

Syllabus – GS 6 First Year Experience	
College of the Redwoods	
Semester & Year:	Summer 2016
Course ID & Section #:	GS 6 – V1000 Online
Instructor's Name:	April Klingonsmith
# Of Credits/Units:	3
Recommended Prep:	READ 360
Instructor Office Hours:	Fridays 4:00-5:00 by cell phone
Instructor Contact Info:	Message in Canvas: Preferred contact method Email: april-klingonsmith@redwoods.edu Cell Phone: (707) 498-0596
Course Catalog Description	
<p>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.</p>	
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	
<p>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/</p>	
Academic Misconduct	
<p>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.</p> <p>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</p>	

GS 6 Syllabus

Course Title: First Year Experience

Location: Distance Education

Instructor: April KlingonSmith

Semester: Summer 2016

Units: 3

Course Dates: July 18 – Aug 11

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

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, 2015 8th 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 Calendar

July 18- First Day of Class

July 20 - Discussion 1 due

July 22 – Journal 1 and Study Plan 1 due

July 22 - Extra credit - Study Skills Post-assessment due

July 24 - Discussion 2 and Journal 2 due

July 26 – Study Plan 2 due

July 28 – Journal 3 and Discussion 3 due

July 31 – Study Plan 3 due

Aug. 2 – Journal 4 and Discussion 4 due

Aug. 4 – Journal 5 and Study Plan 4 due

Aug. 4 - Extra credit – Soft Skills self-assessment

Aug. 6 – Study Plan 5 and Journal 6 due

Aug. 8 –Discussion 5 due

Aug. 10 –Journal 7 and Study Plan 6 due

Aug. 11 – Last Day of Class

Aug. 11 - SEP due

Aug. 11 - Extra credit - Study Skills Post-assessment due

Notable Dates

July 18 – Course begins

July 22 – Instructor will drop non-participating students who have below a 60%

Aug 2 – Last day to drop and get a W

Aug 11 – Class ends

Extra Credit Opportunities

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

Self-Assessments: Complete them on time for extra points.

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/>

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.

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.

Late Work

Late work is accepted until the last day of class for a point deduction.

Evaluation

There are 200 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 200 or by adding up what grades you received (or think you will get) and using the percentage scale below.

A = 180-200 pts. **B** = 160-178 pts. **C** = 140-158 pts. **D** = 120-138 pts. **F** = 118 pts. & below

Journals

The 7 Journals provide opportunities to make self-discoveries about yourself and your career planning. They are worth 10 points each. Journal directions and grading criteria are posted in Canvas under 'Assignments'.

Discussions

The 5 Discussions allow for student interaction and conversation. They are worth 10 points each. For full credit, you are required to respond to the prompt and to respond to two classmates. Extra credit can be earned by responding to three students instead of the required two. Discussion directions and grading criteria are posted in Canvas under 'Assignments'.

Study Plans

The 6 Study Plans provide an opportunity to deepen your learning and raise your grades. 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. The SEP can be completed online on Web Advisor or in-person/phone with a CR advisor or counselor. In Canvas, SEP details, grading criteria, and a list of current CR counselors/advisors are posted.