

GT 1000 MAT: Freshman Seminar **Fall 2017, Mondays 3:00 – 3:50, Clough 423**

WELCOME TO GEORGIA TECH! This freshman seminar course is designed to help you begin your transition to college by becoming better acquainted with the academic and social environments here at Georgia Tech. Through the course, you will acquire strategies that promote academic, social, and professional success. As this course is also affiliated with the Serve-Learn-Sustain program, this course aims to engage you through exploring some of Georgia Tech's efforts to create a sustainable campus community.

Learning Outcomes

After successfully completing GT 1000, you should be able to:

1. Identify campus resources (safety, academic support, student organizations) that can be incorporated into strategies for success at Georgia Tech.
2. Create a personal study strategy based on time management skills and learning strategies.
3. Evaluate major/career paths based on such things as majors, personal goals, interests, and strengths.
4. Prepare a resume applicable to internships, co-ops, study abroad programs or leadership positions (as appropriate).
5. Write reflectively on topics related to college major and first year college experience.
6. Participate as an effective member of a team to produce and deliver a high-quality, professional presentation on a topic of value to the class.

Instructors and Team Leaders

Instructors

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Required Materials

Academic Planner – either a monthly or weekly planner of your choice; paper or electronic.

Textbook – free online version available at <http://pwp.gatech.edu/gt1000-textbook>

Serve-Learn-Sustain Affiliation

This course is part of Georgia Tech's Serve-Learn-Sustain (SLS) initiative, which provides students with opportunities to combine their academic and career interests with their desire to make worthwhile contributions to the world and build sustainable communities where people and nature thrive, in Georgia, the United States, and around the globe. More information about SLS can be found at www.serve-learn-sustain.gatech.edu. In this course, students evaluate how decisions impact the sustainability of communities. Students will explore some of Georgia Tech's efforts to create a sustainable campus community. By touring sites on campus and documenting their experiences through journaling and photography, students will reflect on some of the ways that sustainable design can impact the environment, equity, and economy.

Course Expectations and Guidelines

1. The Georgia Tech Academic Honor Code applies to all work submitted in this course. To review the Honor Code, please visit <http://www.honor.gatech.edu>. Unless noted, all work completed in this course should be an individual effort. There are situations where you may work with groups, but in general the work you submit should be yours unless otherwise specified.
2. Students with disabilities who require reasonable accommodations to participate fully in the course activities or meet course requirement are encouraged to register with the ADAPTS Disability services at 404.894.2564 or <http://adapts.gatech.edu>. Please contact your instructors ahead of time to discuss any issues related to disabilities.
3. You are expected to log into the class T-Square site and to check your e-mail on a regular basis. You are responsible for all materials posted.
4. GT1000 is designed to be informative, helpful, and fun! However, the class does carry one credit towards your degree. For that reason, it is important that all assignments you submit be high-quality. Please double check your work for spelling and grammatical errors.
5. You can expect that as your GT 1000 instructors, we will come to class each day ready to engage in discussion. Each class will be structured to encourage your active participation, so please come to class ready to participate.
6. Appropriate classroom behavior is expected at all times. Please respect all students, team leaders, guests, and instructors who participate in our class.
7. **All assignments are to be submitted by 1:00am the day they are due.** Submit all assignments online via T-square unless otherwise indicated.
8. Late assignments are accepted with a 10% per-day penalty, unless an official excuse from the Dean of Students or other university official is provided. Please make sure you are aware of important due dates listed on the syllabus.
9. The weekly schedule may be modified due to guest speaker schedules.

Grading

Grades will be based on the points given to each assignment. Final grades will be calculated as follows.

Total Points	Grade
900 - 1000	A
800 - 899	B
700 - 799	C
600 - 699	D
599 and below	F

Pre-Semester Survey

Please complete the survey before Friday, September 1, which is available at

https://gatech.co1.qualtrics.com/jfe/form/SV_eyRITXwVMOJ3uK1

Course Assignments

This seminar course is meant to provide you with a variety of ways to explore your interests and develop skills that you can apply to your academic and social life. The following assignments are designed to help students reach these course goals. Instructions on how to complete these activities will be announced in class and/or placed in the Resources folder in T-Square.

Introduce Yourself

20 points

Please use the course Piazza page to briefly introduce yourself to the class. This activity will help you familiarize yourself with Piazza and the other students in this course. Instructions on how to complete this activity are at the end of the syllabus.

