



**PSYC 1300.011 IN
PSYCHOLOGY FOR SUCCESS- Spring 2023
ONLINE**

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 Student hours

				MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:20 am	-	7:35 am		OFFICE HOURS	OFFICE HOURS	OFFICE HOURS	OFFICE HOURS	
7:35 am	-	8:55 am		PSYC 2301.303 Santa Fe HS	PSYC 2301.304 Santa Fe HS	PSYC 2301.303 Santa Fe HS	PSYC 2301.304 Santa Fe HS	
9:30 am	-	10:50 am		OFFICE HOURS	PSYC 2301.104 #8 (LRC) 213	OFFICE HOURS	PSYC 2301.104 #8 (LRC) 213	
11:00 am		12:20 pm		PSYC 2301.105 #23 (ICB) 204	PSYC 2314.102 #8 (LRC) 213	PSYC 2301.105 #23 (ICB) 204	PSYC 2314.102 #8 (LRC) 213	
12:30 pm	-	1:30 pm		OFFICE HOURS	College Hour 12:30-1:20	OFFICE HOURS	College Hour 12:30-1:20	
1:30 pm	-	2:00 pm		OFFICE HOURS	OFFICE HOURS	OFFICE HOURS	OFFICE HOURS	
<i>Additional office hours to accommodate students will be available by appointment</i>								

Required Textbook: *The 7 Habits of Highly Effective College Students: How to Succeed in College...and Life Essentials 2nd Edition* by Sean Covey

Supplies: Reliable Computer, internet access, and Computer storage device (to backup files). PULSE app (suggested app to access D2L)

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

Course Requirements Grades are based on points accumulated throughout the semester. A variety of means to evaluate student performance will be used throughout the course. There is the possibility of earning 1000 points from assignments and assessments. You are held accountable for completing all assignments. All directions for assignments must be closely followed. Specific details and directions for each assignment will be on the actual assignment in D2L. *NOTE: If for any reason the college closes, continue to work on the assignments spelled out in your syllabus. For example, complete chapter readings, assignments, assessments etc.*

Grade Computation	Points	Letter Grade	Numeric Grade	Points
Study Guides (8 chapters x 25 points each)	200	A	90+	900 or more
Career Project- Part 1 (Occupational Handbook)	50	B	80-89	800-899
Career Project- Part 2 (Compare/Contrast)	50	C	70-79	700-799
Career Project- Part 3 (Social Responsibility)	50	D	60-69	600-699
Career Project- Part 4 (Personal Success)	50	F	59 or less	599 or below
Career Project- Part 5 (Individual Presentation)	100			
Campus Scavenger Hunt	100			
App Presentation	100			
Campus Connections	100			
RCQ Journal	100			
De-Stressor Presentation	100			

DETERMINATION OF GRADE

Methods of Evaluation/Submissions-

- Use Google Chrome or Mozilla Firefox browser (your work will submit blank using other browsers)
- Type work in Microsoft Software (if you do not have Microsoft products, you can download the programs for FREE at <https://www.com.edu/its/office-365-instructions>)
- Save and upload work as a .PDF or using Microsoft Software (especially for a MAC or I cant open it)
- All work must be submitted on D2L and attached to the assignment submission page (except discussion boards where you will type directly into the submission page dialogue box.
- Use double spacing and Arial or Times New Roman, font size 12.
- Assignments with bulleted and/or numbered items should be a **separate and complete paragraph**
- Each assignment has a minimum word count or page length, but you are free to write as much as you like. If you write the "minimum", you should expect to receive the minimum grade.
- **Your responses on all assignments must be well thought out with details, explanations, examples and exhibit critical thinking. I am looking for you to make a connection between the assignments, the textbook, and your personal experiences and opinions.**

Grading Scale: 900-1000 points=A; 899-800 points=B, 799-700 points=C, 699-600 points=D, 599 points or less=F

Grading Rubrics: Detailed directions and some rubrics for coursework can be found on D2L within the assignment. Please read the directions very carefully and let me know if you have any questions. If you need clarification, please reach out as soon as possible

- **Study Guides 200 points:** You will create 8 Study Guides using various methods as directed in D2L and submit them on D2L. Each Study Guide is worth 25 points
- **Career Project 300 points:** This is a major project that is broken down into 5 separate assignments, Each assignment is dependent on previous parts of the assignment, therefore you need to be very thorough, detailed, and make sure you are doing each part correctly.
- **Other Assignments 500:** You will complete 5 other assignments worth 100 points each: Campus Scavenger Hunt, App Presentation, Campus Connections, RCQ Journal, and De-Stressor Presentation

Make-Up & Late Work: **There will be no make up work or late work accepted.** All assignments are time-stamped in D2L and Email. Work submitted after the due date deadline will not be graded. Please allow time for your assignments to upload. If your network server is slow, make sure you allow extra time and do not wait until the last minute to submit assignments. Follow your schedule in your syllabus and do not rely on D2L to tell you when something is due. There are computers available for students to use at COM in the library, tutoring center and computer labs if you need a computer and/or internet access.

