

Syllabus and Schedule for University 101

University of South Carolina Lancaster

Fall, 2008

Instructor: Mr. Max Bonek
Offices: TRiO Learning Resource Center
Office Hours: 9:00 – 11:00 am, 2:00 – 4:00 pm, MTWTHF
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Purpose: This course is designed to provide college students with the tools necessary to be successful in a higher education environment. University 101 will provide an introduction to the meaning and significance of higher education, expose students to academic experiences, enhance self-esteem and cultivate self-awareness.

Learning Outcomes

Students will gain an understanding of the university, acquire essential academic success skills and develop a better understanding of the learning process

1. Students will be able to identify and utilize campus resources.
2. Students will be able to communicate effectively within the college environment.
3. Students will develop a better understanding of the learning process.
4. Students will develop an understanding of their commitment to academic integrity and obligation of civilized behavior while matriculating at the University of South Carolina.

Topics Discussed:

Alcohol & Drug Abuse	Community Service	Diversity
Campus Organizations	Stress Management	Health & Wellness
Campus Safety	Time Management	Learning Styles
Career Planning	Values Clarification	Library Skills
Computer, E-mail & Internet		Study Skills
Relationships	Sex & the College Student	

REQUIRED TEXT: Carter, Keys to Success, Brief 5th Edition

ADDITIONAL REQUIRED MATERIAL:

USCL Handbook/Daily Planner
E-mail address
Flash drive

COURSE REQUIREMENTS: 200 Total Points

READING ASSIGNMENTS AND ASSIGNED EXERCISES

Students are expected to complete designated reading assignments prior to each class and to participate in class discussions relevant to the readings.

WRITING ASSIGNMENTS

All written assignments that will be turned in are to be typed and double-spaced. A career research paper on your chosen career or one decided on in consultation with Mr. Bonek and including information from your Strong Interest Inventory is required. Additional information on the topics to be included in the outline is provided separately in this syllabus.

UNIVERSITY 101 QUIZZES

There is a take-home quiz to be completed with each chapter. Quizzes will be handed out in class and are to be turned in to Mr. Bonek at the beginning of the next class meeting. Quizzes not turned in by the due date will earn a reduced grade. For the quizzes, each student may use the book or resources in the library to complete the quiz. You MAY NOT consult with other students in the class in the completion of your quizzes

ORAL PRESENTATION

Each student will present a 5 minute oral power point presentation based on his or her career paper (see attachment).

ATTENDANCE AND CLASS PARTICIPATION

Class attendance is mandatory for each class meeting. A maximum of one (1) absence is allowed. Unexcused absences beyond one day will result in a grade reduction. It is the student's responsibility to make up missed assignments and to turn in any course work due. Your absence does not excuse you from assignments. Students are expected to be prepared for each class period, attend all class sessions, arrive on time, and actively and knowledgeably participate in class discussions. Opportunities to earn extra credit will be offered to you during the semester.

COMMUNITY SERVICE

A community service project at an approved location is required for this course. The community service project requires 10 hours or more of volunteer service. Your community service project must be approved by Mr. Bonek in advance of your service. The final due date for submitting proof of your community service is Friday, October 24, 2008.

GRADING POLICY:

Class Attendance	30 Points
Oral Presentation	40 Points
UNIV 101 Quizzes	30 Points
Community Service Project	20 Points
Written Exercises	50 Points
Class Participation	30 Points
TOTAL	200 POINTS

Course Grading

A = 100-90 %

B = 89-80 %

C = 79-70 %

D = 69-60 %

F = 59 AND BELOW %