

UMBC LRC 101 Section 0107: Academic Success for Lifelong Learning  
Spring 2007 – Course Syllabus

**Required Text:** *On Course*, Fourth Edition, by Skip Downing

**Course Description:** This course is designed to help you create greater success in college and in life. In the coming weeks, you will learn many proven strategies for creating greater academic, professional, and personal success. We will use guided journal writings to explore these strategies and you will learn to express yourself more effectively in writing. I urge you to make the most of this opportunity! If you do, you will dramatically change the outcome of your life – for the better!

**Course Objectives:** In this course, you will learn how to: Take charge of your life; Increase self-motivation; Improve personal self-management; Develop interdependence; Increase self-awareness; Maximize your learning; Strengthen emotional intelligence; Raise your self-esteem; Improve creative and critical thinking skills; Master effective study skills; Achieve greater success in your life – personal and professional.

**Method:** In this course, you will be reading, writing, and talking about how you can create a successful life (as you define it). By reading *On Course* (our textbook), you'll learn empowering strategies that have helped others create great success. By keeping a guided journal, participating in class activities and discussions, and completing course projects, you will become more aware of your life—past, present, and future—and discover how to apply the success strategies to stay on course to your goals and dreams. Through application, you will make these new strategies your own to improve the outcome of your life – personally, academically, and professionally.

**Academic Integrity:**

By enrolling in this course, each student assumes the responsibilities of an active participant in UMBC's scholarly community in which everyone's academic work and behavior are held to the highest standards of honesty. Cheating, fabrication, plagiarism, and helping others to commit these acts are all forms of academic dishonesty. Academic misconduct could result in disciplinary action that may include, but not limited to, suspension or dismissal. You are encouraged to become familiar with the entire Student Conduct Policy located in the UMBC Student Handbook.

**Attendance and Participation:**

Attendance, cooperation, effort, and active participation are essential for you to successfully complete this course. This course depends heavily on student participation; therefore, attendance and participation at each session is required with the exception of excused absences. Excused absences are only verified illnesses (accompanied by a physician's note detailing the emergency). **Students will be penalized 5 pts for each unexcused absence.**

**Course Grades:**

		<u>Points</u>
A	=	270-300
B	=	240-269
C	=	210-239
D	=	180-209
F	=	179 or below

**Course Evaluation Measures:**

		<u>Points</u>
1.	15 Quizzes (5 points each)	75
2.	31 Success Journal Entries (5 points each)	155
3.	1 A Successful Person Interview	30
4.	1 Personal Philosophy of Success Essay	30
5.	Class Participation	<u>10</u>
	Total Possible Points	300

Each component of your grade is explained below:

### 1. Quizzes (75 Possible Points)

This is a course for students who wish to be successful in college life. One of the most important factors of success in any endeavor is consistent and active participation. To encourage and reward your preparation for active participation at every class, fifteen unannounced quizzes on the readings will be given. If you have read the assignment and completed your journal entry, you should have no trouble earning the maximum points (5) for each quiz. **No quiz may be made up.** Great success is created one small step at a time. Each time that you earn your quiz points you take an important step toward success in this course . . . and in life!

### 2. Success Journals (155 Possible Points)

Your Success Journal provides an opportunity to explore your thoughts and feelings as you experiment with the success strategies presented in *On Course*. By carefully examining your own experiences in your journal, you will discover which success strategies will assist you to create a personally fulfilling life. **Although I will be collecting your journals and looking through them, write your journal for yourself, not for me.**

Journal Writings: Throughout this semester, you will type thirty-one numbered journal entries from the textbook (1-2 pages each). These entries will be written outside of class. Additionally, you will write occasional lettered journal entries based on class exercises. These entries will be written in class. At various times you will have an opportunity to read a journal entry to one or more classmates. **THEREFORE, PLEASE BRING YOUR TEXTBOOK AND JOURNAL ENTRIES TO EVERY CLASS.**

*Journal Evaluations:* Journals will be collected at the start of each class. I will look through your journals to verify the completion of each assignment and to give credit for a job thoroughly done. Journal entries will be read to get a sense of the issues you are working on, so that I may be of greater assistance to you this semester.

