Welcome to SSD 101- Student Success!

Insert Course Code

Insert Meeting Dates and Times

Insert Professor Contact Information:

Professor Name
Email Address
Office Location
Office Hours

What is this course all about?

Please come and visit me!

Customize this welcome section (consider adding your photo)

Welcome to the course! I am excited to be your instructor and can’t wait to get to know you. Throughout the semester, we will be talking about your goals and career plans and strategies that will help you be successful. I hope that you will view me as part of your support team. In addition to teaching you research-based success strategies, I am here to help you plan for success, problem-solve as needed, and celebrate successful experiences. My official office hours are listed above, but I’m more than happy to find a different day and time to meet if these do not work well for your schedule. I believe that it’s really important for us to talk outside of class so please connect with me before or after class, stop by my office (or make an appointment), and e-mail me!
What book and other materials do I need?

**Texts:**  
*MINDTAP: Student Success in College: Doing What Works! 3rd edition*, Cengage Learning (Purchasing MindTap with the text is required)

What is this course all about?

**Course Description:**

This course is designed to help you explore career options, set meaningful academic and career goals, develop essential skills such as information literacy and critical thinking skills, and engage in academic behaviors and study strategies that will help you meet with success.

**Learning Outcomes:** What you will be able to do after successfully completing this course

You will develop a higher sense of self-efficacy by:

1. Identifying and utilizing strategies and resources that promote academic success, personal growth, and resilience.
2. Demonstrating critical thinking, information literacy, and technological skills.
3. Practicing interpersonal and leadership skills essential in a diverse, global society.
4. Reflecting on values, goals, decisions, and actions in relation to their impact on self and others.
5. Creating academic, career and financial plans.

**Course Content Areas: The topics we'll be discussing**

- Purpose, value, and structure of higher education
- Goal setting, career exploration, and choosing a career path
- Decision making, critical thinking and information literacy
- Academic/Study strategies including how to read and use scholarly research
- Soft skills such as time and project management, interpersonal skills and leadership
- Academic, career, and financial planning
• Grit, resilience, and motivation
• Self-reflection and monitoring progress

**What can I expect to happen during class?**

Being actively involved and engaged with the course content will result in higher levels of learning and skill development. The semester will therefore be filled with lively discussions, activities, and challenging assignments. Because we learn best when engaged with others, you will work with a partner or small group almost every time we meet.

**Important Policy Information (Customize)**

*If you need accommodations due to a disability, please reach out to a Disability Service Provider.*

To foster a productive learning environment, the College requires that all students adhere to the Code of Student Conduct which is published in the college catalog and on the college’s website.

**Academic Integrity Policy: All Students are Expected to Engage in Academically Honest Work**

Academic integrity benefits everyone in our community. It not only helps you reach the real goal of this class—learning, but also allows for the college and program to be perceived positively by others. When students are dishonest, they lose out on valuable learning that will help them perform well in their career. It can also negatively impact all of the students in the program and at the institution by creating negative mindsets which may result in fewer outside learning opportunities for students. Academic dishonesty is any attempt by a student to gain academic advantage through dishonest means or to assist another student with gaining an unfair advantage. Academic integrity is important regardless of whether the work is graded or ungraded, group or individual, written or oral. Dishonest acts can result in a failing grade on an assignment, a failing course grade and/or an official code of conduct charge being filed.

**Late/Missed Work Policy: All Students are Expected to Complete Learning Tasks on Schedule**

It is important to stay on track with your assignments— not only will this help you feel less stressed but it is also an important skill you will need in your career. Being able to meet deadlines and juggle many tasks is an important career and life skill. Thus, it is expected that you will complete all assignments according to the schedule. This is particularly important when working as a part of a team as others will be counting on you. If you have a personal situation that prevents you from doing so, please discuss this with me prior to the due date so we can explore options. Assignments can be submitted via MindTap PRIOR to a class if you will be absent.

**Registrar Withdrawal Information**
Students sometimes have a need to withdraw from a class due to personal or academic reasons. Click here for deadline dates. If you do encounter difficulties, please contact me prior to withdrawing.

Available Help and Support: (Customize)

Successful people access support from others as needed. The college has many support services that can help you achieve your goals. I encourage you to reach out to me or other professionals on campus as needed. Here's some information about the resources available to you:

<table>
<thead>
<tr>
<th>Your Professor</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Librarians</td>
<td><a href="http://www.middlesexcc.edu/library/">www.middlesexcc.edu/library/</a></td>
</tr>
<tr>
<td>Tutors</td>
<td><a href="http://www.middlesexcc.edu/tutoring-services/">www.middlesexcc.edu/tutoring-services/</a></td>
</tr>
<tr>
<td>Advisors</td>
<td><a href="http://www.middlesexcc.edu/academic-advising/">www.middlesexcc.edu/academic-advising/</a></td>
</tr>
<tr>
<td>Counseling Services</td>
<td><a href="http://www.middlesexcc.edu/counseling/">www.middlesexcc.edu/counseling/</a></td>
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<tr>
<td>(including Disability</td>
<td></td>
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<tr>
<td>Services)</td>
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Your Learning Experience: What do you have to do in this course?