Events on Campus

20 points

You will be assigned one week during the semester to orally report in class on upcoming event or recently happened event that you attended (sports teams, service projects, lecture events, social events, etc.). Instructions for this activity will be discussed on the first day of class.

Etiquette Email

35 Points

You will submit an email message appropriate for a business contact or a professor. Instructions for this activity will be discussed in class.

Academic Planner

45 Points

Please acquire and use a planner to help you keep track of your many assignments, activities, etc. A physical or online planner is acceptable; you will be asked to bring the planner to class periodically. Your planner will be checked to see that you are using it. Additional instructions provided in class.

Participation

80 points

To get the most out of any college class, it is important to be present and involved. You will be graded on your consistency in attending class and in your active, constructive participation.

Journal Assignments

120 Points (60 points per Assignment)

Reflecting on who you are and what you are experiencing is important throughout life. You will complete two journal assignments that will be reviewed by the instructors. Instructions for the journal assignments are at the end of the syllabus.

Getting to Know Georgia Tech Assignments

100 Points (50 points/assignment)

A goal of the course is for you to reflect on your connections with the Georgia Tech community. For these two separate assignments (50 points each), write about experiences that you had at events as a part of the GT community. Instructions for this activity are at the end of the syllabus.

Major or Career Exploration Project

150 points

One of the most important decisions you face during your first year at Tech is your choice of major. You may already know exactly what you want to study, you may have no idea, or you fall somewhere in between. Regardless of where you stand, it is important to learn more about your major and what types of careers are available. This project will require that you research your major field, interview someone in your field of interest, and/or learn more about your interests through self-assessment tools. Additional instructions provided in class.

Resume and Cover Letter

150 points

You will develop a resume and cover letter for an internship or co-op position. Each may not exceed a page in length. Your first draft should be brought to a specific class for review, and your final resume and cover letter should be submitted by the due date provided through T-Square. More details about this topic will be provided in class.

Group Project

150 Points

Through this group project, you will identify a topic of interest. We will discuss possible topic areas in class. Your group will submit a short proposal and prepare a 10 minute presentation for the class. Be creative and engaging in your presentation. You will be asked to submit a self evaluation as well as an evaluation of each team member's contributions to the project. Additional instructions provided in class.

LASSI

80 points

You will complete the LASSI - The Learning and Study Skills Inventory. Details regarding login in and password are on T-Square in the Resources folder.

Campus Sustainability Project

50 points

There is one Campus Sustainability assignment. For this assignment, you will work in a group of students to explore some of Georgia Tech's efforts to create a sustainable campus community. Instructions for this activity are at the end of the syllabus.

Weekly Schedule

Schedule subject to change.

Week 1: August 21

Topics: Introduction/Class Overview; Message from Dr. Rachel Kuske – Chair, School of Mathematics; sign-up sheets; icebreaker activities

Week 2: August 28

Topics: Group Project introduction; Campus safety; Math Faculty speaker – Dr. Baker
Assignments Due: Introduce Yourself on Piazza

Week 3: September 4 - no class – holiday

Assignments Due: **None**

Week 4: September 11

Topics: Professional Etiquette and Communication Email; Video Editing Workshop with Alison Valk. **Please meet in the Homer Rice Center, Library ground floor.**
Recommended Readings from textbook: [Communicating Through Email](#)
Assignments Due: Journal #1, Planner Check-in #1

Week 5: September 18

Topics: Speaker from Center for Academic Success on the LASSI
Assignments Due: Getting to Know GT #A; **bring to class a copy of your completed LASSI results.**

Week 6: September 25

Topics: Guest Speaker, Merideth Ray, on Grit and Resilience; Speaker from Serve-Learn-Sustain;
Assignments Due: Professional Etiquette and Communication Email

Week 7: October 2

Topics: Career/Major Exploration – speaker from Library – Liz Holdworth; Speakers from C2D2 (Sonia Anderson); work on group presentations (if time permits)
Introduce Major/Career Exploration Project
Assignments Due: Planner Check-in #2, Getting to Know Georgia Tech Assignment #B

Week 8: October 9 – No Class – Fall Break

Assignments Due: **None**

Week 9: October 16

Topics: Group Project Presentations (4 presentations)

Assignments Due: Group Project video

Week 10: October 23

Topics: Group Project Presentations (2 presentations); discussion on course registration

Assignments Due: Journal #2; Assessment of Group Project members – bring to class

Week 11: October 30 - Resume Week 1

Topics: Speaker from C2D2 on Resumes and Cover Letters – Michael Laughter

Assignments Due: Campus sustainability; Planner Check-in #3.

