoring” appointment. More information about what services we offer, how to make an appointment, and how to access your appointment can be found on our [website](#). The Writing Center can also be reached by emailing writingcenter@tamusa.edu.

Meeting Basic Needs: Any student who has difficulty affording groceries or accessing sufficient food to eat every day or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to submit a [CARE report](#) for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to direct you to available resources. A food pantry is available on campus; click [here](#) for hours and contact information.

Military Affairs: Veterans and active-duty military personnel are welcomed and encouraged to visit the Office of Military Affairs for any question involving federal or state VA Education Benefits. Visit the



Patriots' Casa building, room 202, or to contact the Office of Military Affairs with any questions at military.va@tamusa.edu or (210)784-1397.

Religious Observances: Texas A&M University-San Antonio recognizes the wide variety of faiths represented among the campus community and protects the rights of students, faculty, and staff to observe religious holidays according to their tradition. Under the policy, students are provided an opportunity to make up any examination, study, or course work requirements that may be missed due to a religious observance provided they notify their instructors before the end of the second week of classes for regular session classes.

The Six-Drop Rule: Students are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits students to a maximum of six (6) non-punitive course drops (i.e., courses a student chooses to drop) during their undergraduate careers. A non-punitive drop does not affect the student's GPA. However, course drops that exceed the maximum allowed by SB 1231 will be treated as "F" grades and will impact the student's GPA.

Statement of Harassment and Discrimination: Texas A&M University-San Antonio is committed to the fundamental principles of academic freedom, equal opportunity, and human dignity. To fulfill its multiple missions as an institution of higher learning, A&M-San Antonio encourages a climate that values and nurtures collegiality and the uniqueness of the individual on our campus and within our state, nation, and world. All decisions and actions involving students and employees are to be based on applicable law and individual merit. Texas A&M University-San Antonio, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or pregnancy/parenting status. Individuals who believe they have experienced harassment or discrimination prohibited by this statement are encouraged to contact the University's Civil Rights Officer at 210-784-2061 or titleix@tamusa.edu.

Texas A&M University-San Antonio faculty are committed to providing a safe learning environment for all students and for the university as a whole. If you have experienced any form of sex discrimination or harassment, including sexual assault, sexual harassment, domestic or dating violence, or stalking based on sex, know that help and support are available. A&M-San Antonio's Title IX Coordinator can support those impacted by such conduct in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, and more. The university strongly encourages all students to report any such incidents to the Title IX Coordinator. Please be aware that all A&M-San Antonio employees (other than those designated as confidential resources such as counselors and trained victim advocates) are required to report information about such discrimination and harassment to the university. This means that if you tell a faculty member about a situation of sexual harassment, sexual violence, or other related sex-based misconduct, the faculty member must share that information with the



university's Title IX Coordinator (titleix@tamusa.edu, 210-784-2061, CAB 439K). If you wish to speak to a confidential employee who does not have this reporting requirement, you can contact the Student Counseling Center at (210) 784-1331 or visit them in Madla 120.

Pregnant/Parenting Students: Texas A&M-San Antonio does not require a pregnant or parenting student, solely because of that status or issues related to that status, to (1) take a leave of absence or withdraw from their degree or certificate program; (2) limit the student's studies; (3) participate in an alternative program; (4) change the student's major, degree, or certificate program; or (5) refrain from joining or cease participating in any course, activity, or program at the University. The university will provide such reasonable accommodations to pregnant students as would be provided to a student with a temporary medical condition that are related to the health and safety of the student and the student's unborn child. These could include maintaining a safe distance from substances, areas, and activities known to be hazardous to pregnant individuals and their unborn child; excused absences because of illness or medical appointments; modified due dates for assignments; rescheduled tests/exams; taking a leave of absence; and being provided access to instructional materials and video recordings of lectures for excused absences, if these would be provided to any other student with an excused absence. Pregnant/parenting students are encouraged to contact the Title IX Coordinator with any questions or concerns related to their status (titleix@tamusa.edu; 210-784-2061; CAB 439K).

Texas A&M-San Antonio has also designated the Title IX Coordinator as the liaison officer for current or incoming students who are the parent or guardian of a child younger than 18 years of age. The Title IX Coordinator can provide students with information regarding support services and other resources. Young Jaguars can support parenting students with daycare if students meet this criteria: (1) must be enrolled in classes at Texas A&M-San Antonio in the current semester, (2) must be Pell eligible or a single parent, (3) child(ren) must be aged 3 to 12-years-old, and (4) child(ren) must be enrolled in Pre-K-3 through 6th grade. For more information, please contact Young Jaguars at youngjaguars@tamusa.edu or call (210) 784-2636.

Students' Rights and Responsibilities: The following statement of students' rights and responsibilities is intended to reflect the philosophical base upon which University Student Rules are built. This philosophy acknowledges the existence of both rights and responsibilities, which is inherent to an individual not only as a student at Texas A&M University-San Antonio but also as a citizen of this country.

Students' Rights

1. A student shall have the right to participate in a free exchange of ideas, and there shall be no University rule or administrative rule that in any way abridges the rights of freedom of speech, expression, petition and peaceful assembly as set forth in the U.S. Constitution.



