

JEFFERSON COLLEGE

COURSE SYLLABUS

COL101

INTRODUCTION TO COLLEGE: STRATEGIES FOR SUCCESS

1 Credit Hour

Prepared by: Ms. Tamela Reaves

Date: November 2017

Dr. Terry Kite, Chair, Social Sciences and Business Division
Dr. Shirley Davenport, Dean, Arts & Science Education

COL101 Introduction to College: Strategies for Success

I. CATALOGUE DESCRIPTION

- A. Prerequisite: none
- B. 1 semester credit hour award
- C. Introduction to College: Strategies for Success introduces students to college life. The course emphasizes orientation to the community college, behavioral expectations of college students, required skills for academic success, Jefferson College resources, and essential college/workplace issues such as time management, decision making, and goal setting.

II. EXPECTED LEARNING OUTCOMES/CORRESPONDING ASSESSMENT MEASURES

Expected Learning Outcome	Assessment Measures
Describe the purpose and value of a college education	Class discussion Final essay
Demonstrate behaviors and attitudes expected of college students by college instructors	Planner assignment Class participation Future Focus Plan In-class activities
Apply required skills for academic success such as note-taking, time management, research, test-taking strategies, and technological literacy likely to improve personal success in college	Library assignment Library quiz Future Focus Plan In-class activities
Select Jefferson College resources likely to improve personal success in college	Class discussion In-class activities Small group presentations Event reflection
Explain parallel college and workplace issues	Class discussion In-class activities

III. OUTLINE OF TOPICS

- A. College support network & Jefferson College resources
 - 1. Current Students tab on Jefferson College website
 - 2. Student tab in MyJeffco
 - 3. Student Handbook
 - 4. General Catalog
- B. Technology skills needed for college success
 - 1. Basic word processing

2. MyJeffco communication
 3. Blackboard course pages
 4. Library databases
- C. How college works
1. Degree plans
 2. Syllabi
 3. Advising
 4. Behavior and attitudes
- D. Time and energy management
1. Study time expectations
 2. Procrastination
- E. Academic honesty and plagiarism
1. Types of cheating
 2. Plagiarism
 3. Consequences of academic dishonesty
 4. Avoiding problems
- F. Goal setting
1. Choosing a college major and career
 2. Intrinsic motivation
 3. Short term and long term goals
- G. Strategies for learning
1. Content translation to your learning preferences
 2. Study techniques
- H. Note taking
1. Engagement
 2. Types of listening
 3. Cornell method
- I. Studying
1. Metacognition
 2. Intentional learning
 3. Margin notes
- J. Test taking
1. Objective tests
 2. Subjective tests
 3. Test anxiety

- K. Diversity
 - 1. Emotional intelligence
 - 2. Cultural intelligence
 - 3. Managing conflict

- L. Critical thinking
 - 1. Academic argument
 - 2. Four part model

IV. METHODS OF INSTRUCTION

- A. Library use instruction session
- B. Lecture
- C. Discussion
- D. Collaborative learning techniques
- E. Student presentations
- F. Self-assessment instruments

V. REQUIRED TEXTBOOK

No textbook required

VI. REQUIRED MATERIAL

Jumpdrive

VII. SUPPLEMENTAL REFERENCES

- A. Library resources: present offerings and anticipated texts, journals, video/audio tapes, software, etc.
- B. Other

VIII. METHODS OF EVALUATION

- A. Participation
- B. Event or Smarter Measure reflections
- C. Library assignment & quiz

- D. Final essay
- E. Future Focus Plan
- F. Planner assignment
- G. Mid-term grade reflection
- H. Blackboard practice quiz

IX. ADA AA STATEMENT

Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services (TC 101; phone 636-481-3169).

X. ACADEMIC HONESTY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook (see College website, <http://www.jeffco.edu>).

XI. OUTSIDE OF CLASS ACADEMICALLY RELATED ACTIVITIES

The U.S. Department of Education mandates that students be made aware of expectations regarding coursework to be completed outside the classroom. Students are expected to spend substantial time outside of class meetings engaging in academically related activities such as reading, studying, and completing assignments. Specifically, time spent on academically related activities outside of class combined with time spent in class meetings is expected to be a minimum of 37.5 hours over the duration of the term for each credit hour.

XII. OUTSIDE OF CLASS ACADEMICALLY RELATED ACTIVITIES

The U.S. Department of Education mandates that students be made aware of expectations regarding coursework to be completed outside the classroom. Students are expected to spend substantial time outside of class meetings engaging in academically related activities such as reading, studying, and completing assignments. Specifically, time spent on academically related activities outside of class combined with time spent in class meetings is expected to be a minimum of 37.5 hours over the duration of the term for each credit hour.