

SLS 1101: College Orientation

Spring 2006

Instructor: Dr. Richard F. Gaspar	Section: 41471
Days\Time: Fridays 9:00-1:30 PM	Room: YLRC 302
Office: YLRC 314	e-mail: rgaspar@hccfl.edu
Hours: TBA	

COURSE DESCRIPTION

SLS 1101 is designed to meet the needs of incoming college students. Participants will learn the skills necessary for success in college including time management, appropriate college behavior, note-taking, and goal planning. The course is dedicated toward familiarizing each student with the geography, philosophy, and requirements of Hillsborough Community College.

TEXTS

Ten Skills You Really Need to Succeed in College by John Langan
HCC Student Handbook
HCC Program Guide
5" by 8" or 8^{1/2}" by 11" Weekly Planner

REQUIRED ITEMS

PC Disks (2)
Ball Point Pens (6)
3 Brad Notebook with Paper

COURSE WORK & WEIGHTS

❖ Participation -----	25%
❖ Projects -----	25%
❖ Quizzes -----	25%
❖ Final Exam -----	25%

A completed project must contain all of the required elements in the Project Description.

GRADING

Numeric grades, 0 through 100 or Letter grades, A through F, will be given on assignments. The following Grading Scale should be used to determine your grade on each project, assignment or quiz:

A= 100 - 90
B= 89 - 80
C= 79 - 70
D= 69 - 60
F= 59 - 0

ACADEMIC DISHONESTY

Academic Dishonesty includes but is not limited to the following:

- ✓ cheating on any assignment, quiz, test, or prescription;
- ✓ plagiarism, or copying another person's work;
- ✓ stealing examinations or course materials;
- ✓ falsifying grades or records of grades;
- ✓ assisting anyone to do any of the above.

ANY student found guilty of Academic dishonesty will receive a "0" grade for the assignment and may receive an "F" grade for the course.

ATTENDANCE, PARTICIPATION, AND TESTING POLICY

There are no excused absences. An absence is defined as not attending class, arriving in the classroom after the first ten minutes of class, or leaving the classroom prior to the class being dismissed. You are required to sign-in during the first ten minutes of the class period. If you are absent you are responsible for all work assigned during the class period. Also, if you are absent the day of a test, it will be available in my office during scheduled office hours. You are expected to attend all classes, participate, and complete all missing work. All late work will receive a one letter grade deduction. **Any work that is not completed within one week of an absence or due date will receive a "0" grade.** Please contact your professor immediately if an emergency develops that will affect your attendance.

WRITING WORKSHOP PARTICIPATION INCENTIVES

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|--------------|--|
| 0 Absences-- | Participation Grade of "A" and 10% added to final average. |
| 1 Absences-- | Participation Grade of "C". |
| 2 Absences-- | Participation Grade of "F". |

ADA ASSISTANCE

If there are any circumstances that prevent you from successfully completing the basic criteria for this course, please make an appointment to discuss these problems with the professor. Also, any student with a disability should contact the HCC ADA Coordinator at 253-7914.