



ATEM 1100.002 • Freshman Seminar • Fall 2016

Monday and Wednesday or Friday - 12:00 to 12:50 - ATC 2.101

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Office Hours: Wednesdays 12:00 and by appointment
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General Course Information

Pre-reqs/ Co-reqs/ Restrictions	You must complete the CLA+ by Saturday, September 3. Students who fail to meet this deadline will receive no credit for ATEM 1100 and will be required to repeat ATEM 1100 in Fall 2017. You cannot graduate from The University of Texas at Dallas without completing the CLA+.
Course Description	The ATEM 1100 Freshman Seminar introduces incoming freshmen to the intellectual and cultural foundations of the School of Arts, Technology, and Emerging Communication (ATEC). This introduction seeks to help students transition successfully to college by engaging them in active learning, valuing a diverse community, and developing meaningful connections to the university community, which in turn will help students live, learn, and connect through their programs of study. The strategies and discussion held in this course will help students succeed inside and outside the classroom.
Learning Outcomes	<p>By the end of the Freshman Seminar, students should know how to:</p> <ul style="list-style-type: none">• Relate the core curriculum learning outcomes and degree program outcomes to the goal of being an educated individual in a democratic society after completion of their degree;• Examine their own skills as an incoming university student through self-assessment, then compare that assessment to the skills necessary for success as university students – including critical thinking skills, communication skills, teamwork skills, empirical and quantitative skills, and social and personal responsibility;• Use new skills to develop a roadmap to academic success; and• Integrate into the university community.
Required Materials	This course has no required textbook, but students should make a habit of coming to class with paper and a writing implement.

Assignments & Academic Calendar

ATEM 1100 assignments are designed to help you synthesize critical media theory and develop stronger analytical argumentation skills. You will find more detailed assignments in eLearning as the semester progresses.

If you do not take the CLA+ by September 3, you will earn no credit for ATEM 1100.



<u>ASSIGNMENT</u>	<u>VALUE</u>	<u>DEADLINE</u>
CLA+		September 3
Success Strategies (6 total)	300	9.9, 9.23, 10.7, 10.21, 11.04, 11.18
Event Attendance (6 total)	300	9.16, 9.30, 10.14, 10.28, 11.11, 12.02
Group Presentation	150	December 5
Success Strategy Portfolio	150	TBA (final exam date)
Participation	100	Daily
TOTAL POINTS	1000	

CLA+: You will take the CLA+, a 90-minute standardized exam, in the Testing Center. The exam assesses critical thinking, analytic reasoning, problem solving, and written communication skills.

Success Strategies: Throughout the semester, you will synthesize course materials to develop a personal plan for success at UTD and beyond.

Group presentation: Small groups will research, prepare and deliver a presentation synthesizing information about professional networking opportunities.

Event attendance: You will attend six different events during the semester and prepare a short reflection about each. You may consult www.facebook.com/ATEC1100Events for a convenient (but not comprehensive) list of options. Each event will need to satisfy a different category:

- ATEC - events sponsored by ATEC organizations
- Professional - events sponsored by the UTD Career Center
- Diversity - events hosted on campus focusing on a cultural group you do not identify with or belong to
- Service - events sponsored by the UTD office of Student Volunteerism
- Social - any event on campus
- Wellness - events sponsored by UTD Recreational Sports, the Health Center, or the Counseling Center

Voted on by the UT Dallas student body in 2014, the Comet Creed is a standard that Comets choose to live by and encourage others to do the same:

As a Comet, I pledge honesty, integrity, and service in all that I do.

The following course-specific policies supplement the standard UT Dallas policies that you must know and follow (available at <http://go.utdallas.edu/syllabus-policies>).

Course Policies

Grading Criteria

I use a criteria based rather than norm based (curved) grading system. All assignment sheets will provide a detailed summary of the criteria I intend to assess and how they will be assessed. You will be presented with opportunities to ask questions or gain further clarification when assignments are given and may continue to seek counsel until 24 hours before assignments are due.

UNDERSTANDING YOUR GRADE

- A:** You did all of the things SO WELL!
- B:** You did all of the things.
- C:** At least you tried to do all of the things.
- D:** You don't really understand the things, do you?
- F:** Did you do ANY of the things?

All work should conform to professional and ethical standards. Please proofread and edit all work for clarity, mechanics, and style issues. Please also use appropriate source citation where necessary to avoid violations of copyright (cite sources when you quote directly, paraphrase, or replicate a sequence of ideas from a source). Additionally, cite any source from which you borrow any visual information, including images, tables, charts, or screen shots. Please use standard [APA](#) formatting for all reference citations.

Do not submit any work for this course that you developed for another course without written permission from both course instructors. While you may explore topics across courses, the work you submit for ATEM 1100 should be substantially different from the work that you submit in any other course.