- **Learning on Your Own**
  - Read, View, and Take Notes on Assigned Readings and Videos
  - Complete Reading Assignments

- **Learning Together**
  - Actively Participate in Class Discussions and Activities
  - In Class Assignments

- **Showing What You Know**
  - Chapter Tests
  - Academic and Career Portfolio
  - Research Paper and Presentation
  - Reflection Paper
# Course Outline

<table>
<thead>
<tr>
<th>Week</th>
<th>What is Due?</th>
<th>Topic, Activities, and Relevant Resources</th>
</tr>
</thead>
</table>
| 1    | Reading Assignment: Getting Started and Chapter 1 | Welcome and Introductions  
Introduction: Getting Started  
Chapter 1: Discovering the Value of Education and Sharpening Key Thinking Skills |
| 2    | Reading Assignment: Chapter 2  
Read Research Articles: Howard & Jones (2000); Travis (2011) | Chapter 1: Discovering the Value of Education and Sharpening Key Thinking Skills  
Chapter 2: Setting Goals and Choosing a Career Path |
| 3    | Academic and Career Portfolio: Complete Self-Assessment Assignments  
Chapter 1 Test | Chapter 2: Setting Goals and Choosing a Career Path |
| 4    | Reading Assignment: Chapter 3  
Chapter 2 Test | Chapter 3: Building Academic Skills  
Library Visit |
| 5    | Academic and Career Portfolio: Career Information and Presentation | Chapter 3: Building Academic Skills  
Career Presentations |
| 6    | Reading Assignment: Chapter 4  
Read Research Article: Deepa & Seth (2013)  
Chapter 3 Test | Chapter 4: Strengthening Soft Skills |
| 7    | Reading Assignment: Chapter 5  
Academic and Career Portfolio: Educational and Financial Plan Assignment  
Chapter 4 Test | Chapter 5: Demonstrating Knowledge and Skills  
Advising/Registration Prep Session |
| 8    | Bring 4 research articles to class  
Read Research Article: Oliver & Kowalczyk (2013) | GROUP WORK: Reviewing Articles and Selecting Article for Presentation  
Chapter 5: Demonstrating Knowledge and Skills |
| 9    | Reading Assignment: Chapter 6  
Chapter 5 Test | Chapter 6: Mapping Your Path to Success: Plans and Action Steps |
| 10   | Exploring the Research in Summary Worksheet Due | GROUP WORK: Focus on understanding research article  
Demonstrating Knowledge and Skills  
Chapter 6: Mapping Your Path to Success: Plans and Action Steps |
| 11   | Reading Assignment: Chapter 7  
Power Point Slides Due  
Chapter 6 Test | Chapter 7: Staying on Track and Celebrating Success |
| 12   | Academic and Career Portfolio: Career Networking Actions and Reflection Assignment | GROUP WORK: Creating a master presentation slides and focus on delivery |
| 13   | Research Presentations | Presentations on Student Success Research |
| 14   | Reflection Paper Due  
Chapter 7 Test | Chapter 7: Staying on Track and Celebrating Success |
Grading Information

<table>
<thead>
<tr>
<th>Final Letter Grade</th>
<th>Percentage at End of Semester</th>
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<tbody>
<tr>
<td>A</td>
<td>93-100</td>
</tr>
<tr>
<td>A-</td>
<td>90-92</td>
</tr>
<tr>
<td>B+</td>
<td>87-89</td>
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<tr>
<td>B</td>
<td>83-86</td>
</tr>
<tr>
<td>B-</td>
<td>80-82</td>
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<tr>
<td>C+</td>
<td>77-79</td>
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<tr>
<td>C</td>
<td>70-76</td>
</tr>
<tr>
<td>D</td>
<td>65-69</td>
</tr>
<tr>
<td>F</td>
<td>0-64</td>
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Assignment Details:

**Reading Assignments (10%)**
Students who engage in learning outside of the class are more likely to meet with success. Reading your textbook is one important way to familiarize yourself with course content, build active reading skills, and provide you with background knowledge needed for class activities. To help you get the most out of the reading experience, be sure to check out the Author videos in the e-book version. In addition, you’ll need to respond to several reading questions for each chapter.
**MindTap Chapter Tests (20%)**
Successful students are engaged both in and out of the classroom. Because testing helps you learn, you will take an online test in Canvas on each chapter. *Please note that you will need the MindTap access code to take the tests.* You will be able to take two tests per chapter and the highest score will count.

