

MUSIC 1306 – Music Appreciation (Web)

Faculty Information

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Office Hours	
Campus Office Hours:	M 11:00-12:30; 1:30-2:00- T 2:00-3:30; W 11:00-12:00; 1:00-2:00; Th 1:30-2:00; F 11:00-12:30
Online Office Hours:	MWF 11:00-12:00

About Your Instructor

Ms. Lane teaches Fundamentals of Music, Music Theory I-IV, Music Appreciation online, and Private Piano lessons at Odessa College, and performs widely throughout the Permian Basin.

Preferred Method of Communication:

Email may be sent to the above address, and office phone calls may be directed to the above number.

Expectations for Engagement for Instructor:

As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will

- provide my contact information at the beginning of the syllabus;
- respond to all messages within 24 hours if received Monday through Thursday, and within 48 hours if received Friday through Sunday; and,
- notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of during the time I am unavailable.

As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will

- provide clear information about grading policies and assignment requirements in the course syllabus, and
- communicate any changes to assignments and/or to the course calendar to students as quickly as possible.

As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will

- post grades for discussion postings within one week of the discussion thread closing.
 - provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.
-

Textbook Information and Required Hardware/Software

Textbook(s):

Music: An Appreciation, 7th Brief Edition e-text and recordings, via McGraw-Hill Connect Plus, McGraw-Hill website. See below.

Hardware:

Speakers and/or headphones are required to take all exams and complete many assignments. Laptop or desktop computer access is also required.

Software:

Students will purchase a subscription to McGraw-Hill's Connect Plus software. All coursework will be accessed through Connect.

Websites:

Blackboard and Connect will be used frequently.

Information About the Course

Course Description

This course is open to all students and is designed to increase a student's understanding and enjoyment of the world's music. Music history information and listening skills will be acquired through a multimedia approach which includes reading, videos, recordings, and live performances.

Course Prerequisites:

None

Course Topics:

Elements of Music
Performing Media
Middle Ages
Renaissance
Baroque
Classical
Romantic
20th Century

Course Outline

Course Outline

General Information Concert Reports: Attend two concerts during the course of the semester, one of which should be classical in style, and one of which may be of a style of your choice. Write and submit brief (1-2 pages) reports about the concerts, using the outline given in Coursework. Due dates are listed with each individual assignment.

Introductory Discussion: Introduce yourself to the class, including musical interests and/or experiences.

The Introductory Discussion is accessible from Coursework on the menu on the left side of your page. Then, go to Part 1. Even though we do not see each other face to face, it is always interesting to know with whom we are sharing our virtual classroom, and to share our musical interests and experiences.

PART 1

Elements of Music, pp. 1-55

- Read pp.1-55.
- Listen to The C-Jam Blues, by Duke Ellington.
- Listen to The Firebird, Finale, by Igor Stravinsky.
- Complete Elements of Music Exercises.
- Listen to Young Person's Guide to the Orchestra, by Benjamin Britten.
- Listen to Prelude in E Minor, Op.28, No.4, by Frederic Chopin.
- Listen to Nutcracker Suite, Dance of the Reed Pipes, by Piotr Tchaikovsky.

When you have completed the reading and listening for Part 1, take Quiz 1. The quizzes are set for 60 minutes, and you may take the quizzes twice. Each time you retake a quiz, you will have to complete the entire quiz again. When you have completed the quiz, be sure to click on Submit at the end of the quiz.

PART 2

The Middle Ages and Renaissance, pp. 56-96

Chapter 1 - Music in the Middle Ages (450-1450) pp. 56-77

- Read pages 56-64, reviewing time-lines and visual art for the Middle Ages and Renaissance.

- Read pages 65-66, and listen to Alleluia: Vidimus Stellam (We Have Seen His Star), p. 66, following listening guide.
- Listen to O Successores, following listening guide.
- Read pp. 70-71, Secular Music in the Middle Ages.
- Listen to Estampie (Thirteenth Century).
- Read pp. 72-75.
- Listen to Puis qu'en oubli sui do vous (Since I am forgotten by you, around 1363), following listening guide.
- Read pp. 75-76: Notre Dame Mass.
- Listen to Notre Dame Mass: Agnus Dei by Machaut, following listening guide.

