

The University of Montana  
**Learning Strategies for Higher Education**  
**Curriculum and Instruction 160**  
Spring, 2009

**Instructor:** Janet Zupan  
TRIO Student Support Services  
Emma B. Lommasson Center 177  
Missoula, MT 59812  
Phone: (406) 243-4210  
Email: janet.zupan@mso.umt.edu  
Web: www.umt.edu/trioss

Office hours: Tuesday 2:00-3:30 and Thursdays, 10:00-12:00, or by appointment. To make an appointment you can sign up on the scheduling board on the door of my office, or contact me by email or phone.

**Course Description:**

This course is designed to guide students in the development of skills needed to be successful in college. Because you are taking C&I 160, you are officially a member of TRIO Student Support Services: from now until you graduate, you are eligible to use all our services, including math tutoring, semester workshops, academic and supplemental advising, and various other programs that support and encourage your continued success in college. C&I 160 is designed so that you can directly apply new learning strategies to work in all of your current classes. Our sessions revolve around discussion, lecture, individual and group projects and activities. Topics include time management, learning styles, note taking, exam preparation, memory techniques, and methods for more effectively using syllabi and textbooks. We'll interact with other UM programs, as a way of helping you develop supportive campus networks. Finally, you'll have the opportunity to complete a focused project specific to your interests and study needs.

*If you attend class, give energy to assessing your strengths and challenges as a student, and work through class requirements, you'll walk away with good direction for living a more pleasant and effective student life, you'll have new friends, and you'll earn a good grade.*

**Required Textbook and Materials:**

Pauk, Walter and Ross J. Q. Owens, *How to Study in College*, 9<sup>th</sup> Edition, 2008.

FAC pack (available with textbooks at UM bookstore).

Calendar: Bear Facts recommended (available in the UM bookstore).

Become familiar with 2008/2009 University of Montana Catalog online

Cornell notepaper—also called Law Margin paper (available in the UM bookstore)

Highlighter (provided in class)

- ✓ *Bring your syllabus, FAC, Making Tracks assignment, and calendar to each class meeting*

**Grading:** Traditional A to F grading, with +/- scale.

# C&I 160

## COURSE SCHEDULE

Week	Topic	Reading for class	Assignments/Materials <i>✓ Bring Syllabus, FAC, Making Tracks and Bear Facts planner to each class session.</i>
<b>Jan. 26</b>	Course Introduction Syllabus/Bricks and Mortar		
<b>28</b>	TRiO Apps/Learning Styles		
<b>Feb. 2</b>	Making Tracks/ Focus Projects Explained		<i>Select your Focus Project</i>
<b>4</b>	Time Management—Semester	Chapter 2	<i>Bring syllabi from all classes</i>
<b>9</b>	<i>State of the Union I</i>		<i>Focus Project Folders distributed</i>
<b>11</b>	Preparing for a test/Projects		<b>Master Term Schedule Assignment Due</b>
<b>16</b>	No Classes		Washington-Lincoln Day
<b>18</b>	Sample Writing		<i>Bring your favorite pen</i>
<b>23</b>	Time Management—Weekly and Daily	Chapter 3	
<b>25</b>	Writing Center/Assessment Session		<i>Writing Sample Scores distributed/ Follow-up instructions provided</i>
<b>Mar 2</b>	<b>Exam 1</b>		
<b>4</b>	Scan a Text	Chapter 10	Bring a text from <u>another</u> class
<b>9</b>	Reading—Q System		
<b>11</b>	Note taking	Chapter 11	
<b>16</b>	Note taking—Cornell System		
<b>18</b>	Focus Project Planning Session		<i>Bring your up-to-date focus project folder.</i>
<b>23</b>	<b>Exam 2</b>		<b>Q system or Cornell Assignment Due</b>
<b>25</b>	Career Services/Internship Services	Meet in Lommassan 154	
<b>30</b>	Spring Break		
<b>April 1</b>	Spring Break		
<b>6</b>	Academic Planning		<i>Bring a copy of your unofficial transcript and Cyberbear Spring 09 course list</i>
<b>8</b>	Test Taking—Development	Chapters 4 and 12	<i>See April 13 note</i>
<b>13</b>	Test Taking—Group Instruction		<i>You must attend both classes (today and April 8) to earn points for this activity</i>
<b>15</b>	Memory	Chapter 9	<b>Last day to turn in extra credit assignments</b>
<b>20</b>	<b>Exam 3</b>		
<b>22</b>	Focus Presentation Day		<b>Focus Project folders due</b> <i>(unless you present on April 29)</i>
<b>27</b>	Conference Sessions		
<b>29</b>	Focus Presentation Day		<b>Last Day to turn in Writing Sample follow-up</b>
<b>May 4</b>	Final Exam Preparation		
<b>6</b>	State of the Union II		<b>Making Tracks Assignment Due</b>
<b>FINAL: Wednesday, May 13, 10:10-11:00</b>			

