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Submissions Course Outline Editor

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Non-Credit

NCBS 402 BOOTS TO BOOKS - (COLLEGE SUCCESS AND ORIENTATION FOR THE RETURNING U.S. VETERAN)

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NCBS 402

BOOTS TO BOOKS - (COLLEGE SUCCESS AND ORIENTATION FOR THE RETURNING U.S. VETERAN)

Winter 2011

36 hours total

0 Units

Total Contact Hours: 24 (Total of All Lecture, Lecture/Lab, Lab, and TBA hours X 12)

Lecture Hours: 2

Lab Hours:

Lecture/Lab:

TBA Hours:

Homework
Hours: 1Note: If Lab hours are specified, the *item 10. Lab Content* field must be completed.

Repeatability -

Statement:

Unlimited Repeatability.

Criteria:

Repeatable

Status -

Course Status: Active

Grading:

No Credit

Degree Status: Non-Applicable

Credit Status:

Non-Credit

Degree or Certificate Requirement: Stand Alone Course

GE Status: Non-GE

Articulation Office Information -

C.I.D. Notation: N/A

Transferability: None

Validation:

Division Dean Information -

Seat Count: 50

Load Factor: .0760

FOAP Code: 143201

Instruction Office Information -

FSA Code:

Distance Learning: no

Stand Alone Designation: no

1. Description -

Bridge to college course intended for recent veterans of the U.S. Armed Forces. Emphasis on college success strategies, college support systems, career exploration, study skills, reading, writing and math preparation, and learning styles. Also includes health and wellness issues such as motivation, self-management, stress reduction, focus, depression, hyperactivity, test anxieties. Course activities include readings, group work, discussions, case studies, and interactive lectures.

None

None

None

2. Course Objectives -

Upon successful completion of the course, students will:

- A. demonstrate understanding of the group process in the classroom
- B. practice active listening skills, stay on task in the

classroom and in other life situations

- A. demonstrate the ability to use college academic and support services
- B. practice information competency
- C. create a goal statement
- D. use appropriate study skills and techniques
- E. describe their learning style
- F. discuss cases involving health and wellness issues facing returning veterans
- G. describe the next steps in their education and/or career pathways

3. Special Facilities and/or Equipment -

For homework/assignment completion, computers with word processing and Internet access.
For classroom activities - computer with projector

4. Course Content (Body of knowledge) -

A. Group Skills

- 1. The Group Process in the Classroom. Achieving group goals
- 2. The teacher as partner in the group(not the sage on the stage but the guide on the side)
- 3. Classroom protocol
- 4. Group conflict resolution and getting along

A. Classroom Skills

- 1. Being in the moment
- 2. Active Listening
- 3. Exercises to help focus
- 3. Attention Deficit Disorder, listening, focusing
- 4. Effects of Delayed Stress Disorder on listening and focusing
- 5. Case Studies

B. College Academic & Support Services

- 1. LRC & Media Center

2. PSME Study Center
3. Tutorial Center
4. Veterans Resource Center
5. Early Alert
6. Counseling and Health Services
7. Learning Communities
8. Interacting with your teachers/Office hours
9. Financial Aid/Scholarships

C. Information Competency

1. Librarian as the IC Expert
2. Citing Sources
3. Plagiarism, code of conduct
4. Computer use in college computer labs

D. Creating a Goal Statement

1. Interest Assessment
2. Aptitude Assessment
3. Goal Plan
 - a. Short term
 - b. Long term
4. Goal Action
5. Creating a SMART Goal statement

E. Study Skills

1. How to take notes
2. Preparing for tests
3. Remembering
4. Where to Study
5. Getting motivated
6. How to read a textbook
7. Time management

F. Learning

1. Learning Styles and why you want to know this
2. Learning deficits and how to work with them
3. Learning style inventories
4. Student learning styles vs. teacher teaching styles
5. Long term, short term and working memory
6. Test, math and other anxieties and how they affect learning

G. Health and Wellness

1. Staying healthy
2. Bad habits – diet, smoking, drinking, drugs
3. Getting enough sleep
4. Exercise and related activities
5. Socializing
6. Family issues

H. Next Steps

1. Where to we go from here
 1. An academic plan
 2. Meet with a counselor
 3. Beyond Foothill
 1. Transfer
 2. The job
 2. Continued support
 1. Use the services discussed
 2. Finding other supports

5. Repeatability - Moved to header area.

6. Methods of Evaluation -

- A. Daily attendance
- B. Punctuality
- C. Active participation in class assignments and activities
- D. Completion of Assessments
- E. Career Plan

7. Representative Text(s) -

None

8. Disciplines -

Counseling

9. Method of Instruction -

May include but not limited to lecture, discussion, case studies, oral presentations, demonstration, field trips,

10. Lab Content - No content

11. Honors Description - No longer used. Integrated into main description section.

12. Examples of Required Reading and Writing and Outside of Class Assignments -

1. Read a Case from the Case Studies in The Forgotten Veteran by Stephan Reay or a Case from Generations at Work: Managing the Clash of Veterans, Boomers, Xers, and Nexters in Your Workplace That resonate with you (texts are available from the instructor) and write a 3 paragraph summary to discuss in class.

