

**San José State University**  
**Department of Psychology**  
**Psyc 121B, Advanced Research Methods: Cognition/Perception**  
**Sections 10/11, Fall 2023**

<b>Instructor:</b>	Patrick F. Cravalho, PhD
<b>Email:</b>	<a href="mailto:patrick.cravalho@sjsu.edu">patrick.cravalho@sjsu.edu</a>
<b>Student Drop-in Hours:</b>	In-person on Tuesday from noon to 1pm AND Online on Thursday from 1:00pm to 2:00pm (Zoom link: <a href="https://sjsu.zoom.us/j/85813169528">https://sjsu.zoom.us/j/85813169528</a> ) OR email me to set up a day/time for an appointment <u><b>NOTE: for drop-in hours or appointments via Zoom, you need to use your SJSU Zoom account to attend the meeting.</b></u>
<b>Office Location:</b>	Dudley Moorhead Hall, Room 319
<b>Class Day/Times:</b>	Held in person on Tuesdays. <u>Seminar:</u> 1:00pm to 1:50pm <u>Lab:</u> 2:15pm to 5:15pm
<b>Classroom Location:</b>	Dudley Moorhead Hall, Room 236
<b>Prerequisites:</b>	Psyc 100W, Psyc 118 or 120, plus one of: Psyc 135, Psyc 155, Psyc 158

### **Course Description**

Advanced treatment of research approaches used in Cognition and/or Perception. The primary focus of the course is on traditional laboratory experimental designs and methods.

### **Course Goal**

The goal of this course is to provide you with the practical experiences needed to develop an actionable research project design.

### **Course Learning Outcomes (CLO)**

Upon successful completion of this course, students will be able to:

- CLO1* – Display knowledge of the concepts and theories relevant to research in cognition & perception.
- CLO2* – Devise & use a research question as a guide to developing the components of a research project.
- CLO3* – Effectively and efficiently search and review a selected research literature.
- CLO4* – Develop testable hypotheses.
- CLO5* – Design experimental methods for testing one’s hypotheses.
- CLO6* – Complete ethics training and an SJSU IRB application.
- CLO7* – Disseminate one’s research review findings and experiment design via an oral presentation.

## Program Learning Outcomes (PLO)

Upon successful completion of the psychology major requirements... (Psyc 121B meets each PLO.)

1. *PLO1 – Knowledge Base of Psychology* – Students will be able to identify, describe, & communicate the major concepts, theoretical perspectives, empirical findings, & historical trends in psychology.
2. *PLO2 – Research Methods in Psychology* – Students will be able to design, implement, & communicate basic research methods in psychology, including research design, data analysis, & interpretations.
3. *PLO3 – Critical Thinking Skills in Psychology* – Students will be able to use critical & creative thinking, skeptical inquiry, & a scientific approach to address issues related to behavior & mental processes.
4. *PLO4 – Application of Psychology* – Students will be able to apply psychological principles to individual, interpersonal, group, & societal issues.
5. *PLO5 – Values in Psychology* – Students will value empirical evidence, tolerate ambiguity, act ethically, & recognize their role & responsibility as a member of society.

## Materials

1. Laptop/desktop/tablet computer, and Internet access. SJSU has a free equipment loan program for students: <https://www.sjsu.edu/learnanywhere/equipment/index.php>.
2. Access to Google documents, sheets, & slides or to Microsoft Word, Excel, & PowerPoint or to Apple Pages, Numbers, & Keynote. **NOTE:** SJSU students can utilize Microsoft Word, Excel, and PowerPoint online for free (see <https://www.sjsu.edu/it/services/collaboration/software/instructions.php>).

## Student Drop-in Hours

I expect you to have a specific agenda (e.g., discuss accommodations) and/or questions about our Psyc 121B course ready before you visit drop-in hours. Feel free to email me at [patrick.cravalho@sjsu.edu](mailto:patrick.cravalho@sjsu.edu) to let me know why you want to drop-in, so I can prepare for your visit.

## Email Communication

All email communications to me need to be sent to [patrick.cravalho@sjsu.edu](mailto:patrick.cravalho@sjsu.edu) and include “Psyc 121B” in the subject line. **Please DO NOT message me through Canvas.** As a rule of thumb, write separate emails for communicating different topics, rather than writing about multiple topics in one email. This helps me to not miss reading/replying to important information that you share with me.