Chapter 2 Music in the Renaissance (1450-1600), pp. 78-94

- Read pp. 78 -79.
- Listen to Ave Maria...Virgo Serena (Hail, Mary...Serene Virgin, c. 1475), following listening guide.
- Read pp. 81-83, Palestrina and the Renaissance Mass.
- Listen to Pope Marcellus Mass, Kyrie (1562-1563) by Palestrina, pp. 82-83, following listening guide.
- Read pp. 84-87: Secular Music in the Renaissance: Vocal.
- Listen to As Vesta Was Descending (1601), by Thomas Weelkes, following listening guide.
- Read pp. 86-87, and listen to Dowland, Flow My Tears.
- Read pp. 87-94, Instrumental Music.

When you have completed the reading and listening for Part 2, take Quiz 2.

PART 3

The Baroque Period, pp. 97-149

The Baroque Period, Chapters 1 - 8, pp. 96 - 126

- Review the timeline for the Baroque Period (1600 - 1750) on page 98, and read pp. 99 -101, "The Baroque Style," noting the illustrations and comments on the art of this period.
- Read Chapter 1 - Baroque Music, pp. 102 - 105.
- Read Chapter 2 - Music in Baroque Society, pp. 105 - 107.
- Read Chapter 3 - The Concerto Grosso and Ritornello Form, p. 108.
- Listen to Bach Brandenburg Concerto No. 5, First Movement, Allegro, following listening guide.
- Read Chapter 4 - The Fugue, pp. 111 - 115.
- Listen to Organ Fugue in G Minor (Little Fugue) by J. S. Bach, following listening guide.
- Read Chapter 5 - Elements of Opera, pp. 115 - 118.
- Read Chapter 6 - Opera in the Baroque Era, pp. 118 - 120.
- Read Chapter 7 - Claudio Monteverdi, pp. 120 - 122.
- Listen to Tu se morta, from Act II of Orfeo, by Monteverdi, following listening guide.
- Read Chapter 8 - Henry Purcell, pp. 123 - 125.
- Listen to Dido's Lament, from Act III of Dido and Aeneas, by Purcell, following listening guide.

The Baroque Period, Chapters 9-15, pp.127-149

- Read Chapter 9 - Baroque Sonata, p.
- Read Chapter 10 - Antonio Vivaldi, pp. 127-131.
- Listen to La Primavera (Spring) from The Four Seasons (1725), by Vivaldi, First Movement , Second Movement, and Third Movement, following listening guides.

- Read Chapter 11 - Johann Sebastian Bach, pp. 132-133.
- Read Chapter 12 - The Baroque Suite - Read pp. 133-135.
- Listen to Suite No. 3 in D Major (1729-1731) by Johann Sebastian Bach, Fourth Movement: Bouree, described p.135.
- Read Chapter 13 - The Chorale and Church Cantata - Read pp. 135-141.
- Listen to Cantata No. 140: Wachet auf, ruft uns die Stimme (Awake, a Voice Is Calling Us, (1731), by Johann Sebastian Bach, following listening guide p. 137, for Seventh Movement to hear and spotlight melody. Listen, following guide pp. 140-141, to Fourth Movement: Tenor Chorale, then Seventh Movement: Chorale, p. 141.
- Read Chapter 14 - The Oratorio - Read pp. 141-142.
- Read Chapter 15 - George Frideric Handel - Read pp. 142-147.
- Listen to Ev'ry Valley Shall Be Exalted, from Messiah (1741), p,144, following listening guide.
- Listen to Hallelujah Chorus from Messiah, guide pp.146-147.
- Read Baroque Period Summary, pp. 148-149.

After completing the reading and listening assignments for Part 3: The Baroque Period, post in Discussion 2, and take Quiz 3.

