

# SYLLABUS

## TROY 1101: University Orientation

### SPRING 2008

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**Time:**  
**Place:** Bibb Graves 115

**Instructor:**  
**Office:**  
**Extension:**

**TEXT:** *Managing Your College Experience, 10th Edition*  
**Supplements:** *Troy University Undergraduate Catalog 2007-2008*  
*The Oracle 2007-2008*

**2007-08 First-Year Reading Initiative Selection:** *The Road* by Cormac McCarthy

**COURSE OBJECTIVES:**

1. To develop your awareness of information in the *University Catalog* and the *Oracle*
2. To develop your knowledge of University policies and procedures, rules and regulations, and standards of conduct
3. To acquaint you with campus resources, including the library and learning centers
4. To familiarize you with the overall structure and operation of the University
5. To provide you strategies for succeeding in college

**ENGAGEMENT PASSPORT:**

To encourage you to explore the University beyond the classroom throughout the semester you must attend a minimum of five campus activities related to **health and wellness**. Document each activity in your passport with a stamp, brief description, and the date next to each stamp.

**COURSE REQUIREMENTS:**

1. Attending classes regularly
2. Purchasing the textbook
3. Studying the textbook and supplemental texts
4. Actively participating in class discussions and small-group activities
5. Completing all assignments
6. Taking tests and quizzes
7. Attending a discussion session on *The Road*
8. **COMPLETING AND HANDING IN THE FINAL EXAMINATION IN THE TEXTBOOK.** (A photocopy of the examination from the textbook will not be accepted.)

**GRADE COMPUTATION:**

Class participation/assignments/quizzes. . . . .	20%
Mid-term Examination . . . . .	30%
Engagement Passport. . . . .	10%
Final Examination (in textbook) . . . . .	40%

**OR required textbook final examination (25%); instructor's final examination (15%)**

**FINAL EXAMINATION DATE:** THE LAST DAY OF CLASS.

**ABSENCES:**

The following is the official policy of Troy University as written in the *Undergraduate Catalog*: "Students receiving financial aid benefits are required to attend classes according to the regulations for financial aid benefits in addition to those regulations required for the course. See the *Oracle*, Troy University's Student Handbook, for more details on student attendance (available on line)."

Your attendance and participation in class are essential for a complete learning experience. The type of learning that takes place between you, your instructor, and your classmates cannot be acquired on an individual basis. This class meets only one day per week, and much information must be covered to help you maximize your potential for success at TROY and in life after the University. **THEREFORE, IF YOU MISS MORE THAN TWO CLASSES—EXCUSED OR UNEXCUSED—YOU WILL RECEIVE A FAILING GRADE FOR THE COURSE.**

**INCOMPLETE WORK:** A student who has not prepared the entire class assignment for a given day will receive a grade of zero for class work on that day.

**LATE WORK:** Only those students who have been excused from class may hand in work late, and they must hand in all assigned work within one week from the last day of the excused absence.

**CHEATING:** The minimum action in any instance of cheating in this course is a failing grade for the course. Other disciplinary action (up to and including expulsion from the University) may also be taken. (See “Standards of Conduct” in the *Oracle*.)

**FINAL EXAMINATION:** As explained in the *Oracle*, the University allows students to reschedule their final examination dates in only three cases: 1) fulfilling a military obligation, 2) representing the University, 3) having three examinations on the same day. In such cases, “Students must receive the written permission of the department chair, dean, AND the provost.”

**AMERICANS WITH DISABILITIES ACT:** Any student whose disabilities fall within ADA must inform the instructor at the beginning of the term of any special needs or equipment necessary to accomplish the requirements for this course.

**ADDITIONAL SERVICES:** Students who have or may be dealing with a disability or learning difficulty should speak with the instructor, contact the Office of Adaptive Needs Program (Adams Center 215), or call 670-3320/3221. Various accommodations are available through the Adaptive Needs Program.

**TRANSFER STUDENTS:** Transfer students who have taken an orientation course at another college are not required to take this course.

**THIS SYLLABUS IS TENTATIVE AND SUBJECT TO CHANGE.** The instructor may make changes if deemed necessary. Changes will be announced in class.

**Syllabus**  
**Monday Class**  
**TROY 1101 – University Orientation**  
**Spring Semester 2008**

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Jan. 14	Introduction to the Course
Jan. 21	<b>Martin Luther King, Jr. Day</b>
Jan. 28	Chapter 4: Becoming Familiar with Library Resources of Troy University <b>LIBRARY ORIENTATION</b> (Please meet in the Library Instruction Room on the 2 <sup>nd</sup> floor in Wallace Hall)
Feb. 4	Chapter 1: Getting to Know Troy University
Feb. 11	Campus Tour (or activity of instructor's choice)
Feb. 18	Chapter 2: Meeting Academic Requirements
Feb. 25	Chapter 3: Values, Goals, Time, and Stress: Managing Yourself (VIDEO Available)
Mar. 3	<b>Mid-term Examination</b>
Mar. 10	<b>Spring Break</b>
Mar. 17	Chapter 5: Improving Your Academic Skills through Instructional Support Services Diversity Issues
Mar. 24	Chapter 6: Using Counseling and Related Services Stress Management Health Issues
Mar. 31	Chapter 7: Planning Your Career
Apr. 7	Chapter 8: Accepting Responsibility
Apr. 14	Chapter 9: Becoming Involved in Campus Activities
Apr. 21	Chapter 11: Managing Your Financial Resources (VIDEO Available) Chapter 10: Writing the Winning Essay
Apr. 28	<b>Final Examination</b>