**Academic and Career Portfolio (45%)**
Choosing a career path is a big decision that takes much time and effort. Engaging in the career exploration process will help you make a good decision. Even if you have already decided on a career path, this assignment will help you learn more about the various options that exist within the career of interest and will help you develop a plan of action. The final project will be an 8-10-page paper (2-3 pages for each section below):

- **Self-Assessment (10%)**: Knowing about yourself is an important part of the career exploration process. Throughout the semester, you will be taking several assessments in Canvas including (you will need MindTap access to complete these assessments):
  - The College Success Factors Index (CSFI)
  - Multiple Intelligences
  - Ten Item Personality Index
  - Self-Assessment of Your Regulation
  - Basic Needs Scale
  - Hope Scale
  - Mindful Attention Awareness Scale
  After discussing the self-assessment in career decision-making and completing the above MindTap assessments, summarize your values, abilities, personality, and interests. You can do this via a brief paper, a visual document or website.

- **Career Information Worksheets and Presentation (15%)**: Gather information from a variety of sources such as websites, informational interviews, and social media on at least 3 career paths. Complete the Career Information Worksheets on each career and write a personal reflection summary statement, addressing how the career paths are or are not aligned to your values, abilities, personality, and interests. You'll want to find out the following information on each career:
  - Job description and job tasks
  - Job outlook and salary
  - Work environment and opportunities for advancement
  - Education and other requirements
  - Factors that contribute to success in this field
  - Informational interview data or information gathered via social media
  - Citation/source
  You will present the information you’ve researched to the class.

- **Career Networking Actions and Reflection (10%)**: One of the most important skills to develop when it comes to careers is networking and it is never too soon to start networking. Complete Networking Action Plan and then engage in at least 3 networking behaviors such as meeting with a professional in the field or attending a professional meeting and then write a summary of your experiences as well as a plan to continue developing your networking skills.

- **Educational and Financial Plan (10%)**: Choose one of the career paths and develop an educational and financial plan. It will be helpful to meet with your advisor as you create your plans. The written plan should include:
  - Statement about why the selected major works with your chosen career pathway.
An Educational Map of courses you need to take and when you plan to take these courses. Indicate how each course counts (general education, major, elective) and outside of class activities on the **Academic Plan**.

Transition plan. If you are planning to transfer upon graduation, identify one or two colleges or universities you are considering transferring to after you graduate. Describe why you selected these colleges/universities and investigate transferability of your degree program. If you are not planning to transfer, identify at least two potential entry-level positions in your field of interest and describe how college will help prepare you for these positions. Document your responses using the **Transition Plan**.

Financial plan. Determine cost of your education. Explain how you plan to pay for college. If you are planning to take out a loan, use an online loan repayment calculator to determine how much you will need to pay monthly and how long it will take for you to pay off the loan. **Complete Financing Your Education Worksheet**.

**Research Paper and Presentation Assignment (20%)**

There are three graded components of the project: an Exploring the Research in Summary Worksheet, creating Power Point slides, and a 10-15-minute group presentation. The same topic will be used for the worksheet and presentation. All members of your group will need to agree on an article and get the topic approved by me. The purpose of this assignment is to help you build skills such as collaboration, communication, critical thinking, and information literacy skills that will serve you well in college and in your career. This will be a combination of independent and collaborative work.

**STEP 1- Choose the Article:** Each group member should identify at least 4 peer-reviewed journal articles on a student success topic. Please note that all of the articles do not have to be on the same topic. You will share the articles with your group members and decide which research study to present on (needs to be approved by me).

**STEP 2- Summarize the Article (Independently Graded, 5%):** Complete **Exploring the Research in Summary Worksheets for the selected peer-reviewed research article**. Note all members of the group will be summarizing the same article but you need to work independently- not together for this part of the project.

**STEP 3: Ensure All Member Understand the Study:** Group members will discuss the study, making sure all group members understand the major points and findings of the selected article.

**STEP 4: Creating a Power Point Presentation (Independently Graded, 5%):** Each member needs to create visually effective and informative slides that summarize the study. Mayer’s multi-media principles need to be used to create the slides.
STEP 5: Combine Slides to Create a Master Slide Presentation: After receiving feedback on this assignment, you will then all get together and create one master slide presentation, using the best components of previously designed slides or developing new ones as needed.

STEP 6: Focus on Delivery of Presentation: You will then shift your attention to the best way to deliver the content, using strategies to highlight important points during the presentation. Be sure to review and incorporate effective presentation strategies discussed in the text. Next, practice, practice, practice! All group members need to be able to present the entire presentation. View this as an independent project with a support team.

STEP 7: Present! (Grade- Your Performance 5%; Overall Presentation Quality 5%): Note that you will be randomly assigned a part of the presentation to present on the day of the presentation.

Reflection Paper (5%)

At the end of the semester, you will write a 3-5 page reflection paper that addresses the following questions:

- What did you learn about yourself via the assessments and the course? What are your strengths? What areas can you improve upon? How will this information be helpful to you as a student and in your career?
- How much progress have you made toward your academic and career goals? How has this course helped you develop and work toward your goals? What additional action steps can you take to make further progress and achieve your goals?