PART 4

The Classical Period (1750-1820)

The Classical Period (1750-1820)

- Read pp. 150-155, noting the paintings, timeline, and information on "The Classical Era".
- Read Chapter 1, The Classical Style, pp. 156-158.
- Read Chapter 2, Composer, Patron, and Public in the Classical Period, pp. 159-161.

- Read Chapter 3, Sonata Form, pp. 161-165.
- Listen to Symphony No. 40 in G Minor, K.550, by Wolfgang Amadeus Mozart, First Movement, following listening guide.
- Read Chapter 4, Theme and Variations, pp. 165-167.
- Listen to Symphony No. 94 in G Major (Surprise), by Franz Joseph Haydn (1791), Second Movement, following listening guide.
- Read Chapter 5, Minuet and Trio, pp. 168-169.
- Listen to Eine kleine Nachtmusik (A Little Night Music), K. 525, by Wolfgang Amadeus Mozart (1787), Third Movement, following listening guide.
- Read Chapter 6, Rondo, pp. 169-171.
- Listen to String Quartet in C. Minor, Op. 18, No. 4, by Ludwig van Beethoven (1798-1800), Fourth Movement, following listening guide.
- Read Chapter 7, The Classical Symphony, pp. 171-172.
- Read Chapter 8, The Classical Concerto, pp. 172-173.
- Read Chapter 9, Classical Chamber Music, p. 173.
- Read Chapter 10, Franz Joseph Haydn, pp. 173-176.

Chapter 11 - Wolfgang Amadeus Mozart

- Read Chapter 11, Wolfgang Amadeus Mozart, pp. 176-177.
- Read Mozart's Music, pp. 177-178.
- Read about Don Giovanni, by Mozart (1787), pp. 178-182.
- Listen to Don Giovanni excerpt, following listening guide.
- Read about Symphony No. 40 in G Minor, K. 550, by Mozart (1788), pp.183-184.
- Listen to Symphony No. 40 in G Minor, K. 550 excerpt, following listening guide.
- Read about Piano Concerto No. 23 in A Major, K.488, by Mozart (1786), pp. 185-188.
- Listen to Piano Concerto No. 23 in A Major, K. 488, following listening guide.

Chapter 12 - Ludwig van Beethoven

- Read Chapter 12, Beethoven's Life and Music, pp. 188-191
- Read about Piano Sonata in C Minor, Op. 13 (Pathetique), by Beethoven (1798), pp.191-192.
- Read about Symphony No. 5 in C Minor, Op. 67, by Beethoven (1808), pp.193-199.
- Listen, to Symphony No.5 in C Minor, Op.67 excerpts, following listening guides. This symphony contains one of the most famous rhythmic ideas in all music, which will be recognizable to many of you.
- Read Classical Period Summary, pp. 200-201.

When you have completed the reading and listening assignments, take Quiz 4.

PART 5

The Romantic Period, pp. 202-275

- Read pages 203-208, noting the time-line for the Romantic Period (1820-1900), and the art from this period.
- Read Chapter 1 - Romanticism in Music, pp. 209-212.
- Read Chapter 2 - Romantic Composers and Their Public, pp. 212-214.
- Read Chapter 3 - The Art Song, pp. 215-216.
- Read Chapter 4 - Franz Schubert, pp. 216 - 219.
- Listen to Erlkonig, by Franz Schubert, following listening guide.
- Read Chapter 5 - Robert Schumann, pp. 219-222.
- Listen to Carnaval, by Robert Schumann, following listening guide.
- Read Chapter 6 - Clara Wieck Schumann, pp.222-224.
- Listen to Romance in E Flat Minor for Piano, Op. 11, No. 1 (1839), by Clara Wieck Schumann, following guide.
- Read Chapter 7 - Frederic Chopin, pp. 225-229.
- Listen to Nocturne in E Flat Major, Op. 9, No. 2, by Frederic Chopin, following listening guide.
- Listen to Etude in C Minor, No. 12 (Revolutionary),by Frederic Chopin, following listening guide.

- Read Chapter 8 - Franz Liszt, pp.229-232.

