Instructor: Denise Fehr • email: fehrd@sunysuffolk.edu •
office: O-118 • office phone: 548-2575

COURSE OBJECTIVES:
Upon completion of the course, each student will be able to:
1. Demonstrate an ability to make use of campus and community resources.
2. Create an academic and a life plan
3. Demonstrate an understanding of note and test taking skills.
4. Demonstrate an understanding of time management skills.
5. Demonstrate an understanding of basic library information management skills.
6. Demonstrate an understanding of essential computing skills and skills for navigating the MY SCCC portal.
7. Demonstrate an understanding of critical thinking skills.
8. Express an understanding of the process of personal and interpersonal growth.

STUDENT REQUIREMENTS:
A. Attendance Policy:
   Students are expected to complete all assigned work on time, to attend class regularly, and to participate in class discussions and activities. Excessive absence is defined by the college as more than ONE class meeting. Excessive absence or lateness, whether excused or unexcused may result in a grade penalty and/or removal from the class roster.

B. Students are required to maintain a journal of newly learned information, both in and outside the classroom, as well as reflections on personal and academic growth.

E. Students are required to complete a portfolio of assignments which consist of:
   - Campus Activity Report
   - Campus Resource Sheet
   - Computer Essentials Assignment
   - Career Inventory Project
   - Library component: Annotated bibliography from Wellness Research project FOCUS entrance & exit interviews (copies) & Autobiography

F. Each student will complete a Wellness Research Project, which is the assignment for the required library component of this class. It will be assigned prior to the library orientation class (date to be announced).

G. All assigned projects must be completed and handed in on its due date for full credit. Students who are absent are not excused from meeting required deadlines and are expected to communicate with the professor to arrange submission of assignments. This includes portfolio assignments and the library research project. Deadlines will be strictly enforced.

H. Respect for others in the classroom is mandatory. Student conduct policy for this course prohibits the following behaviors: a) excessive or distracting conversation; b) academic dishonesty on research, or course work; c) disruption of class by use of cellular phones, audible beepers, texting and instant messaging. In accordance with College policy, any student guilty of the above may be receive a failing grade, be dismissed from the class, and/or be referred for further discipline proceedings.
Weekly Schedule

This schedule is a tentative structure of lectures and assignments. The schedule is subject to change due to varied class meeting times, overall class progress or unforeseen circumstances. Specifications for assignments will be given during class meetings.

**Week 1:** 8/31  Review course outline & materials list, introductions & icebreaker  
**HW:** Obtain text (book or e-chapters) & supplies, complete entrance interview handout  
read ch 1 in text  
9/2  Now you’re in College! Campus resources, transition from high school to college  
handouts: campus activity report & campus resources sheet  
**HW:** read ch. 2 & 3;

**Week 2:** 9/7  NO CLASS / Labor Day
9/9  Goal Setting / Learning styles; handout: wellness research project  
**HW:** read ch 6;

**Week 3:** 9/14  Computer Essentials  **Class meets in O-237**  
**HW:** computer essentials assignment  
9/16  Library Orientation  **Class meets in library** (Peconic bldg, 2nd floor)  
**HW:** read ch 5

**Week 4:** 9/21  Plagiarism / Critical thinking  
**HW:** read ch 4  
9/23  Time management  
**HW:** read ch 7 & 8

**Week 5:** 9/28  NO CLASS / Yom Kippur
9/30  Note taking skills / Developing memory  
**HW:** read ch 9 & 10

**Week 6:** 10/5  Study skills / Test taking skills  
**HW:** read ch 11  
10/7:  Relationships / Diversity  
**HW:** read ch 12 & 13

**Week 7:** 10/12  Choosing a major / Career;  
handout: Career project  
10/14  Career  
**HW:** complete exit interview & write autobiography (handout)

**Week 8:** 10/19  Career
10/21  **Last Class:** Portfolio Due

**NOTES:**

This schedule is a tentative structure of lectures and assignments. The schedule is subject to change due to varied class meeting times, overall class progress or unforeseen circumstances. Specifications for assignments will be given during class meetings.