

DORI 0200 – 2B2

### INSTRUCTOR CONTACT INFORMATION

Instructor: Danielle Grundy

Email: dngrundy@lit.edu

Office Hours: Virtual Office Hours by appointment only via email

CREDIT: 2 Semester Non-Credit Hours

MODE OF INSTRUCTION: Online



**LAMAR INSTITUTE  
OF TECHNOLOGY**

### PREREQUISITE/CO-REQUISITE:

No prerequisites are required for this course

### COURSE DESCRIPTION

Psychology of learning and success examines factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning styles. Techniques of study such as time management, listening and note taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources are covered. This includes courses in college orientation and the development of students' academic skills that apply to all disciplines.

### COURSE OBJECTIVES

Upon completion of this course, the student will be able to:

1. Navigate the systems of college (including technology, career/major exploration, academic advising, registration, and campus resources).
2. Examine factors that underlie learning, success, and personal development in higher education.
3. Discover techniques of study such as time management, listening and note taking, test taking, library and research skills, reading, and memory.
4. Demonstrate the State of Texas core objectives of critical thinking, communication, teamwork, personal and social responsibility, and qualitative reasoning.
5. Understand the concept of financial literacy for students, including the financial aid process.

Approved: MC 8/26/24

## **REQUIRED TEXTBOOK AND MATERIALS**

- College Success Concise by OpenStax by Amy Baldwin, Free at OpenStax.com
- Computer
- Internet connection (Broadband highly recommended)
- MS PowerPoint (students are provided with free Office 365 access)
- MS Word or compatible word processor (students are provided with free Office 365 access)
- MS Outlook Email (students are provided with free Office 365 access)

## **ATTENDANCE POLICY**

You are required to log on weekly to Blackboard and review the week's course material. Additionally, you are required to check your LIT emails weekly. Assignments are typically due each week.

## **DROP POLICY**

Students are NOT permitted to drop DORI. If you stop completing your coursework, you will FAIL the course and must retake DORI in order to be eligible to graduate.

If you wish to drop a course, you are responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an "F" in the course.

## **STUDENT EXPECTED TIME REQUIREMENT**

For every hour in class (or unit of credit), students should expect to spend at least two to three hours per week studying and completing assignments. For a 3-credit-hour class, students should prepare to allocate approximately six to nine hours per week outside of class in a 16-week session OR approximately twelve to eighteen hours in an 8-week session. Online/Hybrid students should expect to spend at least as much time in this course as in the traditional, face-to-face class.

## **COURSE CALENDAR**

I have set due dates on Mondays so that you have a full weekend to work on assignments except for the first module due to start date adjustment.

Module	Course Content and Activities	Assignments Due	Date Due
1	Transitioning to College	Chapter 1 Reading Assignment College Basics and Syllabus Quiz Assignment Technology Skills Assessment Assignment Plan for Title IX Training	1/27/25 by 11:59 pm
2	Time and Priorities Management	Chapter 2 Reading Assignment Class Introduction Discussion Assignment GRIT Assignment Resource Videos Weekly Planner Assignment Chapters 1&2 Knowledge Check Assignment	2/3/25 by 11:59 pm
3	Reading and Note Taking	Chapter 2 Reading Assignment Smiling Faces Assignment Resource Videos Library Access Assignment LIT and its Website Discussion Assignment	2/10/25 by 11:59 pm
4	Active Learning	Chapter 4 Reading Assignment Resource Videos LIT Experience Scavenger Hunt Assignment	2/17/25 by 11:59 pm

		Chapters 3&4 Knowledge Check Assignment	
5	Building Relationships	Chapter 5 Reading Assignment Title IX/Campus Clarity Assignment Resume Assignment Career Search Exploration Assignment	2/24/25 by 11:59 pm
6	Your Health	Chapter 6 Reading Assignment Resource Videos DegreeWorks, Starfish, and Self-Service Banner Assignment Healthy Lifestyle Self-Assessment Assignment Chapters 5&6 Knowledge Check Assignment	3/3/25 by 11:59 pm
7	Financial Literacy	Chapter 7 Reading Assignment LIT Scholarship Assignment Prepare for Advising Assignment Advisor Meeting Assignment Resource Videos Preparing for Finals Assignment	3/10/25 by 11:59 pm
8	Planning Your Future	Chapter 8 Reading Assignment Advising and Registration Assignment LIT Course Evaluations Assignment Chapter 7 & Knowledge Check Assignment Textbook Knowledge Check Final Exam Assignment	3/17/25 by 11:59 pm

## COURSE EVALUATION

Final grades DO IMPACT your overall GPA and will be calculated according to the following criteria:

- Daily Work 45%
- Major Projects and Tests 55%

## GRADE SCALE

90-100 A

80-89 B

70-79 C

60-69 D

0-59 F

DORI course requires an average of 70 or above to pass.