## Checking your SJSU email regularly

If I need to contact you or send you feedback on an assignment, but I have not received any prior email communication from another one of your email accounts, I will contact you via your sjsu.edu email address. Therefore, you need to regularly check your sjsu.edu email address.

## Checking Canvas regularly

I will regularly post materials, information, etc. on the following links on our Psyc 121B Canvas webpage: Announcements, Assignments, Files, and Grades. Therefore, you need to regularly check our Psyc 121B Canvas webpage (all of the links listed above are on the left side of our Psyc 121B Canvas webpage).

## **Classroom Protocol**

Class lectures will not be broadcast or recorded on Zoom, as it is university policy (F69-24; <http://www.sjsu.edu/senate/docs/F69-24.pdf>) that students should attend all meetings of their classes. (**Note: there are no points/grades associated with class attendance or participation.**) Arrive to class on time. Arriving late disrupts other students and interferes with the continuity of the lectures and class activities. If you cannot avoid being late, please enter the class through the least noticeable door and quietly take a seat. Do not start a conversation to catch up on information you missed. Leaving early is equally disruptive. However, if you must, please leave through the least noticeable door. If you miss a class, you are responsible for contacting your instructor to inquire about the information you missed from that class. Food and drinks are permitted during class, but you must be sure that your space is clean when you leave the classroom.

Your attention is expected during class. Therefore, phones, music players, etc. are not allowed to be used during class (i.e., all devices should be put away and set to not make any noise) so that one stays focused on our class discussions. If you are using your phone or another device during class, you may be asked to put it away. If you are using your phone or another device repeatedly after being asked to put it away, you may be asked to leave. In addition, do not sleep, carry on conversations, or work on course material (including studying or reading for other classes) during class. These rules are not only so you will not distract yourself, but also so you will not distract your classmates or your instructor. Be polite and respectful to your classmates and to your instructor.

## **Laptops/Tablets**

In-person class laptop/tablet use is allowed, but you will be asked to sit in the back or the side of the classroom. Allowed laptop use will be restricted to note-taking. One shall never connect to the internet and use class time to check email, visit social networking sites, surf the web, work on other coursework, etc. If you are seen engaging in any other activity other than note-taking, your laptop/tablet privileges will be revoked for the remainder of the semester.

## **Diversity Statement**

We will create a safe and diversity-sensitive learning environment that respects the rights, dignity, and welfare of all students, faculty, and staff. Diversity means the fair representation of all groups, the inclusion of minority perspectives and voices, and appreciation of different cultural and socioeconomic group practices. I aspire to foster and maintain an atmosphere that is free from discrimination, harassment, exploitation, or intimidation.

## **Student Athletes**

If you are a student athlete, please inform me at the beginning of the semester of any team obligations. If there are any conflicts between your obligations and class participation/assignment, we may need to figure out alternative arrangements for you to participate or complete an assignment.

## **Course Requirements and Assignments**

Success in this course is based on the expectation that students will spend, for each unit of credit, a minimum of 45 hours over the length of the course (normally three hours per unit per week) for instruction, preparation/ studying, or course related activities, including but not limited to internships, labs, and clinical practice. Other course structures will have equivalent workload expectations as described in the syllabus. More details about student workload can be found in [University Policy S16-9](#).

## **Research Proposal (RP) Assignments**

### **Initial Proposal** (covers CLOs 1/2)

You will submit a brief document that will help guide all of the following research proposal assignments. This document will include a topic in cognition/perception that interests you, a research problem and a research question that are related to each other, and keywords to aid your initial research literature search. This assignment is worth five points. You will receive feedback from the instructor on your initial proposal.

