

Syllabus – GS 6 First Year Experience College of the Redwoods	
Semester & Year:	Spring 2016
Course ID & Section #:	GS 6 – V9331 Online
Instructor’s Name:	April Klingonsmith
# Of Credits/Units:	3
Recommended Prep:	READ 360
Instructor Office Hours: Instructor Contact Info:	Fridays 4:00-5:00 by cell phone Message in Canvas: Preferred contact method Email: april-klingonsmith@redwoods.edu Cell Phone: (707) 498-0596
Course Catalog Description This is a first year experience course focusing on the development of academic and personal skills necessary to succeed in college and beyond. Students will learn how to manage time, understand classroom dynamics, and improve note-taking and test-taking skills. Students will be able to identify campus services and understand the technology used in higher education. Students will be directed towards specific educational goals and develop a comprehensive student education plan.	
Student Learning Outcomes <ol style="list-style-type: none"> 1. Assess individual learning preferences and apply towards improving lifelong learning. 2. Identify college expectations & demonstrate successful navigation within college system. 3. Develop and complete a formal student education plan. 4. Analyze self-management systems & persistence practices to increase self-motivation & success. 	
Special Accommodations College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request so that necessary arrangements can be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please contact the instructor or Disabled Students Programs and Services. http://www.redwoods.edu/district/dsps/	
Academic Misconduct Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/ or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating will receive an “F” in the course. The student code of conduct is available on the College of the Redwoods website at: http://redwoods.edu/District/Board/New/Chapter5/AP%205500%20Conduct%20Code%20final%2002-07-2012.pdf	

GS 6 Syllabus

Course Title: First Year Experience
Location: Distance Education
Instructor: April KlingonSmith

Semester: Spring 2016
Units: 3
Course Dates: Feb 1 – May 13

Course Overview

GS 6 is a 3-unit first year experience course focusing on the development of academic and personal skills necessary to succeed in college and beyond. Students will learn how to manage time, understand classroom dynamics, and improve note-taking and test-taking skills. Students will be able to identify campus services and understand the technology used in higher education. Students will be directed towards specific educational goals and develop a student education plan.

Student Learning Outcomes

Upon successful completion of this career-planning course, the student will be able to:

1. Assess individual learning preferences to be applied towards improving lifelong learning
2. Identify college expectations and demonstrate successful navigation within the college system
3. Develop and complete a formal student education plan
4. Analyze self-management systems & persistence practices to increase self-motivation & success

Course Instructor

April KlingonSmith, MS Educational Counseling & MS Elementary Education

Best Way to Contact: “Message” in Canvas

Cell Phone: (707) 498-0596

Email: april-klingonsmith@redwoods.edu

Office Hours: Fridays 4-5 pm by cell phone

Textbook

“On Course” - Strategies for Success in College and in Life” by Skip Downing, 2012 7th edition

- A free reserve copy is available in CR Eureka and Del Norte library for 2-hour check out
- EOPS students receive a free GS 6 textbook voucher in the EOPS office
- There is an electronic version for a reduced price: http://www.coursesmart.com/IR/5119179/9781133309734?_hdv=6.8

Course Access

This course can be accessed online in Canvas from the CR homepage under “Student Log Ins.” There is a free phone app available for Canvas.

Instructor Response Time Frame

Students can expect the instructor (April) to respond within a 24-48 hour time frame. If she has not responded within 48 hours and you have tried an additional method of contact, don’t panic. Remember, the instructor wants you to succeed and appreciates your effort to reach out. She is rooting for you to learn more about your job search and to pass this class. She will reply to you as soon as she is able, and will work with you to help you achieve your goals in this course.

Extra Credit Opportunities

Discussions: 1 point for posting 1 additional student or self response after required 2 responses.

