

Dakota College at Bottineau Course Syllabus—Bridges Program

Course Prefix/Number/Title: ASC 075 College Study Skills

Course Description:

The emphasis on this course is on learning skills that are essential for success in college work. This includes strategies for a successful transfer to VCSU after one year in the Bridges Program.

Course Objectives:

Students will be able to

- Learn time management and organizational skills
- Develop better reading skills
- Apply successful test taking strategies
- Identify and construct personal, educational and career goals
- Develop effective strategies to better utilize class time
- Analyze and apply individual learning styles
- Work in a learning community for greater college success
- Analyze and apply critical thinking techniques
- Learn effective communication within the college setting

Instructor: Kate Skophammer

Office: Allen Memorial Library 215/VCSU Campus

Office Hours: 1:00-3:00 Monday, Wednesday; 2:00-3:00 Tuesday, Thursday; 8:00-9:45 Friday

Phone: 701-845-7490

Email: kate.skophammer@vcsu.edu

Lecture Schedule: Tuesdays 10:00-10:50 Library 207

Textbook: NONE

Course Requirements:

Attendance and Grades: Attendance is required. You earn 25 points for each class you attend and 25 additional points for each assignment/blog entry that will be given in class. You also have a group presentation worth 100 points and an individual presentation worth 200 points toward the end of the semester. The point total for the class is 1000. If you miss 2 classes, you will lose 1 letter grade; miss 3 classes, lose 2 letter grades; miss 4 or more classes, you will fail the class. You cannot make up missed assignments, unless the absence was excused.

Grade breakdown: 90-100%-A, 80-89%-B, 70-79%-C, 60-69%-D, Below 60%-F

Tentative Course Outline—These May Change Throughout the Semester

- Week 1: Introductions/Blackboard/ConnectND
- Weeks 2-3: Technology—OneNote, Blog/Note taking/Organization
- Week 4: Goal Setting
- Week 5: Learning Styles
- Weeks 6-8: Learning Communities
- Weeks 9-10: Resources
- Weeks 11-14: Tools for Academic Success
- Week 15: Group Presentations
- Week 15: Individual Presentations

Relationship to Campus Theme:

This class is entirely paperless, utilizing technology to aid in learning effective study skills for success in the Bridges Program.

Classroom Policies:

Please refrain from doing anything that might be disruptive and disturb other students or the instructor. This academic environment is an open and harassment free zone. Participation within the classroom is highly encouraged and is an integral part of the higher education experience. Ask questions-comment on discussions, etc. Offensive language is NOT tolerated. You will be asked to leave the classroom and receive zeros for that day. If it happens too often, you may be asked to withdraw from the class.

Academic Integrity:

The academic community is operated on the basis of honesty, integrity and fair play. It is the expectation that all students, as members of the college community, adhere to the highest levels of academic integrity. This means that:

- Students are responsible for submitting their own work. Student work must not be plagiarized.
- Students must not cooperate on oral or written examinations or work together on evaluated assignments without authorization.

To learn how to avoid plagiarism in your work, review the website from Purdue University, [Plagiarism](#)

Violations of academic principles such as cheating, plagiarism or other academic improprieties will be handled using the guidelines outlined in DCB's Student Handbook.

Disabilities and Special Needs:

If you have a disability for which you need accommodation, contact Jan Drake, jan.drake@vcsu.edu