Syllabus – GS 6 First Year Experience
College of the Redwoods

Semester & Year:	Summer 2017
Course ID & Section #:	GS 6 – V4222 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 1. **Message in Canvas**: **Preferred contact method** 2. Email: april-klingonsmith@redwoods.edu 3. 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

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 First Year Experience

Course Title: First Year Experience   **Semester**: Summer 2017
Location: Online   **# Units**: 3
Instructor: April Klingonsmith   **Course Dates**: 7/10 - 8/8

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.

> Notable Dates:
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> July 10 - First day of class
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> July 14 - Instructor will drop students who have below a 60%
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> July 28 - Last day to drop
>
> Aug. 8 - Last day of class

Student Learning Outcomes
Upon successful completion of this course, the student will be able to:
1. Assess individual learning preferences to be applied towards improving lifelong learning
2. Identify college expectations & 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

Textbook
"On Course" - Strategies for Success in College and in Life" by Skip Downing, 2015 8th edition
- Free reserve copy in Eureka and Del Norte library for 2-hour check out
- Enroll in EOPS, get a $250 textbook voucher: http://www.redwoods.edu/eops/FAQ

Instructor Contact Information
April Klingonsmith, MS Educational Counseling & MS Elementary Education
Best Way to Contact: "Message" in Canvas
Email: april-klingonsmith@redwoods.edu
Cell Phone: (707) 498-0596 text me with your name, the class, and your question
Office Hours**:** Fridays 4-5 pm by cell phone
Contact me if you can't find the answer to your question in our class syllabus or Canvas. You can expect me to respond within a 24-48 hour time frame.   If I have not responded within 48 hours and you have tried an additional method of contact, don't panic. Remember, I want you to succeed and appreciate your effort to reach out. I will reply to you as soon as I can, and will work with you to help you achieve your goals in this course.

Getting Started
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.

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/

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

Extra Credit Opportunities
Discussions: Respond to 3 students instead of 2 for an extra point.
Pre & Post Self-Assessments: Complete for extra points.

Submitting Work
All work is submitted in Canvas. Type your work first in a word processing program (like
Microsoft Word), then copy and paste your work into the text box in Canvas to submit your
assignments. Do not submit attachments, except for SEP.

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.

Your 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 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.

Course Changes
The Instructor may modify this syllabus in the event of extenuating circumstances to
accommodate the learning process.

Course Calendar

Due Date	Assignments Due	Topics
7/12	Discussion 1	Introductions
7/13	Journal 1	Online CR Tour
7/13	Study Plan 1	Reading
7/14	Discussion 2	Money Management
7/16	Journal 2	Emotional Intelligence
7/18	Study Plan 2	Writing
7/20	Journal 3	Your Learning Style
7/20	Discussion 3	Goal Setting
7/22	Study Plan 3	Note Taking
7/24	Journal 4	Support System
7/26	Discussion 4	Organization
7/28	Journal 5	Self-Awareness
7/30	Study Plan 4	Memorization
8/1	Journal 6	Creating Your Success
8/1	Journal 7	Motivation
8/3	Discussion 5	Time Management
8/5	Study Plan 5	Test Taking
8/5	Journal 8	Career Planning
5/7	SEP	Student Education Plan

Grading

There are 200 points available to earn in this course. You can access your current grade in the Canvas "Gradebook" at any point in the semester. Grades are based on the points that you earn, and will be assigned based on a traditional percentage scale. Grading rubrics are posted for each assignment in Canvas. 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.

5 Discussion Forums	10 pts each	50
8 Journal Entries	10 pts each	80
5 Study Plans	10 pts each	50
1 SEP	20 pts	20
		200 pts

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

Assignment Details

Discussions
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

showing that you prepared yourself with the required preparation and that you did the assigned task. Discussion directions and grading criteria are posted in Canvas under 'Assignments".

Extra Credit Opportunity - Respond to 3 students instead of 2 in discussions.

Confidentiality – In discussions, please respect the privacy of your classmates. Treat comments as confiential that people may make about themselves or others.

Etiquette – In discussions, please do not use curse words, talk about someone or their culture in a negative way., or use terms that could make people uncomfortable. My intention is that this is a safe space to share about ourselves and learn from each other as we respond to each other in the discussions. Please be respceful and kind. ☺

Journals

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".

Study Plans

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. It is worth 20 points. 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.