PART 6

The Twentieth Century and Beyond, pp. 276-388

- Read Chapter 1 - Musical Styles: 1900-1945, pp. 283-290.
- Listen to example from Stravinsky, Ritual of Abduction from The Rite of Spring, following listening guide.
- Read Chapter 2 - Music and Musicians in Society, pp. 290-292.
- Read Chapter 3 - Impressionism and Symbolism, pp. 292-293.
- Read Chapter 4 - Claude Debussy, pp. 294-297.
- Listen to Prelude to the Afternoon of a Faun, by Claude Debussy (1894), following listening guide.
- Read Chapter 5 - Neoclassicism, p. 298.
- Read Chapter 6 - Igor Stravinsky - pp. 298-304.
- Listen to selections from Rite of Spring, Part I: Introduction; Part I: Omens of Spring - Dances of the Youths and Maidens; Part I: Ritual of Abduction, following listening guide.
- Read Chapter 7 - Expressionism- pp. 304-305.
- Read Chapter 8 - Arnold Schoenberg - pp. 305-312.
- Listen to Schoenberg: A Survivor from Warsaw, following listening guide.
- Read Chapter 9 - Alban Berg - pp. 313-317.
- Read Chapter 10 - Anton Webern - pp. 317-318.
- Listen to Third Piece from Five Pieces for Orchestra, following listening guide.
- Read Chapter 11 - Bela Bartok - pp. 318-321.
- Read Chapter 12 - Charles Ives - pp. 321-322.
- Listen to Putnam's Camp, following listening guide.
- Read Chapter 13 - George Gershwin - pp. 324-325.

- Read Chapter 14 - William Grant Still - pp. 326-328.
- Read Chapter 15 - Aaron Copland - pp. 329-331.
- Listen to Section 7 from Appalachian Spring (1943-1944), following listening guide.

When you have completed all reading and listening assignments, take Final Exam.

Grading

Type of Assignment	Percentage/Points	Learning Objective
Homework	20%	1
Quizzes	40%	1
Discussions	10%	3, 4
Concert Reports	15%	2
Final Exam	15%	1, 4
	100%	TOTAL

Grading Scale:

"A" = 90-100

"B" = 80-89

"C" = 70-79

"D" = 60-69

"F" = 0-59

Student Course Participation

As a student, I understand that I am responsible for keeping up with the course. To help with this, I will

- identify alternative computer and internet access in case my primary computer crashes or my internet service is unavailable;
- recognize that the college provides free wi-fi and computer labs during regular campus hours to help me with accessing my course; and,
- understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my equipment or service is unreliable.

As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to

- getting “kicked off” of the system during tests or quizzes;
- having trouble submitting assignments; and
- dealing with a traumatic personal event.

As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will

- seek out help from my instructor and/or from tutors;
- ask questions if I don’t understand; and
- access my course several times during the week to keep up with assignments and announcements.

Course Policies

Disclaimer

This syllabus is tentative and subject to change in any part at the discretion of the instructor. Any changes will be in accordance with Odessa College policies. Students will be notified of changes, if any, in timely manner.

Original Effort

The work submitted for this course must be original work prepared by the student enrolled in this course. Efforts will be recognized and graded in terms of individual participation and in terms of ability to collaborate with other students in this course.

Grade Inquiry Policy

It is the responsibility of the individual taking this course to maintain accurate track of assignment submissions and grades. There will be opportunities during the semester to meet with the instructor to discuss your academic progress. Contact the instructor to schedule an appointment. Class time will not be used for grade inquiries. All grades are final.

General Course Requirements

1. Attend class and participate.
2. Contribute and cooperate with civility.
3. **Submit assignments on time. Late work will not be accepted. Medical and/or family circumstances that warrant an extension on assignments need to be presented to the instructor. Extensions will be allowed at the instructor’s discretion.**

Incomplete Policy

An ‘Incomplete’ grade may be given only if:

1. The student has passed all completed work
2. If he/she has completed a minimum of 75% of the required coursework. A grade of an “I” will only be assigned when the conditions for completions have been discussed and agreed upon by the instructor and the student.

