

(CLAS:1600:0EXW) **LIFE DESIGN - Important Course Information**

(Fall Semester 2018 - 1 semester hour)

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Academic Course Home: College of Liberal Arts and Sciences
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Course Objectives:

Students often view college as a means to an end: earn a degree to get a job. But shouldn't it be more? The class will examine how interests and talents can be paired up to achieve a fulfilling life. Questions addressed will include:

- How can you identify what you're good at?
- How can you build a life of purpose and meaning?
- How do personal, social, and cultural constraints keep people from finding their passions?
- How can you cultivate mentors?
- What is the relationship between ambition, drive, and success?
- How do parents, peers, and personal temperament shape an individual's development?
- What major might be the best fit, and how can University resources help your academic and personal success?

Students will be required to complete a portfolio of reflective exercises, activities, and journal assignments.

Course Structure:

This section (EXW) is offered over the World Wide Web as an online offering. Students will access course content via the ICON course site and are responsible for all materials in the site. Class activities are organized into eight units, each covering a two-week period. (For a detailed explanation of the course work requirements, see “[Schedule of Assignments](#)” and “[Assignment Checklist](#).”)

Within each two-week period, students will be expected to complete the following:

- Review lesson instructions for the period in [Schedule of Assignments](#).
- Complete assigned readings, video/audio recordings and exercises for the period.
- Complete written assignments for the period, drawing on experience from the readings, media and exercises when composing one’s response.
- **Submit written assignments to the course instructor via the ICON “Dropbox”.** Assignments are due **no later** than 4:30 P.M. on the dates specified. (See “[Assignment Checklist](#)”)

Required Textbook

None (see “Schedule of Assignments” for a list of recommended books)

Grading Criteria:

Journal assignments (9)	27 pts. (3 pts. ea)
Questions (8)	16 pts. (2 pts. ea)
Assignments (3)	9 pts. (3 pts. ea)
<u>“From Here to There” Paper (1)</u>	<u>25 pts.</u>
Total:	77 points

Grading Scale:

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

Pluses and minuses will be applied to grades.

Assignment Format:

- All assignments are to be typed, single-spaced and submitted via the ICON Dropbox. Microsoft Word (.doc or .docx) is the preferred assignment file format.
- File names should include student’s first name, last name and assignment number (e.g. *john_smith_journal_1.docx*); avoid any special characters in file name such as " * / : < > ? \ | ' & #

Course Policies:

Due Dates & Missed Deadlines:

All assignments and projects are:

- Due no later than **4:30 P.M.** on the dates indicated in the **“Assignment Checklist.”**

The Dropbox folders will close after the due date/time.

Absent instructor’s approval, late assignments **will not** be accepted and the student will receive zero point for that assignment.

Attendance:

For this online course, students will establish attendance (or participation) by submitting course work as specified in the **Schedule of Assignments**. Attendance status will be reported to the Registrar’s Office accordingly.

Collaboration:

The essays and assignments you create for this course must be the result of your own effort to master the skills being discussed. Students are not allowed to turn in work co-written with others; papers showing strong similarities and/or duplication will be considered the result of academic dishonesty and will be failed (the students involved will also be reported to the College). If you have questions about this policy, it is your responsibility to contact your instructor.

Technology for the Course

Media/System Requirements:

- **System requirements.** Computer with Internet access, preferably broadband wired connections. Although wireless will work it can have delay problems when playing media files or when attending virtual meetings.
- **Web Browser.** For Windows systems, we recommend Mozilla Firefox or Google Chrome for optimum results.
- The latest version of **Adobe Reader** must be installed in your computer in order to access course materials posted as PDFs. For a **free download** of this application, visit the Continuing Education **[Internet Connection Test/Download Page](#)**.
- **Microsoft Word** ([Campus License](#)) or compatible word processing programs.
- **Need Technical Support?** Contact the ITS Helpdesk at 319-384-4357 or its-helpdesk@uiowa.edu

Adobe Connect:

Virtual office hours will be available via Adobe Connect for distance students. Adobe Connect is an online virtual classroom / meeting application, and requires the latest Flash player be installed on your machine as well as a working headphone with microphone. A web cam is optional.

Email:

Email is the official method of communication for this course. Students can expect to receive weekly communications from the instructor (via email) introducing assigned course work and the topics to be presented on the pre-recorded demonstrations. Students are responsible for all emails received at their University email address.

Administrative Home

The College of Liberal Arts and Sciences (CLAS) is the administrative home of this course and governs its add/drop deadlines, the second-grade-only option, and other policies. These policies vary by college (<https://clas.uiowa.edu/students/handbook>).

Electronic Communication

Students are responsible for official correspondences sent to their UI email address (uiowa.edu) and must use this address for all communication within UI ([Operations Manual, III.15.2](#)).

Accommodations for Disabilities

UI is committed to an educational experience that is accessible to all students. A student may request academic accommodations for a disability (such as mental health, attention, learning, vision, and physical or health-related condition) by registering with Student Disability Services (SDS). The student should then discuss accommodations with the course instructor (<https://sds.studentlife.uiowa.edu/>).

Nondiscrimination in the Classroom

UI is committed to making the classroom a respectful and inclusive space for all people irrespective of their gender, sexual, racial, religious or other identities. Toward this goal, students are invited to optionally share their preferred names and pronouns with their instructors and classmates. The University of Iowa prohibits discrimination and harassment against individuals on the basis of race, class, gender, sexual orientation, national origin, and other identity categories set forth in the University's Human Rights policy. For more information, contact the Office of Equal Opportunity and Diversity at diversity@uiowa.edu or diversity.uiowa.edu.

Academic Integrity

All undergraduates enrolled in courses offered by CLAS have, in essence, agreed to the College's [Code of Academic Honesty](#). Misconduct is reported to the College, resulting in suspension or other sanctions, with sanctions communicated with the student through the UI email address.

CLAS Final Examination Policies

The final exam schedule for each semester is announced around the fifth week of classes; students are responsible for knowing the date, time, and place of a final exam. Students should not make travel plans until knowing this final exam information. No exams of any kind are allowed the week before finals. (<https://clas.uiowa.edu/faculty/teaching-policies-resources-examination-policies>.)

Making a Complaint

Students with a complaint should first visit with the instructor or course supervisor and then with the departmental executive officer (DEO), also known as the Chair. Students may then bring the concern to CLAS (<https://clas.uiowa.edu/students/handbook/student-rights-responsibilities>).

Understanding Sexual Harassment

Sexual harassment subverts the mission of the University and threatens the well-being of students, faculty, and staff. All members of the UI community must uphold the UI mission and contribute to a safe environment that enhances learning. Incidents of sexual harassment must be reported immediately. For assistance, definitions, and the full University policy, see <https://osmrc.uiowa.edu/>.