LAMAR INSTITUTE OF TECHNOLOGY

INSTRUCTOR CONTACT INFORMATION

Instructor: Karol Allen

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Office Phone: 409-880-8191 / 304-933-9098

Office Location: TC 100

Office Hours: Virtual

CREDIT
2 Semester Credit Hours (2 hours lecture, 0 hours lab)

MODE OF INSTRUCTION
Online

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

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.
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REQUIRED TEXTBOOK AND MATERIALS

1. College Success by OpenStax by Amy Baldwin Free at OpenStax.com
https://openstax.org/details/books/college-success?Book%20details

2. Computer

3. Internet connection (Broadband highly recommended)

4. MS PowerPoint or compatible viewer (students are provided with free Office 365 access)
5. MS Word or compatible word-processor

ATTENDANCE POLICY
This class will have 3 live online mandatory attendance sessions. Weekly online presence is required with assignment submissions.

DROP POLICY
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

DATE			
Module	**Course Content and Activities** *Important: Weekly work is subject to change.*	**Assignments Due**	**Date Due**
1	Student Success Basics Chapter 1: Exploring College	Syllabus Quiz Technology Skills Assessment From **your LIT email**, Email Instructor Class Introduction Discussion Chapter 1 Knowledge Check	9/24/2023
2	Learning Styles Differences between High School & College Title IX Training Blackboard and Starfish Training Chapter 2: Knowing Yourself as a Learner	My Learning Style High School vs College Journal Smiling Faces Chapter 2 Knowledge Check	10/1/2023

3	Reading and Notetaking Review LIT Website Chapter 5: Reading and Notetaking	LIT and Its Website Discussion Chapter 5 Knowledge Check	10/8/2023
4	TSI Student Catalog & Handbook GRIT Chapter 6: Studying, Memory, and Test Taking	GRIT: Passion and Perseverance Chapter 6 Knowledge Check	10/15/2023
5	Time Management Chapter 3: Managing Your Time and Priorities	Weekly Planner Procrastination Journal Chapter 3 Knowledge Check	10/22/2023
6	LIT Financial Aid & Scholarships Chapter 10: Understanding Financial Literacy	LIT Scholarship Title IX/Campus Clarity Chapter 10 Knowledge Check	10/29/2023
7	Chapter 9: Understanding Civility and Cultural Competence	Civility and Cultural Competence Journal LIT Experience Scavenger Hunt Chapter 9 Knowledge Check	11/5/2023
8	Lamar Library Access and Use Chapter 7: Thinking	Library Tutorial Chapter 7 Knowledge Check	11/12/2023
9	Chapter 11: Engaging in a Healthy Lifestyle	Healthy Lifestyle Self-Assessment Chapter 11 Knowledge Check	11/19/2023
10	Resumes Career Search Chapter 12: Planning for Your Future	CareerLink and Resume Career Search Exploration Chapter 12 Knowledge Check	11/26/2023

11	LIT Student Success Apps - DegreeWorks,
	  Starfish, and Self Service Banner
	Chapter 4: Planning You Academic
	  Pathways
		DegreeWorks, Starfish, and Self Service
		  Banner
		Chapter 4 Knowledge Check
			11/26/2023

12	Prepare for Advising	Prepare for Advising Advisor Meeting College Experience Journal	12/3/2023
13	Chapter 8: Communication	Chapter 8 Knowledge Check	12/3/2023
14	Organizing and Studying	Advising and Registration Preparing for Finals	12/3/2023
15		LIT Course Evaluations Final Exam	12/3/2023

COURSE EVALUATION
Final grades will be calculated according to the following criteria:
- Final grades will be calculated according to the following criteria: Daily Work 45% Major Projects & Final 55%

GRADING SCALE

90-100 A
• 80-89 B
• 70-79 C
• 60-69 D
• 59-0 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 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. 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. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

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
Please contact me if you are having any issues with this course.