

College Success Skills (DORI 0200)



Credit: 2 semester credit hours (2 hours lecture)

Prerequisite/Co-requisite: None.

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. Includes courses in college orientation and developments of students' academic skills that apply to all disciplines.

Required Textbook and Materials

1. *The Community College Experience*, by Amy Baldwin, *Pulaski Technical College*, 3rd edition. Prentice Hall, ISBN 13:9780132819879
2. An assignment calendar
3. A package of #882 Scantrons

Course Objectives

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

1. Recall the LIT policies that impact students.
2. Explain the academic advising process to include establishing a major, student and faculty advisor responsibilities, and degree plans.
3. Explain the registration process.
4. Identify key locations on the LIT campus.
5. Demonstrate skills to effectively utilize library resources. Identify their learning style and explain how their style may impact their learning.
6. Identify one strategy of time management.
7. Explain the procedure of reading and reciting to improve learning.
8. Demonstrate one method of note taking.
9. Explain what to do before and after a test that will improve test performance.
10. Identify the techniques for creative thinking.

Course Outline

A. College Culture and the Campus

Approved 08/2015

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Course Syllabus

1. College is a transition that will transform you
 2. Higher education brings high expectations
 3. The college Experience has a rhythm
 4. Your college is a community of resources
- B. LIT**
1. Policies
 2. Academic calendar
 3. Physical facilities
 4. Financial aid
 5. Academic Advising
 - a. Who is my advisor?
 - b. Meeting my advisor
 - i. Student responsibilities
 - ii. Advisor responsibilities
 - c. Degree plans
 - d. Course scheduling
 - e. Registration
- C. Goal Setting, Motivation, and Learning Styles**
1. Begin with your story
 2. Your personal strategy can bring your dreams to life
 3. Your support system is a key to success
 4. Knowing your learning style is a useful insight
 5. Career exploration
- D. Relationships and Diversity**
1. Relationships are part of the college experience
 2. Value diversity and develop your cultural competence
 3. Stereotyping, prejudice, and discrimination are problems we face
 4. Conflict in college will happen, but you can resolve it
- E. Time and Money**
1. Time can be on your side
 2. Manage your energy
 3. Money matters
- F. Stress and health choices**
1. Stress is a response to what's happening in your life
 2. You can manage your stress
 3. Your physical health matters a lot in college
 4. Healthy living is a choice you make for life
- G. Learning, Memory, and Thinking**
1. Learning is a process
 2. Active learning = deep learning
 3. Thinking is a skill you can develop
- H. Reading**
1. Reading is crucial for college success
 2. Reading is an active process
 3. Reading is a skill you can develop
 4. Reading strategies can help
- I. Listening and Note-Taking**
1. Listening is more than just hearing
 2. Taking notes is part of the listening process
 3. Design your notes to fit you
- J. Writing, Presenting, and information literacy**
1. You will write a lot in college (and in your career, too!)
 2. Your campus provides help for your writing
 3. Writing is a process
 4. Research and information literacy are also processes
 5. Speaking and presenting are life skills that will serve you well
- K. Studying and taking tests**
1. A study strategy will keep you on track
 2. Test questions will vary, and so should your answers
 3. Tests also come in different forms
 4. Test-taking strategies provide a game plan for success
- L. Planning for your degree**
1. Completing your degree is a goal, you need a plan
 2. A successful semester requires a strong finish
 3. You have options for paying for college
 4. The decision to stay in college is yours to make
- M. Preparing for a career and a life**
1. Your career starts here

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2. Your resume and cover letter establish your personal brand
3. Networking opens doors for your career
4. Life after college is something to anticipate

Grade Scale

90 – 100	A
80 – 89	B
70 – 79	C
0 – 69	F

Course Evaluation

Final grades will be calculated according to the following criteria:

Attendance*	20%
Unit Tests and Major Projects	40%
Course Assignments and Quizzes	40%

***Attendance policy (listed below) is stringently enforced**

Bonus Points

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

1. Perfect attendance for all classes 3 points
2. Participate in Student Activity* 2 points

*Students must submit documentation signed by an LIT agent or activity sponsor.

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.

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1. **DORI has a mandatory attendance policy.** Roll will be taken daily.
2. If you must be tardy, come into class quietly and without disruption. You may not sign in on Attendance Register until the end of class.
3. If you are *more than ten minutes late*, you will NOT be counted present that day. Further, you will earn a “0” as your grade.
4. A “*leave-early*” is counted the same as an absence.
5. 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.

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 or obtained in print upon request at the Student Services Office. Please note that the online version of the LIT Catalog and Student Handbook supersedes all other versions of the same document.

Course Policies

1. Respect other students, faculty and staff of LIT.
2. No food, drinks, or use of tobacco products in class.
3. Beepers, telephones, headphones, and all other electronic devices must be turned off while in class.
4. 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.
5. Additional class policies as defined by the individual instructor.

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.