



Eastern Wyoming College
Fall 2013 Semester
College Studies
HMDV-1000 Sections 40 and 90
ONLINE
1 credit hour

INSTRUCTOR: Dr. David J Banville
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Office Hours: Please email/call me to easily schedule an appointment.

Philosophy Statement:

Eastern Wyoming College is committed to providing a student experience that promotes academic success in a challenging and supportive environment, facilitates the transition to college for first time students, and helps all students identify and achieve their individual goals. EWC's student experience is designed to foster personal growth by increasing independence, promoting ethical behaviors and personal responsibility for learning, and affording opportunities for student involvement in campus activities to enhance social development.

COURSE CONTENT:

This course is designed as a general orientation and a transition to college for all new students and all transfer students who have less than thirty semester hours. This course will enable the student to explore and understand the whole college environment, to identify and utilize campus resources (programs and other courses) that will enhance his/her academic experience. The course will assist the student to begin to develop short and long term academic and career goals. The course will assist the student to identify community resources which will also enhance his/her academic experience. *Prerequisite:* None.

REQUIRED TEXT:

Gardner, John N., Your College Experience, 10th edition, Boston, MA: Bedford/St. Martin's, 2013.

(ISBN: 9781457606311)

Scruby, Jennifer, Insider's Guide to Credit Cards, Boston, MA: Bedford/St. Martin's, 2011.

(ISBN: 9780312614379).

WHY WE'RE HERE:

After successfully completing this course, you should be able to:

1. Successfully use LancerNet and a college syllabus.
2. Understand the responsibilities of a college student.
3. Develop a deeper understanding of personal and societal values.
4. Understand and apply successful time management skills.
5. Demonstrate proficiency in note-taking, test preparation, and use of the college catalog.
6. Understand what GPA means and how to calculate it.

7. Understand how to utilize academic advising.
8. Use and apply an interest inventory.
9. Begin the process of career planning and undertake personal financial planning.
10. Understand the options available for making decisions on personal issues.
11. Think critically on diversity.
12. Recognize local and campus resources and how they can contribute to their success.
13. Read, listen, reason, and think more actively, critically, and effectively.

EVALUATION & GRADING

Please see the attached schedule on the last page of this syllabus (also available on our LancerNet course site) for course activities, their point values, and due dates.

This class uses a point-based grading system. A letter grade is awarded only at the end of the course, on the following scale: the total course points you earn divided by the total course points **177**:

100% - 90%	=	A
89% - 80%	=	B
79% - 70%	=	C
69% - 60%	=	D
60% and below	=	F

***Please note that I do NOT scale final course grades.
Allow yourself to achieve so that you do not end up with a "borderline" grade.***

LATE WORK:

Successful completion of a course assignment not only includes the turned-in product, but also an understanding of its placement within the course and a responsibility for allotting the proper amount of time for its completion. **To help you stay current with our fast-paced schedule, you will be allowed a 24 hour window (after the due date AND time) to turn in an assignment – for a 40% extended time penalty. No exceptions. Really. Seriously.**

For those who wait until the last minute to complete weekly assignments, please note that the unexpected can – and often does – happen. That includes technical glitches (like no access to the internet), hospital visits, sickness, etc.

If extenuating circumstances arise and you know you will be late with an assignment well-ahead of time, make arrangements with me well-ahead of time. In this case, this means you communicate with me, show me what you have done on the assignment to that point, *and* receive a response from me indicating alternative arrangements.

You are welcome and encouraged to turn in assignments as early as you wish.

If an activity deadline is approaching and you are having problems using LancerNet's submission tool, email your assignment to me before the due date and time. On any email you send to me, also send it to yourself (use the "cc" field) or maintain an organized sent items folder. This will serve as your dated record of sending

me an email, should I not receive it. I cannot accept LancerNet submission problems as a reason for work not being turned in on time; please use this email workaround if you encounter problems.

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Schedule of Course Assignments/Activities

*****(All activities due by 11:55pm on their listed due dates.)*****

Week 1: Your College Goals and Using LancerNet

- 1) LancerNet Profile Picture Upload – Due September 4th by 11:55pm (2 course points)
- 2) Syllabus and LancerNet Videos Quiz – Due September 4th by 11:55pm (10 course points)
- 3) Goals Essay – Due September 4th by 11:55pm (10 course points)

Week 2: Time Management

- 1) Fixed Commitment Calendar – Due September 11th by 11:55pm (10 course points)
- 2) Fixed Commitment Calendar Evaluation – Due September 11th by 11:55pm (10 course points)

Week 3: Becoming and Engaged and Empowered Learner (Knowing Yourself and Others)