Attendance Policy: Regular attendance is a critical component to being successful in courses. If you want to pass, "attend" class. This course is completely online. You must log on to this course at least **TWICE** a week on separate days. For each week that you do not log in twice this semester, **15 points will be deducted** from your overall points total.

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Please allow 24 hours for a return phone call or email, except on weekends and holidays)

General Education Core Objectives (CO's): Students successfully completing this course will demonstrate competency in the following Core Objectives

1. **Critical Thinking Skills:** Students will demonstrate creative thinking, innovation, and the ability to analyze, evaluate, and synthesize information.
2. **Communication Skills:** Develop, interpret, and express ideas through written, oral, and visual communication.
3. **Empirical and Quantitative Skills:** To include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
4. **Social Responsibility:** Students will demonstrate intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Synthesize effective strategies and skills that lead to personal success, personal responsibility, self-motivation, and self-management.	Critical Thinking	Career Project part 4 Related to strategies and skills leading to personal success
2. Synthesize effective strategies and skills that lead to interdependence, self-awareness, lifelong learning and emotional intelligence.	Critical Thinking	Career Project part 4 Related to strategies and skills leading to personal success
3. Manipulate and analyze data and observable facts to result in informed conclusions	Empirical and Quantitative	Career Project part 1 Occupational Outlook Handbook Chart
4. Develop, interpret, and express ideas through written communication	Communication Skills (Written)	Career Project part 2 Compare/Contrast paper on two chosen careers
5. Students will demonstrate intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.	Social Responsibility	Career Project part 3 Specifically related to chosen career
6. Develop, interpret, and express ideas through oral communication.	Communication Skills (Oral)	Career Project part 5 Presentation

Academic Dishonesty: Any incident of academic dishonesty will be dealt with in accordance with college policy in the Student Handbook. Academic dishonesty – such as cheating on exams, quizzes, assignments or other assessments, presenting someone else’s work as your own or copying someone else’s work is an extremely serious offense and will result in a **grade of zero** on that assignment or assessment and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

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 swakao@com.edu.

Technology Maintenance: College of the Mainland websites are scheduled to be down from 12:01-6:00 am on Sundays and D2L is down from 4:00-6:00 am the first Saturday of the month. Make it a point to complete assignments around this time.

Technology Outage Policy: In the event you experience a technology problem, it is your responsibility to communicate immediately with your instructor and the DE department at College of the Mainland (COM). It is a good idea to make a screenshot of the error and email it to me as well as the Distance Education Helpdesk. Contacting COM’s Distance Education department can be accomplished by submitting a ticket anytime at <http://desupport.com.edu/requests> or via live chat Monday to Friday from 8 AM to 5 PM. If the issue does not clear up and if there is no way around it, you may email your assignment to me directly before the due date at lennis@com.edu

	MON	Topic to be covered	SUN	Assignments that are due on Sunday BEFORE 11:59pm on D2L
Week 1	1/16	Welcome	1/22	Introduction discussion on video (Extra Credit- 25 points!!)
Week 2	1/23	Foundations Campus Scavenger Hunt	1/29	Foundations Study Guide Campus Scavenger Hunt
Week 3	1/30	Career Project- Part 1	2/5	Career Project Part 1 Occupational Handbook Paper
Week 4	2/6	Habit 1 Be Proactive App Presentations	2/12	Habit 1 Study Guide App Presentation
Week 5	2/13	Career Project- Part 2	2/19	Career Project- Part 2 Compare/Contrast Paper
Week 6	2/20	Habit 2 Begin with the End in Mind	2/26	Habit 2 Study Guide-
Week 7	2/27	Career Project- Part 3	3/5	Career Project- Part 3 Social Responsibility Paper
Week 8	3/6	Habit 3 Put First Things First	3/12	Habit 3 Study Guide-
Week 9	3/20	Habit 4 Think Win-Win Career Project Part 3	3/26	Habit 4 Study Guide
Week 10	3/27	Campus Connection	4/2	Campus Connections
Week 11	4/3	Habit 5: Seek First to Understand, then Understood RCQ Journal	4/9	Habit 5 Study Guide Video RCQ Journal: UT Speech
Week 12	4/10	Career Project- Part 4	4/16	Career Project- Part 4 Career Analysis of Habits
Week 13	4/17	Habit 6: Synergize	4/23	Habit 6 Study Guide
Week 14	4/24	Career Project Part 5	4/30	Career Project- Part 5 Presentation
Week 15	5/1	Habit 7 Sharpen the Saw Stress & Emotional Intelligence (Show and Tell Presentation)	5/7	Habit 7 Study Guide De-Stressor Presentation
Week 16	5/8	Conferences	5/11	Conferences

Campus Scavenger Hunt- Fall 2022

Learning about all the resources that COM has to offer is a great way to remove potential obstacles that many students face each semester. For this assignment, you will research several key areas at the college and report your findings.

