

Summer 2014

Personal Development 5 (Sect:8583)

College Survival, (CSU) 2 units: Hybrid

June 16, 2014 to July 27, 2014

Meeting Time: 10:20AM to 12:35PM – M/W- Room GC150

Online: 50 mins./Online

Instructor: Vidal Valle

You can contact me:

Via e-mail at vallev@wlac.edu

By phone: at 310.287.4210

Course Description	This course will provide students with the necessary skills to survive and succeed in college. Emphasis will be placed on making informed decisions based upon the adequate development, reinforcement and application of the following strategies: study skills, time management, note taking, learning styles, memorization, stress management, test taking, money management, communication, and other personal skills.
Student Learning Outcome	Identify and utilize campus resources when help is needed. Practice and implement study skills to improve academic success.
Course Goals	At the completion of this course A. Students will apply sound decision making, analytical and evaluative skills in academic planning and course selection. B. Students will demonstrate an increased awareness of college resources. C. Students will have developed a draft of an educational plan for their chosen goal and major. D. Students will have a better understanding of their own learning style. E. Students will employ effective study skills, strategies and habits. F. Students will have an understanding of stress management techniques. G. Students employ test taking strategies throughout their college experience.
Teaching Strategies	The objectives of this course will be achieved by online assignments, in-class lectures, small group discussions, guest speakers, group sharing, assigned readings and videos.
Textbooks / Instructional Resources and Materials	Instructional materials for this course include videotapes, resource people from the college and community and handouts. The following books/materials will be used in this course: * Your College Experience: Strategies For Success by Gardner, Barefoot, 11 th Edition ISBN 978-1-4576-3731-5 * WLAC Catalog * Online: Etudes

<p>Evaluation</p>	<p><u>Your grade will be based on:</u></p> <ul style="list-style-type: none"> • Attendance/ Participation (In Class and Online): 10% • Homework 10% • Assignments/Activities (In Class and Online): 20% • Tests 10% • Final Report 25% • Final : 25% <p><u>Final Course Grade</u></p> <p>A= 90-100% B= 79-89.99% C= 69-78.99% D= 59-68.99% F= 0-58.99%</p> <p>Points will be earned from the above evaluation methods. Extra credit may be earned by completing additional assignments during the time period in which the topic is being discussed.</p> <ul style="list-style-type: none"> • See instructor for extra credit point values and limitations. <p>Assignments are DUE on the assigned date. For online work, assignments are DUE on the assigned date and time. With regard to online assignments, absence is NOT an excuse for late work since you will submit your work online.</p> <p>For in class assignments, you must make arrangements to turn them in on time if you are absent on the due date.</p> <p>If a student misses class, he/she is required to contact Mr. Valle for the missed assignments. Every effort must be made to get work in on time. *(However, there exist occasions in which students experience extenuating circumstances- situations which are out of your control- which will affect attendance. Please, contact Mr. Valle if you will not be able to attend a class for this reason).</p>
<p>Attendance</p>	<p>Attendance is extremely important! Points will be deducted from the student's grade for each absence. Please contact the instructor if you must miss class to get assignments due next class session. NOTE: Perfect attendance means that students do not miss a significant portion (10 or more minutes) of any class during the semester (for any reason!).</p> <p>It is the student's responsibility to drop the class. The last day to drop this class online without a "W" is Friday, June 20, 2014. The last day to drop this class online with a "W" is Sunday Tuesday, July 17, 2014.</p>
<p>Tardiness</p>	<p>Please be respectful of your classmates. Do your best to arrive on time to every class meeting. If you know you will have to arrive late, please advise me as soon as possible so that I am aware. Three unexcused tardies equal one absence.</p>
<p>Cheating</p>	<p>Cheating or plagiarism will be dealt with according to the Student Code of Conduct which includes consequences ranging from reprimand to expulsion.</p>
<p>Cell Phones / Electronic Devices</p>	<p>Please turn off all cell phones, pagers and other electronic devices before entering class. to reduce distractions and eliminate invading the privacy of others or the perception of <u>academic dishonesty</u>.</p>

