

LABETTE COMMUNITY COLLEGE BRIEF SYLLABUS

SPECIAL NOTE:

This brief syllabus is not intended to be a legal contract. A full syllabus will be distributed to students at the first class session.

TEXT AND SUPPLEMENTARY MATERIALS USED IN THE COURSE (if any):

Please check with the LCC bookstore <http://www.labette.edu/bookstore> for the required texts for this class.

<u>COURSE NUMBER:</u>	LEAR 101
<u>COURSE TITLE:</u>	COLLEGE SUCCESS SKILLS
<u>SEMESTER CREDIT HOUR:</u>	1
<u>DEPARTMENT:</u>	Student Success Center
<u>DIVISION:</u>	General Education
<u>PREREQUISITE:</u>	Full-time degree seeking students must remain enrolled in College Success Skills unless their enrollment drops below half-time (6 credit hours)

COURSE DESCRIPTION:

An introduction to the College, its personnel, its support systems, and its extracurricular activity opportunities for new students.

COURSE OUTCOMES AND COMPETENCIES:

Students who successfully complete this course will be able to:

1. Demonstrate knowledge of policies, procedures, and regulations specific to LCC.

- Develop an understanding of vocabulary particular to educational institutions
- Learn basic knowledge of the Labette Community College catalog and student handbook

2. Define educational goals and the process by which to achieve these goals.

- Understand the purpose and scope of the academic advising relationship
- With the assistance of an academic advisor, establish educational goals relating to course registration, degree/certificate/program completion, and graduation and/or transfer

3. Develop educational skills critical to college success.

- Identify the student's own preferred learning style and learn techniques to improve their abilities in areas outside their preferred style
- Identify the characteristics of good time management and begin to develop appropriate techniques for academic use
- Learn effective note-taking strategies for collegiate-level coursework and begin to develop an appropriate strategy for the student's preferred learning style
- Determine effective methods for reducing test anxiety
- Demonstrate effective study skills and strategies

- Strengthen computer skills beneficial to success in online, hybrid, and traditional course environments
- Make efficient use of a variety of library resources and services

4. Develop personal success skills.

- Identify the characteristics of good time management and begin to develop appropriate techniques for personal use
- Learn basic skills for budgeting, money management, and financial planning
- Demonstrate understanding of financial aid processes and student responsibility

5. Develop goals beyond the community college and the process to achieve these goals.

- Identify personal strengths and interests relating to career goals
- Demonstrate understanding of the process of transferring from LCC to a four-year school

6. Develop communication skills.

- Demonstrate appropriate interpersonal communication skills within the classroom setting
- Write in a concise and clear manner
- Understand keys to relationships and the benefits of being involved on campus