

GEN-1022: STRATEGIES FOR SUCCESS

Cuyahoga Community College

Viewing: GEN-1022 : Strategies for Success

Board of Trustees:

May 2023

Academic Term:

Fall 2023

Subject Code

GEN - General Studies

Course Number:

1022

Title:

Strategies for Success

Catalog Description:

Information and methods helpful for student success. Planning, time management, communication skills, relationships, memory, reading comprehension and retention, note taking, and test taking techniques. Stress management and techniques for overcoming test anxiety will be practiced. Diversity, college resources, and learning styles will be explored.

Credit Hour(s):

3

Lecture Hour(s):

3

Requisites

Prerequisite and Corequisite

ENG-0985 Introduction to College Literacies or appropriate score on English Placement Test, or departmental approval.

Note: ENG-0980 Language Fundamentals I taken prior to Fall 2021 will also meet prerequisite requirements.

Outcomes

Course Outcome(s):

Discuss academic strategies which promote academic proficiency and success.

Essential Learning Outcome Mapping:

Critical/Creative Thinking: Analyze, evaluate, and synthesize information in order to consider problems/ideas and transform them in innovative or imaginative ways.

Oral Communication: Demonstrate effective verbal and nonverbal communication for an intended audience that is clear, organized, and delivered effectively following the standard conventions of that language.

Information Literacy: Acquire, evaluate, and use information from credible sources in order to meet information needs for a specific research purpose.

Objective(s):

- a. Demonstrates ability to research information effectively and articulates credible facts in class and in assignments.
- b. Construct and implement a personal time management plan.
- c. Apply memory techniques for comprehension and retention.
- d. Use reading techniques for comprehension and retention with college level materials.
- e. Implement note taking techniques in a college course.
- f. Identify personal learning style.
- g. Develop and implement a plan for practicing and using stress reduction techniques.
- h. Document the use of study skills for test taking.
- i. Demonstrate effective communication techniques.

Course Outcome(s):

Demonstrates awareness and insight needed for individual academic and career goal development.

Essential Learning Outcome Mapping:

Critical/Creative Thinking: Analyze, evaluate, and synthesize information in order to consider problems/ideas and transform them in innovative or imaginative ways.

Cultural Sensitivity: Demonstrate sensitivity to the beliefs, views, values, and practices of cultures within and beyond the United States.

Objective(s):

- a. Exhibits awareness of other cultures through self-awareness and recognition of cultural differences.
- b. Demonstrate strategies for communicating with diverse groups in the college and greater community.
- c. Construct and implement a personal time management plan.
- d. Identify personal learning style.
- e. Develop and implement a plan for practicing and using stress reduction techniques.
- f. Develop a plan for a physically and emotionally healthy lifestyle.
- g. Demonstrate effective communication techniques.
- h. Identify career assessments relating to the student's interests, abilities, and personality.
- i. Identify career resources relating to occupations, salaries, job outlook, and level of education.

Course Outcome(s):

Explain campus structure and community resources for academic and personal support.

Essential Learning Outcome Mapping:

Critical/Creative Thinking: Analyze, evaluate, and synthesize information in order to consider problems/ideas and transform them in innovative or imaginative ways.

Oral Communication: Demonstrate effective verbal and nonverbal communication for an intended audience that is clear, organized, and delivered effectively following the standard conventions of that language.

Objective(s):

- a. Demonstrates ability to orally present clear messages with awareness of intended audience.
- b. Construct and implement a personal time management plan.
- c. Analyze the College's academic and student affairs policies and relate them to student concerns.

Methods of Evaluation:

- a. Journals documenting practice of the techniques in this and other college courses.
- b. Tests/Quizzes
- c. Oral Presentations
- d. Written Reflections
- e. Role Play
- f. Group exercises
- g. Out of class activities/assignments

Course Content Outline:

- a. Time management tools and techniques
 - i. Goal setting
 - ii. Monitoring your time
 - iii. Using a master calendar
 - iv. Using a daily prioritized to do list
- b. Diversity
 - i. Acknowledging differences and similarities
 - ii. Understanding differences and similarities
 - iii. Communication
- c. College policies, structure, and resources

- i. Academic policies
 - ii. Student affairs policies
 - iii. Campus resources
- d. Memory techniques
 - i. Mnemonic devices
 - ii. Association techniques
 - iii. Repetition
- e. Reading techniques
 - i. Muscle reading
 - ii. SQ4R- survey, question, read, recite, review, relate
 - iii. PRQT - preview, read, question, test
- f. Note taking techniques and methods
 - i. Observe
 - ii. Record
 - iii. Review
 - iv. Cornell, outline, and mapping
- g. Learning styles theory and application
 - i. David Kolb
 - ii. Howard Gardner
 - iii. The VARK System - Visual, Auditory, Reading/Writing, & Kinesthetic
- h. Stress reduction techniques
 - i. Identify personal stressors
 - ii. Relaxation exercises
 - iii. Test anxiety
 - iv. Anger management
 - v. Diet and exercise
 - vi. Time management
 - vii. Meditation
 - viii. Positive Imagery
- i. Test taking techniques
 - i. Preparation before the test
 - ii. What to do during the test
 - iii. Reviewing test results
 - iv. Techniques for test types (methods) objective, essay, multiple choice, and analytical
 - v. Dealing with test anxiety
- j. Healthy lifestyle
 - i. Physical well being
 - ii. Emotional well being
 - iii. Spiritual well being
 - iv. Relationships
 - v. Self esteem
- k. Communication techniques
 - i. "I" Message
 - ii. Listening skills
 - iii. Verbal and nonverbal
 - iv. Relationships
 - v. Oral presentations
 - vi. Assertiveness/Aggression
- l. Career Awareness
 - i. Goal setting
 - ii. Self assessments
 - iii. Career resources

Resources

Richard Bolles. (2022) *What Color Is Your Parachute? 2022: Your Guide to a Lifetime of Meaningful Work and Career Success*, Berkley: Ten Speed Press. <https://parachutebook.com/>

Skip Downing. (2023) *On Course: Strategies for Creating Success in College, Career, and Life*, Boston: Cengage. <https://www.cengage.com/c/cengage-infuse-for-downing-brennan-s-on-course-1-term-instant-access-9e-downing-brennan/9780357664261/>

Dave Ellis. (2023) *Becoming a Master Student: Making the Career Connection*, Boston: Cengage. <https://www.cengage.com/c/becoming-a-master-student-17e-ellis/9780357657232/>

Kanar, Carol. (2014) *The Confident Student*, New York: Houghton Mifflin.

Pauk, Walter. (2014) *How To Study In College*, New York: Houghton Mifflin.

Tieger, Paul D., & Barron-Tieger, Barbara. (2014) *DO WHAT YOU ARE: Discover the Perfect Career For You Through The Secrets of Personality Type*, Boston: Little, Brown and Company.

Resources Other

Student Handbook

<https://www.tri-c.edu/counseling-center/index.html>

<https://www.tri-c.edu/helpishere>

<https://www.tri-c.edu/career-services/index.html>

<https://www.tri-c.edu/transfer/campus-transfer-centers/index.html>

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