

# UNVI 110- College Study Skills

## Spring 2023 Thurs 8am 1 Credits

**Course Description:**

This course emphasizes learning skills that are essential for success in college work. This includes study techniques, goal setting, memory and concentration, information literacy, time management, learning styles, note taking, critical thinking, reading, civility and other techniques for improving student performance. A basic writing course which teaches elements of the essay and prepares students for ENGL 110- College Composition I.

**Pre-/Co-requisites:** None

**Course Objectives:** At the end of this course student will be able to:

- Identify time management and organizational skills needed for academic success
- Develop critical thinking skills and practice analysis
- Learn and apply test taking strategies
- Identify and construct personal, academic, and professional goals
- Develop note taking and research skills

**Instructor:** Melissa Remick  
**Office:** 136 McFarland  
**Office Hours:** MWF 2-3:30 and by appointment  
**Phone:** (701)845-7490  
**Email:** [Melissa.remick@vcsu.edu](mailto:Melissa.remick@vcsu.edu)  
**Lecture/Lab Schedule:** Thursday 8-8:50 am

**Textbook(s):**

None. All readings and assignments will be offered through Blackboard.

**Course Requirements:**

Students will read weekly assignments(linked in Blackboard) and other materials, will complete assignments on readings, and discuss in class lessons.

**Tentative Course Outline:**

Weeks 1-3: Time Management

Weeks 4-6: Learning Styles and Campus tools

Weeks 7-10: Library Resources and Testing

Weeks 11-13: Planning and Registration

Weeks 14-16: Your Major and Your Career

**General Education Competency/Learning Outcome(s) OR CTE****Competency/Department Learning Outcome(s):**

General Education Competency/Learning Outcome(s) OR CTE

Competency/Department Learning Outcome(s): This course aligns with the specific general education guidelines established by Dakota College at Bottineau. Specifically students will address the following competencies: Goal 2: Demonstrates Technological literacy, specifically LO's 1, and 2. Goal 4: Communicates effectively, specifically LO's 1-5.

**Relationship to Campus Focus:**

Students will participate in writing assignments that relate to the campus theme:  
*Nature, Technology and Beyond*

**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.

**Late Work:**

Students in college are required to hand in assignments when they are due. If you contact me ahead of the assigned due date you may be able to receive an extension of one class period. You must contact me at least 24 hours prior to the assignments due date. Late work will not be accepted without prior approval.

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

**Student Email Policy:**

Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student's campus-assigned email address will be the only one recognized by the Campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

**Academic Integrity:**

According to the DCB Student Handbook, students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles, and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred. The Code detailed in the Academic Honesty/Dishonesty section of the Student Handbook will serve as the

guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

**Disabilities or Special Needs:**

Students with disabilities or special needs (academic or otherwise) are encouraged to contact the instructor and Disability Support Services.

**Title IX:**

Dakota College at Bottineau (DCB) faculty are committed to helping create a safe learning environment for all students and for the College as a whole. Please be aware that all DCB employees (other than those designated as confidential resources such as advocates, counselors, clergy and healthcare providers) are required to report information about such discrimination and harassment to the College Title IX Coordinator. This means that if a student tells a faculty member about a situation of sexual harassment or sexual violence, or other related misconduct, the faculty member must share that information with the College's Title IX Coordinator. Students wishing to speak to a confidential employee who does not have this reporting responsibility can find a list of resources on the DCB Title IX webpage.