

DORI 0200 – College Success Skills

**10706-DORI 0200 – 2A3**

**Dates: Monday, March 24<sup>th</sup> through Monday May, 12<sup>th</sup> 2025**



**LAMAR INSTITUTE  
OF TECHNOLOGY**

**INSTRUCTOR CONTACT INFORMATION**

Instructor: Howard J. Trahan III  
Email: hjtrahan@lit.edu  
Office Phone: 409-210-6600 Text/Call  
Office Location: N/A  
Office Hours: Various

**CREDIT**

2 Non-Credit Semester Credit Hours

**MODE OF INSTRUCTION**

Online

**PREREQUISITE/CO-REQUISITE:**

None

**COURSE DESCRIPTION**

The 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.

#### **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. Attendance is based on assignment submissions.

#### **DROP POLICY**

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

If you wish to drop a different course, you are responsible for initiating and completing the drop process by the specified drop date as listed on the Academic Calendar available on the LIT website otherwise the grade you receive in the course will impact your GPA.

#### **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

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	<b>Sunday April 6<sup>th</sup> , 2025</b>
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	<b>Sunday April 6<sup>th</sup> , 2025</b>
3	Reading and Note-Taking	Chapter 3 Reading Assignment Smiling Faces Assignment Resource Videos Library Tutorial Assignment LIT and its Website Discussion Assignment	<b>Sunday April 20<sup>th</sup> , 2025</b>
4	Active Learning	Chapter 4 Reading Assignment Resource Videos LIT Experience Scavenger Hunt Assignment Chapters 3&4 Knowledge Check Assignment	<b>Sunday April 20<sup>th</sup> , 2025</b>
5	Building Relationships	Chapter 5 Reading Assignment Title IX/Campus Clarity Assignment Resume Assignment Career Search Exploration Assignment	<b>Sunday April 4<sup>th</sup> , 2025</b>
6	Your Health	Chapter 6 Reading Assignment Resource Videos Degree Works, Starfish, and Self-Service Banner Assignment Healthy Lifestyle Self-Assessment Assignment Chapters 5&6 Knowledge Check Assignment	<b>Sunday April 4<sup>th</sup> , 2025</b>
7	Financial Literacy	Chapter 7 Reading Assignment LIT Scholarship Assignment Prepare for Advising Assignment Advisor Meeting Assignment Resource Videos Preparing for Finals Assignment	<b>Monday April 12<sup>th</sup> , 2025</b>
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	<b>Monday April 12<sup>th</sup> , 2025</b>

## **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%

## **GRADING SCALE**

90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

LIT does not use +/- grading scales

## **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. It 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 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 \(lit.edu\)](#).

## **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**

**DUE DATES:** All assignments, Daily Work and Major Projects/Tests, due dates are indicated in the Blackboard course for this class and/or on the instructor-supplied course schedule. Work may be completed and submitted at any time before the due date.

### **DUE DATE LAST CALL:**

Some people may procrastinate and do better under pressure, while others may prefer to complete assignments as soon as possible to have time to think about their work. Others may find that open-ended deadlines can help them produce better work without feeling rushed. With that, students can work as far ahead as they like. The last day to get any work missed, forgotten, or insert excuse is Sunday, May 11<sup>th</sup>, 2025 by 1159 hours. After that, zeros will be assigned for assignments.

**LATE WORK:** Any work submitted after the stated due date (late work) could receive a 10-point deduction per week for each week late.

WORK SUBMISSION: All assignments must be submitted via Blackboard. Assignments submitted through any other method will receive a “0”.

GRADES: Grades for assignments may be accessed through the My Grades section of your course within Blackboard. Each assignment shows your grade and any grading comments made on your assignment. A passing grade for DORI is 70 or above.

COURSE INCOMPLETES: Incompletes for this class will only be given in very rare situations and at the discretion of the instructor. The class is structured so that if you stay on or ahead of schedule most unplanned life events will not derail your progress in this class.

TECHNICAL ASSISTANCE: For questions or problems with Blackboard, call 409-951-5701 or email

[LIT-BBsupport@lit.edu](mailto:LIT-BBsupport@lit.edu). For questions or problems with Office 365 (including email) or Self-Service

Banner, call 409-839-2074 or email [helpdesk@lit.edu](mailto:helpdesk@lit.edu). For questions or problems with Starfish or Degree works, call 409-880-8321.

EMAIL: Emails will be replied to within 24 hours on weekdays and 48 hours on weekends. Please remember this, as you may need assistance completing an assignment. If you do need help, and do not give yourself enough time, this could cause you to submit late work.

I offer my cellular number, which allows for quicker access to me for any questions you may have. Please feel free to reach out using this option. I work unusual hours, often late into the evening, and am available to respond after normal business hours and on weekends.