*Journal Points:* Each journal entry will be awarded up to 5 points. Thus, all thirty-one journal entries will be worth a possible total of 155 points. **Journal entries can be submitted in class or via email prior to the start of the class on the date in which is it due. Late journal entries will not be accepted. Journal entries can not be made up.** A journal entry will be awarded the maximum of 5 points if it fulfills the following two criteria:

1. The entry is *complete* (all steps in the directions have been responded to), and
2. The entry is *written with high standards* (an obvious attempt has been made to gain personal value from the journal activity by diving deep).

***Grammar and punctuation will NOT be factors in awarding points to journal entries. You are free to express yourself.***

### 3. A Successful Person Interview (30 Possible Points)

Interview a successful person of your choice. Perhaps this person has attained goals and dreams that you want (*e.g.*, You want to be a lawyer and the person you interview is a practicing attorney). Consider interviewing someone whom you admire but don't know, perhaps someone well known: a business leader, politician, community activist, sports figure, celebrity, etc. In your interview, discover this person's definition of success as well as the behaviors and beliefs that led to his/her success.

Write up your interview, including what you learned from this person about creating success in college and in life.

An "A" project will...

1. Begin with a paragraph that introduces your reader to the successful person (Who is he/she? Why did you choose him/her? Why do you consider him/her successful? When/where did you do the interview?),

2. Present ten or more of the question/answer pairs from your interview; these answers should reveal five or more success strategies that the person used to create his/her extraordinary life, including personal examples or experiences from the person's life.
3. Conclude with a paragraph in which you summarize the strategies you learned/relearned from this person about creating success in college and in life.
4. Show a commitment to excellence in preparation of your project, including professional appearance and a command of standard English.

The minimum length of this project is 4 typed pages (12 pt. Times New Roman font, double spaced, all margins: 1") and must include the interviewee's full name, affiliation, daytime phone number, email address

Important Note: *All papers must be turned in, in class, by the deadline indicated on the syllabus. LATE PAPERS WILL NOT BE ACCEPTED!*

#### **4. Personal Philosophy of Success Essay (30 Possible Points)**

As your final project, you will write an essay in which you present your own Personal Philosophy of Success. The purpose of your essay is to define the success strategies that you will use for years to come. This essay is your opportunity to write the script that will keep you on course to a personally fulfilling life! The minimum length of this essay is 4 typed pages (12 pt. Times New Roman font, double spaced, all margins: 1").

An "A" paper will . . .

1. Demonstrate the writer's careful consideration of five or more important success strategies.
2. Contain extensive support (examples, experiences, evidence, and/or explanation) for each strategy, and
3. Show a commitment to excellence in preparation, including professional appearance and a command of Standard English.

Important Note: *All papers must be turned in, in class, by the deadline indicated on the syllabus. LATE PAPERS WILL NOT BE ACCEPTED!*

#### **5. Class Participation (10 possible points)**

The class participation points (all or nothing) is earned by actively participating in individual or group activities and discussions throughout the semester.

