



PSYC-1300-02115
Psychology for Success
Summer 2025
ONLINE

Instructor Information

Name: Douglas A. Alvarez, M.A.
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Phone: (409) 933-8435

Office hours

Monday - Friday: Online by appointment or email

Office Location

Social and Behavioral Sciences Department, LRC Bldg., Suite A Room 228

Required OER Textbook: *SMART Start: Success Strategies for College, Career, and Life*

Additional Resource: *Ten Steps to Earning Awesome Grades* by Thomas Frank – free download available at <https://collegeinfo geek.com/>

Course Description: A study of the psychology of learning, cognition, and motivation; factors affecting life-long learning; and application of learning strategies in college, career, and life.

Communication

Communication will take place primarily through COM email, so be sure to check your email regularly.

I prefer for students to contact me directly through my COM email address. Please put “Online SUCCESS Student” in the subject area.

It is my policy to respond to discussion posts, messages, and emails within 48 hours, weekends and holidays excepted. I do hold my students to this same policy, so be sure to check your COM email regularly.

Quiz and Exam grades will be posted immediately to your Grade Center, and grades for Writing Assignments and Discussion Forums will generally be update on Mondays and Fridays.

Participation

You are expected to log into the course a **minimum of 5 times per week** and you should expect to spend at least 5-6 hours a week in the course reviewing lessons and other course material.

The discussion component of the course requires you to engage your fellow students in “conversation,” which requires you to regularly read and respond to posts. Due to the online nature of this course, it is up to the student to provide thoughtful and elaborate responses to discussion posts for the instructor to measure the students’ understanding of the material. In addition, any aggressive, rude, degrading, etc., posts may be deleted without notice to the student. All such responses will receive a grade of 0 for the deleted thread.

Please understand that minimal participation will result in minimal points.

More information about expectations in regards to your postings and replies is provided below in the Grading Rubrics.

Method of Instruction

This course primarily consists of online lessons and discussions provided by the instructor. Additionally, videos and other supplementary articles may be used to emphasize key issues. The online lessons parallel and reinforce assigned readings; therefore it is essential that students keep up to date with their online work. The online lessons will be open for one week, giving you plenty of time to complete the required materials.

Coursework Policy

All coursework will be assigned and opened online at the start of the semester. For this course, you may begin working on the coursework beginning at **12:00am** on that **MONDAY (JULY 7th)** through 11:59pm on **THURSDAY (AUGUST 7th)** of the final week.

IMPORTANT: Due to it being the last week of classes, **Week 5** will be short week.

****ALL WEEK 5 ASSIGNMENTS WILL HAVE A DUE DATE OF THURSDAY
AUGUST 7th at NOON 12p.****

**YOU MUST COMPLETE AT LEAST 2 ASSIGNMENTS ON DAY 1 TO NOT BE
DROPPED FROM THE CLASS.**

WITH THE EXCEPTION OF THE FIRST DAY ASSIGNMENTS, **ALL ASSIGNMENTS
WILL BE OPEN ON THE FIRST DAY AND CLOSE ON THEIR ASSIGNED WEEKS.**

You are always welcome to work ahead, but the assignments will close at the end of their assigned week. Keep in mind, that the last week of classes will be a short week and WEEK 5 assignments will close on the last Thursday at NOON 12p

****WEEK 5 ASSIGNMENTS MUST BE COMPLETED BY THURSDAY AT NOON
12pm****

Determination of Course Grade:

Grades are based on points accumulated throughout the semester. There is the possibility of earning 1,000 total points from assignments and assessments. You are held accountable for completing all assignments. Instructions for assignments must be closely followed. Specific details and directions for each assignment will be on the actual assignment in D2L.

Determination of Course Grade/ Detailed Grading Formula:

Assignment	Max Points	Earned Points
Syllabus Quiz	50	
Scavenger Hunt	50	
Study Guides: Ch. 1, 2, 3, 4, 5, 6, 7 (7 x 25 Pts. Each)	175	
Career Project Pt. 1: Career Research	25	
Career Project Pt. 2: Compare/Contrast	25	
Career Project Pt. 3: Social Responsibility	25	
Career Project Pt. 4: Personal Success	25	
Career Project Pt. 5: Presentation	100	
Campus Connections	100	
Discussion Board Posts (15 x 25 Pts. Each)	375	
Academic Planning Worksheet	25	
Financial Literacy Worksheet	25	
Total Points:	1000	
EXTRA CREDIT: Course Evaluation	25	

GRADING SCALE	
Grade	Points Earned
A	900-1000
B	800-899
C	700-799
D	600-699
F	600 OR BELOW

HOW TO CALCULATE YOUR GRADE during the semester:

(Points Earned / Points Possible) X 10

Example: You have earned 180 out of 200 possible points so far in the class. You would calculate your current numeric grade by dividing 180 by 200 and then multiplying the result by 100:

$180/200 = 0.9 \times 100 = 90 \rightarrow$ Your current numeric grade would be 90%. Ultimately your final grade will be based upon the points values found on the previous page.

