

Counseling 120

College and Career Success

Course Syllabus

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| *Fall 2016*  *Section #0318*  *Classroom:* | August 22 – December 17  Monday/Wednesday 9:30 to 10:45 (3 units)  E229 |
| *Instructor:*  *Email:* | Paul A. Delys  paul.delys@gcccd.edu |
| *Online Text:* | A 7th Edition of Dr. Marsha Fralick’s "College and Career Success Online" is required. Do not buy the printed copy. |
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| *Course Credit:* | Credit for Associate Degree, General Education Credit for California State Universities, Area E; and University of California Transferable. |
| *Materials:* | Pens, Pencils, Hi-liters and (2) Scan-trons |
| *Accommodations:* | Academic accommodations are available for students  with disabilities. Please identify yourself and/or  Disabled Students Programs and Services staff so that the appropriate accommodations can be made. |

*Log on instructions for College and Career Success*

1. The first time you use the program; you will need to register. In an internet browser, go to **https://center.humanesources.com** and click at the top right of the screen “Register A New Account”.

2) Under Register As A New Account, click Enter Access Key: **JGLNNCK**

3) Enter the Access Key and click submit.

4) Enter the registration information, read the terms and conditions, and click save & continue.

5) Go to My To Do List

6) Click on Start College and Career Success

7. Click on Go

8) Pay your fee of $50.00 and continue to complete College and Career Success.

9) The next time you access the site, click on "Login" and use the e-mail address and password you created.

If you experience difficulties with College and Career Success call (1-888) 295-1520 Customer Service Monday thru Friday 9:00 am to 5:00 pm Eastern Standard Time.

*Log in instructions for Blackboard*

Cuyamaca College registered you in Blackboard when you enrolled in my class. The directions for logging on to Blackboard are:  <http://bb.gcccd.net/> log in with the following directions.

     Your username is your first name**.**last name in lower case.  
     Example: Joe Smith is joe**.**smith  
     Your password is your 6 digit birth date  
     Example: If you were born Jan 1, 1995 your password would be 010195

If you experience difficulties with Blackboard call the help desk (619) 660-4395

*Student Learning Outcomes:*

Students will be able to:

1. Examine various motivational strategies and how to apply them to their success in college.
2. Examine vocational interests, values, and personality theory to evaluate appropriate careers and college majors.
3. Analyze learning style and multiple intelligences to identify learning strategies that will facilitate productivity in college.
4. Analyze potential career choices by evaluating future job outlook, skills and salaries.
5. Evaluate learning strategies (memory, reading, note taking, test taking, time management), and demonstrate how to use them to facilitate college success.
6. Examine lifelong success skills that facilitate optimal communication, critical and positive thinking.

*Attendance*

This is an interactive class. It is essential to attend class regularly. If you accumulate five (5) absences you will be dropped from the class. The deadline for dropping classes without penalty is **November 10**. It is your responsibility to drop the course with Admissions. If you do not drop by the **November 10** deadline you are subject to a failing grade. Take attendance seriously. Last semester I had 18 students in my class. There were 7 students with no absences. Grades for these students were 2A+ and 5A’s. The 7 “A” students did not have to take the comprehensive final exam.

See me about excessive absences only if you have extraordinary circumstance such as extended illnesses of more than one day, hospitalization or other serious personal problems. Arriving late is considered “inconsistent attendance” and you will be penalized. Try to make personal, medical or dental appointments on days when you don't have class.

Class participation is a crucial component of your academic success. I believe that everyone has a considerable wealth of information, knowledge, and personal experience that can contribute to class discussions. I encourage you to take an active part in class discussions and in sharing your experiences.

*Classroom Behaviors*

* Each student is responsible for maintaining professional behavior at all times. Verbal and personal assaults will not be tolerated.
* Be prepared for class. However, come to class even if you are not prepared.
* Show respect by listening to other students’ opinions and ideas.
* Feel free to express your own opinions and ideas.
* Talking while another student is talking will not be tolerated.
* Talking while the instructor or a guest speaker is talking will not be tolerated.
* No cell phone usage is allowed during class time. All cell phones must be turned off prior to the beginning of class. If your cell phone rings, beeps or sends you message reminders, you will have 10 points taken away. In order to be fair if my cell phone rings all students in the class receive 10 points.

*College and Career Success Assignments*

Chapter assignments must be completed by 7 am on Monday. If not complete by

7 am you will lose all 40 points. No late assignments will be accepted after the first chapter.

