

Cañada College

Career 401- College Success, Spring 2013

CRN# 42021 1 Unit

(Linked with English 826)

Wednesday's, 8:10pm-9:00pm Building 9, Room 106

Instructor: Bob Haick, M.A. Ed. Counseling

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Office located in Building 5, Room 332

Welcome! This class was designed for you- the first-time college student, to provide extra support during your transition to college. The course objectives are as follows:

- Gain knowledge of Student Services at Cañada College (i.e. Counseling Center, Financial Aid, and Health Center).
- Working knowledge of college success strategies (i.e. note taking, time management, setting educational goals).
- Obtain a comprehensive understanding of “college language,” majors and procedures (i.e. certificate and degree programs, enrollment management).
- Gain understanding of self awareness (i.e. how you learn, staying motivated, handling stress).

As part of the Learning Communities Program, this Career Success class is “linked” to your English class taught by Professor Duncan Lawson. “Linked” classes have the same students and the same instructors in both classes. As much as possible, there will be connections between the material and assignments of your English class.

*You must be enrolled in College Success 401 and English 826. You cannot drop one class without dropping the other.

Important Policies

- **Attendance:** Every class period, you will have the opportunity to earn participation points. If you are absent, arrive late or leave early, you will not be able to earn the participation points. If a situation arises that prevents you from attending class, it is your responsibility to contact the instructor by telephone or email prior to the absence. Students may be dropped if they miss 3 or more class meetings. This means you would also be dropped from your English class as well.
- **Classroom behavior:** We strive for a positive learning environment and believe in a “Respect and be respected” philosophy. Students who display inappropriate behavior will be asked to leave the class.
- **Electronic devices:** Cell phones, pagers, etc. must be turned off during class. Sending text messages is unacceptable. If a phone or pager rings or if you are witnessed sending messages, you will be asked to leave class. You will not receive participation points on that day. **Don't risk it! Simply turn off your cell phones when you arrive to class!**
- **Plagiarism:** Defined as using another person's ideas, opinions, or theories as your own without giving the original author credit for the information. Cheating on exams and

plagiarizing another person's written work have serious implications. It can lead to possible dismissal from Cañada College and/or result in an "F" grade for this class.

Homework:

Each Wednesday, you will be given a homework assignment that is due on the next Wednesday class meeting. I will accept only two late homework assignments. Similar to your Read 826 class, you are responsible for turning homework in on time even if you are absent. A classmate can turn in your homework for you if you know you are going to be absent, or you can drop it off at my office.

Drop/Withdraw Policy:

It is the student's responsibility to drop or withdraw from the class by the published dates (see class schedule). Note that you cannot drop or withdraw from CRER 401 without also dropping/withdrawing from Read 826. **Last day to drop without a "W" is February 3rd.**

Required Materials:

* Cañada College Catalog and Spring schedule of classes are available in the bookstore. You may also use the online versions of these materials.

Important Dates:

April 3rd: NO CLASS Spring Break

Grading System:

Total points possible: 100

91-100 = **A**

81-90 = **B**

71-80 = **C**

61-70 = **D**

60 and below = **F**

Grades will be based on the following criteria:

	Maximum Points
Active Participation	20
Class assignments, group work and homework	50
Presentations	30
Total Points Possible	<hr/> 100

Class Topics:

Week 1	January 16	Welcome/Review Syllabus/Hope's Class
Week 2	January 23	Learning Styles
Week 3	January 30	Understanding different types of intelligences
Week 4	February 6	Note Taking
Week 5	February 13	Assessing your Time Management Skills
Week 6	February 20	CSU General Education Introduction
Week 7	February 27	CSU Transcript Worksheet
Week 8	March 6	AA/AS Degree Worksheet
Week 9	March 13	AA-T/AS-T Degree
Week 10	March 20	SEP/DegreeWorks
Week 11	March 27	Assist
Week 12	April 3	NO CLASS SPRING BREAK
Week 13	April 10	Eureka
Week 14	April 17	Myers Briggs Personality Profile
Week 15	April 24	Strong Interest Inventory
Week 16	May 1	Occupational Outlook Handbook (OOH)
Week 17	May 8	Presentations
Week 18	May 15	Presentations