LAR 101: Inquiry Seminar: Learning the Art of Inquiry  
The Doane Experience: Student Success Seminar

Course Description:
Liberal Arts Seminar (LAR) 101: Inquiry Seminar: Learning the Art of Inquiry  
The Doane Experience: Student Success Seminar  
This course is designed to introduce students to academic success at Doane University. Students will be introduced to college-level writing, discussion, critical thinking, and reading. With a focus on student success, students will learn research skills, to work collaboratively, understand the importance of lifelong learning, and gain appreciation for multiple perspectives. Students will begin to engage in ongoing reflection about their educational experience.

Learning Outcomes:
The Doane Experience: Student Success Seminar: This course addresses the learning outcomes related to creating a solid academic foundation for students while preparing for a successful and enjoyable learning experience. Specifically, you will work to:

- Understand the importance of a liberal arts education
- Engage in discovery of personal strengths & needs
- Know how to navigate and use resources available; and
- Create a sense of community.

Undergraduate Core: This course intentionally addresses the learning outcomes common to all Liberal Arts Seminar 101 courses. These outcomes are directly related to the essential student learning outcomes of developing crucial intellectual skills and the habits of an intellectual life including using information wisely and communicating effectively. Specifically, you will work to:

- Engage in discovery;
- Gather & evaluate facts and assumptions;
- Support conclusions with relevant evidence; and
- Practice effective communication.

Text
Hacker, D. & Sommers, N. (2014). *A pocket style manual, 7th Ed., [Spiral Bound BUNDLE]*. Bedford/St. Martin’s. ISBN: 9781319044756. (This includes LaunchPad Solo for Readers & Writers (online) and is available at Doane’s bookstore. It is the same price as the book alone.)

OR
Hacker, D. & Sommers, N. (2014). *A pocket style manual, 7th Ed., [Spiral Bound]*. Bedford/St. Martin’s. ISBN: 9781457642326. (This does not include online access but can be purchased wherever textbooks are sold. Additionally, students will need to purchase LaunchPad Solo for Readers & Writers via Macmillan’s website or Doane’s bookstore at approximately $30.)
Faculty-supplied Materials

**Initial Assignment**
Students must complete the initial assignment (listed on page 3 of syllabus)

**BY NOON ON FRIDAY BEFORE CLASS MEETING.**

**Schedule**

**Week One: Orientation to Doane**
- Student Photos Taken
- Campus Orientation
- Doane History
- Doane Learning Outcomes
- Undergraduate Core/Degree Requirements/Worksheets
- Resources

**Week Two: Making Connections**
- Review of Writing
- Critical Thinking
- Reflective Writing
- Submitting assignments via LiveText

**Week Three: Information Retrieval & Research—Doane University Librarian**
- Library Resources
- Introduction to Academic Research & Writing
- Ethical Use of Information and Plagiarism

**Week Four: No Class—Holiday Break**

**Week Five: Managing It All—TERE FRANCIS, Director of Academic Support**
- Study Skills—note taking, test taking, effective reading
- Class Participation
- Stress Management
- Time Management

**Week Six: Assessing your Strengths & Styles**
- Learning Styles Inventory & Review
- Keirsey Temperament

**Week Seven: Career Planning & Resumes—SUSAN ROCKER, Director of Career Development**
- Career Development Plan
- Résumé Building

**Week Eight: Course Wrap-up & Going Forward**
- Effective Communication
- Evaluation
Initial Assignment DUE BY NOON ON FRIDAY BEFORE FIRST CLASS MEETING:
A. Activate your Doane e-mail account here: http://www.doane.edu/myaccount
   (See user name information on the Getting Started page below.
B. Using the Getting Started page, navigate the Doane website and send an e-mail to
   April Paschall. In the subject line type “Initial Assignment.” In the body, include the
   following:
   • Day/Time/Faculty for BUS 250 in current term schedule of classes
   • Textbook information for SOC 336-4
   • The day that payment is due for the current term
   • The next holiday listed on the current academic calendar

