Human Development 0100
Spring 2015
January 20th, 2015 – March 20th, 2015

Profesor: Carlos E. Cruz, M. Ed
Email: Ccruz@dcccd.edu
Office: S-1053
Office Hours: By Appointment
Class Meeting Days & Time: Mondays/Wednesdays 6:00-6:55
Room Number: W178
Credit Hours: One (1)

Course Description:
The learning environment is introduced. Career, personal study skills, educational planning, and skills for living are all included. Emphasis is on exploring career and educational alternatives and learning a systematic approach to decision-making. A wide range of learning alternatives is covered, and opportunity is provided to participate in personal skills seminars. This course may be repeated for credit.

Course Pre-requisites: No prerequisite

Course Materials/Supplies Needed
FOCUS ON COMMUNITY COLLEGE SUCCESS, Third Edition, Constance Staley, Wadsworth (CENGAGE Learning), Boston, MA  (ISBN: 978-1-133-31646-6) Note: This text also comes in eBook form.

Student Learning Outcomes
After successful completion of this course the student should be able to:
- locate and utilize MVC campus resources
- Identify and apply understanding of his/her own learning style and specific learning strategies that will enable success in and out of the classroom.
- identify college programs and course offerings in order to select a college major and career path
• assess his/her current time management practices, and as a result, develop a personal
time management plan for academic success
• understand and communicate more effectively with diverse people and challenging
situations ( 
• apply problem-solving and critical thinking skills as it relates to college life

Course Outline:
Chapter 1: Using Your Learning Styles
Chapter 2: Taking Charge of your Time & Money
Chapter 3: Achieving Your Purpose for Reading
Chapter 4: Participating in Class & Taking Notes
Chapter 5: Maximizing Your Memory & Mastering Tests
Chapter 6: Using Technology to Succeed
Chapter 7: Thinking Critically & Communicating Your Ideas
Chapter 8: Creating Positive Relationships in a Diverse World
Chapter 9: Choosing Greater Health
Chapter 10: Choosing Your Major & Planning Your Career

Note: The Instructor may omit some chapters or selected topics in these chapters

Evaluation Procedures:
Tests:
• There will be a total of 5 quiz grades. Quizzes can include, but are not limited to,
vocabulary quizzes, chapter quizzes, PowerPoint quizzes, and personality assessments.

• There will be one Final Exam as a Group Project:
Students will research and work together in groups of 2-4 people, using technology to present
the in-depth findings of their research.

Reflections:
Instructor will post on e-Campus 3-5 topics for students to write reflections. This could be in the
form of journals, blogs, discussion boards, or written papers

Instructor Attendance Policy:
Students are expected to attend all classes. Students have the responsibility to attend class and
to consult with the instructor when an absence occurs. Students are responsible for attaining
any missed information. If for some reason you must leave class early, you should inform the
instructor prior to the start of class of your reason for leaving early.

Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will
not be granted to students who have been certified as not attending, by the certification date.
For this lecture course, your physical participation in class, on or before the certification date will
allow you to receive credit for FA purposes. For certification dates, check with the division or
FAO for further information. Students, who are not certified as beginning class, are responsible
for any payments due as a result of non-certification, to include the dropping of courses.
Grading Scale:

A  90 - 100 Points
B  80 - 89 Points
C  70 - 79 Points
D  60 - 69 Points
F  <60

Grading Components
Assignments  25 points
Quizzes  20 points
Reflections  20 points
Final Exam-Group project  35 points
Total  100 points

Extra Credit**  10 points maximum*

Classroom Policies:
Students are required to adhere to all classroom policies.

- No texting, emailing, or listening to music during lectures.
- Be on time to class. (Students may be allowed a five minute grace period before counted tardy.)
- Be prepared upon your arrival to class. (You should have the reading or writing assignments completed. Make sure to have your book, pencils, pens, notebook, spirals, recorders, or anything else you may need to be successful in this class.)

Late Work Policy:
Late work is not acceptable. An assignment must be turned in by the scheduled date and time to receive a grade. If you are absent from class on the day an assignment is due, email the assignment to the instructor prior to class. Extenuating circumstances may be discussed with instructor.

Makeup Exam Policy:
No makeup exam will be given due to the fact that the exam is a group project.

College Sponsored Events:
Students are encouraged to attend MVC sponsored events and workshops. Extra credit may be applicable (see above).

Electronic Devices:
Students are encouraged to bring smart devices and laptops to class. Use of these devices will be solely for academic purposes and at the discretion on the instructor.
Technical Requirements and Support:
HDEV 0100 requires access to a computer and the internet. Students may use the free access which is available in the campus computer labs.

- Software requirements are listed on [http://ecampus.dcccd.edu](http://ecampus.dcccd.edu)
- To access eCampus, use a lower case e followed by your student ID number, for the user name and password (Ex: e1234567). You will be able to change your password once you have logged in to eCampus.
- If you have any technical difficulties, you may go to [http://ecampus.dcccd.edu](http://ecampus.dcccd.edu). You will find a link and phone number for technical support.

