

College Success Skills – DORI 0200



Credit: 2 semester credit hours (2 hours lecture)

Prerequisite/Co-requisite: Complete the Online Orientation and answer yes to at least 7 questions on the Online Learner Self-Assessment:
<http://www.lit.edu/depts/DistanceEd/OnlineOrientation/OOStep2.aspx>

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 developments of students' academic skills that apply to all disciplines. *This course is time-bound, structured, and completed totally online.*

Required Textbook and Materials

1. *Understanding Your College Experience: Strategies for Success, 2nd Edition.* 2017 by John Gardner, Betsy Barefoot and Negar Farakish. Bedford/ St. Martin's
Paperback: ISBN-13: 978-1-319-02918-0 **or Loose Leaf:** ISBN-13:978-1-319-06445-7
2. Computer
3. Internet connection (Broadband recommended)
4. MS PowerPoint or compatible viewer
5. MS Word or compatible word-processor

Course Objectives

Upon completion of this course, the students 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.

Course Outline:

The College Experience

- A. The Essentials for College Success
 - 1. The college experience
 - 2. Setting goals for achieving your purpose
 - 3. Academic planning
 - 4. Making the transition by connecting to others
- B. LIT
 - 1. Policies
 - 2. Academic calendar
- C. Cultivating motivation, resilience, and emotional intelligence
 - 1. The importance of motivation, attitude, and mindset
 - 2. Resilience
 - 3. Understanding emotional intelligence
 - 4. How emotions influence success and well-being
- D. Managing Time, Energy, and Money
 - 5. Managing your time
 - 6. Managing your energy
 - 7. Managing your money
- E. Discovering How You Learn
 - 1. How people learn
 - 2. The VARK Learning Styles Inventory
 - 3. The Myers-Briggs Type Indicator
 - 4. Multiple intelligences
 - 5. When learning styles and teaching styles conflict
 - 6. Learning with a learning disability
- F. Getting the Most out of Class
 - 1. Become engaged in learning
 - 2. Staying engaged before class and between class meetings
 - 3. Participate in class
 - 4. Take effective notes
- G. Reading to Learn from College Textbooks
 - 1. A plan for active reading
 - 2. Strategies for reading textbooks
 - 3. Improving your reading
- H. Studying, Understanding, and Remembering
 - 1. Studying in college: Making choices and concentrating
 - 2. How memory works
 - 3. Improving your memory
 - 4. Studying to understand and remember
- I. Taking Tests Successfully
 - 1. Getting ready
 - 2. Taking the test
 - 3. Types of tests
 - 4. Types of questions
 - 5. Overcoming test anxiety
 - 6. Cheating and plagiarism
- J. Collecting, evaluating, and using information
 - 1. Information Literacy
 - 2. Choosing, narrowing, and researching a topic
 - 3. Using the library
 - 4. Evaluating sources
 - 5. The writing process
 - 6. Using your research in presentations
- K. Thinking in college
 - 1. Developing strong thinking skills
 - 2. Applying your critical-thinking skills
 - 3. Bloom's taxonomy and the first year of college

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- L. Maintaining wellness and relationships in a diverse world
 - 1. Understanding wellness
 - 2. Managing your relationships
 - 3. Thriving in diverse environments
- M. Making the Right Career Choice
 - 1. Careers and the new economy
 - 2. Self-exploration in career planning
 - 3. Planning for your career
 - 4. Getting experience
 - 5. Job search strategies
 - 6. Skills employers seek
 - 7. Staying on the path to success

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Grade Scale

90 – 100	DA
80 – 89	DB
70 – 79	DC
0 – 69	DF

Course Evaluation

Final grades will be calculated according to the following criteria:

Attendance	20%
Major Tests & Major Projects	40%
Course Assignments & Quizzes	40%

Bonus Points

Students may earn bonus points on their final grade for the following activities:

1. Perfect attendance - Perfect attendance in an online course is defined as follows:
Attendance will be calculated as the percentage of assignments completed. 3 points
2. Participate in Student Activity - Students must submit documentation signed by an LIT agent or activity sponsor or completion of both course evaluations. 2 points

Course Requirements

Assignments vary by instructor. Examples of assignments include:

1. Library Assignment (required).
2. Campus resource exploration.
3. Listening and note-taking assignment.
4. Calendar.
5. Interview with other students.
6. Visit your academic advisor.
7. Quizzes and written assignments from textbook.
8. Other assignments assigned by the instructor.
9. Career exploration activity.

Attendance Policy

The following attendance policy is the same for every College Success Skills Course.

Individual instructors may include additional attendance requirements.

DORI has a mandatory attendance policy. Reference the Bonus Points section for the definition of attendance.

Failure to attend class will adversely impact your grade in this course. Exceptions can be made for extenuating circumstances, at the discretion of the instructor.

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Course Policies

1. Respect other students, faculty and staff of LIT.
Belligerent, abusive, profane, threatening, and/or inappropriate behavior on the part of students is a violation of the LIT Student Conduct Regulations. Students who are found guilty of such misconduct may be subject to immediate dismissal from the institution. In addition, these violations of state law may also be subject to criminal action beyond the disciplinary process.
Respect other students in the online environment (discussion groups, online chat, and email), if after two warnings for improper online etiquette you may either lose points off the final grade point average **or if the behavior warrants you may be locked out of the online class.**
2. Additional class policies may be defined by the individual course instructor.
3. Students may not drop DORI.

Technical Requirements

The latest technical requirements, including hardware, compatible browsers, operating systems, software, Java, etc. can be found online at:

<http://kb.blackboard.com/pages/viewpage.action?pageId=25368512>

A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of the online technology and resources.

Disabilities Statement

The Americans with Disabilities Act of 1992 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. Among other things, these statutes require that all students with documented disabilities be guaranteed a learning environment that provides for reasonable accommodations for their disabilities. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409) 880-1737 or visit the office in the Cecil Beeson Building, Student Services.

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.