Week 12: November 6 – Resume Week 2

Topics: UROP (Undergraduate Research); Resume & Cover Letter – bring two printed copies of your resume and cover letter to class for peer review

Week 13: November 13 - Visit to ADTC

Topics: Visit to ATDC. **Meet at 3:00 in the lobby of Centergy, 75 Fifth Street, Atlanta, 30308.** Centergy is close to Moes and Yogli Mogli.

Assignments Due: resume and cover letter (submit online or submit in person at an instructor's office).

Week 14: November 20

Topics: Speaker from OIE to speak about Study Abroad programs; Math Faculty speaker

Assignments Due: Major/Career Exploration Project

Week 15: November 27

Topics: Panel of Senior Math Students – Open Discussion

Assignments Due: **None**

Week 16: December 4 – Last day of class

Topics: Preparing for Final Exams, Wrap-up

Assignments Due: **None**

Important Dates

August 21:	First day of classes
August 25:	Last day to register and/or make schedule changes. Registration closes Friday August 25 at 4 p.m.
September 5:	School Holiday (no class)
September 12-13:	GT Career Fair (see: careerdiscovery.gatech.edu)
September 30:	Progress Report Grades Due
October 10-11:	Fall Break (no classes October 10, 11)
October 20:	Spring 2018 schedule of classes available online
October 28:	Time Tickets for Spring 2018 Phase I Registration posted 6 p.m.
October 29:	Last day to withdraw from a course with "W" grade
Oct 31 - Nov 18:	Early Registration for Spring term (Phase 1)
November 23-25:	No classes, Thanksgiving Break School Holiday)
December 5-6:	Final Instructional Class Days
December 7:	Reading Period – no classes; no exams
December 8-15:	Final Exams - No Final Exam for GT 1000 MAT

Extra Credit Opportunities

Attend the GT Career Fair **September 11-12, 2017**, in Georgia Tech's Campus Recreation Center. Students do not need to register to attend the fair. Experiencing the event now! The fall Career Fair is the largest Career Fair on Georgia Tech's campus. Every year, over 400 companies and 5,000 students attend the fair. Companies attending the fair are hiring co-ops, interns, and full-time positions, with students from all majors and degree types. See career.gatech.edu for more information and pictures. Write a brief (half page) description and your impression of the event. Submissions for extra credit accepted through September 30. Extra credit is available only to those students not using the Career Fair as a Getting to Know GT event. **20 bonus points**

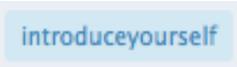
Assignment Instructions

Instructions for the Introduce Yourself Assignment

Please use the course Piazza page to briefly introduce yourself to the class. This will help you familiarize yourself with Piazza and the other students in this course.

Instructions

- Navigate to the Piazza forum from T-Square: a link to the forum is under the Course Tools menu.
- To create your introductory post, click on the “New Post” button.
- If you like, you can add pictures, let everyone know what name you like to go by, and respond to other people’s posts.
- For this activity be sure that you post your introduction as a Note (not as a Question), and select the “introduceyourself” folder, which looks like this:



introduceyourself

To receive full marks on this activity, please write a few things about you (e.g. - family, interests, hobbies, pets, etc), what brought you to Georgia Tech, why you decided to take this class and what would you like to take from it. Make sure your post is free of spelling and grammatical errors and keep your post to roughly 200 to 600 words. You can include images/photographs if you like, but it isn’t necessary to do so for this assignment.

Journal Assignment Instructions

All students should complete two journal assignments. Journal assignments are designed to offer some reflective expression of your adjustment to Tech and your progress during the semester.

Instructions

All journal assignments are to be formatted in single spacing, 12 pt. Times Roman font, 1” margins on all sides. Journal assignments are to be electronically submitted by 1:00 am on the due date. Please submit your work as a single PDF, DOC, or DOCX file. Please submit your work through T-Square using the Assignments tool (located under the Course Tools menu).

Journal Assignment #1

You have many opportunities ahead of you as an undergraduate student at Georgia Tech taking GT 1000 MAT. In this journal activity, you will reflect on what you want to learn in this course and during your time at Georgia Tech. Write a journal reflection that is between 400 to 800 words that answers to both of the following prompts.