### **Literature Review Spreadsheet** (covers CLOs 1/3)

You will read and summarize 20 empirical research articles via a spreadsheet. We will discuss research problems, research questions, testable hypotheses, and gaps in the literature in class as you work on your literature review, as these concepts will shape your review and the following research proposal assignments. An example literature review spreadsheet will be shared and discussed in class. This assignment is worth 40 points. You will receive feedback from the instructor on your literature review spreadsheet. You can also contact SJSU's Library Liaison for the Psychology Department, Christa Bailey ([christa.bailey@sjsu.edu](mailto:christa.bailey@sjsu.edu)). Here is a link Christa's Libguide: <http://libguides.sjsu.edu/psychology>

### **Proposal Update** (covers CLOs 1/2/4/5)

You will submit a brief document to update your research proposal after completing the literature review spreadsheet. This document will include updates to your statement of the research problem and research question, information on the literature gaps, hypothesis, population of interest, independent and dependent variables, and a preview of your research design. This assignment is worth 12 points. You will receive feedback from the instructor on your proposal update.

### **Collaborative Institutional Training Initiative (CITI) Ethics Training** (covers CLO 6)

You will complete the "Faculty & Staff" version of the CITI online research ethics training course for social & behavioral science investigators: <http://www.sjsu.edu/research/irb/irb-researcher-training/index.html>. This is the same training course required to be completed by all principal investigators (i.e., lead researchers) at San José State University and most other research institutions. Completing the training is worth 10 points.

### **Institutional Review Board (IRB) Application & Consent Form** (covers CLO 6)

You will complete the San José State University IRB application and create the appropriate consent form for your proposed research project: <http://www.sjsu.edu/research/irb/irb-forms/index.html>. This assignment is worth 20 points. You will receive feedback from the instructor on your IRB application and consent form.

### **Research Proposal Presentation Initial Draft and Final Draft** (covers CLOs 1/2/3/4/5/7)

You will give an in-class presentation of the research proposal you will be designing over the span of this course. We will discuss the assignment parameters in class via an example research project presentations. You will first turn in a draft of your presentation, then you will receive feedback on that draft and will be expected to incorporate edits based on that feedback into your final presentation. The presentation initial draft will be worth five points and the final draft will be worth 40 points.

### **Participation Assignments** (covers CLOs 1/2/3/4/5)

You will complete eleven brief assignments via Canvas submission, worth a total of 53 points (2-8 points each). These will involve creating a goal for the course and learning opportunities to support the RP assignments.

### **Lab Time Check-in Summaries** (covers CLOs 1/2/3/4/5/6/7)

You should check in with your instructor as many times as you need to throughout the semester. However, you **MUST** stop by during lab time and check in with your instructor **AT LEAST** three times, first by Tuesday (9/19), second by Tuesday (10/17), and third by Tuesday (11/14). Then you will submit a one-paragraph summary of what was discussed for three of your check-ins. These check-in summaries are worth a total of 15 points (5 points per check-in).

### **Late Submission Policy**

It is very important to stay up-to-date on the RP, Participation, and Check-in Summary assignment due dates by following the schedule below. For each day an assignment is submitted past the due date, 10% will be deducted from your grade. If you fail to turn in your Initial Proposal and/or Research Proposal Presentation Initial Draft within the parameters outlined in the “RP Assignments” and the “Late Submission Policy” sections of this syllabus, you will receive a zero on that assignment, but still must complete it in order to be eligible to turn in your Proposal Update and/or Research Proposal Presentation Final Draft.

### **Assignment Make-up Policy**

If you have a legitimate reason for missing an assignment due date, you may be permitted to make up that assignment without the late submission penalty. However, you will need to contact me as early as you can to let me know your reason for missing the assignment, especially if you know you’ll need an extension ahead of the due date. Then we can figure out your timeline for making up the assignment. If you miss the assignment due to an unanticipated reason, please contact me within the 24 hours after the assignment was due.

### **Extra Credit Opportunities** (covers CLOs 1/2/3/4/5/6/7)

A total of ten extra credit points may be added to your final point total if you take advantage of the following opportunities. Ten points is a substantial amount (i.e., 5% of your final grade), ***but the points must be earned and are being made available to encourage specific learning behaviors.***

