Instructor Name: David Hayes  
Email Address: davidhayes@uri.edu  
Phone Number: 401-874-2953  
Office: Roosevelt Hall, room 405

Course Description:
Analyze learning and studying in a college setting; apply effective study and work management strategies to academics; improve metacognitive awareness and academic skills.

The goal of this course is to enable you to:

● Learn about how you learn and about best learning strategies and practices for managing work and time, studying, writing and test taking in a university setting.
● Identify your own learning and study needs, apply selected strategies to your other courses and develop related skills.
● Assess whether selected strategies are working for you and make adjustments as needed.

As a UCS 160 student, you are expected to apply what you learn here to your work in your other classes and reflect on your progress. Improving skills and abilities takes time and effort, so you will need to work hard and stick with it. Your 160 instructor and teaching assistant are ready to support you as you do this.

How the course works:
In fall 2020, UCS 160 is being offered both as an online course and as an in-person course. The main difference between the online and in-person sections is the meeting time.

● Each week, Students will complete an online lesson module, an accompanying module quiz, and a weekly assignment.
● Students enrolled in the in-person section (0004) meet in the Great Room in Roosevelt Hall each Thursday at 4 pm beginning Sept 17.
● Students meeting in one of the online sections (0001, 0002, 0003) will be assigned a weekly online meeting time before class begins. Meetings will be held online via Webex.
● As you will read below, attendance is mandatory and attendance and participation form a substantial part of your grade.

Weekly online lessons, quizzes and assignments
Both versions of the course use Brightspace, a learning management system. Your Brightspace UCS 160 space includes everything you need to complete your weekly lessons.

● Weekly Lesson Modules  UCS 160 does not require you to purchase a textbook. Rather, you are expected to complete a weekly lesson module each week. These modules are available on Brightspace. Each module contains multiple slides that develop the weekly topic. Most of the slides ask you to click through a link to arrive at other related readings and videos. The slides, linked readings and videos are your class
text. You are expected to read these carefully each week, take a module specific weekly quiz, and complete a weekly graded assignment.

- **Weekly Module Quizzes** Each module has an accompanying weekly quiz. The quizzes are available in the Quizzes section in Brightspace. Each 5 question quiz asks about key concepts from the weekly lesson module. These are “open book” quizzes -- you are permitted to review the module content in order to choose your answer. Note, however, that because it is open-book, the questions require some careful reading and thinking. Be sure you give yourself enough time to do a good job! Quizzes are worth up to five points each (See **grading**, below).

- **Weekly Assignments** In addition to taking a quiz each week, you will also have a weekly application assignment. These assignments will ask you to do something in your planning and studying for your other classes, and submit a weekly one-page reflection discussing what you did and how it went. The assignments are available in the assignments area on brightspace. Assignments are also worth up to five points each (See **grading**, below).

**About late work:**

It is very important that you not fall behind in this course. Each quiz and assignment in Brightspace have a weekly deadline for submission. Observe these deadlines: Brightspace will not accept late work.

*Late work will not be accepted. If your work is not submitted on time, you will earn 0/5 on that quiz or assignment.*

**Weekly class meetings**

In addition to completing online readings, quizzes and assignments, you must attend a weekly meeting.

- In the online sections of this course, you will be given a choice to attend one of two possible meeting times, using Zoom as our meeting space.
- In the in-person section, you will meet at the scheduled time and place each week - Thursdays at 4 pm, in the Roosevelt Hall great room.
- The meetings will primarily be discussions of the weekly lesson. You are expected to complete the assigned lesson before the meeting. Both your attendance and your participation in these meetings are graded.

**Attendance and participation:**

Participation in class discussions is important for your learning and for the learning of your classmates. Attendance is required, and active participation is expected.

- **Each student is allowed two excused absences.** To have your absence excused, you must notify your instructor by email in advance to tell them when and why you will be absent. Absences may be excused only for illness or other urgent matters. Students are not permitted to be absent in order to work on other classes. This course will teach you how to manage your study time, and it is expected that you will do so. **Students will not lose points for an excused absence.**
- **Unexcused absences will result in a 0/3 for attendance and participation** for the week.
- **Active participation is expected in both in-person and online sections.** The expectation in our online meetings is that students who have cameras will keep their cameras on during the entire meeting.

