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Date Revised: Fall 2022
C&GE approved: May 19, 2022
Board approved: November 9, 2022
Semester effective:

Student Success (STSU) 1017 Becoming A Successful Online Student (1 Unit)
[formerly Psychology 46, Psychology 1517]

Prerequisite: None

Hours and Unit Calculations:

16 hours lecture. 32 Outside-of-class-hours (48 Total Student Learning Hours) 1 Unit

Catalog Description: This course covers the basics of taking an interactive, asynchronous, distance education course via the Internet Learning Management System(LMS). Use of e-mailetiquette for online class interactions such as discussion groups, location of LMS resources, online softskills including downloading, copy and pasting, attaching documentsThe goal of this class is to prepare students for taking on-line classes by familiarizing students with the on-line course environment and overcoming personal barriers for becoming a better student.. Not open to students who successfully completed PSYC 46 or 1517.

Type of Class/Course: Degree Credit

Text: None

Alger, Marti, et al. *Learning to Learn Online*. KPU Learning Centers,
<https://kpu.pressbooks.pub/learningtolearnonline/>

Course Objectives:

By the end of the course, a successful student will be able to

1. understand the advantages and disadvantages of distance learning courses,
2. understand the process of taking an on-line course
3. be able to use and understand web pages, email, and discussion groups,
4. understand the concept of netiquette and communication in an on-line environment,
5. know how to copy and paste, attach files, and download files, and
6. understand ways to be a successful online student.
7. Identify personal barriers and resources to enable student success

Course Scope & Content:

- Unit I Distance Learning: College Comes to You
- A. Understand distance learning concepts
 - B. Experience the online distance learning process



- C. Identify personal attributes of successful distance learning students

- Unit II The Role of the Computer in Distance Learning
- A. Understand course management systems
 - B. Learn how to access and use the Internet
 - C. Ability to send email, copy & paste, attach documents, and participate in online discussions

- Unit III Overcoming Personal Barriers to Success in distance Learning
- A. Identify goals for being a successful online student
 - B. Ability to prioritize roles and responsibilities as a distance learning student
 - C. Discover ways to overcome personal barriers to successfully completing an online course

- Unit IV Becoming a Better Distance Learning Student
- A. Identify online and on-site support services
 - B. Develop time management skills
 - C. Improve study habits

Learning Activities Required Outside of Class:

Students will be expected to spend a minimum of 2 hours per week outside of regular class time doing the following:

1. Reading assigned textbook and related materials
2. Participating in threaded discussions
3. Completing related assignments
4. Studying for assessments

Methods of Instruction:

1. Lectures notes illustrated by written notes, charts, graphs, and relevant pictures
2. Class discussions
3. Web searches and program demonstrations will be utilized

Methods of Evaluation:

1. Weekly quizzes
2. Skills demonstrations through assignments
3. Written assignments
4. Class discussions
5. Final exam including
 - a. Multiple-choice
 - b. True/False
 - c. Essay questions demonstrating skills

Supplemental Data:



TOP Code:	493014: Study Skills
SAM Priority Code:	E: Non-Occupational
Distance Education:	Online; Offline
Funding Agency:	Y: Not Applicable(funds not used)
Program Status:	2: Stand-alone
Noncredit Category:	Y: Not Applicable, Credit Course
Special Class Status:	N: Course is not a special class
Basic Skills Status:	N: Course is not a basic skills course
Prior to College Level:	Y: Not applicable
Cooperative Work Experience:	N: Is not part of a cooperative work experience education program
Eligible for Credit by Exam:	E: Credit By Exam
Eligible for Pass/No Pass:	C: Pass/No Pass
Taft College General Education:	NONE
Discipline	Counseling