

MIDSTATE COLLEGE
411 W. Northmoor Rd. Peoria, Il. 61614
(309) 692 - 4092 / (800) 251- 4299
Summer 2019

HUM 110 Human Potential

Credit Hours: 4 quarter hours

Method of Delivery: eLearning only

Course description:

The purpose of this course is to provide an opportunity for students to learn and adopt methods to be successful both academically and personally. The course promotes interpersonal skills, global awareness, self-awareness, self-discipline, and self-motivation. Students participate in several projects that aid in behavior modification to develop self-confidence and self-esteem.

Text: Becoming a Master Student, 16th edition

ISBN: 9781337097109

Author: Dave Ellis

Publisher: Houghton Mifflin

Topics: Self-esteem, time management, money management, learning styles, risk-taking, communication, reading, memory techniques, note taking, test anxiety and test strategies, values, and library resources.

Materials needed for this course: Midstate College minimum system requirements to participate in eLearning.

Learning Objectives: Upon completion of this course, the student will be able to:

1. Discuss how he/she is responsible for his/her college experience.
2. Describe ways he/she can create a successful and satisfying college experience.
3. List and describe methods to:
 - improve ability to recall information.
 - read with improved retention.
 - prepare for and take exams.
 - take effective notes.
4. List several guidelines and execute effective plans in the areas of goal setting and time management.
5. Match resources that are available on campus that can assist students with issues related to academics, library resources, computer problems, and finances.
6. Describe and utilize an effective model of communication.
7. Interact in small groups reporting college problems, personal experiences, frustrations, and successes.

8. Communicate personal ideas about decisions regarding issues typically faced by college students such as personal relationships, stress management, health related practices, and budgeting money.
9. Demonstrate interpersonal skills by contributing productively in small groups by assuming accountability, modeling appropriate behaviors, recognizing strengths and weaknesses of other individuals, and demonstrating the importance of compromise.
10. Develop global awareness and appreciation of social and cultural diversity in the world by analyzing an issue from the perspective of another cultural tradition and demonstrating an understanding of and respect for cultural differences.

Academic Integrity: Academic integrity is a basic principle of the College's function. Midstate College students are expected to maintain a high level of academic honesty. Contrary actions may result in penalties such as failure of the assignment(s), a lesser grade on assignment(s), failure of the course and/or suspension from the College. The course instructor will review all submitted documents and supporting evidence in connection to the infraction. The course instructor will also review the student's personal file for other notifications of academic dishonesty before determining the level of action to be applied. The course instructor will complete the Academic Dishonesty Report form to document and describe the incident and actions taken, then kept on file. The student may appeal the decision to administration, whose decision will be final.

The following (**plagiarism, cheating, deception, sabotage, computer misuse and copyright infringement**) are included in the actions Midstate College considers behavior contrary to the academic integrity policy; however, the policy is not limited to these examples. Further discussion of consequences regarding academic dishonesty are addressed in the Student Handbook.

Plagiarism: Plagiarism is using another person's words, either by paraphrase or direct quotation, without giving credit to the author(s). Plagiarism can also consist of cutting and pasting material from electronic sources by submitting all or a portion of work for assignment credit. This includes papers, computer programs, music, sculptures, paintings, photographs, etc. authored by another person without explicitly citing the original source(s). These actions violate the trust and honesty expected in academic work. Plagiarism is strictly against the academic policy of Midstate College. Its seriousness requires a measured, forceful response which includes consequences for inappropriate and/or no citation.

In courses containing writing assignments, the College promotes the use of Turnitin which compares the student's writing against previously submitted papers, journals, periodicals, books, and web pages. Students and instructors can use this service to reduce the incidence of plagiarism. This electronic resource has been found to conform to legal requirements for fair use and student confidentiality. It is able to provide a report to the student indicating the parts of the assignment that match.

