COURSE OUTLINE
Early College Academy 1

Course Description
PD 114. Early College Academy 1. 1 hour credit. This course will enable the student to explore Academy specific careers and develop effective academic skills through a series of discussions, participation activities, and guest presenters. The student will learn effective organizational skills and develop good study habits to increase academic performance.

Required Materials
None.

Butler-assessed Outcomes
The intention is for the student to be able to
1. Evaluate current study and organizational skills, study habits, and attitudes that affect academic performance.
2. Apply effective strategies to academic skills and performance.
3. Explore Academy related careers.

Learning PACT Skills that will be developed and documented in this course
Through involvement in this course, the student will develop ability in the following PACT skill area(s):

Personal Development Skills
- Personal management - Through self-evaluation and knowledge gained through weekly discussions the student will develop time management skills and implement strategies to improve academic performance.

Major Summative Assessment Task(s)
These Butler-assessed Outcomes and the Learning PACT skills will be demonstrated by
1. Completing a reflective evaluation of personal academic skills and Academy related careers.

Skills or Competencies
These actions are essential to achieve the course outcomes:
1. Evaluate current study skills and learning styles.
2. Use effective means of communication at the College.
3. Demonstrate effective study strategies and tools.
4. Strengthen critical thinking skills.

Learning Units
I. Communication
A. Use Butler website and e-mail
B. Use intentional and effective communication with instructors

II. Time management
   A. Use syllabus schedule
   B. Use daily planner for daily and weekly "to do" lists and study schedule
   C. Evaluate personal use of time
   D. Create a personal course-organization system

III. Study Skills
   A. Evaluate current study skills, habits, and attitudes toward learning
   B. Formulate study skills goals

IV. Careers in related Academy field

**Learning Activities**
Learning activities will be assigned to assist the student to achieve the intended learning outcomes through reflective writing assignments and activities, discussions, participation, accessing other resources, and other activities at the discretion of the instructor. These activities may either be face-to-face or online.

**Grade Determination**
The student will be graded on learning activities. Grade determinants may include the following: daily work, class participation and other methods of evaluation at the discretion of the instructor. The student must earn a letter grade of C or higher to pass the course.