1. Take the Keirseay-Bates Interest Inventory. Critically review the results and write a 3 paragraph summary explaining if you agree with the results or not and why.

2. You discover in the first 2 weeks of class that a particular class is going to be very difficult. Prepare to discuss in class all of the options you have to get through the class.

3. Use the Eureka Career Website (instructor will provide access information) and choose an Occupation that you are interested in. Write a summary of the future of the occupation, related occupations, potential pay and educational programs in CA that support the occupation.

13. Need/Justification -

The argument for veterans needing a college success plan and a justification for this course can best be expressed by a recent article from Dr. Stephan Jones. I have pasted the article and cited the author as follows. Note that many of the points in the article are part of this course:

<http://education.ning.com/profiles/blogs/military-veterans-need-a>

The Veteran's Administration is providing additional funding to encourage more veteran's to attend college. This is a great financial commitment but many veterans are intimidated by the thought of attending college. Most veterans fall into the adult learner category because most of them are over 24. Sitting in a class with much younger students can seem awkward. Some veterans have graduated from high school and they have right into the armed services. There was no time to think about college. One way that a veteran can prepare for college is by having a college success plan.

A college success plan is a set of activities that a veteran can use to improve their chances of graduating from college. Just the thought of submitting a college application can cause some veterans anxiety. It may not be fun to sit in classes where the students view you as an outsider. This is one reason why it is important to have a college success plan. Veterans need time to adjust to college life. They must work on their own perceptions that they are not ready to enroll in college. There is no need to be fearful about the amount of work that will be required for each veteran. Colleges have many resources such as advisors, tutors and counselors who can make the adjustment to college life a lot easier. You can call a local college to determine the different types of services that they offer.

One of the important things that a veteran can do is to work on study skills. This is one area where students of all ages have difficulty. Each veteran can benefit from learning how to study prior to starting first year classes. For example a good study habit is taking time to read all chapters before classes start. The chapters should be read several days before a class begins. It's important to get your mind ready to absorb the information you are studying. By studying early you eliminate the stress of needing more time to read your textbook. When you are listening to a lecture the important facts from your textbook will be familiar. If there is something that you don't understand don't be afraid to talk to your instructor.

Planning to manage your time is a vital element of a veteran's college success. Veterans who learn how to manage their time have much greater success. The management of your time will help you to set priorities for your week. Getting control of your time will enable you to do an accurate time management schedule. It is far better to plan your test preparation than to wait until the last second. If you have a plan to study several hours you can also put time in your schedule to enjoy yourself. You will experience less stress because you have a road map to meet all of your assignment deadlines.

Veterans should get ready for every test early. Students who have success on their tests know that starting test preparation early yields good results. Take time to clear up any missing information in your notes. Use 3 x 5 cards to memorize important facts. You can have a stack of cards for each class. Then set aside some time each day to memorize your 3 x 5 cards and important facts presented by the instructor. This is just one way to organize your study sessions. Recognize that you are in control of the amount of knowledge that you obtain each day.

Veterans need to spend time getting to know what the instructors require for each class. An important place to start is reading the syllabus. The syllabus is a guide to the important topics that your teacher is discussing. Compare notes with other students who are in your class. Creating time to form groups with other students is beneficial. Organizing a study group can be a very easy way to get to know people in your classes. During each session you can find out information that is missing from your notes.

It's important for each veteran to take time to identify which classes are interesting during the first semester of attending college classes. You can position yourself for success during your first semester just by dedicating yourself to learning and eliminating distractions. The fact that you have decided to go to college is a great accomplishment. More veterans need to take advantage of this opportunity. This country needs more veterans who will use their minds to improve the global competitiveness of this country. Dr Stephen Jones is an education expert, author and consult his website is <http://www.studyskills2u.com>

Course status: *Active*

Development status: Review1

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Comments:

cellilojerry@foothill.edu wrote: Hi Denise, I revised to read 36 hour total and unlimited repeatability.

swettdenise@fhda.edu wrote: Jerry:

Is this really going to be a 5 hour class per week for 12 weeks?

Denise

swettdenise@fhda.edu wrote: Needs to be changed to 0 units (noncredit)

Needs to be changed to 36 hour course

Repeatability: Change to unlimited

Last updated:

2011-01-12 13:43:07

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