The first opportunity will be to earn seven points for submitting the Research Proposal (RP) assignments early. Specifically, you must submit every RP assignment two ***days*** early. For example, your **Initial Proposal** is due by 11:59pm on Friday (9/1), so you must turn it in before 11:59pm on Wednesday (8/30) for it to count as two days early. You can only earn the full seven points by submitting **ALL 7 RP assignments** early. You would earn 0.75 of a point for submitting each of the initial proposal, proposal update, presentation draft and final presentation early. You would earn a point for submitting each of the IRB application/consent form and the CITI certificate early. You would earn two points for submitting the literature review spreadsheet (LRS) early. These points are tiered if you do not complete all 7 RP assignments early (e.g., if you submit 4/4 RP assignments worth 0.75 extra credit points early, 1/2 RP assignment worth an extra credit point early, and don’t get the LRS in early, you receive only 4 extra credit points). ***This opportunity is meant to encourage you to complete RP assignments early rather than procrastinate in completing your RP assignments.***

The second opportunity is to earn three points for submitting the Lab Time Check-in Summaries early. Specifically, you must submit every check-in summary two *weeks* early. For example, **Lab Time Check-in Summary 1** is due by 11:59pm on Friday (9/22), so you must turn it in before 11:59pm on Friday (9/8) for it to count as two weeks early. You can only earn the full three points by submitting **ALL 3 Lab Time Check-in Summaries** early. These points are tiered if you do not submit all 3 check-in summaries early (i.e., if you submit 2/3 check-in summaries early, you receive 2 extra credit points, if you submit 1/3, you receive 1 point). *This opportunity is meant to encourage you to communicate with a research mentor and stay ahead of your research proposal design work.*

## Grading Policy

Your grade will be based on the total amount of points (200 possible points) you receive from RP Assignments (132 possible points) Participation Assignments (53 possible points), and Check-in Summaries (15 points). Below is a breakdown of the amount of points needed to earn the specified letter grades. (**NOTE:** Individual quiz and assignment totals may change over the course of the semester causing a change in the total amount of points.) All students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades. See University Policy F13-1 (<http://www.sjsu.edu/senate/docs/F13-1.pdf>) for more details.

200+ = A+ (100%)	185-199 = A (~93-99%)	179-184 = A- (~90-92%)	
175-178 = B+ (~88-89%)	165-174 = B (~83-87%)	159-164 = B- (~80-82%)	
155-158 = C+ (~78-79%)	145-154 = C (~73-77%)	139-144 = C- (~70-72%)	Less than 117 = F
135-138 = D+ (~68-69%)	125-134 = D (~63-67%)	120-124 = D- (~60-62%)	(~59% or less)

**NOTE:** I will NOT provide any student with an informal grade check at any point of the semester. The only grade checks to be provided are those accompanying official SJSU forms (e.g., athletics, Greek life, probation).

## Study & Workspace Resources

SJSU has designated 21 available classrooms around the campus, for students to use for studying, attending online classes, collaborating with other students, etc. No reservations are required. The students can just go to the room, set themselves up, and start working. See the [Study Resources](#) page (find this page on the **Campus Resources tab**) on the [Learn Anywhere](#) site to find information about the study and work spaces on campus.

## Links to University Policies

### General Expectations, Rights and Responsibilities of the Student

Students are encouraged to familiarize themselves with SJSU's policies and practices via University Policy S90-5 (<http://www.sjsu.edu/senate/docs/S90-5.pdf>). More detailed information on a variety of related topics is also available in the SJSU catalog (<http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.html>).

### Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness (<http://info.sjsu.edu/static/catalog/policies.html>). Add/drop deadlines can be found on the current academic year calendars document ([http://www.sjsu.edu/provost/services/academic\\_calendars/](http://www.sjsu.edu/provost/services/academic_calendars/)). The Late Drop Policy is available at <http://www.sjsu.edu/aars/policies/latedrops/policy/>. Information about the latest changes and news is available at the Advising Hub at <http://www.sjsu.edu/advising/>.

## **Consent for Recording of Class and Public Sharing of Instructor Material**

University Policy S12-7, <http://www.sjsu.edu/senate/docs/S12-7.pdf>, requires students to obtain instructor's permission to record any part of the course. **Therefore, neither recording of class lectures or discussions nor distribution of course materials are allowed. Failure to follow this policy will be considered a violation of course academic integrity policy and will result in immediate expulsion from the class, a grade of F in the course, and reporting the student to the University and proper authorities for further sanctions.**

## **Academic integrity**

The University Academic Integrity Policy S07-2 at <http://www.sjsu.edu/senate/docs/S07-2.pdf> requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development (<http://www.sjsu.edu/studentconduct/>). Depending on the severity of the conduct, you may receive a zero on the assignment or a grade of F in the course. Grade Forgiveness does not apply to courses for which the original grade was the result of a finding of academic dishonesty.