Disabled Students Programs & Services

Students who have special needs because of physical, communication, or learning challenges are invited to visit the DSPS program office intake, and speak to a program representative about program eligibility and services which include:

- Assisting with Department of Rehabilitation. sponsored support services (i.e. educational materials, books, and supplies)
- Classroom accommodations for students with physical challenges.
- Diagnostic Assessment for Learning Disabilities Eligibility.
- Learning Strategies /Study Skills classes.
- Liaison with Recordings for the Blind and Dyslexic (books on tape)
- Program Planning and Counseling.
- Registration assistance.
- Special accommodations for those with profound hearing loss/ visual impairments.
- Special parking permits.
- Test proctoring and related accommodations

If you require a sign language interpreter, please contact Michelle Hernandez (interpret@wlac.edu), three (3) days prior to coming to campus to ensure interpreter availability.

Location

Student Services Building (SSB 320)

Telephone

(310) 287-4450

Department Email

dsp@wlac.edu

Hours

Monday-Thursday: 8:30 a.m. 4:30p.m.

Friday: 9 a.m.-1 p.m.

Saturday: CLOSED

DSPS Faculty and Staff

Dr. Shalomon Duke, Dean

Fran Israel, Instructor

Andrea Smith, Learning Disability Specialist

Nancy Brambilla, Counselor

Betty Harrison, Office Assistant

Michelle Hernandez, Sign Language Interpreter

PERSONAL DEVELOPMENT 5 (8583)
COURSE OUTLINE
(Instructor reserves the right to modify the syllabus)

DATE	TOPIC	ASSIGNMENTS
6/16/14	Introductions Purpose of course About Succeeding at West Personal Growth and Change	In Class Activity HW: Read Chapter 1,2,
6/18/14	Why Go To College Time Management	In Class Activity HW: Read Chapter 3,4 Test 1 Online
6/23/14	Emotional Intelligence How You Learn	In Class Activity HW: Read Chapter 5,6 Test 2 Online
6/25/14	Critical Thinking /Creative Thinking Reading to Learn Understanding Your College Catalog	In Class Activity HW: Read Chapter 7,8 Test 3 Online
6/30/14	Getting the Most Out of Class Student Educational Planning	In Class Activity HW: Read Chapter 9,10
7/2/14	Studying	In Class Activity HW: Read Chapter Test 4 Online
7/7/14	Test Taking Information Literacy and Communication	In Class Activity HW: Read Chapter 11,12 Test 5 Online
7/9/14	Campus Resources Guest Speakers: Financial Aid	In Class Activity Final Report Assigned
7/14/14	Relationships Diversity	In Class Activity HW: Read Chapter 13,14 Test 6 Online
7/16/14	Wellness Money	In Class Activity HW: Read Chapter 15 Test 7 Online
7/21/14	Majors and Careers	In Class Activity Test 8 Online
7/23/14	Final (10:20am – 12:35pm) Report Due Student Educational Plan Due	

ETUDES

The online portion of the course will be posted on ETUDES, our online system. Your online work will consist of weekly assignments, journals, and Tests based on the weekly topics. Please log-in to ETUDES to see this week's assignment. You will have online assignments due on a weekly basis. Please do them in a timely fashion. Once the deadline passes, you will not be able to submit them for a grade.

Final Report:

Throughout the semester we will have covered many different study strategies and techniques. The hope is that you will implement the strategies and techniques you have learned in PD 5 in your actual courses during the semester. Your report will consist of the following:

- Topic: Describe the two techniques that best worked for you during the semester.
 - What did you find particularly useful about the techniques?
 - Why do feel these techniques worked for you?
 - Will you implement these techniques in future courses?
 - (Detailed instructions to be provided by instructor)