- 1) Note-taking Message Board Post – Due September 18th by 11:55pm (5 course points)
- 2) Diversity Reflective Essay – Due September 18th by 11:55pm (10 course points)
- 3) Learner Profile Reflective Essay – Due September 18th by 11:55pm (10 course points)

Week 4: Academic Resources @ EWC

- 1) Academic Support Resources Sheet – Due September 25th by 11:55pm (10 course points)
- 2) Library Online Resources Quiz – Due September 25th by 11:55pm (5 course points)
- 3) Kuder Interest Inventory Reflection – Due September 25th by 11:55pm (10 course points)

Week 5: Advising Resources @ EWC

- 1) Degree-Tracking Sheet – Due October 2nd by 11:55pm (5 course points)
- 2) Academic/Degree Advising Essay – Due October 2nd by 11:55pm (5 course points)
- 3) GPA Scenarios: 1 semester and 2 years – Due October 2nd by 11:55pm (5 course points)

Week 6: Financial Literacy

- 1) Debt-Slapped Message Board Post – Due October 9th by 11:55pm (5 course points)
- 2) Credit Card Awareness Quiz – Due October 9th by 11:55pm (10 course points)
- 3) Monthly Budget Worksheet – Due October 9th by 11:55pm (10 course points)

Week 7: Wrap-Up

- 1) Final Course Activity – Due October 16th by 11:55pm (25 course points)

Throughout the Course

- 1) Participation points are given each week, based on activity, engagement, timeliness, and interaction with our message board. (20 course points).

COURSE PARTICIPATION/ENGAGEMENT:

In our online class, weekly, ongoing participation and engagement with our weekly group message board (LancerNet) is required to earn participation points. Each week will be worth 4 participation points. The message board is essentially our “classtime”. It helps to keep us connected to each other during the week, and provides the forum for an exchange of ideas on the topics we’ll cover. Remember, the more lively and interesting the message board is, the more people will want to communicate their thoughts, opinions, and comments.

Additionally, your participation grade will come from your efforts to turn assignments in on time, to seek help when needed, and/or to communicate with me when you are having an issue. As you can see in the course points breakdown, I place heavy emphasis on participation and engagement.

CLASSROOM EXPECTATIONS AND ETIQUETTE:

Please refer to the “First Day of Class!” button on the LancerNet course site for expected conduct and etiquette in our online class.

WITHDRAWING FROM CLASS:

You may withdraw from this course and receive a grade of “W” on your transcript. This process *must* be complete by the College’s “last day to drop a class” date for the semester. Changes in credit hour load may impact your financial aid and housing (if applicable). Speak to your advisor before deciding to drop any EWC class. A “W” on a college transcript is not desirable, and I encourage you to discuss with me the problem or issue you are having with the course early on, so that we can attempt to resolve it before you consider a “W”.

Generally, I do not withdraw students from class. I do reserve this right, though, in accordance with the EWC catalog stipulations. If you are not participating in class, I usually send an email to make sure all is well.

ACADEMIC DISHONESTY:

Plagiarism, cheating, or any conscious act by a student that gives him or her an undue advantage are serious offenses and may be punished by failure on the assignment, paper or project; or failure in course. For more information refer to the "Academic Dishonesty" policy in the 2013-2014 Eastern Wyoming College catalog. If you are feeling confused or overwhelmed on a course assignment, speak to me before you are tempted to conduct an offense of academic dishonesty.

GENERAL EDUCATION REQUIREMENTS:

1. **Communication Skills:** Graduates will be able to understand and communicate ideas and information in written and spoken English that reveals a mastery of terminology appropriate to their disciplines.
2. **Analytical and Quantitative Reasoning:** Graduates will be able to solve problems through critical thinking involving analytical and quantitative reasoning at a level appropriate to their disciplines.
3. **Technology Skills:** Graduates will be able to demonstrate competence using technology appropriate to their disciplines.
4. **Social Awareness:** Graduates will be able to demonstrate an awareness of the relationship between the individual and the world.
5. **Information Literacy:** Graduates will be able to locate, evaluate, and use information effectively.

ADA ACCOMMODATIONS:

Eastern Wyoming College is committed to providing reasonable accommodations for qualified individuals with disabilities. If a student has a disability and desires a reasonable accommodation for such disability, the student should contact Debbie Ochsner (532-8238) or Stuart Nelson (532-8330) as soon as possible so that arrangements may be made.

IMPORTANT DATES:

The class schedule can also be found by clicking on the "Schedule" link on the LancerNet course welcome page.

DISCLAIMER:

The instructor reserves the right, acting within the policies and procedures of EWC, to make changes in the course schedule or activities. All changes will be announced in the LancerNet course area.