## **Campus Policy in Compliance with the American Disabilities Act**

Presidential Directive 97-03 ([http://www.sjsu.edu/president/docs/directives/PD\\_1997-03.pdf](http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf)) requires that students with disabilities requesting accommodations must register with the Accessible Education Center (AEC) at <http://www.sjsu.edu/aec> to establish a record of their disability.

## **Accommodation to Students' Religious Holidays**

According to University Policy S14-7 (<http://www.sjsu.edu/senate/docs/S14-7.pdf>), SJSU shall provide accommodation on any graded class work or activities for students wishing to observe religious holidays when such observances require students to be absent from class.

## **Student Technology Resources & Resources for Online Learning**

Computer labs and other resources for student use are available: see links: <http://www.sjsu.edu/at/asc/> and <https://library.sjsu.edu/student-computing-services/student-computing-services>. SJSU has consolidated its online learning resources into a single website: <https://www.sjsu.edu/learnanywhere/>

## **SJSU Peer Connections & Writing Center**

Peer Connections is a campus-wide resource for mentoring and tutoring, visit their website at <http://peerconnections.sjsu.edu> for more information. To utilize the resources offered through the Writing Center, visit their website: <http://www.sjsu.edu/writingcenter>.

## **SJSU Counseling and Psychological Services (CAPS)**

All students to come into Counseling and Psychological Services, located at the Student Wellness Center, room 300B, for any support needed, visit the CAPS website at <http://www.sjsu.edu/counseling>.



## Course Schedule

We will follow the schedule below to the greatest extent possible. However, the schedule is subject to change. You will be given fair notice of any changes via Canvas postings and in class announcements.

Date	Seminar Topics & Lab Tasks	Assignments & Due Dates
Tue 8-22	<b>Seminar:</b> Course Intro <b>Lab:</b> 1) Read the Psyc 121B syllabus & 2) Complete Course Goal OP Assignment	<b>Psyc 121B Course Goal Assignment (3 points) due by 11:59pm on Fri (8/25)</b>
Tue 8-29	<b>Seminar:</b> Research Problems & Questions <b>Lab:</b> Work on Initial Proposal	<b>Initial Proposal (5 points) due by 11:59pm on Fri (9/1); early deadline is 11:59pm on Wed (8/30)</b>
Tue 9-5	<b>Seminar:</b> Literature Review Intro <b>Lab:</b> 1) <u>Meet in MLK 213 at 2:30pm to work with Christa Bailey (Library Liaison)</u> & 2) Search for articles for your Literature Review Spreadsheet (LRS)	I suggest you have read at least <b>2</b> articles for LRS by Sun (9/10).
Tue 9-12	<b>Seminar:</b> Revising Research Questions <b>Lab:</b> 1) Work on Research Questions Assignment & 2) Work on LRS	I suggest you have read at least <b>5</b> articles for LRS by Sun (9/17). <b>Research Questions Assignment (5 points) due by 11:59pm on Fri (9/15)</b>
Tue 9-19	<b>Seminar:</b> Generating Testable Hypotheses <b>Lab:</b> 1) Work on Testable Hypotheses Assignment & 2) Work on LRS	I suggest you have read at least <b>10</b> articles for LRS by Sun (9/24). <b>Testable Hypotheses Assignment (5 points) due by 11:59pm on Fri (9/22)</b> <b>Lab Time Check-in Summary 1 (5 points) due by 11:59pm on Fri (9/22); early deadline is 11:59pm on Fri (9/8)</b>
Tue 9-26	<b>Seminar:</b> Identifying Literature Gaps <b>Lab:</b> 1) Work on Literature Gaps Assignment & 2) Work on LRS	I suggest you have read at least <b>15</b> articles for LRS by Sun (10/1). <b>Literature Gaps Assignment (5 points) due by 11:59pm on Fri (9/29)</b>
Tue 10-3	<b>Seminar:</b> Participant Recruitment <b>Lab:</b> 1) Work on Participant Recruitment Assignment & 2) Work on LRS	I suggest you have read at least <b>20</b> articles for LRS by Sun (10/8). <b>Participant Recruitment Assignment (5 points) due by 11:59pm on Fri (10/6)</b>
Tue 10-10	<b>Seminar:</b> Literature Review Outro <b>Lab:</b> 1) Work on Literature Review Assignment & 2) Finish up LRS	<b>Literature Review Spreadsheet (40 points) due by 11:59pm on Fri (10/13); early deadline is 11:59pm on Wed (10/11)</b> <b>Literature Review Assignment (8 points) due by 11:59pm on Fri (10/13)</b>
Tue 10-17	<b>Seminar:</b> Updating your Proposal & Research Ethics <b>Lab:</b> 1) Work on Proposal Update, 2) <i>Please complete Midterm Evaluation</i> , & 3) Work on CITI Ethics Training	<b>Proposal Update (12 points) due by 11:59pm on Fri (10/20); early deadline is 11:59pm on Wed (10/18)</b> <b>Lab Time Check-in Summary 2 (5 points) due by 11:59pm on Fri (10/20); early deadline is 11:59pm on Fri (10/6)</b>