Course Requirements:

- **Syllabus Quiz:** This quiz will test you on the information found in the syllabus (50 points).
- **Scavenger Hunt:** This will give you the opportunity to learn about campus resources and how to utilize them (50 points).
- **Study Guides:** For each chapter in your textbook (Chapters 1-7), you are responsible for completing a study guide in the formats specified in the chart below (7 x 25 points each = 175 total points). Information about the study guide formats can be found in the *Appendix* of the textbook.

Chapter	Study Guide Format	Chapter	Study Guide Format
1	Sentence	5	Flashcards
2	Outline	6	Sketchnoting
3	Concept Map	7	Cornell
4	Highlight		

- **Career Project (Parts 1-5):** You will initially choose two potential careers to investigate (Part 1; 25 points), which you will then compare and contrast in an effort to pinpoint one career that is a “best fit” for you (Part 2; 25 points). You will consider the role of social responsibility in your chosen career (Part 3; 25 points) and how you will use the information from each of the textbook chapters to be successful in this career (Part 4; 25 points). Finally, you will prepare an oral/visual (video) presentation to share with your peers (Part 5; 100 points).
- **Discussion Board Posts (15):** For each discussion board post assignment, you will choose ONE of the discussion questions indicated from the chapter to respond to (20 points). You must also submit a reply to at least one other student’s post (5 points).
- **Campus Connections:** This assignment will require you to meet with your advisor and either get tutoring OR attend a campus event (100 points).
- **Academic Planning:** You will either investigate a university you want to transfer to OR investigate the next steps to graduating from COM (25 points).
- **Financial Literacy:** You will investigate how to manage money and financial skills (25 points).

Late Work, Make-Up, and Extra-Credit Policy

Late Work & Make-Up Policies: No late work will be accepted but under extreme circumstances, late work *might* be accepted at the discretion of the instructor, *if students contact the instructor as soon as possible (before the deadline)*. Technological issues are not an acceptable excuse for a late assignment.

Extra Credit Policy: Completing the course evaluation will earn you 25 points extra credit if you follow the submission guidelines in D2L.

Assignment Submission: **Assignments must be submitted to D2L as .doc/.docx (Word), .pdf, or .jpeg files.** It is your responsibility to double-check after submitting an

assignment to ensure the correct document was submitted and in the correct file format, on time (resubmit the correct document immediately, if needed).

Attendance & Classroom Conduct Policies: Although this is an online course, regular “attendance” and participation are critical to being successful. This course is conducted entirely online, which means that you must be diligent about working on assignments to meet the deadlines.

It is expected that everyone treats each other with mutual respect. In an online class, we demonstrate respect to one another by being mindful of the words and tone used in online correspondence (i.e., emails, discussion board). Online discussions in this course may include sensitive topics. It is ok to disagree with others, but it is not ok to verbally attack someone because of their ideas or beliefs.

Communicating With Your Instructor: **ALL electronic communication with the instructor must be through your COM email.** Due to FERPA restrictions, faculty cannot share information about performance in the class through other electronic means. Students are expected to check their COM email and D2L course page regularly. Communicate with your instructor in a timely manner so that your instructor can best help you. Your instructor will respond within 24-48 business hours (excludes weekends and holidays).

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Describe the stages of the developing person at different periods of the lifespan from birth to death.	Critical Thinking	Discussion Board Questions, Quizzes and Writing Assignments
2. Discuss the social, political, economic, and cultural forces that affect the development process of the individual	Empirical and Quantitative	Discussion Board Questions, Quizzes and Writing Assignments
3. Identify factors of responsible personal behavior with regard to issues such as sexual activity, substance abuse, marriage and parenting	Critical Thinking	Discussion Board Questions, Quizzes and Writing Assignments
4. Explain the biosocial, cognitive, and psychological influences throughout the lifespan as an ongoing set of processes, involving both continuity and change.	Critical Thinking	Discussion Board Questions, Quizzes, Writing Assignments, and Presentation

5. Describe the different developmental perspectives of the major theories of development	Critical Thinking	Discussion Board Questions, Quizzes and Writing Assignments
6. Identify examples of some of the cultural and ethnic differences that influence development throughout the lifespan.	Critical Thinking	Discussion Board Questions, Quizzes, Presentation and Writing Assignments
7. Discuss the various causes or reasons for disturbances in the develop process	Empirical and Quantitative	Discussion Board Questions, Quizzes, Presentation and Writing Assignments
8. (CS1) Develop, interpret and express ideas through written communication	Communication Skills (Written)	Discussion Board Questions, Presentation, Writing Assignments
9. (CS2) Develop, interpret and express ideas through oral communication	Communication Skills (Oral)	Presentation
10. (SR) Demonstrate intercultural competence, knowledge of civic responsibility and the ability to engage effectively in regional, national, and global communities.	Social Responsibility	Discussion Board Questions, Presentation and Writing Assignments

Academic Dishonesty:

Any incident of academic policy will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a **grade of zero** on that exam and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

Plagiarism:

Plagiarism is using someone else's words or ideas and claiming them as your own. Plagiarism is a very serious offense. Plagiarism includes paraphrasing someone else's words without giving proper citation, copying directly from a website and pasting it into your paper, using someone else's words without quotation marks. Any assignment containing any plagiarized material will receive a **grade of zero** and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

Link(s) to resource(s) about avoiding plagiarism:

<https://owl.english.purdue.edu/owl/resource/589/02/>

<http://en.writecheck.com/ways-to-avoid-plagiarism/>

AI POLICY: Any assignment containing any AI generated material will receive a **grade of zero** and every assignment in that specific section of grading will receive a grade of zero (e.g. getting caught using AI on one writing assignment will result in you receiving a 0 on ALL of your writing assignments).

