



Psychology 1300.023I2 – Fall 2024, 2nd 8 Weeks (10/14-12/5) PSYCHOLOGY FOR SUCCESS (Online)

Instructor Information: Anne Dickens, Ed.D. | adickens1@com.edu | 409-933-8909

Office Hours & Location: ADM Suite 117-01 Visits by appointment.

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.

Course Requirements: 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	10	
Scavenger Hunt	100	
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	20	
Financial Literacy Worksheet	20	
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

Course Grade Breakdown



■ Scavenger Hunt ■ Study Guides ■ Career Project ■ Campus Connections ■ Discussion Board Posts ■ Worksheets

HOW TO CALCULATE YOUR GRADE: (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:

$$180/200 = 0.9 \times 100 = 90 \rightarrow \text{Your current numeric grade would be 90\%}$$

Course Requirements:

- **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).

Late Work & Make-Up Policies: Assignments submitted after the deadline will incur a 10% deduction per day late (e.g., 2.5 points will be deducted each day for a late study guide). **At 10 days late, assignments will become an automatic zero.** If for any reason the college closes, continue to work on the assignments as instructed in your syllabus and on D2L. In the event of illness or emergency, late work may be accepted at a reduced or no penalty at the discretion of the instructor, *if students contact the instructor as soon as possible (preferably before the deadline)*. Technological issues are not an acceptable excuse for a late assignment. **Late work will NOT be accepted after December 5th - no exceptions.**

Assignment Submission & Extra Credit Policies: **Assignments must be submitted to D2L as .doc/.docx (Word), .pdf, or .jpeg files.** It is good practice to double-check after submitting an assignment (resubmit the correct document if needed). It is ultimately your responsibility to submit work in the proper format on time.

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 should respond within 24-48 business hours.

Core Objectives

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. **Social Responsibility*:** Students will demonstrate intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.
4. **Empirical and Quantitative Skills*:** To include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.

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	Critical Thinking	Career Project part 4

interdependence, self-awareness, lifelong learning and emotional intelligence.		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: Plagiarism includes, but is not limited to, deliberately copying word-for-word another person's work without proper quotation and attribution (direct plagiarism), submitting your own work from another class (self-plagiarism), and failing to correctly cite sources or unintentionally using the same words as another source without proper quotation and attribution (accidental plagiarism). Academic dishonesty also includes unauthorized use or attempted use of material, information, devices/technology (e.g., Artificial Intelligence), or communication during an academic exercise (i.e., assignment, paper). **Any form of academic dishonesty may result in a reduction of points (up to a zero with no make-up) at the discretion of the instructor.** Additionally, an academic dishonesty report may be filed.

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 Department Chair, Shinya Wakao at swakao@com.edu

Technology Outage Policy: In the event you experience a technology problem, refer to the *Troubleshooting Guide* available on D2L. It is your responsibility to actively try to resolve the problem and communicate in a timely manner with your instructor and the College of the Mainland (COM) Distance Education (DE) department. You can submit a help ticket to COM's DE department anytime at <http://de-support.com.edu/requests>. If you have trouble submitting assignments via D2L, you may email your assignment directly to the instructor.

NOTE: If for any reason the college closes, continue to work on the assignments spelled out in your syllabus and D2L. Check D2L for announcements.

TENTATIVE COURSE SCHEDULE

Module & Deadline	Topics Covered	Assignments Due
Course Introduction Due Wed. 10/16	<ul style="list-style-type: none"> Course Introduction, Syllabus 	<ul style="list-style-type: none"> Syllabus Quiz Discussion-Introduction Campus Scavenger Hunt
Module 1 Due Wed. 10/23	<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
Module 2 Due Wed. 10/30	<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
Module 3 Due Wed. 11/6	<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
Module 4 Due Wed. 11/13	<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
Module 5 Due Wed. 11/20	<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
Module 6 Due Wed. 11/27	<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
Module 7 Due Wed. 12/4	<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 in class and 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 10/16 will be dropped.

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 8-week session is October 2. The last date to withdraw from the 16-week session is November 15. The last date to withdraw for the 2nd 8-week session is November 26.

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.