

# North Central Michigan College

NCMC MASTER COURSE SYLLABUS

Last Date Revised 12/19/07

**DIVISION/AREA:** Liberal Arts

**DEPARTMENT:**

**ASSOCIATE DEAN:** Samantha McLin

**ORIGINATOR:** Jami Blaauw-Hara

**DEAN OF INSTRUCTION:** Timothy Dykstra

**HOURS OF INSTRUCTION:**

Credit hours: 3

Lecture: 3

Lab: 0

Contact hours: 52.8

**COURSE TITLE:** College Study Methods

**COURSE ALPHA:** SD

**COURSE NUMBER:** 101

**CATALOG DESCRIPTION:** Provides students with study skills applicable to any discipline. Topics include improving or developing memory, time scheduling, lecture notes, test strategies, health & wellness, career exploration, critical thinking, learning style awareness, project & paper development, and library skills.

**PREREQUISITE(S):** None

**COREQUISITE(S):** None

**GENERAL EDUCATION DISTRIBUTION AREA:**

**(example: Social Science Group B)**

**GENERAL EDUCATION/PROGRAM OUTCOMES:** The general education outcomes for this course are the ability to acquire knowledge independently, to think critically, and to write and speak effectively.

**COURSE OBJECTIVES AND OUTCOMES:**

To understand memory as a process and develop techniques for improving memory.

To effectively manage and plan work, home, school, and social life for academic success.

To develop and practice various note-taking strategies for college-level courses.

To connect overall health and wellness to academic success and discover strategies for improving both.

To apply new test-taking strategies in this class and others.

To develop and assess a career plan, academic focus, or skill set.

To examine and apply critical thinking strategies.

To identify one's learning style and respond to specific learning needs in the classroom.

**METHODS OF INSTRUCTION:** Lecture, discussion, small-group work, hands-on activities.

**METHODS OF EVALUATION:** Quizzes, mid-term and final exams, final project, participation, homework.

**REQUIRED TEXT AT TIME OF COURSE ADOPTION/REVISION:**

TEXTS: Ellis, *Becoming a Master Student*, 11<sup>th</sup> edition, Concise

Hoerr, *A Student's Guide to Succeeding in Community College*

OPTIONAL SUPPLEMENTARY MATERIALS:

Hardin, *100 Things Every Adult College Student Ought to Know*

Reasonable accommodations can be provided to students with documented disabilities. Please contact Learning Support Services at 348-6817 to arrange these.

**SUGGESTED TIME ALLOWANCE AND SEQUENCE OF INSTRUCTION:**

*(List general content description of what is being covered each week)*

WEEK 1	Introduction to NCMC
WEEK 2	Learning styles
WEEK 3	Time management
WEEK 4	Health & wellness
WEEK 5	Memory
WEEK 6	Testing
WEEK 7	Testing/Mid-Term Exam
WEEK 8	Library skills
WEEK 9	Note-taking
WEEK 10	Career planning
WEEK 11	Critical thinking
WEEK 12	Critical thinking
WEEK 13	Learning style reflection
WEEK 14	Preparation for final project
WEEK 15	Final project and paper
WEEK 16	Final Exam

