This course is designed to help you achieve success in college and in life by following the eight OnCourse principles:

- Personal Responsibility
- Self-motivation
- Self-management
- Interdependence
- Self-awareness
- Lifelong Learning
- Emotional Intelligence
- Belief in Yourself

During this course you will learn several useful strategies in maximizing self-awareness, establishing goals, developing supportive relationships, identifying your preferred learning styles, and developing effective study strategies in managing time, taking notes, and reading and studying text while increasing comprehension.

In order to capture your attention and insure applications of these concepts to your life as a college student, a variety of instructional strategies will be used to assist you in meeting the course objectives. Lectures, discussions, media presentations, guest speakers, and group work will augment individual assignments as you develop and plan to achieve your personal, academic, and career goals.

Course Goals

1. To promote active learning as well as involvement and responsibility in the lifelong learning process.
2. To assist you in the development of life management skills.
3. To engage you as a student at AU.

Course Objectives

In this course, you will learn how to:

1. Take charge of your life
2. Increase self-motivation
3. Improve personal self-management
4. Develop interdependence
5. Increase self-awareness
6. Develop emotional intelligence
7. Raise your self-esteem
8. Improve creative and critical thinking skills
9. Improve your study skills
10. Increase your knowledge about academic resources and policies at AU
11. Set and achieve your academic and personal goals

Textbooks and Materials

Textbooks available from the AU bookstore:


Materials recommended for the course: a *three-ring binder* to help you organize your assignments and handouts.

Assignments

Aside from the assignments and activities listed on the *Class Activity Calendar*, there may be other assignments that will be announced or distributed in class. It is your responsibility to find out any changes or additional assignments if you miss a class period. I will also be posting updates on our class’s Moodle website. Please visit the site on a weekly basis for changes and updates.
University and Classroom Policies

Disability Services

Aurora University values diversity and inclusion and recognizes disability as an aspect of diversity. Our shared goal is to create learning environments that are accessible, equitable, and inclusive. If you anticipate barriers related to the format, requirements, or assessment of this course, you are encouraged first to contact the disability office (630-844-5520) in the Center for Teaching & Learning, then to meet with the instructor to discuss options or adaptations.

Cell Phones and Other Electronic Devices

As a courtesy to the instructor and your fellow classmates, please turn your cell phones on vibrate and turn off all other electronic devices (e.g., iPods) during class. Using these devices at any time during class is not allowed, except for emergency situations.

Classroom Behavior/Attendance

Attendance will be taken during all class sessions. You are expected to arrive promptly, be attentive to fellow students as well as the instructor, participate in classroom discussions and group work, and read the assigned material in advance. Your attendance will be factored into your final grade for the class.

Late Assignments

You are responsible for submitting your assignments on the due dates discussed in class. All assignments will be collected at the beginning of the class on the day that the assignment is due. I will not accept assignments past the due dates, unless you have discussed an arrangement with me prior to the assignment being due.

University Emergency Procedures

Students are encouraged to be aware of measures that Aurora University has taken to create a safe learning environment. All classrooms and labs have a deadbolt lock installed in entry doors. The university has also installed location maps in each room on campus. These maps include the floor plan of the floor on which the room is located; the name and address of the building; emergency exits for the building; and safety zones in the case of severe weather. As the university puts in place other safety procedures or plans, the campus community will be notified. Please remember that it is important for everyone to report suspicious or threatening objects, people, or conditions to Campus Safety. In emergency situations call 630-844-5450 or 911 or x555 (if calling from on campus); in non-emergency situations call 630-844-6140 or x6140 (if calling from on campus).

In addition, Aurora University has an Emergency Text Messaging system in the event of either campus canceling classes or closing offices due to inclement weather or a critical situation on a campus. We urge all students to enroll in this system. Here are the steps to follow to enroll:

Visit the AU Website at www.aurora.edu
1. At the bottom of the home page -- click on WebAdvisor
2. Log in to WebAdvisor
3. Click on Students
4. Click on Address Change Link
5. Follow the instructions located approximately in the middle of the web page

If you do not see your cellular provider listed, please contact us at itshelp@aurora.edu or call ext 5790 on Aurora campus or ext 8562 on the GWC campus.

If you do not have text messaging enabled on your cellular phone, you can check the AU website home page to see if there is an emergency announcement.

Assessment

You will earn a letter grade based on your participation in class and completion of assignments, projects, and papers.

Grading Scale: A = 90 – 100%  C = 70 – 79%  F = less than 60%
B = 80 – 89%  D = 60 – 69%