College Success Skills
DORI 0200 3C1 Spring 2024

INSTRUCTOR CONTACT INFORMATION
Instructor: Anitha Narayanan
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Dept. Office Location: PATC 210
Office Hours: TBA

CREDIT
2 Semester Credit Hours (2 hours lecture)

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. *This course is time-bound, structured, and completed partially 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.

REQUIRED TEXTBOOK AND MATERIALS
- *College Success 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
The campus policy mandates that students attend 80% of their scheduled instructional days. Class attendance is critical for understanding the topics, absences will be tracked weekly in Starfish. A ten-point loss from the final

semester grade will occur for excessive unexcused absences, which the instructor may decide to waive with the appropriate paperwork.

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 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 *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 the Instructor, Class Introduction Discussion, Chapter 1 Knowledge Check.	1/23/2024
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.	1/30/2024
3	Reading and Notetaking Review LIT Website Chapter 5: Reading and Notetaking	LIT and Its Website Discussion, Plan for Title IX Compliance, Chapter 5 Knowledge Check.	2/6/2024
4	TSI Student Catalog & Handbook GRIT Chapter 6: Studying, Memory, and Test-Taking	GRIT: Passion and Perseverance, Are You TSI Complete? LIT Student Catalog & Handbook, Chapter 6 Knowledge Check,	2/13/2024
5	Time Management Chapter 3: Managing Your Time and Priorities	Weekly Planner, Procrastination Journal, Chapter 3 Knowledge Check,	2/20/2024
6	LIT Financial Aid & Scholarships Chapter 10: Understanding Financial Literacy	LIT Scholarship, Title IX/Campus Clarity, Chapter 10 Knowledge Check,	2/27/2024
7	Chapter 9: Understanding Civility and Cultural Competence	Civility and Cultural Competence Journal, LIT Experience Scavenger Hunt, Chapter 9 Knowledge Check,	3/5/2024

Module	Course Content and Activities *Important: Weekly work is subject to change.*	Assignments Due	Date Due
8	Lamar Library Access and Use Chapter 7: Thinking	Library Tutorial, Get Your LEA Account, Weekly Planner Assignment 2, Chapter 7 Knowledge Check.	3/19/2024
9	Chapter 11: Engaging in a Healthy Lifestyle	Healthy Lifestyle Self-Assessment, Chapter 11 Knowledge Check,	3/26/2024
10	Resumes Career Search Chapter 12: Planning for Your Future	CareerLink and Resume, Career Search Exploration, Chapter 12 Knowledge Check.	4/2/2024

11	LIT Student Success Apps - Degree Works,
	  Starfish, and Self-Service Banner
	Chapter 4: Planning Your Academic Pathways
		Degree Works, Starfish, and Self-Service
		  Banner,
		Chapter 4 Knowledge Check.
			4/9/2024

12	Prepare for Advising	Prepare for Advising, Advisor Meeting, College Experience Journal.	4/16/2024
13	Chapter 8: Communication	Chapter 8 Knowledge Check	4/23/2024
14	Organizing and Studying	Advising and Registration, Preparing for Finals,	4/30/2024
15		LIT Course Evaluations, Final Exam.	5/7/2024

COURSE EVALUATION

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

GRADE SCALE

- 90-100   DA
- 80-89   DB
- 70-79   DC
- 00-69   DF

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 accessible on the LIT website.

TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can found be online at Online Learning Requirements. A functional broadband internet connection, such as DSL, cable, or Wi-Fi 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

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.

LATE WORK: Any work submitted after the stated due date (late work) will 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. 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 Degree Works, call 409-880-8321.

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