

SPSU 1001 / 005 – Hitch-Hikers Guide to SPSU – Fall 2013

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Office Hours: 11:00-12:00 MWF, 1:00-2:00 TR, or by appointment

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Location: Q 106

Meeting times: W 4:00-4:50 am

Pre-requisites: none

Textbook: none

Topics Covered Include:

- Welcome
- Differences between high school to SPSU
- Learning styles (four axes)
- Test taking techniques
- Stress management
- Reading syllabi
- Time management
- Financial aid
- Goal setting
- Academic Honor Code
- Advising and DegreeWorks
- 2-Year Plan
- Pre-registration
- Campus offices
- Paying fees
- Online course options
- The SPSU library
- SPSU resources
- Organizations and co-curricular transcripts
- Communications
- Relationships and diversity
- Co-op opportunities
- Internships

Learning Outcomes:

- Demonstrate the knowledge of the advising and registration process and academic policies at SPSU, including the creation of a plan of study leading to graduation
- Demonstrate a knowledge of his/her learning style and explain how it fits with other learning styles
- Describe techniques and knowledge of study skills, test taking, library skills, time management and campus resources
- Demonstrate knowledge of key individuals and locations on and near campus.

Academic Misconduct

At SPSU, academic misconduct is defined as “any act that could have resulted in unearned advantage or that interferes with the appropriate academic progress of others”. All acts of academic misconduct will be reported to the Honor Council. For more information see www.spsu.edu/honorcode. The easiest way to avoid academic misconduct issues is to always do your own work; it’s as simple as that.

Disability Statement

If you have a documented disability as described by the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) that may require you to need assistance attaining accessibility to instructional content to meet course requirements, please contact the ATTIC at 678-915-7361 as soon as possible. It is then your responsibility to contact and meet with the instructor. The ATTIC can assist you and the instructor in formulating a reasonable accommodation plan and provide support for your disability. Course requirements will not be waived but accommodations will be made, when appropriate, to assist you to meet the requirements.

Communication

Course material will be disseminated in D2L. All official course announcements, including instructions when class may be cancelled, will be posted in the D2L course news or announced in class. Students are responsible for all announcements and assignments made in class. Be sure to check D2L regularly. Do **not** use the internal email system in D2L. The instructor will only respond to email sent to kmcfall@spsu.edu.

Grading plan

Assignments and class discussions will be the basis for all grading. Each student is evaluated on class attendance and participation (20%), discussion forums (20%), and assignments (60%). There is no midterm or final exam in this course. The grading scale is as follows

A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

Class attendance and participation

Typically, attendance is not taken in my classes. College is supposed to be filled with adults acting like adults. However, to get you in the habit of acting responsibly, 20 points of the final grade will be based on attendance and participation in class. Part of this grade will be based on actively participating in class; avoid sleeping, texting, and surfing the internet while offering your own experiences and opinions related to the class topics.

Discussion forums (20%)

Each module contains a list of discussion forums. Complete at least five meaningful posts or replies on the discussion forums.

Assignments (60%)

An assignment will be due every week. Most will be submitted in hardcopy to the instructor on the due date while a few will be completed directly on D2L as quizzes. Those assignments involving writing will be graded with 7 points for content and 3 points for the writing, i.e. spelling, grammar, punctuation, etc. In general, late assignments are not accepted. Extenuating circumstances can result in exceptions to this rule, but agreement must be reached with the instructor in advance of the assignment or class that will be missed.

A01 Go to the following URL and take the learning style survey. Write down your learning style and read about your particular style from the information listed at the website. Write a 1 paragraph description of your learning style and how you think it describes how you learn. <http://www.engr.ncsu.edu/learningstyles/ilsweb.html>

A02 For an entire week, document what you spend your time doing every hour of every day. See the Appendix for a template to fill in. At the end of the week, total your amount of time in the following categories

- Class time and studying
- Working
- Preparing and eating meals
- Chores like cleaning, running errands, etc.
- Commuting and other unproductive time
- Free time like hanging out with friends, screen time, sports, etc.

A03 Go to the quizzes section of D2L and take the stress quiz. Your score will be revealed at the end of the quiz and categorize your level of stress. Write a paragraph reflecting on whether the results surprised you or not, and what actions, if any, you should take as a result.

A04 Visit the rec center and participate in a fitness/wellness/sport activity of your choice.

A05 Enter your 2-Year plan in DegreeWorks, and get it approved by your advisor. Print out a screenshot of your approved plan and have your advisor sign it.

A06 Go to the quizzes section of D2L and take the SPSU policies quiz.

A07 Log in to Banner and identify your midterm grades (S or U) for each course. Review your syllabi, talk to your instructors, and develop a plan for the remainder of the semester. Write a one paragraph reflection of your plan.

A08 Create an OrgSync account (<https://orgsync.com/login/southern-polytechnic-state-university>) or log in with your Facebook account. Attend an event or student organization meeting that you would not normally consider. The idea here is to expand your horizons and not just do something comfortable. Write a paragraph explaining your choice, if the event/meeting was what you expected, and at least one positive thing about the experience.

A09 Open the diversity quiz PDF (not the one with the answers!) and make your best guess at the correct answers. Then, open the PDF with the answers and compare with your selections. Write one paragraph describing anything that surprised you.

A10 Choose any topic interesting to you and use library resources to locate three scholarly articles (journals or conference proceedings, not newspapers nor popular magazines) about the topic. Write a paragraph summarizing the abstracts of the articles and write the reference list for the articles in IEEE style.

A11 Register for next term and submit a screenshot of the registration.

A12 Go to the quizzes section of D2L and take the SPSU locations quiz

A13 Visit <http://freecommunicationquiz.com/free-communication-quiz/>. Take the quiz, and write a one paragraph reflection of how your communication style might conflict with one of the other style colors.

Course schedule

Day	Topic	Assignment due
Aug 14	M01 Learning and learning styles	
Aug 21	M02 Grades and tests	A01 Learning style survey
Aug 28	M03 Time management	A02 Time management*
Sep 04	M04 Academic conduct and goals	A03 Stress quiz
Sep 11	M05 Advising	A04 Fitness visit*
Sep 18	M06 Policies and procedures	A05 2-year plan*
Sep 25	M07 Midterm	A06 Policies quiz
Oct 02	M08 Online courses	A07 Midterm grades
Oct 09	Diversity and global issues	A08 Visit event*
Oct 16	M09 Registering courses	A09 Diversity quiz
Oct 23	M10 Library	
Oct 30	M11 SPSU organizations	A10 Library research
Nov 06	M12 Relationships	A11 Registration
Nov 13	M13 Professors	A12 SPSU locations quiz
Nov 20	M14 Recap	A13 Communication styles

* These assignments require significant lead time to complete; do not procrastinate to start them.

Appendix – Time Management Template

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12 am							
1 am							
2 am							
3 am							
4 am							
5 am							
6 am							
7 am							
8 am							
9 am							
10 am							
11 am							

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12 pm							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							
6 pm							
7 pm							
8 pm							
9 pm							
10 pm							
11 pm							