Core Objectives (COs)

Description of Core Objectives (CO’s)

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential

knowledge and skills they need to be successful in college, in a career, in their communities, and in life. Therefore, with the assistance of the Undergraduate Education Advisory Committee, the Coordinating Board has approved guidelines for a core curriculum for all undergraduate students in Texas.

Through the application and assessment of objectives within the institution's core curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world; develop principles of personal and social responsibility for living in a diverse world; and advance intellectual and practical skills that are essential for all learning. Appropriate Odessa College faculty periodically evaluates all of the courses listed in the descriptions on the following pages of this catalog and keys them to Odessa College's Institutional Core Objectives (ICOs), as defined by the Texas Higher Education Coordinating Board (THECB). (Source: *Odessa College Catalog of Courses 2012-2013, page 73*)

Odessa College's Core Objectives (COs):

1. *Critical Thinking Skills (CT)* - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. *Communication Skills (COM)* - to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. *Empirical and Quantitative Skills (EQS)* - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. *Teamwork (TW)* - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. *Social Responsibility (SR)* - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
6. *Personal Responsibility (PR)* - to include the ability to connect choices, actions and consequences to ethical decision-making

Discipline Core Statement

Music

MUSI 1306 meets the Creative Arts area because it requires students to listen to and analyze works of music and human imagination. Students must also synthesize the information and communicate how the elements of music come together to create a work of art.

 = Required Core Objectives

Foundational Component Area	SCH	CT	COM	EQS	TW	SR	PR
Creative Arts	3						
Courses in this category focus on the appreciation and analysis of creative artifacts and works of the human imagination.							

Courses involve the synthesis and interpretation of artistic expression and enable critical, creative, and innovative communication about works of art.

Course Objectives

1. Students will demonstrate an understanding of the elements of music and how these elements relate to the compositions presented in class.
2. Students will write and communicate effectively regarding opinions about and responses to music of unfamiliar genres.
3. Students will summarize from a historical perspective the social and political events contributing to the development of music.
4. Students will summarize from a historical perspective the social and political events contributing to the development of music.

Learning Outcomes

Outcome	CO
1	<i>Critical Thinking Skills</i> - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2	<i>Communication Skills</i> - to include effective development, interpretation and expression of ideas through written, oral and visual communication
	<i>Empirical and Quantitative Skills</i> - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
3	<i>Teamwork</i> - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
4	<i>Social Responsibility</i> - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
	<i>Personal Responsibility</i> - to include the ability to connect choices, actions and consequences to ethical decision-making

Odessa College Policies

Tuition Discounts

The **"First Course is Free"** discount waives standard tuition and fees for the first 3 credit hours taken at Odessa College. The discount applies to high school graduates taking their first class at Odessa College as well as transfer students taking their first class at Odessa College.

The **"Academic Progress Discount"** provides a 10% tuition discount upon completion of 30 credit hours until reaching 45 credit hours. It provides a 20% discount upon completion of 45 credit hours until reaching 60 credit hours. Student must maintain a 2.0 GPA to remain eligible for the discount.

Academic Policies

Note that the OC Student Handbook states (page 32) that "[i]n cases of academic dishonesty, the instructor has the authority to impose appropriate scholastic penalties. Complaints or appeals of disciplinary sanctions may be filed in accordance with the college due process procedure. Copies of the college due process procedure are available in the office of The Director of Student Life (CC104)."

For more information on your rights and responsibilities as a student at Odessa College, please refer to the following: *The 411 of OC: Student Handbook 2012-2013; Student Rights & Responsibilities* <http://www.odessa.edu/dept/studenthandbook/handbook.pdf>

Scholastic Dishonesty

Scholastic dishonesty shall constitute a violation of these rules and regulations and is punishable as prescribed by board policies. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism and collusion.