**Feedback and 1-1 meetings:**
The goal for UCS 160 is to help you feel supported as you try to apply new ideas and strategies to your academic work in other courses. While it isn’t always possible to respond individually to your reflective essays, from time to time, I or one of our Teaching Assistants (Bella, Kyra, or Danielle) will reply to your weekly homework submissions with feedback, additional thoughts, or offers to meet 1-1 online for additional support. If you are invited to meet, don’t worry -- it doesn’t mean you are not doing well. The goal for these meetings is to provide additional opportunity to think critically and apply study and planning strategies effectively. We will try to extend them to most or all 160 students at some point during the semester. While it is not mandatory for you to make a 1-1 meeting during the semester, it is highly recommended.

In addition to meeting by invitation, we are ready to meet with you individually at any time you need. In other words, you can request a meeting with me or a teaching assistant whenever you feel the need.

Disabilities Services for Students:

If you have a documented disability that affects your ability to participate fully in the course, but have not obtained the documentation needed to receive accommodations, you should contact Disability Services for Students by phone at 401-874-2098, or visit their website at https://web.uri.edu/disability/.

If you have documentation from DSS indicating that you are entitled to accommodations, please let me know as soon as possible so that we can make appropriate arrangements.

Academic Enhancement Center:

Located in Roosevelt Hall, the AEC offers free online and in-person support for all undergraduate students.

- Peer tutoring is available online and in person for STEM-related courses.
- The Writing Center offers peer tutoring focused on supporting undergraduate writers at any stage of a writing assignment.
- Academic Skills Consultations are 1-1 meetings that offer students strategies and activities aimed at improving their studying and test-taking skills.

Complete details about each of these programs including up-to-date schedules, sign up info and self-service study resources are all available on the AEC website, web.uri.edu/aec.

Academic Honesty/Integrity:

It is expected that students will complete their work independently. While you are encouraged to discuss assignments and course-related topics and videos, anything submitted for grading must be individually produced. Please do not plagiarize. Students who plagiarize the work of others are subject to penalties including failing the class. More guidance on academic integrity may be found in the student handbook: http://web.uri.edu/studentconduct/student-handbook/.

Grading:

- Attendance and participation (12 meetings @ 5 points each) 60 points
- Module Quizzes (11 @ 5 points each) 55 points
- Module Assignments (11 @ 5 points each) 55 points
- Final Reflection (1 @ 10 pts) 10 points
## Our lesson agenda

<table>
<thead>
<tr>
<th>Week</th>
<th>Module/Topic</th>
<th>Quiz &amp; assignments due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1: 9/14-19</td>
<td>Remote &amp; Online Learning</td>
<td>9/18</td>
</tr>
<tr>
<td>Week 2</td>
<td>Study Strategies that Promote Active Learning</td>
<td>9/25</td>
</tr>
<tr>
<td>Week 3</td>
<td>Mindset and Motivation</td>
<td>10/2</td>
</tr>
<tr>
<td>Week 4</td>
<td>Planning and Managing Your Time and Work</td>
<td>10/9</td>
</tr>
<tr>
<td>Week 5</td>
<td>The Study Cycle</td>
<td>10/16</td>
</tr>
<tr>
<td>Week 6</td>
<td>The Five Day Study Plan</td>
<td>10/23</td>
</tr>
<tr>
<td>Week 7</td>
<td>Reading with a Purpose</td>
<td>10/30</td>
</tr>
<tr>
<td>Week 8</td>
<td>Procrastination</td>
<td>11/6</td>
</tr>
<tr>
<td>Week 9</td>
<td>Focus and Distraction</td>
<td>11/13</td>
</tr>
<tr>
<td>Week 10</td>
<td>The Writing Process</td>
<td>11/20</td>
</tr>
<tr>
<td></td>
<td>Thanksgiving break</td>
<td></td>
</tr>
<tr>
<td>Week 11</td>
<td>Test taking and Test Anxiety</td>
<td>12/4</td>
</tr>
<tr>
<td>Final reflection</td>
<td></td>
<td>12/11</td>
</tr>
</tbody>
</table>