



**FIGS 100-27: Oh, The Horror**

1 credit / 15 contact hours

Fall 2018; Thursdays 3-4:50pm; Preble Hall 110

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Office Hours: Thursday: 12:15-3:00

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## Course Syllabus

### Course Description

Freshman Interest Groups (FIGs) are theme based one-credit courses that combine college success skills, goal exploration and setting, and financial literacy with the investigation of a topic. This FIG will focus on the skills related to being a successful college student. Students will explore study strategies, learning styles and personality types, and begin to explore majors and careers possibilities.

### Course Objectives

*After successfully completing the course, the student will be able to:*

- Describe and apply effective study skills, test taking, and time management strategies
- Explore career and academic opportunities using a variety of tools
- Develop and articulate achievable academic goals
- Demonstrate proper note taking techniques using the Cornell method
- Apply the concept of SQ3R to reading a textbook

**Course Requirements:** Come every day with a good attitude

**Student Expectations:** Complete the work as outlines

**Required Materials:**

- A notebook or binder for class notes and handouts

**Companion Blackboard Site:**

Reading assignments are posted on Blackboard. Students are required to print them and bring to class for discussion. The Blackboard page also contains essential course documents including the syllabus, class schedule, and assignments. To sign-on to Blackboard, login to “MySMCC” and click “Blackboard” on the top right. Familiarize yourself with it early and see me with questions.

**Grading/Assignments:**

I use a system of points in this class. You have the ability to earn up to 1000 points, which then corresponds to your final letter grade. This is transferable to SMCC’s grading policy. (A = 93-100 [930-1000 points], A- = 90-92 [900-920 points], B+ = 87-89 [870-890 points], B = 83-86 [830-860 points], etc.) There is no extra credit. Keep track of your points this semester. The break-down of the points is as follows:

Time Management	50 points (5%)
SALT financial literacy assignment	50 points (5%)
Career Beam	50 points (5%)
Reading Quizzes	150 points (15%)
Attendance & Participation:	300 points (30%)
Research Assignment	400 points (40%)

**Attendance:**

Attendance in class and labs is mandatory and required as stated in the College Catalog:

\* **More than 2 unexcused absences will result in an “F” for the class.**

\* 2 Consecutive missed classes will result in an automatic AF.

\* For every two instances of a **late arrival** or **early departure**, the student will receive an unexcused absence.

\* No work missed due to an unexcused absence may be made up. Work missed due to an excused absence may be submitted within one week of the absence. If a quiz is missed, you will be allowed to make it up the following week only.

**NOTE: All tasks must be completed when due – any tasks not done by due date will be graded on their level of completion and the student will move on to the next task.**

**Response Time (Regarding Emails)**

Throughout the semester, there will be times when you may have questions or need clarification. When issues arise, please do not hesitate to email me at:

[cnorman@smccme.edu](mailto:cnorman@smccme.edu)

Emails will generally be responded to within a 24-hour time period, with the exception of those received over the weekend. Any emails arriving after 5pm on weekdays will be answered the following morning. Any emails received over the weekend will be responded to Monday morning.

### **Personal Technology**

If you need a laptop, tablet, or any other device for taking notes or otherwise participating in class, that's fine. However, please do not use a personal device for any purpose unrelated to our class. All devices should be silenced. Cell phones should be put away, except in the rare instance that I ask you to use them for an activity. I recommend that you power them down. If there is a serious need to leave your cell phone on, such as a family emergency, please put it on vibrate and let me know. If you leave the classroom to take a call, I'll understand why. Students found violating this policy will receive an **unexcused absence** for the date of their transgression.

## College Policies

### **SMCC Pay-for-Print Policy:**

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The College's pay-for-print system monitors printing on all printers (including those in general access labs, library printers, Tutoring Services, Campus Center Lounge and technology labs). Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your account. Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print documents for the department should contact the Help Desk at 741-5696 to have a special account set up. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an e-mail to [helpdesk@smccme.edu](mailto:helpdesk@smccme.edu).

**Refunds:** Print jobs are eligible for a refund in the event of mechanical or electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with the result. To request a refund, please bring the offending print to the IT Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student's account.

**Add-Drop Policy:** Students who drop a course during the one-week "add/drop" period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

### **Withdrawal Policy:**

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the fall and spring semesters and the second through ninth week of twelve-week summer courses. This period is pro-rated for shorter-length courses. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Enrollment Service Center (no phone calls, please). The designation "W" will appear on the transcript after a student has officially withdrawn. A course withdrawal is an uncompleted course and may adversely affect financial aid eligibility. Failure to attend or ceasing to attend class does not constitute withdrawal from the course. There is no refund associated with a withdrawal.

### **End-of-Course Evaluation:**

Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 p.m. following the last day of the class. You will receive an e-mail to your student e-mail account when course evaluations are available.

### **Americans With Disabilities Act (ADA) Notification:**

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call 207-741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services

offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

**Plagiarism Statement:**

Adherence to ethical academic standards is obligatory. Cheating is a serious offense, whether it consists of taking credit for work done by another person or doing work for which another person will receive credit. Taking and using the ideas or writings of another person without clearly and fully crediting the source is plagiarism and violates the academic code as well as the Student Code of Conduct. If it is suspected that a student in any course in which s/he is enrolled has knowingly committed such a violation, the faculty member should refer the matter to the College's Disciplinary Officer and appropriate action will be taken under the Student Code of Conduct. Sanctions may include suspension from the course and a failing grade in the course. Students have the right to appeal these actions to the Disciplinary Committee under the terms outlined in the Student Code of Conduct.

## **Class Schedule and Topical Outline (subject to change)**

- Reading Assignments are to be completed by the class period immediately following the date they are assigned. For example, the reading assignment listed for week one will be discussed during week two.

- “BB” refers to readings available on our course’s companion Blackboard website.

### **Week One: 8/30**

Class Introduction and Time Management

In Class: 168 Hours Exercise

*Assignment:* Zinoman “Devil’s Advocate” from Shock Value.

Time Management Exercise

### **Week Two: 9/6**

**SQ3R**

In Class: SQ3R Reading

Reading Quiz

*Assignment:* Robb “The Nightmares Begin” from Screams and Nightmares.(BB)

### **Week Three: 9/13**

**Note Taking**

Reading Quiz

*Assignment:* Zinoman “Dance of Death” from Shock Value.(BB)

### **Week Four: 9/20**

Goal Setting

Reading Quiz

*Assignment:* Zinoman “Stomaching It” from Shock Value.(BB)

Email to Academic Advisor

### **Week Five: 9/27**

SMCC Resources, Accessing College Resources, Library Orientation & Research Skills

Reading Quiz

*Assignment:* Pierce “Cast Interview: Jack Nicholson” from The Shining: Studies... (BB)

Career Beam Assignment

### **Week Six: 10/4**

Career Planning / Preparation

Reading Quiz

*Assignment:* Zinoman “Shock or Awe” from Shock Value.(BB)

SALT Financial Literacy Exercise

**Week Seven: 10/11 -**

Financial Literacy

CARE lawyer

Reading Quiz

**Week Eight: 10/18:**

Horror Film Director Research Assignment Due by 3pm

Personal Habits of Success