Date	Seminar Topics & Lab Tasks	Assignments & Due Dates
Tue 10-24	<b>Seminar:</b> IRB Overview & SJSU IRB Application/ Consent OR Assent Form <b>Lab:</b> 1) Start on IRB Application/Consent OR Assent Form & 2) Finish up CITI Ethics Training	<b>CITI Ethics Training Certificate (10 points) due by 11:59pm on Fri (10/27); early deadline is 11:59pm on Wed (10/25)</b>
Tue 10-31	<b>Seminar:</b> Experimental Research Designs <b>Lab:</b> 1) Work on Exp. Design Assignment & 2) Continue working on IRB App/Consent OR Assent	<b>Experiment Design Assignment (5 points) due by 11:59pm on Fri (11/3)</b>
Tue 11-7	<b>Seminar:</b> Research Data Organization <b>Lab:</b> 1) Work on Data Organization Assignment & 2) Continue working on IRB App/Consent OR Assent	<b>Data Organization Assignment (5 points) due by 11:59pm on Fri (11/10)</b>
Tue 11-14	<b>Seminar:</b> Research Proposal Presentation (RPP) Overview <b>Lab:</b> 1) Work on RPP Initial Draft, 2) <i>Submit preference for presentation round by 11:59pm</i> , & 3) Continue working on IRB App/Consent OR Assent	<b>RPP Initial Draft (5 points) due by 11:59pm on Fri (11/17); early deadline is 11:59pm on Wed (11/15)</b> <b>Lab Time Check-in Summary 3 (5 points) due by 11:59pm on Fri (11/17); early deadline is 11:59pm on Fri (11/3)</b>
Tue 11-21	<b>ENJOY HOLIDAY BREAK!</b> <b>NO Seminar, Lab, Assignments, or Drop-in Hours!</b>	
Tue 11-28	<b>Seminar:</b> Course Outro <b>Lab:</b> 1) Work on Course Goal Follow up Assignment & 2) Finish up IRB App/Consent OR Assent	<b>Course Goal Follow up Assignment (2 points) due by 11:59pm on Fri (12/1)</b> <b>IRB Application/Consent OR Assent Form (20 points) due by 11:59pm on Fri (12/1); early deadline is 11:59pm on Wed (11/29)</b>
Tue 12-5	<b>SKIP Seminar, presentations start at 2:15pm!</b> <b>Lab:</b> 1) Research Proposal Presentations (Round 1) & 2) Complete Peer Evaluations	<b>RPP Final Draft (R1; 40 points) due by 11:59pm on Mon (12/4); early deadline is 11:59pm on Sat (12/2)</b> <b>Peer Evaluations R1 Assignment (5 points) due in-person on Tue (12/5)</b>
<b>Tue 12-12</b> <b>12:15-</b> <b>2:30pm</b>	1) Research Proposal Presentations (Round 2) & 2) Complete Peer Evaluations	<b>RPP Final Draft (R2; 40 points) due by 11:59pm on Mon (12/11); early deadline is 11:59pm on Sat (12/9)</b> <b>Peer Evaluations R2 Assignment (5 points) due in-person on Tue (12/12)</b>