2. Each student shall have the right to participate in all areas and activities of the University, free from any form of discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, and pregnancy/parenting or veteran status in accordance with applicable federal and state laws.
3. A student has the right to personal privacy except as otherwise provided by law, and this will be observed by students and University authorities alike.
4. Each student subject to disciplinary action arising from violations of university student rules shall be assured a fundamentally fair process.

Students' Responsibilities

1. A student has the responsibility to respect the rights and property of others, including other students, the faculty, and administration.
2. A student has the responsibility to be fully acquainted with the published University Student Rules found in the Student Handbook, [Student Code of Conduct](#), on our website, and University Catalog, and to comply with them, as well as with federal, state, and local laws.
3. A student has the responsibility to recognize that student actions reflect upon the individuals involved and upon the entire University community.
4. A student has the responsibility to recognize the University's obligation to provide a safe environment for learning.
5. A student has the responsibility to check their university email for any updates or official university notifications.

We expect that students will behave in a manner that is dignified, respectful, and courteous to all people, regardless of sex, ethnic/racial origin, religious background, or disability. Conduct that infringes on the rights of another individual will not be tolerated.

Students are expected to exhibit a high level of honesty and integrity in their pursuit of higher education. Students engaging in an act that violates the standards of academic integrity will find themselves facing academic and/or disciplinary sanctions. Academic misconduct is any act, or attempt, which gives an unfair advantage to the student. Additionally, any behavior specifically prohibited by a faculty member in the course syllabus or class discussion may be considered as academic misconduct. For more information on academic misconduct policies and procedures please review the [Student Code of Conduct](#) or visit the resources available in the [OSRR website](#)

**Important Spring 2026 Dates:**

| Dates | Event |
|---------------------|---|
| January 13 | Tuition & Fee Payments deadline |
| January 19 | Martin Luther King, Jr. – No Classes |
| January 20 | First day of class |
| February 4 | Census date |
| February 23-March 6 | Midterm grading period |
| March 9-March 14 | Spring Break |
| April 3 | Study Day – No classes |
| April 17 | Last day to drop with an automatic “W” |
| May 1 | Last day to drop a course or withdraw from the University |
| May 4 | Last day of classes |
| May 5 | Study Day – No classes |
| May 6-May 12 | Final exams |
| May 19 | Commencement |

The complete [academic calendar](#) is available online

No Use of Generative AI Permitted

[Insert Course Number] assumes that all work submitted by students will be generated by the students themselves, working individually or in groups. Students should not have another person/entity do the writing of any portion of an assignment for them, which includes hiring a person or a company to write assignments and/or using artificial intelligence (AI) tools like ChatGPT. Use of any AI-generated content in this course qualifies as academic dishonesty and violates Texas A&M-San Antonio’s standards of academic integrity.

***TENTATIVE Course Calendar (Subject to Change)***

| Week / Date (Mon) | Goals |
|----------------------|---|
| Wk 1/Jan 19 | Classes Begin. Goal is to get settled into your routine / Read Syllabus |
| Wk 2/Jan 26 | Discuss articles / plans / IRB / CITI training |
| Wk 3/Feb 2 | SWPA Poster |
| Wk 4/Feb 9 | SWPA Prep / Finalize SWPA Poster / Calling Cards / SONA credit |
| Wk 5/ Feb 16 | Manuscript planning / SONA credit |
| Wk 6/ Feb 23 | Manuscript work / SONA credit |
| Wk 7/Mar 2 | SWPA practice / planning / SONA credit |
| Wk 8/Mar 9 | Spring Break |
| Wk 9/Mar 16 | Prep for analysis (SPSS training) / Data Cleaning |
| Wk 10/Mar 23 | SWPA final planning / SWPA |
| Wk 11/Mar 30 | SWPA debrief |
| Wk 12/Apr 6 | Initial analyses / Manuscript Work |
| Wk 13/Apr 13 | Analyses / Manuscript Work |
| Wk 14/Apr 20 | Manuscript Work |
| Wk 15/Apr 27 | Future Planning |
| Wk 16 | Projects due May 4 for evaluation. May 4 (last class) May 5 (study day) |
| May 6 – 12 Finals | Class does not have a final. THANK YOU ALL FOR YOUR HARD WORK! |
| Final Total | |

Note: Assignment deadlines will be discussed. Sometimes your deadlines will be several weeks out. Sometimes they may be very quick (like by the next day).



Activity Log

| Week | Task(s) completed. Be specific when you can. Include time to complete task. |
|--------------|---|
| Wk 1/Jan 19 | |
| Wk 2/Jan 26 | |
| Wk 3/Feb 2 | |
| Wk 4/Feb 9 | |
| Wk 5/ Feb 16 | |
| Wk 6/ Feb 23 | |
| Wk 7/Mar 2 | |
| Wk 8/Mar 9 | |
| Wk 9/Mar 16 | |
| Wk 10/Mar 23 | |
| Wk 11/Mar 30 | |
| Wk 12/Apr 6 | |
| Wk 13/Apr 13 | |
| Wk 14/Apr 20 | |
| Wk 15/Apr 27 | |
| Wk 16 /May 4 | |