The withdraw date for this class is **February 28th, 2014**.

Academic Dishonesty:
Students that caught plagiarizing an assignment will be subject to an “F” in the course and possible expulsion from the college.

*Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at [https://www1.dcccd.edu/catalog/ss/code.cfm](https://www1.dcccd.edu/catalog/ss/code.cfm).*

Institution Policies: Please visit [http://www.mountainviewcollege.edu/Academics/Documents/Institutional%20Policies.pdf](http://www.mountainviewcollege.edu/Academics/Documents/Institutional%20Policies.pdf) for a complete list of institutional policies (Stop Before You Drop; Withdrawal Policy; Repeating a Course; Financial Aid; Academic Dishonesty; Americans with Disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan.)
<table>
<thead>
<tr>
<th>Week</th>
<th>Assignments/ Readings</th>
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| Week 1-Day 1 | - Instructor Introductions  
|            | - Syllabus Overview  
|            | - Student Introductions  
|            | - Discuss/Review Resources on Campus  |
|            | **Readings:** None  
|            | **Assignments:** Scavenger Hunt  |
| Week 1- Day 2 | - AIMSA  
|            | - Motivation, Attitude  
|            | - Building Dreams / Setting Goals  
|            | - “Ideal Student”  
|            | - Chapter 1 & 2 Vocabulary  |
|            | **Readings:** Pages 34-43  
|            | **Assignments:** IDEAL Student Exercise 2.3  |
| Week 2- Day 1 | - **Chapter 1 & 2 Vocabulary Quiz**  
|            | - Choosing a College Major/Career  
|            | - What are your Job Preferences Exercise 11.1  
|            | - Speaker- Career Series  |
|            | **Readings:** Pages 301-316  
|            | **Assignments:** Goal Statement  |
| Week 2- Day 2 | - Learning Styles & Studying  
|            | - MISA Exercise 3.2  
|            | - VARK Exercise 3.3  
|            | - My Plan  |
|            | **Readings:** 53-77  
|            | **Assignments:** My Plan Assessment  |
| Week 3 Day 1 | Readings:  
|             | Pages 169-183  
|             | Assignments:  
|             | Engaging & Listening  

| Week 3 Day 2 | Readings:  
|             | Pages 191-194  
|             | Assignments:  
|             | Note Taking in Class  
|             | Video: Utilize Note-Taking  
|             | Application: Note taking style sticky  
|             | Chapter 3 & 7 Vocabulary  

| Week 4 Day 1 | Readings:  
|             | Pages 199-225  
|             | Assignments:  
|             | Vocabulary 3 & 7 Vocabulary Quiz  
|             | Reading/Writing/Presenting in College  
|             | Guest Speaker- Writing Center  

| Week 4 Day 2 | Readings:  
|             | Pages 116-133  
|             | Assignments:  
|             | Critical Thinking/Ethical Decision Making  

| Week 5 Day 1 | Readings:  
|             | Pages 231-262  
|             | Assignments:  
|             | Developing Memory, Taking Test  
|             | Subjective Memory Test Ex. 9.1  
|             | E-Learning vs. Classroom  

|             | Awareness Flower  

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<tr>
<th>Week 5 Day 2</th>
<th>Readings:</th>
<th>Assignments:</th>
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<tbody>
<tr>
<td>• Managing your Time; Energy; Money; FAFSA</td>
<td>Pages 81-109</td>
<td>Weekly Planner (due Week 6)</td>
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<td><strong>Note:</strong> Instructor reserves the right to amend this calendar.</td>
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<td><strong>Note:</strong> Any other assignments not listed will be announced by instructor during class time.</td>
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<th>Week 6 Day 1</th>
<th>Readings:</th>
<th>Assignments:</th>
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<tr>
<td>• Complete Managing Time etc, if needed</td>
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<tr>
<td>• How to manage stress maintaining a healthy Lifestyle</td>
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<td>• Nurse</td>
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<th>Week 6 Day 2</th>
<th>Readings:</th>
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<tr>
<td>• Building Relationships Valuing Diversity</td>
<td>Pages 267-294</td>
<td>Diversity Group Activity</td>
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<td>• Diversity Discussion</td>
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<th>Week 7 Day 1</th>
<th>Readings:</th>
<th>Assignments:</th>
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<tbody>
<tr>
<td>• Creating Your Future</td>
<td>Pages: 321-341</td>
<td>Resume Draft</td>
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<tr>
<th>Week 7 Day 2</th>
<th>Readings:</th>
<th>Assignments:</th>
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<tr>
<td>• Creating your Future Resume</td>
<td>None</td>
<td>Complete Resume</td>
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<th>Week 8 Day 1 &amp; 2</th>
<th>Wk. 15 Readings:</th>
<th>Assignments:</th>
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<tr>
<td>• Career Exploration Collaborative Project Final</td>
<td>None</td>
<td>Work with your group</td>
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