

SYLLABUS

TITLE:	Self-Leadership I
CODE:	LID 101
PREREQUISITE:	N/A
CREDITS:	3 credits 45 contact hours 1 term

DESCRIPTION

Course of interdisciplinary nature designed to support new students and facilitate their transition into university life so they can benefit, enjoy, and effectively manage the different experiences, tasks, and challenges presented by the academic world. The course provides diverse educational experiences that promote in the student the desire to explore and reinforce their self-knowledge, deepen the proper management of emotions and healthy interpersonal relationships, develop empathetic and non-violent communication, as well as promote the care of their health and well-being. Similarly, the course highlights the development of self-leadership and the academic competencies for university life, becoming familiar with institutional projects, services, principles, and policies, exploring technological tools for learning and effective communication, as well as initiating their professional development. The experience includes specific workshops on different topics.

JUSTIFICATION

This course is the beginning of the Self-Leadership component and responds to the institutional interest of recognizing the new student as a unique and special being, with the potential and desire to develop capacities for their personal and social life, as well as in the student and academic environment. In the same way, this course aims to enable students to join together and contribute their talents and knowledge properly to university life and according to their personal and professional training. The diverse cultural contexts and social, economic, political, and environmental challenges of today present demands, complexities and diversities in the academic and labor world that require students to develop their sensitivity and certain central competences. To the extent that this initial experience at university gives them the tools, meaningful learning experiences, and sensitive support needed, the better chance they will have of completing their university

degree and professional training.

COMPETENCES

The course develops the following competences in students:

- **Research and Exploration**
- **Communication**
- **Entrepreneurship**

OBJECTIVES

After completion of the course, students will be able to:

1. Recognize Universidad del Sagrado Corazón's main policies, regulations, diverse services, and projects from their experience as students.
2. Integrate, skillfully and effectively, the institutional and student support digital platforms, as well as the technological tools in the creation of their works.
3. Recognize the importance of their academic preparation and projection for a quality professional service.
4. Integrate into their daily lives strategies or techniques corresponding to self-knowledge and its various components to achieve personal and academic success.
5. Explore and investigate professional and entrepreneurial areas of interest.
6. Apply skillfully a variety of academic competencies for successful performance in their university life.
7. Explore the importance of emotions and spirituality in their personal and student lives as well as the proper management of conflicts.
8. Recognize core elements related to health and well-being in their daily lives.
9. Actively participate in the various activities of university life.

CONTENTS

- I. Introduction to Sagrado's curriculum project
 - A. Presentation of the course's syllabus, general dynamics, and evaluation plan
 - B. Revision of Sagrado's core policies:
 1. Title IX
 2. Use of controlled substances
 3. Student regulations

- 4. Academic honesty and plagiarism
- 5. Security protocols
- C. Introduction to technological learning tools
 - 1. Equipment specifications
 - 2. Institutional platforms
 - i. mi Sagrado
 - ii. Canvas
 - iii. Simplicity
 - iv. Zoom + Panopto
 - v. Institutional email
 - a. Digital etiquette
 - vi. Microsoft 360
- D. Introduction to support units
 - 1. *Asistencia Integrada* (Integrated Support)
 - i. Financial Assistance
 - ii. Accounts Receivable
 - 2. Main projects
 - i. Academic Advising
 - ii. Sagrado Careers
 - iii. Student Support Program
 - iv. Student Support Program+
 - v. Title V
 - vi. *Laboratorio de Idiomas* (Language Lab)
 - vii. Tutoring
 - viii. Mentoring
 - ix. COMESA
- II. Self-knowledge for entrepreneurship, the management of emotions, and the development of interpersonal relationships
 - A. Talents and intelligences, personal motivations
 - 1. VitaNavis

2. Strengths, Weaknesses, Opportunities, and Threats
- B. Emotional intelligence for communication and interpersonal relationships
- C. Conflict prevention and resolution
- D. Self-reflection and integral spirituality
- III. Knowing my profession and industry
 - A. Tools for searching for information
 - B. Industries and professional careers
 - C. Opportunities for professional experience during university studies
 - D. Professional profile
 - E. Career plan
- IV. Competencies for my academic and professional development
 - A. Understanding my study plan
 - B. Works in APA 7th edition format
 - C. Public presentation skills
 - D. Stage projection
 - E. Entrepreneurship
 1. Research and exploration
 2. Leadership and entrepreneurship
- V. Health and wellness
 - A. Physical, social, and emotional wellness
 - B. Financial wellness
 - C. Spirituality

METHODOLOGY

The following strategies from the active learning methodology are recommended:

- Collaborative learning
- Approach to inquire, discover, investigate, and create
- Promotion of dialogue and active participation
- Conferences
- Individual and collaborative work

- Dialogues around analysis of readings, debates
- Oral and written reports
- Documentary analysis
- Workshops on central institutional projects and services

EVALUATION

Participation (P)	25%
Partial assignments (PA)	25%
Compositions (C)	25%
Oral presentations (OP)	<u>25%</u>
TOTAL	100%

LEARNING ASSESSMENT

The institutional assessment rubric is applied to the course's core activity.

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For more information resources related to the course's topics, access the library's webpage <http://biblioteca.sagrado.edu/>

REASONABLE ACCOMMODATION

For detailed information on the process and required documentation you should visit the corresponding office. To ensure equal conditions, in compliance with the ADA Act (1990) and the Rehabilitation Act (1973), as amended, any student in need of reasonable accommodation or special assistance must complete the process established by the Vice Presidency for Academic Affairs.

ACADEMIC INTEGRITY

This policy applies to all students enrolled at Universidad del Sagrado Corazón to take courses with or without academic credit. A lack of academic integrity is any act or omission that does not demonstrate the honesty, transparency, and responsibility that should characterize all academic activity. Any student who fails to comply with the Honesty, Fraud, and Plagiarism Policy is exposed to the following sanctions: receive a grade of zero in the evaluation and/or repetition of the assignment in the seminar, a grade of F (*) in the seminar, suspension, or expulsion as established in the Academic Integrity Policy effective in November 2022.

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