



**PSYC 1300.021 IN
PSYCHOLOGY FOR SUCCESS Summer 2- 2023
Online**

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Student Hours:

				MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
8:00	am	-	9:00	am	OFFICE HOURS	OFFICE HOURS	OFFICE HOURS	OFFICE HOURS	OFFICE HOURS
				online	online	online	online	online	
<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 Edition* by Sean Covey
 (Optional) *Ten Steps to Earning Awesome Grades (while studying less)* by Thomas Frank Free download:
<https://collegeinfo geek.com/>

Supplies: Reliable Computer, internet access, and Computer storage device (to backup files)

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 on time. Specific details and directions for assignments must be closely followed or points will be deducted.

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

DETERMINATION OF GRADE

Methods of Evaluation/Submissions-

- Use Google Chrome or Mozilla Firefox browser (your work will submit BLANK using other browsers)
- All work must typed using Microsoft software. If you do not have Microsoft products, you can download the programs for FREE at <https://www.com.edu/its/office-365.html>
- All work must be saved/uploaded as a .PDF or .DOC, (especially for a MAC or I cant open it)
- All work must be submitted on D2L and attached to the assignment submission page
- 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 must be well thought out with details, explanations, examples and exhibit critical thinking. I am looking for you to make a connection between the textbook material and your personal experiences and opinions.**
- DO NOT USE the D2L app, PULSE, to work and submit assignments, the app has been known to lose files, submit incorrectly, and buffer so long assignments are submitted hours after the due date.

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: Rubrics for coursework can be found on D2L. Click on the blue hyperlink under the assignment to review the rubric. Please read the descriptions very carefully as this will tell you how to earn full credit on each assignment.

- **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 other assignments worth 100 points each. More details are in D2L

Make-Up & Late Work: **There will be no make up work or late work accepted.** All assignments are time-stamped in D2L and Email and must be submitted BEFORE 11:59. If you turn your work in at 11:59, D2L will mark it late and you will receive a zero. It has to be BEFORE 11:59. 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: Communication with your instructor is extremely important. The instructor may withdrawal a student for excessive absences or lack of participation by logging in on a regular basis in an online setting.

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

Tentative Course Schedule

Date	Assignment Due BEFORE 11:59pm	Module	Topic
Mon 7/10	Purchase Textbook	(Task to do)	**** Purchase Textbook
Tue 7/11	Discussion Post- #1	Introductions	Discussion Post #1- Introductions
Wed 7/12	Campus Scavenger Hunt	Scavenger Hunt	Campus Scavenger Hunt
Thur 7/13	Advising appointment	(Task to do)	***** Make appointment with Advisor for Campus Connection assignment
Fri 7/14	Tutoring appointment	(Task to do)	***** Make tutoring appointment for Campus Connections assignment
 			
Mon 7/17	Foundations	Foundations	Study Guides- Sentence Method
Tue 7/18	Habit 1- Be Proactive	Habit 1	Study Guides- Outline Method
Wed 7/19	Habit 2- Begin With An End In Mind	Habit 2	Study Guides- Flow or Sketch Method
Thur 7/20	Habit 3- Put First Things First	Habit 3	Study Guides- Color Method
Fri 7/21	Discussion Post #2	Discussion Post	Discussion Post #2- UT Speech
 			
Mon 7/24	Habit 4 - Think Win Win	Habit 4	Study Guides- T Chart Method (Comparison Chart)
Tue 7/25	Habit 5 - Seek First To Understand Then To Be Understood	Habit 5	Study Guides- Charting Method
Wed 7/26	Habit 6 - Synergize	Habit 6	Study Guides- Mapping Method
Thur 7/27	Habit 7 - Sharpen The Saw	Habit 7	Study Guides- Cornell Method
Fri 7/28	Discussion Post	Discussion Post	Discussion Post #3- Character Strengths Profile
 			
Mon 7/31	Career Project- OOH	Career Project	Career Project- Part 1
Tue 8/1	Career Project- Compare & Contrast	Career Project	Career Project- Part 2
Wed 8/2	Career Project- Social Responsibility	Career Project	Career Project- Part 3
Thur 8/3	Career Project- Habit Analysis	Career Project	Career Project- Part 4
Fri 8/4	Career Presentations	Career Project	Career Project- Part 5 PRESENTATION
 			
Mon 8/7	Movie Analysis	Movie Analysis	Movie Analysis
Tue 8/8	Campus Connection Prep	(Task to do)	**** Ensure you have documentation for Campus Connection Project
Wed 8/9	Discussion Post	Discussion Post	Discussion Post- #4- Take Aways
Thur 8/10	Campus Connections	Campus Connections	Campus Connections Project
Fri 8/11	Individual Conferences		

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://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.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.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf

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 course is posted online.

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.