



**PSYC 1300.021N & PSYC 1300.022IN
PSYCHOLOGY FOR SUCCESS
Summer2- 2021 (Online)**

Instructor: Lalanya Ennis Maldonado, M.A.

Phone: 409-933-8212 (leave a message with the Administrative Assistant and she will get the message to me)

E-mail: lennis@com.edu

Text Reminders: 409-440-7386 @PSYCH1300

Student hours: My virtual office hours are Monday-Thursday 12:00pm – 2:00pm and by appointment. The best way to reach me is via email messages in Blackboard. However, you may also email me directly at lennis@com.edu. (Please allow 24 hours for a return phone call or email, except on weekends and holidays)

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. All directions for assignments must be closely followed. Specific details and directions for each assignment will be on the actual assignment in Blackboard. *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.. You are accountable for the work upon the re-opening of the college.*

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 Word, Powerpoint or Excel (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 .DOC, (especially for a MAC or I cant open it)
- All work must be submitted on Blackboard 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 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 concepts from the course and your personal experiences and opinions.

Grading Rubrics: Rubrics for coursework can be found on Blackboard under MY GRADES. Click on the blue hyperlink under the assignment to review the rubric. 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.

Student Information Sheet 40 points: You will fill out a student information sheet and submit on Blackboard. There are detailed directions on Blackboard

Discussion Postings 270 points: You will write 9 Discussion Postings on Blackboard (100 words). Each posting is worth 30 points each. 20 points for the original post and 10 points for the reply posting.

Study Guides 240 points: You will create 8 Study Guides and submit them on Blackboard. Each Study Guide is worth 30 points and there are detailed directions and rubrics on Blackboard

Assignments 450 points: There are 9 assignments worth 50 points each that will be submitted on Blackboard. Some of the assignments require advance planning, so you need to plan and prepare accordingly.

Make-Up & Late Work: **There will be no make up work or late work accepted.** All assignments are time-stamped in Blackboard 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 Blackboard 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. **Each time** a student does not log in twice per week, there will be a 10-point deduction in their total points. It is highly encouraged for you to log into Blackboard once a day to check for updates and announcements.

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 in which case will be the next business day)

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

Blackboard Issues: In the event you experience a technology problem, you MUST submit a “Help Ticket”. 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://de-support.com.edu/requests>, clicking on SUBMIT HELP TICKET on the Blackboard side menu, via live chat Monday to Friday from 8 AM to 5 PM or by calling the Distance Education Support Hotline at 409-933-8453 whenever the college is open. If the issue does not clear up and if there is no way around it, you may email your assignment to me directly.

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 Stacey Henderson (Department Chair at 409-933-8212)

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.

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	Study Guides
2. Synthesize effective strategies and skills that lead to interdependence, self-awareness, lifelong learning and emotional intelligence.	Critical Thinking	Chapter Presentations
3. Manipulate and analyze data and observable facts to result in informed conclusions	Empirical and Quantitative	Career Project
4. Develop, interpret, and express ideas through written communication	Communication Skills (Written)	Movie Analysis
5. Students will demonstrate intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.	Social Responsibility	RCQ Journal
6. Develop, interpret, and express ideas through oral communication.	Communication Skills (Oral)	Stress Presentation

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

Grade Computation	Points	Letter Grade	Numeric Grade	Points
Student Information Sheet	40	A	90+	900 or more
Discussion Postings (9 @ 30 points each)	270	B	80-89	800-899
Study Guides (8 @ 30 points each)	240	C	70-79	700-799
Assignments (9 @ 50 points each)	450	D	60-69	600-699
		F	59 or less	599 or below

	Date		Due Dates in Red	Suggested Work Schedule
Monday	7/12	WEEK 1 PART 1 Learning Module INTRODUCTIONS		
Tuesday	7/13			Syllabus Scavenger Hunt Assignment
Wednesday	7/14		Submit Mon-Wed Work	Student Information Sheet
Thursday	7/15	WEEK 1 PART 2 Learning Module INTRODUCTIONS		
Friday	7/16			Introduction Discussion Posting
Saturday	7/17		Submit Thurs-Sat Work	
Sunday	7/18			
Monday	7/19	WEEK 2 PART 1 Learning Module FOUNDATIONS Foundations		Foundations- Discussion Posting
Tuesday	7/20			Foundations- Study Guide- sentence method
Wednesday	7/21		Submit Mon-Wed Work	Campus Scavenger Hunt Assignment
Thursday	7/22	WEEK 2 PART 2 Learning Module HABIT 1 Proactive		Habit 1- Discussion Posting
Friday	7/23			Habit 1- Study Guide- mapping method
Saturday	7/24		Submit Thurs-Sat Work	Career Assignment
Sunday	7/25			
Monday	7/26	WEEK 3 PART 1 Learning Module HABIT 2 Begin With the End in Mind		Habit 2- Discussion Posting
Tuesday	7/27			Habit 2- Study Guide- outline method
Wednesday	7/28		Submit Mon-Wed Work	Fixed vs Growth Mindset Assignment
Thursday	7/29	WEEK 3 PART 2 Learning Module HABIT 3 Put First Things First		Habit 3- Discussion Posting
Friday	7/30			Habit 3- Study Guide- charting method
Saturday	7/31		Submit Thurs-Sat Work	Paper Assignment & RCQ Journal
Sunday	8/1			
Monday	8/2	WEEK 4 PART 1 Learning Module HABIT 4 Think Win-Win		Habit 4- Discussion Posting
Tuesday	8/3			Habit 4- Study Guide- Cornell method
Wednesday	8/4		Submit Mon-Wed Work	App Assignment
Thursday	8/5	WEEK 4 PART 2 Learning Module HABIT 5 Seek 1 st to Understand Then To Be Understood		Habit 5- Discussion Posting
Friday	8/6			Habit 5- Study Guide- color method
Saturday	8/7		Submit Thurs-Sat Work	Stress Assignment (Video Upload)
Sunday	8/8			
Monday	8/9	WEEK 5 PART 1 Learning Module HABIT 6 Synergize		Habit 6- Discussion Posting & Habit 6- Study Guide- any method
Tuesday	8/10		Submit Mon-Tue Work	Campus Connections Assignment
Wednesday	8/11	WEEK 5 PART 2 Learning Module HABIT 7 Sharpen The Saw		Habit 7- Discussion Posting & Habit 7- Study Guide- any method
Thursday	8/12		Submit Wed-Thur Work	Interviewing & Finances Assignment
Friday	8/13			

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 Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student that is needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to setup their appointment. Appointments are strongly encouraged; however some concerns may be addressed on a walk-in basis.

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 is March 3rd for the 1st 8-week session, April 26 for the 16-week session, and May 5th.

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.

COVID-19 Statement: All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland's Coronavirus Information site at www.com.edu/coronavirus. Students are required to watch a training [video](#), complete the [self-screening](#), and acknowledge the safety guidance at: www.com.edu/selfscreen. In addition, students, faculty, and staff must perform a [self-screening](#) prior to each campus visit. Finally, students, faculty, or staff who have had symptoms of COVID-19, received a positive test for COVID-19, or have had close contact with an individual infected with COVID-19 must complete the [self-report tool](#).