

Coll 0171: Strategies for Success  
**Course Syllabus**  
Spring 2012



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### Course Description

Coll 0171 – Strategies for Success is a one credit, eight week course designed to help students improve skills needed for academic achievement and success in their collegiate career. Topics covered in the course include: learning styles, study techniques, note-taking, test-taking, effective writing and reading, time management, career and educational planning, and interpersonal skill development. We will be using *The Last Lecture* by Randy Pausch as our reader for the course. Familiarize yourself with all of the Google applications available to you through your student email account (Calendar, Voice, Documents, etc); we will be using many of them these eight weeks. We will also be using Blackboard to supplement course material. Your final exam will be administered through Blackboard and your grades will be regularly updated in the Gradebook (accessible through the Odessa College Portal). New and current Odessa College students with fewer than 12 hours are required to pass COLL 0171. The course does not satisfy requirements for any degree plan at Odessa College, has no prerequisites, is non-transferable, and satisfies one credit toward your total semester credit hours.

### Supplies

You are expected to bring paper and pencils, a planner or scheduling system, your copy of *The Last Lecture* (available in the Bookstore), and a three-ring binder to class each week.

### Method of Evaluation

Your final grade will be determined by scores awarded on seven homework assignments, three in-class assignments, four journal entries, two binder and two planner checks, your final examination, as well as your active attendance and engagement.

Attendance	Assignments	Journals	Binder	Planner	Final Exam
15%	15%	15%	15%	15%	25%

I will return all graded work following the following standard score ranges:

90-100 = A

80-89 = B

70-79 = C

69 or lower = retake course

Your grades should be available to you in real time through the OC Portal – meet with a tutor in the Student Success Center if you have any trouble with access.

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### Course Schedule

*Week 1 / January 18*

Class 1 – Welcome

**Homework** – Return your completed personal note card to me, with a photo, by Monday January 23<sup>rd</sup>.

Take the syllabus quiz through Blackboard by Wednesday January 25<sup>th</sup>.

*Week 2 / January 23 & 25*

Class 2 – Campus Tour / Scavenger Hunt

Homework - Get a good start on *The Last Lecture*.

Class 3 – Learning Resources Center or Student Success Center

**Homework** – Finish *The Last Lecture* this weekend and take *The Last Lecture* quiz through Blackboard before Friday February 3rd.

*Week 3 / January 30 & February 1*

Class 4 – Learning Resources Center or Student Success Center

**Bb Journal Entry**

**Planner Check** – Show me you are effectively using a planner or scheduling system this Wednesday in class.

Class 5 – Marking Your Texts

**\*Bring what we do in class today on Monday. You will need it to do Monday's assignment.**

*Week 4 / February 6 & 8*

Class 6 – Taking Cornell Notes

**Bb Journal Entry**

**Homework** - Show me a copy of lecture notes from another class done in Cornell Notes style on Wednesday.

Class 7– Academic Inquiry

**Binder Check** – Show me your well-organized binder Monday in class.

*Week 5 / February 13 & 15*

Class 8 – Studying and Test-Taking Strategies

**Planner Check**– Show me you are effectively using a planner or scheduling system (again) on Wednesday.

Class 9 –College Survival/Learning Styles

**Homework** – Interview one of your other instructors by next Wednesday (February 22).

*Week 6 / February 20 & 22*

Class 10 – Personality Styles

**Bb Journal Entry**

Class 11 –Goal Setting/Time Management

**Homework** – LifeWheel exercise due on Monday.

*Week 7 / February 27 & 29*

Class 12 – Fearless Writing

**Binder Check**– Show me your well-organized binder (again) in class this Wednesday.

Class 13 – Act/Discover and Advising

**Homework** – Finish up your ACT/Discover exercise.

For Monday, write a half-page reflection on a career you are interested in pursuing after OC.

*Week 8 / March 5 & 7*

Class 14 – Financial Literacy & OC 411

Class 15 – Wellness

**Bb Journal Entry**

**Final** – Take your final comprehensive course exam on Blackboard by the end of the day Friday, March 9<sup>th</sup>.

## Important

### Attendance / Late Work Policy

If you miss class it is solely your responsibility to catch up. A loss of 1% off your final course grade will accompany each of your absences. Though there is no differentiation made between excused or unexcused absences, late work will only be accepted the class period after an absence and only if I have been notified (by phone or email) prior to the absence. Some assignments occur in class and cannot be made up as homework.

### Drop Policy

Students cannot drop COLL 0171 because it is an institutional requirement.

### Academic Dishonesty

You are expected to do your individually-assigned work independently. The first instance of academic dishonesty results in a warning; the second instance will result in a failing grade for the course. When you submit a piece of writing that bears your name as author, you are claiming that all the words and ideas in that work are yours unless otherwise noted. Failure to identify and document outside sources of information constitutes academic dishonesty.

### Statement of Special Accommodations

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your accommodation options. You may also call or email the Office of Disability Services at 432-335-6861 or email Becky at [brivera@odessa.edu](mailto:brivera@odessa.edu) to request accommodations.

## Helpful Resources

### Learning Resource Center (Library)

The Learning Resources Center provides research assistance via the LRC's catalog and databases. Research guides, tutorials, and the "Ask a Librarian" service offer students a wealth of academic resources.

### Student Success Center

Free group and one-to-one tutoring, use of the computer lab, help with online courses, and more is available at 432-335-MORE (6673).

### Crisis Intervention

Mental health and safety concerns are a high priority at Odessa College. Talk to me or contact our crisis intervention counselor at 432-335-#### if you are concerned about your own well-being or the well-being of a fellow student.

## Course Learning Objectives

Coll 0171 will improve academic skills, empower positive decision making, and assist with educational and career planning.

### Motivation

- Use motivation techniques to persist in college
- Set up an effective study environment
- Complete a behavior modification project to establish habits that lead to success
- Form positive, collaborative relationships with other course instructors

### Personality and Learning Styles

- Learn about your personality type and find a program of study to match
- Identify your ideal work environment
- Discover how personality type affects decision making and time management styles
- Utilize learning strategies that match your learning style and personality type

### Managing Time and Money

- Select time management strategies to accomplish lifetime goals
- Learn to effectively utilize a planner or scheduling system
- Use money management techniques that lead to financial security

### Studying and Test Taking

- Use preparation techniques to prepare for tests
- Apply techniques to deal with test anxiety
- Use study techniques to improve academic performance

### Reading, Writing, and Note Taking

- Apply marking-the-text techniques to academic reading
- Apply listening techniques and the Cornell Notes note-taking system to course lectures
- Use preparation, organization, writing, editing and revising for college writing projects

### Career and Education

- Research a career and create an educational plan that matches your interests, abilities, and values
- Formulate a list of lifetime goals and priorities that aligns with your educational and career plan

### Health

- Incorporate healthy nutrition, exercise, sleep habits into the student lifestyle
- Minimize stress and practice relaxation exercises