"Cheating on a test" shall include:

- Copying from another student's test paper
- Using test materials not authorized by the person administering the test.
- Collaborating with or seeking aid from another student during a test without permission from the test administrator.
- Knowingly using, buying, selling, stealing or soliciting, in whole or in part, the contents of an unadministered test.
- The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.
- Substituting for another student, or permitting another student to substitute for one's self, to take a test.
- Bribing another person to obtain an unadministered test or information about an unadministered test.
- "Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.
- "Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. (Source: *Odessa College Student Handbook 2012-2013, page 29-30*)

Special Populations/Disability Services/Learning Assistance

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

Odessa College affirms that it will provide access to programs, services and activities to qualified individuals with known disabilities as required by **Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (ADA)**, unless doing so poses an undue

hardship or fundamentally alters the nature of the program or activity Disabilities may include hearing, mobility or visual impairments as well as hidden disabilities such as chronic medical conditions (arthritis, cancer, diabetes, heart disease, kidney disorders, lupus, seizure disorders, etc.), learning disabilities or psychiatric or emotional disabilities. A student who comes to Odessa College with diagnosed disabilities which may interfere with learning may receive accommodations when the student requests them and submits proper documentation of the diagnosis. A Request for Accommodations form and guidelines for beginning the request process are available in the OC Help Center or on the Odessa College web site at <http://www.odessa.edu/dept/counseling/disabilities/index.htm>. The college strives to provide a complete and appropriate range of services for students with disabilities such as assistance with testing, registration, information on adaptive and assistive equipment, tutoring, assistance with access and accommodations for the classroom where appropriate. For information regarding services, students with disabilities should contact the Office of Disability Services in the OC Help Center located in Room 204 of the Student Union Building or call 432-335-6433. (Source: *Odessa College Catalog of Courses 2012-2013*, page 52)

Dropping a Course or Withdrawing from College

Students wishing to drop a non-developmental course may do so online using WebAdvisor, at the Wrangler Express, or Registrar's Office. A student wishing to drop a developmental course or withdraw from college should obtain a drop or withdrawal form from the Wrangler Express or the Registrar's Office. Students are encouraged to consult with instructors prior to dropping a class. Students may not completely withdraw from the college by use of the Web. Students must drop a class or withdraw from college before the official withdrawal date stated in the class schedule. Students who are part of the Armed Forces Reserves may withdraw with a full refund if the withdrawal is due to their being ordered into active duty. A copy of the student's orders must be presented to the Registrar's Office at the time of the withdrawal. For details, please contact the Office of the Registrar. **No longer attending class does not automatically constitute withdrawal from that class, nor does a student's notification to an instructor that the student wishes to be dropped. Failure of a student to complete the drop/withdrawal process will result in a grade of "F."** (Source: *Odessa College Catalog of Courses 2012-2013*, page 36)

Student Support Services and Technical Support

Blackboard Support

I can't log into my Blackboard Course, who do I contact?

Contact the Student Success Center: 432-335-6673 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm. The SSC can provide you with your Blackboard login name. If you are not sure what your password is, they can reset your password.

I'm having a problem in my Blackboard Course, who do I contact?

For any problem that you have in your online course, always contact your Instructor first. Refer to the Instructor's Contact Information area of the Syllabus for their preferred method of contact and the expected response time.

Additional Blackboard Help Resources:

Service	Assistance Provided	Available
Blackboard Help for Students	Website with a searchable list of topics on how to navigate and use Blackboard for online courses.	Online Click here.
Blackboard On Demand	This website provides an	Online

Learning Center for Students	extensive list of short tutorial videos for student activities performed in Blackboard.	Click here.
Blackboard Collaborate: First Time Users	If you have never used Blackboard Collaborate before, this website provides a system requirements check, configuration instructions, and training and resources area.	Online Click here.
Blackboard Collaborate: Essentials for Participants	This website provides essential information for Participants of Collaborate sessions. Any Collaborate user, whether first-time or experienced, would benefit from reviewing the information here.	Online Click here.

Student E-mail Support

How do I set up, access, or update my Odessa College Student E-mail account?

Go to this website and follow the directions on the page: <http://www.odessa.edu/gmail/>.

I can't access my student email! I forgot my password!

Contact the Student Success Center: 432-335-6673 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm. They can provide you with assistance in accessing your student email (created by OC) and can also assist with resetting your student email password. Make sure to have your student ID number available!