I will assign final grades according to the UTD Undergraduate Catalog scale:

		B+	870-899	C+	770-799	D+	670-699		
A	930-1000	B	830-869	C	730-769	D	630-669	F	0-599
A-	900-929	B-	800-829	C-	700-729	D-	600-629		

Special Consideration: Extra Credit, Late Work, and Make-up Work

As your professor, I am committed to helping you succeed within the guidelines detailed within this syllabus. I expect students to be equally committed to their own success within those same guidelines. As such, I do not curve individual items, provide extra credit, or excuse late work (save for circumstances specified by the university). If you must miss class or deadlines for these reasons, you should make arrangement with me *in advance*.



If a personal situation arises that may affect your classroom performance, please talk to me sooner rather than later. The longer you wait, the less likely I will be able to help you problem-solve.

The following participation and attendance policies apply to both the large group meetings and to the small group discussion sections.

This course operates from the understanding that learning is an interactive and participatory process. As such, your participation grade reflects your level of interactivity and engagement in the learning process. Your participation grade will reflect how you attend class, share your ideas, participate in classwork, engage your classmates, and behave with respect.

Your participation grade also explicitly includes civility and professionalism in all course communication and behavior. This civility includes contributing to conversations, respecting others' opinions, working together in a spirit of cooperation, and actively listening to those who are speaking. Some of the ways you can demonstrate your skills in this area include (but certainly are not limited to):

Class Participation

- Keeping the class in the foreground of your attention.
- Showing respect to your peers and to the instructor in your listening and communicating behaviors.
- Participating actively in class rather than simply waiting to be called on.
- Adding value with your contributions to discussion, such as connecting disparate ideas, bringing topical information to the table, and asking insightful questions.
- Taking responsibility for the consequences of your choices and actions.
- Demonstrating a strong work ethic by engaging all ungraded work (such as completing assigned readings, minor homework, and in-class exercises) with a mindfulness and timeliness that reflect a professional approach to the class.

Class Attendance

The work assigned for this class carries no less priority than the work you may have to complete for any other class or job. Classroom lectures, discussions, and activities do not lend themselves to summary after the fact. Moreover, class participation is a vital part of your learning process. Given this, you may miss up to two classes without penalty. Each subsequent absence* will result in a 10-point decrease to your class participation points. Excessive absences will likely lead to failure of the course.

If you know this policy conflicts with other commitments you have, please discuss this with me during the first week of classes.



* I make no distinction between "excused" and "unexcused" absences. Unless you have a disability, religious holy day, or other university-sanctioned accommodation, an absence is simply an absence.

You may use laptops, tablets, cell phones, and other digital devices so long as you use them responsibly and respectfully. If your digital device disturbs other students or interferes with your ability to participate meaningfully in class activities, you may be asked to remove the distraction and/or leave class, thus losing credit for any of the day's activities. Please silence device notification settings before class begins and refrain from accepting calls in class.

Digital Devices

That said, I encourage you to take notes by hand, whether that means using a stylus on a tablet or old-fashioned pen and paper. Studies increasingly find that people remember information more effectively when they take notes by hand because they have to listen more actively to decide what matters rather than mindlessly typing everything said in class.³

Tobacco-Free Zone

In accordance with university policy, neither tobacco nor e-cigs – including non-tobacco flavors – shall be used in class.

³ Mueller, Pam A. and Oppenheimer, Daniel M. 2014. The Pen Is Mightier Than the Keyboard: Advantages of longhand over laptop note taking. *Psychological Science* 25: 1159-1168.

FALL 2016 ATEM 1100 COURSE SCHEDULE

MONDAY TOPICS		WEDNESDAY/FRIDAY TOPICS		DELIVERABLE DEADLINES	
8.22	University Culture	8.24/8.26	College v High School		
8.29	Maximizing College	8.31/9.2	Campus Services	9.03	CLA+ Deadline
9.05	LABOR DAY (no class)	9.07/9.09	Getting Involved	9.09	Success Strategy 1
9.12	Social Media Savvy	9.14/9.16	Professional Communication	9.16	Event 1
9.19	Group Processes	9.21/9.23	Money/Budgeting	9.23	Success Strategy 2
9.26	Creative Thinking	9.28/9.30	Making Smart Choices	9.30	Event 2
10.03	Critical Thinking	10.05/10.7	Group Project Work Day	10.07	Success Strategy 3
10.10	Practical Thinking	10.12/10.14	Managing Stress	10.14	Event 3
10.17	Taking Risks	10.19/10.21	Midterm Madness	10.21	Success Strategy 4
10.24	Portfolio Development	10.26/10.28	Wellness	10.28	Event 4
10.31	Effective Critique Skills	11.02/11.04	Civility in a Diverse Society	11.04	Success Strategy 5
11.07	Personality Inventory	11.09/11.11	Relationships	11.11	Event 5
11.14	Careers and Internships	11.16/11.18	<i>Leader Choice</i>	11.18	Success Strategy 6
11.21	FALL BREAK (no class)	11.23/11.25	FALL BREAK (no class)	11.25	THANKSGIVING BREAK
11.28	Group Project Work Day	11.30/12.02	<i>Leader Choice</i>	12.02	Event 6
12.05	Group Presentations	12.07	Group Presentations		
TBA	FINAL: Success Strategy Portfolio				

These descriptions and timelines are subject to change at the discretion of the Professor.