LIT does not use +/- grading scale

## ACADEMIC DISHONESTY

Students found to be committing academic dishonesty (cheating, plagiarism, or collusion) may receive disciplinary action. Students need to familiarize themselves with the institution's Academic Dishonesty Policy available in the Student Catalog & Handbook at <http://catalog.lit.edu/content.php?catoid=3&navoid=80#academic-dishonesty>.

## TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

## DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed

disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email [specialpopulations@lit.edu](mailto:specialpopulations@lit.edu). You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](https://www.lit.edu/special-populations).

## **STUDENT CODE OF CONDUCT STATEMENT**

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at [www.lit.edu](http://www.lit.edu). Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

## **ARTIFICIAL INTELLIGENCE STATEMENT**

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses

## **STARFISH**

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

## **ADDITIONAL COURSE POLICIES/INFORMATION**

### **Late Work Policy**

Timely submission of assignments is essential for your success in this course. To ensure fairness and maintain academic standards, late work will not be accepted except in cases of documented emergencies or extenuating circumstances approved by the instructor.

Key Points:

- Assignments must be submitted by the stated deadline in the syllabus or as announced in class.
- Late submissions, even by a few minutes, will not be graded unless prior arrangements have been made or an emergency has been communicated and documented.
- Technical difficulties (e.g., computer crashes, internet issues) are not considered valid reasons for late work. It is your responsibility to plan accordingly and allow extra time for unforeseen issues.

Exceptions:

In rare cases, such as illness or family emergencies, late work may be accepted at the instructor's discretion. Such exceptions require:

1. Prompt communication with the instructor before or immediately after the missed deadline.
2. Appropriate documentation (e.g., doctor's note or other evidence).

This policy encourages time management and mirrors real-world deadlines. If you have concerns about meeting a deadline, please communicate with the instructor in advance.

### **Email Communication Policy**

Effective and professional communication is essential in this course. Please follow these guidelines when contacting me via email:

Response Time:

- I will respond to emails within 1 business day (Monday–Friday) for messages sent during the weekday.
- Emails received over the weekend may take up to 2 business days to receive a response.
- If you do not receive a response within these time frames, feel free to send a polite follow-up.

Email Requirements:

- Use your institutional email account to contact me. Due to FERPA regulations, I will not respond to emails sent from personal accounts (e.g., Gmail, Yahoo).
- Include the following in your email for clarity:

- A clear subject line (e.g., "Question about Assignment 3").
- Your full name and course information (e.g., "ENG 101, Section A").

Additional Notes:

- Review the syllabus or class announcements before emailing to ensure your question hasn't already been addressed.

By following these guidelines, we can ensure clear and efficient communication.

### **Academic Integrity Policy**

Academic integrity is essential to the mission of this course and the broader academic community. All students are expected to adhere to the highest standards of honesty and ethical conduct in their academic work. Academic dishonesty, including but not limited to plagiarism, cheating, fabrication, unauthorized collaboration, or facilitating others in dishonest practices, will not be tolerated.

Examples of academic dishonesty include:

- Plagiarism: Presenting someone else's ideas, words, or work as your own without proper attribution.
- Cheating: Using unauthorized materials or devices during an exam, quiz, or assignment.
- Fabrication: Falsifying or inventing information, data, or citations.
- Unauthorized Collaboration: Working with others on assignments or exams when collaboration is not allowed.
- Facilitation: Helping another student commit academic dishonesty.

### **Consequences for Academic Dishonesty:**

Violations of this policy will result in academic and disciplinary consequences, which may include:

1. Receiving a zero on the assignment, quiz, or exam.
2. Failing the course.
3. Referral to the college's disciplinary process, which may lead to probation, suspension, or expulsion.

### **Avoiding Academic Dishonesty:**

To avoid academic integrity issues:

- Cite all sources used in your work.
- Follow instructions for collaboration and use of materials.



- When in doubt, ask the instructor for clarification.

By enrolling in this course, you agree to uphold the principles of academic integrity.