



EDUC 1100 322TR – Learning Frameworks F2F

Course Syllabus: Fall 2026

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

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Weekday	Office Hours
Monday	9 AM – 5PM
Tuesday	9 AM – 5PM
Wednesday	10 AM – 5PM
Thursday	9 AM – 5PM
Friday	9 AM – 11AM

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description:

Included are concepts from the learning sciences to help students acquire the strategies and the tenacity necessary to succeed in mathematics, in other college coursework, and in future careers. Course instruction focuses on four main content strands: developing and maintaining motivation for college success, developing and using strategies and skills, building community and connecting to campus resources, and developing a college completion plan. One hour credit.

Prerequisite(s): None

Student Learning Outcomes:

1. Develop and use an academic/personal/professional action plan to include long-term goals, with detailed emphasis on time spent at NTCC.
2. Identify and use strategies to manage your time, energy, finances, and personal responsibilities.
3. Identify and use various services at NTCC.
4. Identify strategies to increase learning, motivation, memory, test-taking abilities, note-taking abilities, and reading comprehension.
5. Learn and practice essential skills of academic, career, and personal success.

Program Learning Outcomes:

Critical Thinking Skills

CT.1 Students will demonstrate the ability to 1) analyze complex issues, 2) synthesize information, and 3) evaluate the logic, validity, and relevance of data.

Communication Skills

CS.1 Students will effectively develop, interpret and express ideas through written communication.

Teamwork

TW.2 Students will work with others to support and accomplish a shared goal.

Personal Responsibility

PR.1 Students will evaluate choices and actions and relate consequences to ethical decision making.

Evaluation/Grading Policy:

The breakdown of the course requirements is as follows:

%	Requirement
20%	Attendance
50%	Assignments
30%	Exams/Quizzes

Semester grades will be earned as follows

Percentage	Letter Grade
90% and above	A
80 %–89%	B
70 %–79%	C
60%–69 %	D
59.9% and below	F

Student Responsibilities/Expectations

You are required to complete all assignments, participate in class discussions, and submit all written work according to the course calendar deadline.

College instructors expect students to spend time outside of class reading, writing, and studying course material. Specifically, for every hour you are in class, you need to study for two to three hours- depending on the subject area. **Attendance is mandatory** and you are expected to login to Blackboard regularly.

Exams (worth 30% of your final semester grade): You will complete two major exams this semester, a midterm and a final exam. These exams will be administered in Blackboard. Students can reference the course calendar for additional information regarding the alignment of course content and assessments.

Assignments (worth 50% of your final semester grade): A variety of learning assignments are used throughout this course. For a detailed list, please refer to the calendar located within each module. All written assignments must be completed in the suggested online format—work completed in any other format may not be graded. Using Google Docs is NOT recommended. All essays and written assignments must follow standard English usage—including complete sentences with appropriate grammar and punctuation. Texting language is not appropriate. Written assignments must have one-inch margins on all four sides, be double spaced, and be completed in Times New Roman font, size 12. Please note that correct spelling, grammar and a clear, easy-to-read writing style all count toward your grade. Use professional, formal, college English (i.e., no text-message language, contractions, clichés, or slang, for example). After your work is graded, take some time to review feedback.

Discussions: This course includes discussion opportunities providing students with the space to network with their peers while also exchanging ideas. Students are expected to follow discussion guidelines which are provided with each discussion prompt. Students are to include appropriate spelling, grammar, and punctuation while meeting minimum word counts. To receive full credit, students are required to respond to one classmate per discussion while also meeting word count requirements. Responses are to be thoughtful and can include a question or shared experience/connection regarding the original post.

Late Work Policy: Since a core focus of this course is to prepare you for experiences in higher education and your future workplace, submitting your work on time is stressed and will also be a beneficial habit for you to practice. For this reason, points may be deducted for those students who habitually submit late work. If you are having trouble completing an assignment on time, please contact me as soon as possible. I always strive to work with each student on a case-by-case basis so that full credit can be received.

Required Instructional Materials:

Understanding Your College Experience: Strategies for Success

Publisher: Macmillan

ISBN Number/Edition: 4th

Optional Instructional Materials:

Operating personal computer that is fully charged each class session – Chromebooks not recommended.

Minimum Technology Requirements:

Students must be able to navigate Blackboard, Achieve (Ebook) and be familiar with Microsoft Word.

Required Computer Literacy Skills:

Students must have basic computer literacy skills to navigate Blackboard.

Course Structure and Overview:

This course is designed to introduce students to psychological theories of learning, cognition and motivation to serve as a conceptual basis for academic strategies for success. This course will provide students with proven learning and study skill strategies that will make you a much more efficient worker in the educational process. Activities are designed to help the student promote and apply newly learned study strategies towards academic achievement. The class will deal with subjects such as Test Anxiety, Learning Styles, Time Management, Memory Improvement, Study Skills, and Note-taking. This class will meet both face to face (schedule of face-to-face dates provided below) as well as online, asynchronously. Due dates for asynchronous submissions are provided in each module. In addition, students are expected to read the course textbook and complete all assignments by the due dates. To be successful, it is very important for students to keep up with course materials and assignments.

Email Communications:

Emails will be responded to within 24 hours. Students are expected to abide by Netiquette rules when communicating online. The college's official means of communication is via your NTCC email address or within the

Blackboard course shell. Both modes are acceptable means for communicating outside of face-to-face instruction. Make sure you keep your campus email easily accessible so that you can receive important messages and updates.

Assignment Communications & Feedback:

Instructor feedback will be provided within 1 week of the assignment due date/submission deadline. For specific dates, please refer to the course map located within each module. Not all assignments will merit instructor feedback. Substantive feedback includes detailed and meaningful feedback that helps a student improve their work and understanding of content. It is more than just a letter grade or comment that states, “good job”. Substantive feedback is personalized is an explanation of “what” needs to be improved and “why” this improvement should be implemented.

Institutional/Course Policy:

Your enrollment in this class acknowledges that you intend to learn the course material. Behaviors that would impede the learning process will not be permitted. These behaviors include, but are not limited to, reading newspapers or books, text messaging, surfing the web, answering cell phones, and talking out of turn. If you are not sure what is appropriate, please ask. Students are responsible for knowing and following common sense rules of behavior. I am committed to creating and maintaining an open, productive, intellectually engaging learning environment. Disruptive students will be instructed to leave the classroom.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements:

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC’s website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

Statement Regarding the Use of Artificial Intelligence (AI) Technology:

Employees and students shall be permitted to explore artificial intelligence (AI) and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes or as necessary to engage in research and shall never take the place of faculty, staff, and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security. A student shall only use AI tools with faculty permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work.

Example:

APA (7th edition)

OpenAI. (2026). ChatGPT (March 25 version) [Large language model]. <https://chat.openai.com/>

MLA (9th edition)

OpenAI. ChatGPT. 25 Mar. 2026, <https://chat.openai.com/>.

Employees or students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with policy. [See DH, DIA series, FFD series, FFE, FLB, and the FM series] AI Use by Employees and

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodation for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to request accommodation. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.