Instructor: David Hayes  
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Email: davidhayes@uri.edu  
Office: 405 Roosevelt Hall  
Office Hours: By appt.

ZOOM meeting link: https://uri-edu.zoom.us/j/7754454091

Course description (from the catalog):  
Analyze learning and studying in college settings; Assess college learning needs, apply effective study and work management strategies to academics, and improve metacognitive awareness and academic skills.

Course Credit and Grading
This syllabus represents 1 credit of course material/seminar

About this course:  
**UCS 160** will offer the support you need to approach your academic work more strategically and develop the skills necessary to manage your time and work, deal with challenges, and study more effectively.

Each week we will work together to help one another develop an understanding of what learning strategies work best. You will be responsible for applying strategies from class to your other courses, analyzing their effectiveness, and refining your approach. Topics we’ll work on include:

- Planning and managing your work
- Developing a more productive approach to studying
- Metacognition: learning to assess your work and your progress, and make adjustments accordingly
- Addressing procrastination, distractibility, test anxiety, and other common academic challenges

Learning Objectives:  
The goal for UCS 160 is to enable you to achieve greater success in *all* of your courses by helping you develop your ability to think strategically about how to do your work. Through participation in this class, you will learn to:

1. Critically assess your own academic skills needs
2. Develop an effective system for managing your time and work
3. Select and apply strategies from our course to your work in your other courses
4. Develop a personalized strategic approach to studying effectively

Materials:  
This online course uses topic-specific lesson modules as our course materials. These modules will be made available to all enrolled students on Brightspace. There is no textbook to purchase.

Attendance Policy:  
Much of our learning together will happen during these meeting hours, so **attendance is mandatory.**

If you must miss a class, you will need to contact me in advance of the class to explain why you will be absent. You are permitted two excused absences per semester. Any absences beyond two, and any for which I am notified will result in a deduction of two points from your total points earned for the class.

Homework Policy and Expectations

Each Week, students will be responsible for doing several things outside of class meetings.

Before the class

**Preview the Modules** Before you come to class each week, you are expected to preview the module the class will cover. To preview, read the slide text for each slide and choose at least one link to preview more closely. You should arrive to class prepared to discuss what stood out for you. Each class will begin with a “popcorn”
style review of module highlights (one student speaks, then names the next student to speak). You will be called upon often, and should be prepared for that each week.

Take the self-assessment survey for the upcoming lesson and develop goals for yourself. Not all weeks have a self assessment - some self assessments apply to multiple topics. But when you go to preview the next week’s module, also take the survey for that week if there is one.

During the class

Participate. Again, you are expected to be ready to actively participate in class. Not all participation looks the same, of course, but you should arrive to each class ready to contribute ideas and questions.

After the class

The homework after each lesson includes taking the open module quiz, doing the homework assignment, and previewing the next week's module/taking the self-assessment.

Take the open-module quiz Each module has a corresponding 5-question multiple choice quiz. These quizzes are due by the start of the next weeks’ lesson (See schedule). Each quiz is worth 5 points toward your final grade.

Do the homework activity Each week, you will choose from among the strategies discussed in that week's module and apply those strategies to your planning or studying for other courses you are taking. Each assignment has something to submit to brightspace.. Detailed directions for these assignments will be posted each week in Brightspace. Most weekly assignments are worth 5 points. The planning and writing assignments are worth 10.

Final project

Your final project for this class has two components: a 3-5 presentation supported by slides and a personal written reflection. Specific directions for these assignments are posted in brightspace. The presentation is worth 15 points. The reflection is worth 10.

Grading:

Points are earned as follows:

<table>
<thead>
<tr>
<th></th>
<th>How Many</th>
<th>Pts ea.</th>
<th>Total</th>
</tr>
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<tbody>
<tr>
<td>Weekly quizzes</td>
<td>10</td>
<td>5</td>
<td>50</td>
</tr>
<tr>
<td>Weekly 5 pt assignments</td>
<td>8</td>
<td>5</td>
<td>40</td>
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<tr>
<td>Weekly 10 pt assignments</td>
<td>2</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>Final Project presentation</td>
<td>1</td>
<td>15</td>
<td>15</td>
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<tr>
<td>Final project reflection</td>
<td>1</td>
<td>10</td>
<td>10</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>------</strong></td>
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<td><strong>135</strong></td>
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Deduction for additional and unexcused absences: 2 points per absence. Points will be deducted from total points earned.