1. ***Chapter Journal Entries (280 points)***

Every chapter has 5 journal entries for a total of 20 points. The journal entries provide the opportunity for you to think about the material as you read and apply it to your own personal life. Journal entries are not graded on grammar and paragraph development, your grade is based on your responses and how much thought has been put into your answers. For most answers, a well-developed paragraph is expected (about the length of this paragraph).

1. ***Chapter quizzes (280 points)***

Several chapters have a five question quiz. Several chapters have multiple quizzes. I will average the multiple quizzes. You will earn 20 points for 80% or higher and 10 points for 70%. A score below 70% will earn no points.

*Blackboard Assignments (280 points)*

All blackboard assignments are due in class on Monday. No late assignments will be accepted. If you will be absent email the assignment by class time.

See Assignment section in Blackboard for due dates. There is one assignment per chapter worth 20 points. No hand written papers will be accepted. Pencil, pen or any other markings on the paper will lose you points.

*Attendance* (100 Points)

Every student is automatically awarded 100 participation points for the semester.

I will start the class at 9:35. If you arrive later than 9:35 you will be counted as late.

* One (1) absence will lose you 25 points.
* Two (2) absences will lose you 50 points.
* Three (3) absences will lose you 75 points.
* Four (4) absences will lose you all 100 points.
* Five (5) absences will drop you from my roster. It will be your responsibility to drop the class with admissions by **November 10**. If you do not drop by the November 10deadline you are subject to a failing grade.

If you arrive past 9:35 you will be counted as late.

Late three times will lose you 25 points.

Late six times will lose you 50 points.

Late nine times will lose you 75 points.

Late 12 times will lose you 100 points.

*10 Day Habit Change (60 points)*

See Blackboard for assignment.

*Exams*

***Mid-Term*** (100 points) October 12 (Chapters 1-7)

***Comprehensive Final exam*** (100 points) December 12 (Chapters 1-14)

*Exemption from Final Exam*

* 1. Have an “A” grade
  2. Complete all assignments on time
  3. No absences

*Semester Assignments*

Assignment Points

College and Career Success Quizzes 280

College and Career Success Journal Entries 280

Blackboard Assignments 280

10 Day Habit Change 60

Attendance 100

Mid-Term 100

Final Exam 100

**Total Points 1200**

*Grades*

|  |  |  |
| --- | --- | --- |
| 1201+ | 100 % | A+ |
| 1200-1080 | 99-99% | A |
| 1079-960 | 89-80% | B |
| 959-840 | 79-70% | C |
| 839-720 | 69-60% | D |
| 719-000 | 59-00% | F |

\*Highest mid-term score receives 10 extra credit points.

\*Student with the highest total score for the course receives automatic A+.

\*Family Crest assignment will be given an additional 10 extra credit points.

\*Extra credit points will be given throughout the semester.

CLASS CALENDAR

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| WEEK 1 | Aug 22 & 24 | Course syllabus and calendar  College Success and Blackboard |
| WEEK 2 | Aug 29 | Chapter 1 (Understanding Motivation)  Blackboard #1 |
| WEEK 3 | Sept 5  Sept 7    9 | **HOLIDAY**  Chapter 2 (Personality and Major)  Blackboard #2  10 Day Habit Assignment |
| WEEK 4 | Sept 12 | Chapter 3 (MI, Interests, and Values)  Blackboard #3 |
| WEEK 5 | Sept 19 | Chapter 4 (Career and Education)  Blackboard #4 |
| WEEK 6 | Sept 26 | Chapter 5 (Time and Money)  Blackboard #5 |
| WEEK 7 | Oct 3 | Chapter 6 (Brain Science and Memory)  Blackboard #6 |
| WEEK 8 | Oct 10    12 | Chapter 7 (Brain Science and Study Skills)  Blackboard #7  **MID-TERM** |

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| WEEK 9 | Oct 17 | Chapter 8 (Notes, Writing, & Speaking)  Blackboard #8 |
| WEEK 10 | Oct 24 | Chapter 9 (Test Taking)  Blackboard #9 |
| WEEK 11 | Oct 31 | Chapter 10 (Comm. & Relationships)  Blackboard #10 |
| WEEK 12 | Nov 7 | Chapter 11 (Thinking Critically)  Blackboard #11 |
| WEEK 13 | Nov 14 | Chapter 12 (Healthy Lifestyle)  Blackboard #12 |
| WEEK 14 | Nov 21 | Chapter 13 (Appreciating Diversity)  Blackboard #13 **(Due on Dec 5)** |
| WEEK 15 | Nov 28 | Chapter 14 (Looking Toward the Future)  Blackboard #14 |
| WEEK 16 | Dec 5 & 7 | Family Crest Presentations |
| WEEK 17 | Dec 12 | **FINAL EXAM** |

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