## Schedule of Assignments

**Reminder: Fifteen unannounced quizzes will be given. No quizzes may be made up.**

Week	Date	Topic	Assignment
Week 1:	1/30/07	Welcome/Introduction/ Ice- Breaker /Syllabus Overview/Expectations	Purchase text book
	2/1/07	Introductions and Ice-Breakers	Read Chapter 1 <i>Taking the First Step</i> <i>On Course Principles at Work</i> Journal Entry 1 Assessment (on-line or paper)
Week 2:	2/6/07	Chapter 1: Getting On Course to Your Success	Read Chapter 1 <i>Believing in Yourself: Develop Self Acceptance</i> Journal Entry 2
	2/8/07	Chapter 1: Getting On Course to Your Success	Read Chapter 2 <i>Adopting the Creator Role</i> <i>Mastering Creator Language</i> Journal Entries 3 & 4
Week 3:	2/13/07	Chapter 2: Accepting Personal Responsibility	Read Chapter 2 <i>Making Wise Decisions</i> <i>Personal Responsibility at Work</i> <i>Believing in Yourself: Change Your Inner Conversation</i> Journal Entries 5 & 6
	2/15/07	Chapter 2: Accepting Personal Responsibility	
Week 4:	2/20/07	GUEST SPEAKER – CAREER SERVICES	Read Chapter 3 <i>Discovering Your Dreams</i> <i>Committing to Your Dreams</i> Journal Entries 7 & 8
	2/22/07	Chapter 3: Discovering Self – Motivation	Read Chapter 3 <i>Designing a Compelling Life Plan</i> <i>Self Motivation at Work</i> <i>Believing in Yourself: Write a Personal Affirmation</i> Journal Entries 9 & 10
Week 5:	2/27/07	Chapter 3: Discovering Self – Motivation	Wise Choices in College: Learning College Customs p.20 Wise Choices in College: Effective Writing p.72
	3/1/07	Wise Choices in College: Learning College Customs Wise Choices in College: Effective Writing	Read Chapter 7 <i>Discovering Your Preferred Learning Style</i> <i>Learning to Make Course Corrections</i> Journal Entries 23 & 24
Week 6:	3/6/07	Chapter 7: Adopting Life-long Learning	Read Chapter 7 <i>Developing Wisdom</i> <i>Lifelong Learning at Work</i> <i>Believing in Yourself: Develop Self Respect</i> Journal Entries 25 & 26
	3/8/07	Chapter 7: Adopting Life-long Learning	Read Chapter 4 <i>Acting on Purpose</i> <i>Employing Self-Management Tools</i> Journal Entries 11 & 12
Week 7:	3/13/07	Chapter 4: Mastering Self-Management	Read Chapter 4 <i>Developing Self-Discipline</i> <i>Self Management at Work</i> <i>Believing in Yourself: Develop Self Confidence</i> Journal Entries 13 & 14

	3/15/07	Chapter 4: Mastering Self-Management	Wise Choices in College: Effective Studying p.190 Wise Choices in College: Effective Money Management p.101
Week 7:	3/27/07	Wise Choices in College: Effective Studying Wise Choices in College: Effective Money Management	
	3/29/07	GUEST SPEAKER – ADVISING <u>A Successful Person Interview DUE in class</u>	Read Chapter 5 <i>Developing Mutually Supportive Relationships</i> <i>Creating a Support Network</i> Journal Entries 15 & 16
Week 8:	4/3/07	Chapter 5: Employing Interdependence	Read Chapter 5 <i>Strengthening Relationships with Active Listening</i> <i>Interdependence at Work</i> <i>Believing in Yourself: Be Assertive</i> Journal Entries 17 & 18
	4/5/07	Chapter 5: Employing Interdependence	
Week 9:	4/10/07	GUEST SPEAKER – STUDENT INVOLVEMENT CENTER	Read Chapter 8 <i>Understanding Emotional Intelligence</i> <i>Reducing Stress</i> Journal Entries 27 & 28
	4/12/07	Chapter 8: Developing Emotional Intelligence	Complete Chapter 8 <i>Creating Flow</i> <i>Emotional Intelligence at Work</i> <i>Believing in Yourself: Develop Self- Love</i> Journal Entries 29 & 30
Week 10:	4/17/07	Chapter 8: Developing Emotional Intelligence	Wise Choices in College Effective Note Taking p. 131 Wise Choices in College: Effective Test Taking p. 220
	4/19/07	Wise Choices in College Effective Note Taking Wise Choices in College: Effective Test Taking	
Week 11:	4/24/07	GUEST SPEAKER – HEALTH SERVICES	
	4/26/07	GUEST SPEAKER – COUNSELING CENTER	Read Chapter 6 <i>Recognizing When You Are Off Course</i> <i>Identifying Your Scripts</i> Journal Entries 19& 20
Week 12:	5/1/07	Chapter 6: Gaining Self-Awareness	Read Chapter 6 <i>Rewriting Your Outdated Scripts</i> <i>Self-Awareness at Work</i> <i>Believing in Yourself: Write Your Own Rules</i> Journal Entries 21& 22
	5/3/07	Chapter 6: Gaining Self-Awareness	Wise Choices in College: Effective Reading p. 46 Wise Choices in College: Effective Memorizing p. 158
Week 13:	5/8/07	Wise Choices in College: Effective Reading Wise Choices in College: Effective Memorizing  <u>Personal Philosophy Essay DUE in class</u>	Read Chapter 9 <i>Planning Your Next Steps</i> Journal 31
	5/10/07	Chapter 9: Staying On Course to Your Success	
Week 14:	5/15/07	Student/Instructor Evaluation	