- a) What would you like to learn as you progress through GT 1000 MAT? Identify two or three learning goals that you have for GT 1000 MAT, describe why they are important to you, and strategies that you think might help you reach your goals.
- b) Similarly, what do you want to learn as you progress through an undergraduate degree? List one or two learning goals for your undergraduate degree, why they are important to you, and some strategies that might help you reach these goals.

Journal Assignment #2

Please **choose one** of the following topics to write about for journal assignment 2. Indicate which option you selected at the top or beginning of your journal.

- A) Your first semester of college is full of new experiences and adjustments. Connecting with the other people and organizations within the Georgia Tech community can help with your adjustment and provide you with a richer experience in college. Describe a connection that you have made, how it has impacted you to this point, and the potential benefit you see for the future. (400-800 words).
- B) Managing stress and balancing all of our responsibilities in life is difficult at any age. Identify some of the stresses you feel in your life as a student. How can you strive to reduce your stress level and maintain healthy habits for dealing with a busy life? What resources are available to you at Georgia Tech to assist you? (400-800 words)
- C) Successfully preparing for midterms and exams at Georgia Tech often requires many study strategies. What strategies have you found to be effective in preparing you for a midterms and other tests so far? Describe three or four different strategies, and why they have been effective for you. Also, what resources are available to you at Georgia Tech to help you prepare for midterms and exams? (400-800 words)

Instructions for Getting to Know GT Assignments

There are two Getting to Know GT assignments: A and B. For each assignment, you will write about your experience at an event on campus. The two events should be distinct and you should write about one event per assignment. So writing about attending two football games would not count, and writing about two events in one assignment would not count.

Instructions

- Options include attending Project One events, Club Math, a Majors Fair, a Study Abroad Fair, a math or non-math seminar, a volunteer event, and other campus events. Please ask for permission for items not on the list.
- For each assignment, create a 300 – 600 word description of your experience for each event that you select.
- Pictures can be incorporated into your work, but they don't have to be. But if you decide to include a picture, write something about what the picture is.
- Your work must be formatted in single spacing, 12 pt. font, 1" margins on all sides, electronically submitted by 1:00 am on the due date.
- Please submit your work as a single PDF, DOC, or DOCX file, and submit your work through T-Square using the Assignments tool (located under the Course Tools menu).
- For each assignment, write about the following:
 - Where did you go and what did you do?
 - What did you enjoy about the experience?
 - What are some of the things that you learned from the experience?

Campus Sustainability Assignment

There is one Campus Sustainability assignment. For this assignment you will work in a group of students to explore some of Georgia Tech's efforts to create a sustainable campus community. Touring sites on campus, documenting your experience through journaling and photography, and considering the ways that sustainable design can impact the environment, equity, and economy will allow students opportunities to learn more about the ways effective sustainable design impacts both Georgia Tech and the wider Atlanta community.

Instructions for Tour

- Students must work in groups of three or four.
- Students cannot work with students that are in their group presentation project.
- Students should choose a location from the Sustainability Pocket Tour, available in T-Square in the Resources folder, or at:
www.sustain.gatech.edu/sites/default/files/documents/sustainability_tour_pocketguide.pdf
- Each group needs to choose a location that no other group is using: locations are on a first-come-first served basis.
- To choose your location, someone in your group must post on Piazza the name of their location and who is in their group. Tag your post with the "sustainability" folder.

Instructions for Report

- For this assignment, create a 300 – 600 word description of your experiences.
- Submit only one report per group. In other words, each group member doesn't need to submit a report. Have one student submit the report for the entire group.
- Your work must be formatted in single spacing, 12 pt. font, 1" margins on all sides, electronically submitted by 1:00 am on the due date.
- Please submit your work as a single PDF, DOC, or DOCX file, and submit your work through T-Square using the Assignments tool (located under the Course Tools menu).
- In your report, write a description that includes
 - The name of the location you visited and your group members.
 - When you visited the location (it must be something your group does together).
 - A description of the people your group met/observed using the location you visit.
 - Write how you see the assigned area as creating an impact on the community using the three E's (Environment, Equity, and Economy).
 - One or two "selfie" photos that includes all of your group members. Describe in one or two sentences what the photo is of. One or two other photos can be included as well.