Student Success and Tutoring:

Contact Student Success: Room 110; (309) 692-4092, ext. 1100;
studentsuccess@midstate.edu;

The Office of Student Success offers help in the following areas:

- Tutoring: Tutoring is encouraged for students who are doing their best to complete assignments yet still are experiencing difficulty in this course. Tutoring may be provided by the instructor outside of scheduled class times or through the office of Student Success.
- Writing assignment assistance: This may include learning how to conduct research; using proofreading tools such as Turnitin; outlining a topic; and applying MLA/APA standards.
- Math, accounting, and computer skills (including file management).
- Test-taking techniques.
- Note-taking skills development.
- Study skills development.
- Time management.

Instructor Information:

Instructor's Name: Nancy A. Franklin

Midstate College Phone: (309) 692-4092 ext.1220

Midstate College Fax: (309)-692-3893

Instructor's email: nafranklin@midstate.edu

Office Hours: Weekly online office hours are not scheduled, but instructor will work with student's schedules to arrange online meetings when needed, at student's request.

Participation Requirements/Policies and Procedures (READ CAREFULLY):

1. Besides doing individual text readings, reflections, and assigned projects, each student will be involved with group questions/discussions that you will answer in the Discussion Forums. These are assigned through the weekly schedules.
2. Every week there will be many opportunities to log on with regards to turning in assignments, providing weekly feedback, engaging in group discussions, and reading any updated weekly assignments. **Always** review the weekly to-do list to get further details on projects and assignments.
3. All assignments are expected to be turned in on time (see my **Late Policy** below.) This is important with an eLearning course because it encourages group cohesiveness. For this class, the eLearning week is Monday, noon – Monday, 8:00AM. Therefore, all assignments given for a particular week will be due by 8:00AM the following Monday (unless specified). This does not mean you have to wait until day seven to turn in completed assignments. I encourage you to turn them in as completed. If there are problems, I expect to hear from you prior to the due date.
4. Group discussion points can only be earned during the week the discussion is posted. Students receive partial points for one original posting. Students

receive the remaining points for thoughtful feedback given to at least one other class member. Writing “ditto”, “I agree with you”, or “good points” will not count as “thoughtful feedback”. No make-ups allowed. Once the weekly folders are closed out so is the discussion.

Attendance Policy: eLearning students must login and participate at least once a week to be counted present for the week (participation is strongly recommended and essential for passing this course). You **must post** a gradable assignment each week to be counted as “Present” for the week.

Late Policy: All work must be submitted on time (by the assignment due date). Late work will not be accepted **unless** arrangements have been made with the instructor (arrangements must be made **prior to** the assignment due date). Approval for accepting late work is at the discretion of the instructor and will **only** be granted for extenuating circumstances. If late work is accepted, late penalties will apply at the discretion of the instructor.

Instructor’s Grading Scale: The following assignments and activities are outlined in a week-by-week format. All assignments (unless specified otherwise) are due by the date identified by the instructor and they need to be posted to the location specified by the faculty member in the syllabus. The following schedule indicates the days of the week to be followed in this module.

Day 1	Monday
Day 2	Tuesday
Day 3	Wednesday
Day 4	Thursday
Day 5	Friday
Day 6	Saturday
Day 7	Sunday

Midstate Grading scale (%):

90-100 A

80-89 B

70-79 C

60-69 D

0-59 F

Methods of evaluating student performance:

Human Potential Grade Sheet	
Week 1:	
Discovery Wheel #1 and Reflection	25 points
Week 2:	
Learning Styles Graph – Scavenger Hunt	30 points
Week 3:	
Journal Entry #13 and #14 (Test taking) & Critical Thinking	20 points
Values Reflection Essay	50 points
Week 4:	
Goals Project (3 pieces)	Dream Sheet = 30 points
	Short-term Goal = 30 points
	Long-term goal = 30 points
Week 5:	
Self-esteem Reflection	30 points
Power Processes Paper	100 points
Week 6:	
Midterm Reflection	25 points
Week 7:	
Stress Management Assignment	20 points
Monthly Household Budget	30 points
Week 8:	
Time Monitor/Time Plan Assignment	100 points
Journal Entries #10-#12 and Critical Thinking #17 (Study Skills)	40 points
Week 9:	
Journal Entries #17 & #18 & Critical Thinking #26	20 points
Risk-taking/Change Reflection	30 points
Week 10:	
Discovery Wheel #2 and Reflection	25 points

