

College Success Skills

DORI 0200 Spring 2024



**LAMAR INSTITUTE
OF TECHNOLOGY**

INSTRUCTOR CONTACT INFORMATION

Instructor: N. Blake Mires

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Dept. Office Phone: 409-247-5080

Dept. Office Location: TC - 223

Office Hours: Monday 9 AM-12:30 PM, 3-3:30 PM Tuesday 10 AM-11 AM, 3-3:30 PM Wednesday 9 AM-12:30 PM, 2-3:30 PM Thursday 10 AM-11 AM, 3- 3:30 PM Friday 9 AM-12 PM

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 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.

REQUIRED TEXTBOOK AND MATERIALS

- *College Success by OpenStax by Amy Baldwin*, Free at [OpenStax.com](https://openstax.org)
- 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

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 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

Found in Blackboard

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 be found 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: 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.)