In addition, the student can be referred to the Office of Student Conduct for the appropriate discipline action.

**AI CHECKER WILL BE USED IF THE PROFESSOR SUSPECTS AI WAS USED TO
COMPLETE AN ASSIGNMENT**

ANY SCORE OF 50% or HIGHER WILL BE AT RISK OF BEING GRADED AS A 0

Student Concerns:

If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Dr. Shinya Wakao at 409-933-8107 or swakao@com.edu.

TENTATIVE COURSE SCHEDULE

Week	Module & Deadline	Topics Covered	Assignments Due
1	Course Introduction	<ul style="list-style-type: none"> Course Introduction, Syllabus 	<ul style="list-style-type: none"> Syllabus Quiz Discussion-Introduction Campus Scavenger Hunt
2	Module 1	<ul style="list-style-type: none"> Chapter 1: Your Starting Line 	<ul style="list-style-type: none"> Chapter 1 Study Guide Discussion 1a (Ch. 1, Q. 1-4) Discussion 1b (Ch. 1, Q. 5-9) Career Project Part 1
2	Module 2	<ul style="list-style-type: none"> Chapter 2: Personal Responsibility 	<ul style="list-style-type: none"> Chapter 2 Study Guide Discussion 2a (Ch. 2, Q. 1-5) Discussion 2b (Ch. 2, Q. 6-10) Career Project Part 2
3	Module 3	<ul style="list-style-type: none"> Chapter 3: Self-Management & Motivation 	<ul style="list-style-type: none"> Chapter 3 Study Guide Discussion 3a (Ch. 3, Q. 1-4) Discussion 3b (Ch. 3, Q. 5-9) Career Project Part 3
3	Module 4	<ul style="list-style-type: none"> Chapter 4: Emotional Intelligence 	<ul style="list-style-type: none"> Chapter 4 Study Guide Discussion 4a (Ch. 4, Q. 1-4) Discussion 4b (Ch. 4, Q. 5-9) Financial Literacy Worksheet
4	Module 5	<ul style="list-style-type: none"> Chapter 5: Interdependence 	<ul style="list-style-type: none"> Chapter 5 Study Guide Discussion 5a (Ch. 5, Q. 1-4) Discussion 5b (Ch. 5, Q. 5-9) Career Project Part 4
4	Module 6	<ul style="list-style-type: none"> Chapter 6: Career Success 	<ul style="list-style-type: none"> Chapter 6 Study Guide Discussion 6a (Ch. 6, Q. 1-4) Discussion 6b (Ch. 6, Q. 5-9) Career Project Part 5 Campus Connections Due
5	Module 7 Due Thursday 8/7	<ul style="list-style-type: none"> Chapter 7: Lifelong Learning 	<ul style="list-style-type: none"> Chapter 7 Study Guide Discussion 7a (Ch. 7, Q. 1-5) Discussion 7b (Ch. 7, Q. 6-10) Academic Planning Worksheet Extra Credit Course Evaluation

All assignments due to D2L Brightspace by 11:59 PM on due date unless otherwise specified. The instructor reserves the right to make changes to this course schedule. Any changes will be announced through D2L Brightspace and COM student email.

*Please post to the Discussion Board early so that everyone has time to respond to each other.

****NOTE:** Students who do not complete any of the Course Introduction assignments by 6/5 will be dropped.

NOTES:

WITH THE EXCEPTION OF THE FIRST DAY ASSIGNMENTS, **ALL ASSIGNMENTS WILL BE OPEN ON THE FIRST DAY AND CLOSE ON THEIR ASSIGNED WEEKS.**

You are always welcome to work ahead, but the assignments will close at the end of their assigned week. Keep in mind, that the last week of classes will be a short week and assignments will close on the last Thursday at NOON 12p

****THURSDAY ASSIGNMENTS MUST BE COMPLETED BY NOON 12pm****

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook https://www.com.edu/student-services/docs/Student_Handbook_2024-2025_v2.pdf. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: AccessibilityServices@com.edu

Location: COM Doyle Family Administration Building, Student Success Center

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1st 5-week session is June 30. The last date to

withdraw from the 10-week session is July 29. The last date to withdraw for the 2nd 5-week session is August 1.

FN Grading: The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Resources to Help with Stress:

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at deanofstudents@com.edu or communityresources@com.edu.

Nondiscrimination Statement:

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.