Methods for Assessment
• The ability of students to engage, interact, communicate, and effectively work with
  faculty and each other (creating a sense of community) will be assessed through
  attendance and faculty observation.
• Understanding of a liberal arts education will be assessed through evaluation of the
  Cronon paper, the critical thinking paper, and class discussion.
• Effective use of resources will be assessed through initial assignment, critical thinking
  paper, and participation in active learning.
• Discovery of personal strengths and needs will be assessed through evaluation of
  personal narrative, Mission Statement assignment, critical thinking paper, résume, and
  Cronon paper in addition to class discussion.

Policies / Grading
• Grading - Students will earn a final grade of A+, A, B+, B, C+, C, D+, D, or F based on
  the average of assessments of all assignments, attendance, and engagement.
• Attendance –This class is experiential, participative, and collaborative. We are in this
  together. The absence of any one person will be felt by all so please plan to attend all
  class sessions. If you need to miss a class, contact instructor prior to the class. Each class
  session is worth 75 points.
• Engagement – All students are expected to participate in class discussions and exercises.
  Each class session is worth 75 points.
• Assignments – All assignments must be submitted on time – no exceptions. The
  assignments in LAR 101 build on one another and some class sessions are based on the
  completion of those assignments. Assignment points are listed below.

Total points: 2,050
• Attendance: 75 points per class meeting (525 points)
• Engagement: 75 points per class meeting (525 points)
• Assignments: (1,000 points)
  o Assignment 1 (schedule information) 50 points
  o Assignment 2 (personal narrative) 100 points
  o Assignment 3 (Cronon reflection paper) 250 points
  o Assignment 4 (Mission Statement & Strengths reflection) 100 points
  o Assignment 5 (critical thinking paper) 400 points
  o Assignment 6 (resume/career action plan) 100 points
Getting Started

Username and Password
Your Doane Username should be your firstname.lastname.
Your Doane Password should be DcXXXXXX (where X = your SIX-digit date of birth)
For example: jane.student
   Dc010188
Use your Doane Username and Password for all Doane services including e-mail, WebAdvisor, Blackboard, and offsite access premium library offerings.

If you need to change your password, go to www.doane.edu/myaccount.

Doane e-mail
Go to http://gmail.doane.edu to directly access your Doane e-mail.
All assignments submitted electronically must come from your Doane account. All official Doane communication will be sent to your Doane e-mail account. This includes Financial Aid updates and canceled class notifications.

Your e-mail address should be firstname.lastname@doane.edu. For example, jane.student@doane.edu.

Student Resources:
http://www.doane.edu/gps/student-resources or go to www.doane.edu and click on “Adult Learners” then click on “Student Resources”
Provides quick access to frequently used programs such as Gmail, Blackboard, and WebAdvisor. This page also provides useful links for students such as Library and Writing Assistance

WebAdvisor / Registration
You may view the schedule of classes, register for classes, check your financial aid, or pay your bill via WebAdvisor. To directly access WebAdvisor, go to www.doane.edu/wa. For more information on registering for classes, go to www.doane.edu/gpsregistration.

Academic Calendar
The calendar lists all important dates including schedule release, registration, and Census Day. http://www.doane.edu/about-doane/offices/registrar/calendar/9391

Schedule / Syllabi
You may also access the Schedule of Classes at http://www.doane.edu/course-information-schedules
After clicking through to the appropriate campus or program, you will also have access to syllabi.

Books
You may purchase books online at: http://bookstore.doane.edu/doane. (This requires a separate account, which is created the first time you order books.)

Help
If you have any issues with your Doane Username or Doane electronic services, please contact IT in Lincoln at (402) 466-4774, or the IT Helpdesk in Crete at (402) 826-8411.

You may also access the Helpdesk here: http://www.doane.edu/about-doane/offices/its/help-and-support