

## DORI 0200 – College Success Skills 3D1

### **CREDIT**

2 Non-Credit Semester Credit Hours

### **MODE OF INSTRUCTION**

Face to Face

### **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. 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.

### **INSTRUCTOR CONTACT INFORMATION**

Instructor: Blake Mires

Email: nbmires@lit.edu

Office Phone: 409-247-5080

Office Location: Technology Center 223

Office Hours: Monday 2:30 p.m. – 5:00 p.m., Tuesday 10:00 a.m. – 11:00 p.m. and 1:30 p.m. – 2:30 p.m., Wednesday 1:30 p.m. – 2:30 p.m., Thursday 10:00 a.m. – 11:00 p.m. and 1:30 p.m. – 2:30 p.m.



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## 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

Attendance will be recorded and submitted to LIT. Face-to-face classes will have a sign-in sheet. You may be marked absent if you do not sign in before class begins. 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. Face-to-face students may lose one point on their final grade for each absence over six. Arriving late or leaving early may result in you being marked absent.

## 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 course, you are responsible for initiating and completing the drop process by the specified drop date as listed on the [Academic Calendar](#). 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

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	9/9/24, 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	9/16/24, 11:59 PM
3	Reading and Note Taking	Chapter 2 Reading Assignment Smiling Faces Assignment Resource Videos Library Tutorial Assignment LIT and its Website Discussion Assignment	9/23/24, 11:59 PM
4	Active Learning	Chapter 4 Reading Assignment Resource Videos LIT Experience Scavenger Hunt Assignment Chapters 3&4 Knowledge Check Assignment	10/7/24, 11:59 PM
5	Building Relationships	Chapter 5 Reading Assignment Title IX/Campus Clarity Assignment Resume Assignment Career Search Exploration Assignment	10/21/24, 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	11/4/24, 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	12/2/24, 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	12/6/24, 11:59 PM

## COURSE EVALUATION

Final grades will be calculated according to the following criteria:

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
- 0-59 F

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

## **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 dates may need to be altered. I will update the Blackboard calendar if a due date is changed.

**LATE WORK:** Late work will not be accepted except in the case of a documentable emergency beyond the student's control. You may turn assignments in early but not after the due date. Technical difficulties and any other issues must be resolved before the due date, and they will not result in a time extension. If you have issues with Blackboard, use the Technical Support link.

**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. For questions or problems with Office 365 (including email) or Self-Service Banner, call 409-839-2074 or email helpdesk@lit.edu. For questions or problems with Starfish or Degreeworks, call 409-880-8321.

**EMAIL:** Any emails requesting assistance with an assignment must be sent to me on a weekday, 48 hours before the assignment is due. Your email must include your name, course, and class section. Example of

course and section: DORI 0200 3A1

**ACADEMIC DISHONESTY:** All homework, papers, and tests must be the work of the student only. The first offense of plagiarism will result minimally in a zero on the assignment. A second offense may result in dismissal from the course. (Student not dropped from the course.)

**GRADING SCALE:** Students in developmental courses must score 70 or above in the class to pass. Developmental courses will add the letter "D" for developmental before your final grade letter. For example, a "B" letter grade will be recorded as "DB".