To begin, open the COM homepage at www.com.edu Next, locate the search bar in the upper right-hand corner and type in each of the areas listed below one at a time. Then click on the appropriate link and begin your research. For each area listed, write down the services/programs that are offered, hours available, location, a contact name or number and any other relevant information.

To earn full credit, be **very detailed** with the information you collect. The goal is to obtain a deep knowledge about each service, who can help you with each area, and when that area is available for you to access.

1. Student Life
2. Gym Facilities & Community Memberships
3. TRIO Student Support Services
4. Student Success Center- Advising
5. Help Center
6. Community Resource Center
7. Tutoring Center
8. Financial Aid
9. Library
10. COM Learning Locations
11. Lifelong Learning
12. COM Police
13. Fine Arts and Theater
14. Conference Center
15. Computer Labs
16. Veterans Center
17. Title V Grant
18. Career Services
19. Counseling
20. Where is your instructors office

Career Project Part 1- Occupational Outlook Handbook

Visit the Occupational Outlook Handbook at www.bls.gov/ooh/ and complete all the information below. Be specific and thorough.

	Career Option 1	Career Option 2
Career Title		
What they do		
Work Environment		
How to Become One (education and/or certification)		
Pay		
Job Outlook (increasing or declining by what %)		
List 3 Similar Occupations		
List 3 skills that need strengthening		
	After analyzing the above data, indicate which career is the best fit for you:	

Career Project Part 2- Compare & Contrast Careers

Based upon the information you collect on the two careers (from Part 1), type a 2 full page double-spaced Times New Roman (MLA Style) paper elaborating on the pros and cons of each career. Be thorough and provide details and explanations. Conclude with a paragraph stating how the career you chose is the best fit for you. Your paper should be at least three strong paragraphs with a lot of details and explanations.

- 1: Introduction (explain what two careers you are considering and why)
- 2: Second career choice (describe pros & cons and explain why you DID NOT choose this career)
- 3: Chosen career (describe the pros & cons and explain why you DID choose this career)

Career Project Part 3- Social Responsibility

The idea of social responsibility is built on a system of ethics, in which decisions and actions are evaluated before proceeding. If the action or decision causes harm to society or the environment, then it would be socially irresponsible. Every individual has a responsibility to act in a manner that is beneficial to society and not solely to the individual.

1. In a few paragraphs, describe in detail how your chosen career plays a role in social responsibility. Be sure to start your paper by stating your chosen career.
2. Find an article or video about a real event that has to do with your chosen career and social responsibility and explain how the event is related to your career and social responsibility
 - A. If the event showed social responsibility, explain the key points on how it was beneficial to society.
 - B. If the event was lacking social responsibility, explain what could have been done differently
3. Be sure to include the link to the article or video

Career Project Part 4- Career Analysis of the Habits

Type a paper that indicates how you will use each of the following habits in your chosen career. Be very specific. Each response must be a full paragraph with details and examples

- Be Proactive:
- Begin with the End in Mind:
- Put First things First:
- Think Win-Win:
- Seek First to Understand then to be Understood:
- Synergize:
- Sharpen the Saw:

Career Project Part 5- Presentation

Using the information from the previous parts of this project, prepare a 3-minute presentation about your career choice. Describe your career and how you will obtain a position in that career. Include information about how you chose your career, social responsibilities within your career, education required and any other relevant information. Upload your video to D2L for your peers to view and then comment on one of your peers presentations (100 word minimum reply post)

Build a PowerPoint Presentation of 5 slides using bullet points only.

Slide 1: Your Name with Chosen Career and various pictures of career

Slide 2: OOH information on your chosen career. Bullet the following:

- what they do
- work environment
- training/education
- pay
- job outlook

Slide 3: Indicate what career you chose and why.

State what personal strengths you have that will support your career choice.

Slide 4: List 3 bullet points describing how your career positively impacts society.

Slide 5: Bullet point each habit and how it pertains to your career. See example below:

College Professor

- Be Proactive: Colleagues
- Begin With the End in Mind: Syllabus
- Put 1st things 1st: Grading
- Think Win-Win: Student conferences
- Seek 1st to Understand then to be Understood: Discussions
- Synergize: Class activities
- Sharpen the Saw: Professional development

App Assignment Presentation

Win-Win happens when you build effective relationships with people by working for their benefit as well as your own. In this assignment you will work on making deposits into other people's emotional bank accounts by introducing them to an app that will make their college career easier.