Week 11:	
Diversity Essay	50 points
Week 12:	
Final Reflection	25 points
Book Review	100 points
Group Discussions – Weeks 1- 11 (every week)	20 points each week = 220 points total
Weekly Summaries – Weeks 1-10 (every week)	20 points each week = 200 points total
TOTAL POINTS= 1230 POINTS	

**HUM 110 Human Potential
Spring 2019
Course Outline**

WEEK 1:

Topics

Evaluation of academic strengths and weaknesses
Exploring resources at Midstate College
Getting to know your classmates

Objective(s)

Course Objective 8: Communicate personal ideas about decisions regarding issues typically faced by college students such as personal relationships, stress management, health related practices, and budgeting money.

Course Objective 5: Match resources that are available on campus that can assist students with issues related to academics, library resources, computer problems, and finances.

Assignments

1. Read Chapter 1
2. Assignment - Discovery Wheel #1 and Skills Snapshot (25 points)
3. Download the Student Success Scavenger Hunt attachment and begin working to complete all questions. This assignment is due by the end of **week 2**.
4. Post in the Introductions Discussion Board (20 points).
5. Post in the Weekly Summary Discussion Board (20 points).

WEEK 2:

Topics

Learning Styles

Objective(s)

Course Objective 1: Discuss how he/she is responsible for his/her college experience.

Course Objective 2: Describe ways he/she can create a successful and satisfying college experience.

Assignments

1. Continue reading Chapter 1
2. Learning style assessment and Scavenger Hunt (30 points)
Pages 33 up to pg. 41 – see weekly folder for specific directions/lecture notes.
3. Post to the Week 2 Discussion Forum (20 points)
4. Post to the Weekly Summary Discussion Board (20 points)

WEEK 3:

Topics

Test-taking and Values

Objective(s)

Course Objective 1: Discuss how he/she is responsible for his/her college experience.

Course Objective 2: Describe ways he/she can create a successful and satisfying college experience.

- List and describe methods to:
- prepare for and take exams.

Assignments

1. Read Chapter 6
2. Assignment – Journal Entries & Critical Thinking (20 points)
Journal entry #13, page 206
Journal entry #14, page 208
Critical thinking #20, page 227
3. Values Reflection Essay (50 points)
4. Post to the Week 3 Discussion Board. (20 points)
5. Post to the Weekly Summary Discussion Board. (20 points)

WEEK 4:

Topics

Goal setting

Objective(s)

Course Objective 1: Discuss how he/she is responsible for his/her college experience.

Course Objective 2: Describe ways he/she can create a successful and satisfying college experience.

Course Objective 4: List several guidelines and execute effective plans in the areas of goal setting and time management.

Assignments

1. Read Chapter 7
2. Goals Project (90 points total)
4. Post to the Week 4 Discussion Board. (20 points)
5. Post to the Weekly Summary Discussion Board. (20 points)
6. Your book choice is due for your book review. **Please email the instructor** so she can approve your choice if you have not already done so.

WEEK 5:

Topics

Self-esteem

Objective(s)

Course Objective 1: Discuss how he/she is responsible for his/her college experience.

Course Objective 2: Describe ways he/she can create a successful and satisfying college experience.

Course Objective 7: Interact in small groups reporting college problems, personal experiences, frustrations, and successes.

Assignments

1. Read the Power Process excerpts: Refer to "Power Process" in the Table of Contents in your textbook and note the various Power Process readings from each chapter. (They are the very first excerpt from each chapter and are usually one page in length.) Read and familiarize yourself with each of the 12 processes.
2. Power Process paper (100 points)
3. Self-esteem Reflection Sheet (30 points)

4. Post to the Week 5 Discussion Board. (20 points)
5. Post to the Weekly Summary Discussion Board. (20 points)

WEEK 6:

Topics

Time management

Objective(s)

Course Objective 4: List several guidelines and execute effective plans in the areas of goal setting and time management.

Course Objective 5: Match resources that are available on campus that can assist students with issues related to academics, library resources, computer problems, and finances.