Your grade will be determined by dividing the number of points earned by total possible points to obtain a percent grade. Letter grades for the course are on the following scale:

\[
A = 93-100 \quad A+ = 90-93 \quad B+ = 87-89 \quad B = 83-87 \quad B- = 80-82 \quad C+ = 77-79 \quad C = 73-76 \quad C- = 70-72 \quad D+ = 67-69 \quad D = 63-66 \quad D- = 60-62 \quad F = 0-59
\]
Schedule:

Individual homework assignment and quiz deadlines are posted in the assignment and quizzes sections of Brightspace. Please consult Brightspace for your schedule of due dates for assignments and quizzes. The dates below are the class meeting dates in which that topic will be addressed.

<table>
<thead>
<tr>
<th>Week</th>
<th>Module/Topic</th>
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<tbody>
<tr>
<td>1. Jan. 23</td>
<td>Mindset and Motivation</td>
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<tr>
<td>2. Jan. 30</td>
<td>Strategies that promote active learning 1</td>
</tr>
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<td>3. Feb. 6</td>
<td>Planning and managing time &amp; work</td>
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<td>4. Feb. 13</td>
<td>The Study Cycle</td>
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<td>5. Feb 20</td>
<td>The Five day Study Plan</td>
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<tr>
<td>6. Feb 27</td>
<td>Strategies that Promote Active Learning 2</td>
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<tr>
<td>7. Mar. 6</td>
<td>The Writing Process</td>
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<td></td>
<td>Spring Break</td>
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<td>8. Mar. 20</td>
<td>Procrastination</td>
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<tr>
<td>9. Mar. 27</td>
<td>Focus and Distraction</td>
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<td>10. April 3</td>
<td>Test Taking and Test Anxiety</td>
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<td>11. April 10</td>
<td>Final presentation</td>
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<tr>
<td>10. Nov 17</td>
<td>Final presentation</td>
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Other course Resources and Tools:

- **On Line study resources** - https://web.uri.edu/aec/i-need-help-with/- Videos, web pages, etc. by topic
- **Sakai** – www.sakai.uri.edu – This is your hub to view your syllabus and all UCS 160 course assignments, announcements, and resources.
- **Academic Enhancement Center** – www.uri.edu/aec - information about AEC tutoring, Writing Center, Academic Consultations
- **Study resources web page** - https://web.uri.edu/aec/studyresources - Links to video and text based resources on a variety of study skills and strategies
- **Academic Advising** – www.uri.edu/advising - centralized advising information: gened books, curriculum sheets, information and majors, GPA calculators and much more.
- **Disability, Access and Inclusion** – www.uri.edu/disability- works with you to support academic success and self-advocacy
Additional Course Policies and related information

• ACCOMMODATIONS AND SERVICES: Any student with a documented disability is encouraged to contact their professor early in the semester to work out reasonable accommodations to support your success in your courses. Students should also contact Disability Services for Students, Office of Student Life, 330 Memorial Union, 401-874-2098.

• ACADEMIC DISHONESTY: All submitted work must be your own. If you consult other sources (class readings, articles or books from the library, articles available through internet databases, or websites) these MUST be properly documented, or you will be charged with plagiarism and will receive a 0 for the paper. In some cases, this may result in a failure of the course as well. In addition, the charge of academic dishonesty will go on your record in the Office of Student Life. If you have any doubt about what constitutes plagiarism, visit the following website: http://gervaseprograms.georgetown.edu/hc/plagiarism.html, the URI Student Handbook, and UNIVERSITY MANUAL sections on Plagiarism and Cheating at http://www.uri.edu/facsen/8.20-8.27.html - cheating.

• ANTI-BIAS: Each member of the University community has the responsibility to foster an environment of acceptance, mutual respect and understanding. If you are a target or a witness of a bias incident, you are encouraged to contact the URI Bias Response Team www.uri.edu/student_life/brt where you will find people and resources to help.

• HOLIDAYS: It is the policy of the University of Rhode Island to accord students, on an individual basis, the opportunity to observe their traditional religious holidays. Students desiring to observe a holiday of special importance must provide written notification to each instructor.