

Course Outline

COURSE: GUID 200 **DIVISION:** 60 **ALSO LISTED AS:**

TERM EFFECTIVE: Spring 2016

Inactive Course: 02/22/2016

SHORT TITLE: PLAN COLLEGE SUCCES

LONG TITLE: Planning College Success

<u>Units</u>	<u>Number of Weeks</u>	<u>Type</u>	<u>Contact Hours/Week</u>	<u>Total Contact Hours</u>
.5 TO 2	18	Lecture:	.5 TO 2	9 TO 36
		Lab:	0	0
		Other:	0	0
		Total:	.5 TO 2	9 TO 36

COURSE DESCRIPTION:

Course is designed to enable students to plan a successful college experience. Content includes degree, major, graduation and transfer requirements. Skills necessary for academic success are presented and practiced. Students will learn general principles about libraries and the search for information. College support services will be identified and utilized during the course. This is a variable unit course; students will earn .5 unit of credit for every 9 hours of participation.

PREREQUISITES:

COREQUISITES:

CREDIT STATUS: C - Credit - Degree Non Applicable

GRADING MODES

L - Standard Letter Grade

REPEATABILITY: N - Course may not be repeated

SCHEDULE TYPES:

02 - Lecture and/or discussion

STUDENT LEARNING OUTCOMES:

1. Student will recognize and differentiate essential information to practice strategies necessary to become a successful college student and a lifelong learner.

Measure: Chapter quizzes/exams, group discussions, and written assignments.

PLO:

ILO: 1, 2, 3, 4, 6

GE-LO: Area A1-A9, B8,E1-E3, F1-F2

Year Assessed: 2008/2009

2. Student will identify, locate, and utilize resources available in the Student Services area department.

Measure: Campus tour, guest speakers from the various student services programs and departments, and/or student activity.

PLO:

ILO: 1, 2, 3, 4, 6

GE-LO: A1,A8

Year Assessed: 2008/2009

3. Student will identify, locate, and utilize resources available in the Gavilan College Library.

Measure: Tour of the campus library, reference librarian presentation, research project, and class presentation.

PLO:

ILO: 1, 2, 3, 4, 6

GE-LO: A1,A5,A7,

Year Assessed: 2008/2009

4. Student will integrate personal and career related information to develop an educational plan.

Measure: Educational plan, written assignments, and quizzes.

PLO:

ILO: 1, 3, 6

GE-LO: E1,F1

Year Assessed: 2008/2009

CONTENT, STUDENT PERFORMANCE OBJECTIVES, OUT-OF-CLASS ASSIGNMENTS

Inactive Course: 02/22/2016

WEEK 1 2 HOURS

Objective: Define strategies that lead to academic success. Discuss how personal motivations and aspirations change over time.

Lecture/Group work: Orientation to the course, introduction, overview of Gavilan College (scavenger hunt), Explain student support services

Assignment: read appropriate chapter in text Complete group activity and lecture related worksheets

WEEK 2 2 HOURS

Objective: Examine current time schedule; Prioritize activities; establish time plan; Monitor; Review, and change. Lecture/group work: Time Management Assignments: read relevant chapter in text. Complete lecture related worksheets and group activity

WEEK 3 2 HOURS

Objective: Examine steps to implement change and assess current behaviors. Examine blocks to taking risks. Practice one new behavior.

Lecture/group work: Identify behaviors that ensure success

Assignments: read relevant chapter in text Complete Lecture related worksheets and group activity

WEEK 4 2 HOURS

Objective: Recognize the value of Blooms Taxonomy in applying critical

thinking skills. Lecture/group work: Critical Thinking Assignments: Read relevant chapter in text. Complete lecture related worksheets and group activity

WEEK 5 2 HOURS

Discuss the importance of goal setting in their personal and educational career. Explain Locus of control and apply to self.