Your Blackboard login name is associated with your OC created student email account. All Correspondence for this course will be submitted using your Odessa College student email address.

Support for Students with Disabilities

How do I contact the Office of Special Populations?

Main Number	432-335-6861
Campus Location	SUB 204N in the Student Union Building
Email	Becky Rivera-Weiss - brivera@odessa.edu
Website	To find out more about services provided by the Special Populations office, please visit: http://www.odessa.edu/dept/counseling/disabilities/index.htm

Learning Resources Center (LRC; Library)

How do I contact the Learning Resource Center?

Main Number	432-335-6640
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FAQ Service	LibAnswers: http://libanswers.odessa.edu
Contact a Specific OC Librarian	Pat Quintero at 432/335-6350 or pquintero@odessa.edu Donna Clark at 432/335-6645 or dclark@odessa.edu Carolyn Petersen at 432/335-6641 or cpetersen@odessa.edu
LRC Services and Guidelines Website	https://www.odessa.edu/dept/library/services/index.htm

Equipment and Services Provided:

The Murry H. Fly Learning Resources Center (LRC) supports the college's curriculum resulting in a primary emphasis on each student's individual study and research needs. The faculty and staff work with the LRC's Technical Services and Public Services Departments in choosing materials to support all college programs. More than 59,000 books, 50,000 electronic books, 350 current periodicals, 6,700 media holdings, eight newspapers, and 60 databases are available to enhance the educational process.

Equipment/Services Available	Used For	Available
Books, videos, CDs	Research	On Campus and Online
Specialized databases not available online for free	Research	On Campus and Online
Magazines, newspapers, & scholarly journals	Research	On Campus and Online
Computers	Research & word processing	On Campus
Selected textbooks for short-term use	Course work	On Campus
Trained staff	Answer "where do I find?"	On Campus and Online
Tutorials	Tips for research strategies	On Campus and Online
Photocopiers, VHS/DVD players, FAX service	For course work	On Campus
Quiet study areas	For course work	On Campus

Student Success Center (SSC) / AVID Center

How do I contact the Student Success Center?

Appointments are preferred, but walk-ins will be served as soon as possible.

Main Number	432-335-6673
Campus Location	1st floor of the Library
Website with Additional Help and	http://www.odessa.edu/dept/ssc/

Information	
Live Online Assistance / Chat	Click Here <i>(If no one is currently available, please put your email and question(s) in the appropriate areas of the form and hit 'send.' Your question(s) will be addressed as soon as an SSC staff member becomes available.)</i>

Equipment and Services Provided:

The purpose of the Odessa College Student Success Center is to provide assistance to students in meeting their academic and career goals. The SSC strives to continually provide new and updated resources that will empower all Odessa College students to succeed at OC and beyond.

Equipment/Services Available	Used For	Available
Tutoring by CRLA & Avid trained tutors	Understanding course work and motivation	On Campus and Online Click here for more information.
Student Information Seminars (SIS)	Demo email, Blackboard and SSC resources	On Campus and Online Click here for more information.
Study Skills	Tools needed to succeed	On Campus and Online Click here for more information.
Basic Technology	To navigate classes, email, etc.	On Campus and Online
Plato Web	Practice for TEAS test and basic math, science, etc.	On Campus and Online Click here for more information.
Project T.I.E.	Practice for GED/COMPASS	On Campus and Online Click here for more information.
Student Orientation/Tour	Show individual students where their classes will be. SIS presentation	On Campus
M.O.R.E. Mentoring Program	Networking, tips to navigate college life successfully	On Campus Click here for more information.
Smart thinking	Online tutoring service. Connect with an e-structor and interact with a live tutor.	Online Click here for more information.

Veterans Support

How do I contact the office for Veteran's Outreach?

Main Number	432-335-6833
Campus Location	204M (Help Center) in the Student Union Building
Email	Gloria Rangel - grangel@odessa.edu
Website	To find out more about services provided by the Veteran's Outreach office, please visit: http://www.odessa.edu/dept/counseling/veterans/index.htm