

**University of Arkansas – Fort Smith
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General Syllabus

MGMT 12041 Planning for Success

Credit Hours: 1

Lecture Hours: 1

Laboratory Hours: 0

Effective Catalog: 2018-2019

I. Course Information

A. Catalog Description

Designed to increase the likelihood that students' first and future semesters in college are successful, both academically and socially. Topics addressed include learning styles, study and test-taking skills, time management, group interaction, personal finance, advising, and library resources. The course will be taught by faculty in the College of Business.

II. Student Learning Outcomes

A. Subject Matter

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

1. Navigate campus resources including career and student services as well as financial aid.
2. Demonstrate time management skills.
3. Set appropriate academic and professional goals.
4. Identify personal learning style and understand how it may affect interaction with course materials and instructors.
5. Demonstrate the use of essential study strategies such as textbook reading and note taking.
6. Understand the requirements of chosen degree plan, sequencing of courses, responsibility in advising process, and the role of faculty advisor.
7. Demonstrate knowledge of University and college policies and procedures found in the academic catalog and advising guide.
8. Develop an appropriate conduct of communication with which to engage effectively with advisors, instructors, and peers.

B. University Learning Outcomes

This course enhances student abilities in the following areas:

Analytical Skills

Critical Thinking Skills - Students will complete reflective assessments to identify their personal learning style and develop complementary study strategies.

Communication Skills (written and oral)

Students will use professional written communication in completing assignments during the semester.

Ethical Decision Making

Students will reflect on the University and College of Business Code of Conduct and ethical issues.

III. Major Course Topics

- A. Learning Styles
- B. Effective Study Strategies
- C. Campus Resources and Financial Aid
- D. Time Management
- E. Goal Setting
- F. Business Careers
- G. Ethics and Cheating
- H. Advising