Assignments

1. Read Chapter 2.
2. Begin the Time Monitor/Time Plan assignment on pages 66-68 (**Due Week 8**)
3. Midterm reflection (25 points)
4. Post to the Week 6 Discussion Board. (20 points)
5. Post to the Weekly Summary Discussion Board. (20 points)
6. Keep reading book for book report.

WEEK 7:

Topics

Health

Stress

Money management

Objective(s)

Course Objective 4: List several guidelines and execute effective plans in the areas of goal setting and time management.

Course Objective 5: Match resources that are available on campus that can assist students with issues related to academics, library resources, computer problems, and finances.

Course Objective 7: Interact in small groups reporting college problems, personal experiences, frustrations, and successes.

Assignments

1. Read Chapter 3 and Chapter 9
2. Complete Stress Management Assignment (20 points)
3. Complete Monthly household budget (30 points)
4. Post to the Week 7 Discussion Board. (20 points)
5. Post to the Weekly Summary Discussion Board. (20 points)

WEEK 8:

Topics

Reading, memory, and notes

Objective(s)

Course Objective 3: List and describe methods to:

- improve ability to recall information.
- read with improved retention.
- prepare for and take exams.
- take effective notes.

Course Objective 4. List several guidelines and execute effective plans in the areas of goal setting and time management.

Assignments

1. Read Chapter 4 and Chapter 5
2. Complete Journal Entries #10, #11, & #12, and Critical Thinking #17 (40 points)
3. Submit Time Monitor/Time Plan Assignment (begun in Week 6) (100 points)
4. View Amy Cuddy's TED Talk "Your body language may shape who you are"
5. Post to the Week 8 Discussion Board. (20 points)
6. Post to the Weekly Summary Discussion Board. (20 points)

Keep working on book reports. If you have any questions, please let me know at this time.

WEEK 9

Topics

Risk-taking

Assertive communication

Objectives

Course Objective 6: Describe and utilize an effective model of communication.

Course Objective 7: Interact in small groups reporting college problems, personal experiences, frustrations, and successes.

Assignments

1. Read Chapter 8
2. Complete Journal Entries #17 & #18 and Critical Thinking #26 (20 points)
3. Complete Risk-taking reflection (30 points)
4. Post to the Week 9 Discussion Board. (20 points)
5. Post to the Weekly Summary Discussion Board. (20 points)

WEEK 10:

Topics

Comparing discovery wheels

Objective(s)

Course Objective 8: Communicate personal ideas about decisions regarding issues typically faced by college students such as personal relationships, stress management, health related practices, and budgeting money.

Course Objective 9: Demonstrate interpersonal skills by contributing productively in small groups by assuming accountability, modeling appropriate behaviors, recognizing strengths and weaknesses of other individuals, and demonstrating the importance of compromise.

Assignments

1. Read Chapter 10
2. Complete Discovery wheel #2 and reflection (25 points)
3. Post to the Week 10 Discussion Board. (20 points)
4. Post to the Weekly Summary Discussion Board. (20 points)

Book reviews are due in two weeks!

Please complete the eLearning instructor evaluation. Students will receive the link this week through their Midstate email.

WEEK 11:

Topics

Diversity

Objective(s)

Course Objective 10: Develop global awareness and appreciation of social and cultural diversity in the world by analyzing an issue from the perspective of another cultural tradition and demonstrating an understanding of and respect for cultural differences.

Assignments

1. Read pages 295-296 (Diversity is real – and valuable) and pages 378-379 (Join a diverse workplace)
2. Complete and submit Diversity Essay assignment (50 points)
3. View Emily Esfahani Smith's TedTalk "There's more to life than being happy"
4. Post to the Week 11 Discussion Board. (20 points)

WEEK 12:

Topics

Values

Objective(s)

Course objective 8: Communicate personal ideas about decisions regarding issues typically faced by college students such as personal relationships, stress management, health related practices, and budgeting money.

Course objective 9. Demonstrate interpersonal skills by contributing productively in small groups by assuming accountability, modeling appropriate behaviors, recognizing strengths and weaknesses of other individuals, and demonstrating the importance of compromise.

Assignments

1. Final reflection (25 points)
2. Book Review (100 points)