Technical Help

CR Tech Support Office: its@redwoods.edu Mon. - Fri. (8-4) 707-476-4160 or 800-641-0400 ext. 4160
CR Distance Education homepage: <http://www.redwoods.edu/departments/distance/>
Canvas Technical Help: <https://redwoods.instructure.com/courses/739/pages/canvas-resources>
Canvas Tutorials: <http://guides.instructure.com/>

Notable Dates

Feb. 1 – Course Begins
Feb. 11 - Last Day to Drop – No W & a refund
Feb. 19 – Instructor will drop students who have below a 60%
Apr. 5 – Last day to drop
May 13 – Class Ends

Attendance

Your online class commitment will require at least as much time as you would dedicate to a traditional class. College of the Redwoods requires **three hours per week** of class (online) time **AND** an **additional one to two hours per week** to complete course readings and assignments. Be prepared to make the time commitment required to successfully complete this class.

Student Computer Skills

Online courses require adequate computer skills along with self-discipline, attention to detail, and turning work in on time. You should be able to submit coursework to Campus along with navigating websites, opening and downloading files, and using a word processor. You will need to be able to convert files into word documents (.doc or .docx), Adobe Acrobat files (.pdf), or rich text format (.rtf).

Disability-Related Services

If you are eligible for disability related accommodations as per determination by our campus Disabled Student Programs and Services (DSPS), please contact me as soon as possible to discuss these. DSPS can assist you with determining eligibility for accommodations and can be reached at (707) 476-4820. DSPS is located on the Eureka and Del Norte campuses.

Submitting Work

All student work is submitted in Canvas. Do your work first in a word processing program and then copy and paste your text into Canvas. Your work needs to go in the text boxes, not as attachments. However, it is ok to submit your SEP as an attachment.

Grading

Grading details and criteria are posted in Canvas under “Assignments.” All work is graded as it submitted with the exception of Discussions. Discussions are graded after the due date to allow ample time for students to post classmate or self-responses.

Word Count

Journals, Study Plans, and Discussion postings (not classmate or self responses) must at least **150 words**. In Microsoft Word: 1) Highlight the text you want to know the word count of. 2) Click “Tools” at the very top. 3) Click on “Word Count.”

Late Work

Late work is accepted until the last day of class if it is done to the grading rubric expectations. Discussions, Journals, and Study Plans will receive a score of 3. SEP will receive 9 pts.

Evaluation

There are 100 points available to earn in this course. Students can access current grade in Campus Grades. Grades can be calculated by dividing the number of points earned by 100 or by adding up what grades you received (or think you will get) and using the percentage scale below.

A = 90-100 pts. **B** = 80-89 pts. **C** = 70-79 pts. **D** = 60-69 pts. **F** = 59 pts. & below

Journals

The 8 Journals provide opportunities to explore your thoughts and feelings as you experiment with the success strategies presented in this course. They are worth 5 points each and 40% of your grade. Please write your Journals for yourself, not for me. If you want my comment, just let me know with a note in the student text box when you submit your work.

Discussions

The 4 Discussions allow for student interaction around various strategies for creating success in college and in life. They are worth 5 points each and 20% of your grade. For full credit, you are required to respond to the prompt in at least 150 words and to respond to two classmates. There is one extra credit point to earn by responding to three students instead of the required two.

Study Plans

The 6 Study Plans provide an opportunity to deepen your learning and raise your grades. They are worth 5 points each and 30% of your grade. Many of the study plans involve trying out new study strategies in classes you are currently taking. If this is the only class you are taking this semester, consider focusing on a class you will be taking next semester. Find the current syllabi and class schedule to sit in on a lecture or class. Try checking the textbook out on reserve in the library. Look here for syllabi: <http://inside.redwoods.edu/syllabi/>. Contact April if you have any difficulty.

Student Education Plan (SEP)

A SEP is an individualized plan that provides a “master list” of the courses required to achieve your educational/career goals. It is worth 10 points, 10% of your grade. The SEP can be completed online or in-person with a CR advisor or counselor. In Canvas, SEP details, grading criteria, and a list of current CR counselors/advisors are posted.