

Coll 0171: Strategies for Success
Course Syllabus
Summer II 2012



Course Instructor: Karla Ortiz

Email: kortiz@odessa.edu

Office Hours: Available by appointment – call or email me.

Office: OC Help Center (SUB 204H)

Course Description

Coll 0171 – Strategies for Success is a one credit, four week summer course designed to provide students with the tools needed to persist and succeed at Odessa College. Topics covered in the course include: learning styles, study techniques, note-taking, test-taking, personal wellness, effective writing and reading, time management, career and educational planning, and interpersonal skill development. We will be using a collection of journal articles and book chapters as our reader for the course. Familiarize yourself with all of the Google applications available to you through your student Gmail account (Calendar, Voice, Documents, etc); we will be using many of these applications these four weeks. We will also be using Blackboard to supplement course material. Quizzes and Discussions be administered through Blackboard and your grades will be regularly updated in the Gradebook (accessible through the Odessa College Portal). New and current Odessa College students with fewer than 12 hours are required to pass COLL 0171. The course does not satisfy requirements for any degree plan at Odessa College, has no prerequisites, is non-transferable, and satisfies one credit toward your total semester credit hours.

Supplies

You are expected to bring paper and writing implements, a schedule/planner, and a three-ring binder (all of which you can purchase in the OC Bookstore) to class each day.

Method of Evaluation

Your final grade will be determined by scores awarded on your active attendance and engagement in the course as well as your homework and in-class assignments, journal entries, Student Success Center binder and planner check(s), and your final culminating project. Campus Activity assignments may also be completed online through Tegrity.

Attendance/ Participation	Assignments & Journals	Binder / Planner	Campus Activities	Culminating Project
30%	20%	20%	15%	15%

I will return all graded work back to you within one calendar week and will follow the following standard score ranges:

90-100 = A

80-89 = B

70-79 = C

69 and under = retake course

Your grades should be available to you in real time through the OC Portal – meet with a tutor in the Student Success Center if you have any trouble with access.

Course Schedule

Class 1 – Monday, July 9th: Student Success Center, OC 411, and brief Campus Tour

Homework – Return your completed biographic note card to me, with a photo, by Wednesday July 11th. Take the syllabus quiz through Blackboard by Monday July 16th.

Campus Activity – Take the full campus tour with Student Success Coach Katherine Phillips Wednesday July 11th (meet at 2pm, LRC room 204)

Class 2 – Wednesday, July 11th: Time Management and Goal Setting

Homework – Return your completed Time audit worksheet to me by Wednesday July 18th.

Class 3 – Monday, July 16th: College Survival: Personality and Learning Styles

Campus Activity – Get a lesson in “personal wellness” from Student Success Coach JR Torrez Wednesday July 18th (2-3pm room 204 of the LRC)

Class 4 – Wednesday, July 18th: Marking the Text and Cornell Notes

Binder/Planner Check#1 – Show me that you are effectively using a planner or scheduling system and that your binder is organized

Homework – Complete and return your Cornell Notes on your “marking the Text” passage to Mr. Torrez no later than Monday, July 23rd.

Class 5 – Monday, July 23rd: Academic Inquiry and Critical Thinking

Class 6 – Wednesday, July 25th: Fearless Writing and Instructor Interaction

Class 7 – Monday, July 30th: Library and Career Exploration

Homework – Students who miss class must complete the paper or [online](#) LRC Scavenger Hunt Activity individually

Campus Activity – Student Success Coach Rodney Hernandez will provide degree-planning advice to new students Wednesday, August 1st (2-3pm, LRC 204)

Class 8 – Wednesday, August 1st: Wellness and Financial Literacy

Final Binder/Planner Check – Show me that you are effectively using a planner or scheduling system and that your binder is organized.

Homework- Read and complete the *Building Your Financial Plan for College* worksheet Module 7 on www.mycollegemoneyplan.org . Bring your completed worksheet with a one-half page reflection of your thoughts about your worksheet as well as your thoughts on this lesson...what have learned?

Class 9 – Monday, August 6th: Anxiety-Free Test-Taking and Studying Skills

Class 10 – Wednesday, August 8th: Culminating Final Projects

Presentation day!

Important

Attendance

Due to the condensed time frame for this summer course, it is important for you to attend all classes. Some assignments occur in class and cannot be made up as homework. Any absences (excused or unexcused) will result in a loss of points and will affect your final course grade.

Late Work Policy

Acceptance of late or missing work is on a case by case basis. If you happen to be absent, it is solely your responsibility to work with me for a solution.

Drop Policy

Students cannot drop COLL 0171 because it is an institutional requirement.

Academic Dishonesty

You are expected to do your individually-assigned work independently. Flagrant academic dishonesty may result in a failing grade in the course. When you submit a piece of writing that bears your name as author, you are claiming that all the words and ideas in that work are yours unless otherwise noted.

Student Success at Odessa College

The Odessa College Student Success Coaches will help you stay focused and on track to complete your educational goals. If an instructor sees that you might need additional help or success coaching, he or she may submit a Retention Alert or a Starfish Alert. A Student Success Coach will contact you to work toward a solution.

Statement of Special Accommodations

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs of issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your accommodation options. You may also call or email the Office of Disability Services at 432-335-6861 or email Becky at brivera@odessa.edu to request accommodations.

Student Success Center

Free group and one-to-one tutoring, use of the computer lab, help with online courses, and more is available at 432-335-MORE (6673).

Crisis Intervention

Odessa College cares about the health and safety of all members of our campus community. Contact me directly or contact Student Success Coach Katherine Phillips, member of our Behavioral Intervention Team, at 432-335-6478 if you are concerned about your own well-being or the well-being of a fellow student.

Course Learning Objectives

Coll 0171 will improve academic skills, empower positive decision making, and assist with educational and career planning

Motivation

- Use motivation techniques to persist in college
- Set up an effective study environment
- Complete a behavior modification project to establish habits that lead to success
- Form positive, collaborative relationships with other course instructors

Personality and Learning Styles

- Learn about your personality type and find a program of study to match
- Identify your ideal work environment
- Discover how personality type affects decision making and time management styles
- Utilize learning strategies that match your learning style and personality type

Managing Time and Money

- Select time management strategies to accomplish lifetime goals
- Learn to effectively utilize a planner or scheduling system
- Use money management techniques that lead to financial security

Studying and Test Taking

- Use preparation techniques to prepare for tests
- Apply techniques to deal with test anxiety
- Use study techniques to improve academic performance

Health

- Incorporate healthy nutrition, exercise, sleep habits into the student lifestyle

- Minimize stress and practice relaxation

Reading, Writing, and Note Taking

- Apply marking-the-text techniques to academic reading
- Apply listening techniques and the Cornell Notes note-taking system to course lectures
- Use preparation, organization, writing, editing and revising for college writing projects

Career and Education

- Research a career and create an educational plan that matches your interests, abilities, and values
- Formulate a list of lifetime goals and priorities that aligns with your educational and career plan