*C&I 160, Section 3 (M,W—10:10-11:00)*

# C&I 160

## COURSE SCHEDULE

Week	Topic	Reading for class	Assignments/Materials <i>✓ Bring Syllabus, FAC, Making Tracks and Bear Facts planner to each class session.</i>
<b>Jan. 26</b>	Course Introduction Syllabus/Bricks and Mortar		
<b>28</b>	TRiO Apps/Learning Styles		
<b>Feb. 2</b>	Making Tracks/ Focus Projects Explained		<i>Select your Focus Project</i>
<b>4</b>	Time Management—Semester	Chapter 2	<i>Bring syllabi from all classes</i>
<b>9</b>	<i>State of the Union I</i>		<i>Focus Project Folders distributed</i>
<b>11</b>	Preparing for a test/Projects		<b>Master Term Schedule Assignment Due</b>
<b>16</b>	No Classes		Washington-Lincoln Day
<b>18</b>	Sample Writing		<i>Bring your favorite pen</i>
<b>23</b>	Time Management—Weekly and Daily	Chapter 3	
<b>25</b>	Writing Center/Assessment Session		<i>Writing Sample Scores distributed/ Follow-up instructions provided</i>
<b>Mar 2</b>	<b>Exam 1</b>		
<b>4</b>	Scan a Text	Chapter 10	Bring a text from <u>another</u> class
<b>9</b>	Reading—Q System		
<b>11</b>	Note taking	Chapter 11	
<b>16</b>	Note taking—Cornell System		
<b>18</b>	Focus Project Planning Session		<i>Bring your up-to-date focus project folder.</i>
<b>23</b>	<b>Exam 2</b>		<b>Q system or Cornell Assignment Due</b>
<b>25</b>	Career Services/Internship Services	Meet in Lommassan 154	
<b>30</b>	Spring Break		
<b>April 1</b>	Spring Break		
<b>6</b>	Academic Planning		<i>Bring a copy of your unofficial transcript and Cyberbear Spring 09 course list</i>
<b>8</b>	Test Taking—Development	Chapters 4 and 12	<i>See April 13 note</i>
<b>13</b>	Test Taking—Group Instruction		<i>You must attend both classes (today and April 8) to earn points for this activity</i>
<b>15</b>	Memory	Chapter 9	<b>Last day to turn in extra credit assignments</b>
<b>20</b>	<b>Exam 3</b>		
<b>22</b>	Focus Presentation Day		<b>Focus Project folders due</b> <i>(unless you present on April 29)</i>
<b>27</b>	Conference Sessions		
<b>29</b>	Focus Presentation Day		<b>Last Day to turn in Writing Sample follow-up</b>
<b>May 4</b>	Final Exam Preparation		
<b>6</b>	State of the Union II		<b>Making Tracks Assignment Due</b>
<b>FINAL: Thursday, May 14, 10:10-11:00</b>			

*C&I 160, Section 4 (M,W—11:10-12:00)*

## **Policies:**

1. Eligible students with disabilities will receive appropriate accommodations when requested. Please provide a letter from your DSS Coordinator. Early notification is the best assurance that accommodations can be provided in a timely way.  
*Extended test time requires 48 hours advance notice.*
2. Electronic devices are prohibited in this class. Cell phones and pagers must be turned completely off. I-Pods or Blackberrys are not allowed during the class hour. Texting is prohibited at any time during class.
3. Late submissions are discouraged. A standard policy of subtracting 10% per weekday past the due date will be applied. You should make immediate contact with me, along with all your professors and instructors, whenever problems or difficulties arise.
4. **Regular attendance is essential to earning a good grade in this class.** Your grade is based upon the points you earn during the semester. If you miss an in-class activity, you cannot make it up. If you miss a scheduled exam, you have the opportunity to make it up within 24 hours, but for half points.
5. A passing grade of C- or above is required for continued participation in the TRIO Student Support Services program. If you receive a grade below C- in this class, you are invited to retake the course if you wish to continue with our program and use our services.
6. All course activities are governed by the Student Conduct Code, which embodies the ideals of academic honesty, integrity, human rights, and responsible citizenship. All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code. The Code is available for review online  
<http://www.umt.edu/SA/VPSA/index.cfm/page/1321>.
7. University policy now requires that all correspondence between faculty and students be conducted using official UM email addresses only.