**Note:** The following topics will also be covered in this class:

- **Severe Weather Emergency Procedures:** *The Oracle 2007-2008*
- **Sexual Harassment Policy:** *The Oracle 2007-2008; Undergraduate Catalog 2007-2008*
- **How to Request a Transcript:** *Managing Your College Experience, 10th Ed.*

# Syllabus

## Tuesday Class

### TROY 1101 – University Orientation

### Spring Semester 2008

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Jan. 15	Introduction to the Course
Jan. 22	Chapter 1: Getting to Know Troy University
Jan. 29	Chapter 4: Becoming Familiar with Library Resources of Troy University
	<b>LIBRARY ORIENTATION</b> (Please meet in the Library Instruction Room on the 2 <sup>nd</sup> floor in Wallace Hall)
Feb. 5	Campus Tour (or activity of instructor's choice)
Feb. 12	Chapter 2: Meeting Academic Requirements
Feb. 19	Chapter 3: Values, Goals, Time, and Stress: Managing Yourself (VIDEO Available)
Feb. 26	Chapter 5: Improving Your Academic Skills through Instructional Support Services
	Diversity Issues
Mar. 4	<b>Mid-term Examination</b>
Mar. 11	<b>Spring Break</b>
Mar. 18	Chapter 6: Using Counseling and Related Services
	Stress Management
	Health Issues
Mar. 25	Chapter 7: Planning Your Career
Apr. 1	Chapter 8: Accepting Responsibility
Apr. 8	Chapter 9: Becoming Involved in Campus Activities
Apr. 15	Chapter 10: Writing the Winning Essay
Apr. 22	Chapter 11: Managing Your Financial Resources (VIDEO Available)
Apr. 29	<b>Final Examination</b>

**Note:** The following topics will also be covered in this class:

- **Severe Weather Emergency Procedures:** *The Oracle 2007-2008*
- **Sexual Harassment Policy:** *The Oracle 2007-2008; Undergraduate Catalog 2007-2008*
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**Syllabus**  
**Wednesday Class**  
**TROY 1101 – University Orientation**  
**Spring Semester 2008**

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Jan. 9	Introduction to the Course
Jan. 16	Chapter 1: Getting to Know Troy University
Jan. 23	Campus Tour (or activity of instructor's choice)
Jan. 30	Chapter 4: Becoming Familiar with Library Resources of Troy University <b>LIBRARY ORIENTATION</b> (Please meet in the Library Instruction Room on the 2 <sup>nd</sup> floor in Wallace Hall)
Feb. 6	Chapter 2: Meeting Academic Requirements
Feb. 13	Chapter 3: Values, Goals, Time, and Stress: Managing Yourself (Video Available)
Feb. 20	Chapter 5: Improving Your Academic Skills through Instructional Support Services Diversity Issues
Feb. 27	<b>Mid-term Examination</b>
Mar. 5	Chapter 6: Using Counseling and Related Services Stress Management Health Issues
Mar. 12	<b>Spring Break</b>
Mar. 19	Chapter 7: Planning Your Career
Mar. 26	Chapter 8: Accepting Responsibility
Apr. 2	Chapter 9: Becoming Involved in Campus Activities
Apr. 9	Chapter 10: Writing the Winning Essay
Apr. 16	Chapter 11: Managing Your Financial Resources (VIDEO Available)
Apr. 23	<b>Final Examination</b>

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**Syllabus**  
**Thursday Class**  
**TROY 1101 – University Orientation**

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## Spring Semester 2008

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Jan. 10	Introduction to the Course
Jan. 17	Chapter 1: Getting to Know Troy University
Jan. 24	Campus Tour (or activity of instructor's choice)
Jan. 31	Chapter 4: Becoming Familiar with the Library Resources of Troy University <b>LIBRARY ORIENTATION</b> (Please meet in the Library Instruction Room on the 2 <sup>nd</sup> floor in Wallace Hall)
Feb. 7	Chapter 2: Meeting Academic Requirements
Feb. 14	Chapter 3: Values, Goals, Time, and Stress: Managing Yourself (VIDEO Available)
Feb. 21	Chapter 5: Improving Your Academic Skills through Instructional Support Services Diversity Issues
Feb. 28	<b>Mid-term Examination</b>
Mar. 6	Chapter 6: Using Counseling and Related Services Stress Management Health Issues
Mar. 13	<b>Spring Break</b>
Mar. 20	Chapter 7: Planning Your Career
Mar. 27	Chapter 8: Accepting Responsibility
Apr. 3	Chapter 9: Becoming Involved in Campus Activities
Apr. 10	Chapter 10: Writing the Winning Essay
Apr. 17	Chapter 11: Managing Your Financial Resources (VIDEO Available)
Apr. 24	<b>Final Examination</b>

**Note:** The following topics will also be covered in this class:

- **Severe Weather Emergency Procedures:** *The Oracle 2007-2008*
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