Lecture/group work: Setting Goals Assignments: Read relevant chapter in text. Complete lecture related worksheets and group activity

WEEK 6 2 HOURS

Objective: Illustrate organization of information. Practice use of memory aids. Lecture/group work: Memory Aids Assignments: Read relevant chapter in text. Complete lecture related worksheets and group activity

WEEK 7 2 HOURS

Objective: Identify good listening skills. Practice to listen for key points in a lecture setting. Critically interrupt what the lecture was. Lecture/group work: Processing Information from lectures Assignments Read relevant chapter in text. Complete lecture related worksheets and group activity

WEEK 8 1 HOUR

Objective: Practice listening skills during a lecture. Practice note taking skills during a lecture. Evaluate notes. Lecture/group work:: Listening skills Assignments: read relevant chapter in text. Complete group activity

WEEK 8 1 HOUR

Review for midterm

WEEK 9 1 HOUR

Midterm

WEEK 9 1 HOUR

Objective: Compare gathering information from lectures and textbooks. Practice labels using the margin system for textbooks. Practice the mind mapping method using the textbook. Lecture/group work: Processing Information from Textbooks Assignments Read relevant chapter in text Complete lecture related worksheets and group activity

WEEK 10 2 HOURS

Examine student's learning styles. Discuss the theory of multiple intelligences. Lecture/group work: Learning Styles Assignments: Read relevant chapter in text. Complete lecture related worksheets and group activity

WEEK 11 2 HOURS

Explain preparing for an exam. Explain the different test taking strategies Lecture Test Taking Strategies Assignments: Read relevant chapter in text Complete lecture related worksheets

WEEK 12 2 HOURS

Objective: Demonstrate preparation for essay questions. Demonstrate preparation for true/false and multiple-choice tests. group work: Practicing different test taking strategies assignments group activities and complete lecture related worksheets

WEEK 13 2 HOURS

Objective: Define stress and physiologic process; identify stress management techniques. Lecture: Managing Stress Assignments: read relevant chapter in text. Complete lecture related worksheets

WEEK 14 2 HOURS

Objective: Assess current stress level Practice one stress management technique Group work: Managing Stress Assignments: Complete group activity

WEEK 15 2 HOURS

Objective: Identify key resources and facilities on campus. Discuss college etiquette. Lecture: College Etiquette Assignments: read relevant chapter in text. Complete lecture related worksheets and group activity

WEEK 16 2 HOURS

Objective: Demonstrate how to register for incoming semester using an education plan and schedule. Explain the grade point average system. Practice projecting grade point average for the semester. Lecture College Essentials Assignments: Read relevant chapter in text. Complete group activity

WEEK 17 1 HOUR

Objective: Utilize online catalog and universal search module. Differentiate uses of special resources. Lecture/Tour: Gavilan Library Assignments: Read relevant chapter in text. Complete individual project. Complete Portfolio work

WEEK 17 1 HOUR

Objective: Review for final

WEEK 18 2 HOURS

Take final exam

Each week the student will read assigned chapters and complete appropriate assignments to meet the one-to-two lecture out-of-class standard.

METHODS OF INSTRUCTION:

Lecture, demonstration/return demonstration, small group exercises.

METHODS OF EVALUATION:

The types of writing assignments required:

Written homework

Reading reports

Essay exams

The problem-solving assignments required:

Homework problems

Quizzes

Exams

The types of skill demonstrations required:

Class performance

Other: Portfolio group activity

The types of objective examinations used in the course:

Multiple choice
True/false
Matching items
Completion
Other: short answer
Other category:
Portfolio

The basis for assigning students grades in the course:

Writing assignments: 15% - 25%
Problem-solving demonstrations: 20% - 20%
Skill demonstrations: 20% - 20%
Objective examinations: 20% - 20%
Other methods of evaluation: 15% - 25%

REPRESENTATIVE TEXTBOOKS:

Required:

Carolyn H. Hopper, Practicing Learning Strategies, Cengage Learning, 2010, or other appropriate college level text.

ISBN: 978-0-547-19996-2

Reading level of text: 10th Grade, Verified by: Dana Young

Other textbooks or materials to be purchased by the student: College catalog and class schedule

ARTICULATION and CERTIFICATE INFORMATION

Associate Degree:

GAV E2, effective 200470

CSU GE:

IGETC:

CSU TRANSFER:

Not Transferable

UC TRANSFER:

Not Transferable

SUPPLEMENTAL DATA:

Basic Skills: N

Classification: Y

Noncredit Category: Y

Cooperative Education:

Program Status: 2 Stand-alone

Special Class Status: N

CAN:

CAN Sequence:

CSU Crosswalk Course Department:

CSU Crosswalk Course Number:

Prior to College Level: Y

Non Credit Enhanced Funding: N

Funding Agency Code: Y

In-Service: N

Occupational Course: E

Maximum Hours:

Minimum Hours:

Course Control Number: CCC000283483

Sports/Physical Education Course: N

Taxonomy of Program: 493013