Find and use an app that is helpful for college students and relate it to at least one of the 7 habits. Assume your classmates are not familiar with the app. Using Microsoft Word or Powerpoint, create a flyer advertising the app.

Your flyer should include the following:

1. A colored image of the app
2. What systems the app runs on (android, apple, etc),
3. Price of the app
4. 5 main features,
5. What habit from the textbook does the app supports
6. How this app has specifically benefited you.

Do your best to find a unique app. YouTube, Google, dating apps, gaming apps, pre-loaded apps on your phone, etc. are not appropriate and will not earn credit. Be creative with your flyer. Present your flyer to the class in a video and upload the video to the Discussion Board. (We must be able to see your face in the video) A lot of students use the app Screencast-O-Matic to record videos.

https://screencast-o-matic.com/screen-recorder?utm_source=google&utm_medium=cpc&utm_campaign=brand&utm_term=screencastomatic&gclid=EAIaIQobChMI1NvttpHF_AIVNxXUAR2n8AI7EAAAYASAAEqKiL_D_BwE

CAMPUS CONNECTIONS PROJECT

Student Name: _____

Due Date: _____

Points: 100 Total for completing everything. You cannot earn points for the letter, tutoring or event unless you have completed your advising visit. You can work on this project in any order. This assignment spans two pages.

- Points: 40 Advising
- Points: 20 Student letter
- Points: 20 Tutoring
- Points: 20 Campus Event

MANDATORY ADVISING: 40 points

- Attend an advising session with your assigned advisor in person or via TEAMS.
- Ask your advisor to sign the Advising Verification form or attach a verification email

Advising Verification Form

Date of Advisement: _____

Start Time: _____ **End Time:** _____

Advisor Name: _____

Advisor Signature or Email Verification: _____

Tutoring: 20 points

- Attend a tutoring session on campus in the Tutoring Center, in your professor's office, with a librarian or online tutoring.
- Ask your tutor/professor to sign the Tutoring Verification form. If using online tutoring, print your tutoring session or verification.

Tutoring Verification Form

Date of Tutorial: _____

Start Time: _____ **End Time:** _____

Subject: _____

Tutor Name: _____

Tutor Signature: _____

Campus Event: 20 points

- Attend an event on campus. This could include a club event, club meeting, workshop, sport event, celebration, wellness, theatre event, etc. You can go online to find a calendar of events. To do this, log on to www.com.edu.
- Include 3 specific things you participated in and/or learned. No signature required.

<u>Event Verification Form</u>	
Date of Event: _____	Location of Event: _____
Start Time: _____	End Time: _____
Title of Event: _____	
Event Leader or Event Speaker's Name: _____	
List 3 Lessons Learned:	
1. _____	
2. _____	
3. _____	

Student Letter: 20 points

Write a letter to next semester's Psychology for Success students. Give them a preview of what the class is all about. You should include information about things like:

- The textbook
- Study guides
- Activities
- Information you learned
- Some of the 7 Habits
- What they should expect
- How you will apply what you have learned
- What was helpful for you in the class
- Career assignments

Think about how you felt the first day of class and what you would have liked to have known.

You can start your letter with something like: Dear future student. You can end your letter with your name if you would like.

Stress Presentation

How to start: Think of a time when you experienced stress. Think about what you did or said while stressed and what you may have done to de-stress.

From this situation or any other, choose something(s) that you use/do to de-stress. This can be anything (appropriate for class) that helps to calm you down when stress gets the best of you.

Next, create a video of yourself doing or using your de-stressor. Make sure you explain what you do/use, show us the tools you need, and then perform or “walk us through” the process of you doing/using the de-stressor. Essentially, you will be teaching us how to de-stress!

Some examples that students have used in the past are:

Yoga

Basketball

Painting

Playdough

Applying Make-Up

Playing an instrument

Note: We want to focus on some healthy ways to de-stress. Some de-stressors may be healthy and/or appropriate, but they can also easily be abused. The following de-stressors are not appropriate for this presentation:

Phones

Sleep

Drugs

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 [Student_Handbook_2022-2023_v4.pdf \(com.edu\)](#). 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 career. 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 at 409-933-8919 or klachney@com.edu. The Office of Services for Students with Disabilities is located in the 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 online

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 8-week session is March 1. The last date to withdraw from the 16-week session is April 24. The last date to withdraw for the 2nd 8-week session is May 3.

F_N Grading: The F_N grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F_N 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 F_N grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F_N 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.