Name: Dr.Daya Sharma

E-Mail:: dnand@odessa.edu

Phone:432.335.6436

Office: Composite Technology Building, Room 120D

Office Hours	
Campus Office Hours:	Monday:10.30 to 12.30 & 1.30 to 5.00 PM Wednesday: 10.30 to 12.30 Friday: 8.00 to 10.30 AM Tuesday: 8.30 to 12.00
Online Office Hours:	Monday:1:30- 5:00 PM Friday: 10.30 to 4.30 Web classes

Hi everyone to BCIS 1305! I am Dr. Daya Sharma, and I will be your instructor for BCIS 1305 _F8OCTand FO1C. This is my first year with Odessa College and love being a part of a student's journey to his/her educational goals!

I received my PhD in Cyber Security in 2014 followed by the Masters in Internet Engineering in 2005.In my PhD I have proposed the integrated reference model for NextGen firewall. Apart from research work, I love socializing and travelling. I have travelled almost 19 countries. I have been working for engineering College, University and multiple corporates.

Preferred Method of Communication:

The best way to communicate with me is via email or cell. Also, check in Blackboard each day for announcements, including any changes in the course schedule due to instructor illness or conference attendance. Appointments with me may also be scheduled.

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 Saturdays. I am not online Sundays;
- 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 assignments within 2 weeks of the due date.

↕ **Textbook Information and Required Hardware/Software**

Course Description:
Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course may use instructional examples and assignments from various programming languages such as Java. COSC 1436 will satisfy the Associate in Science degree general elective requirement.
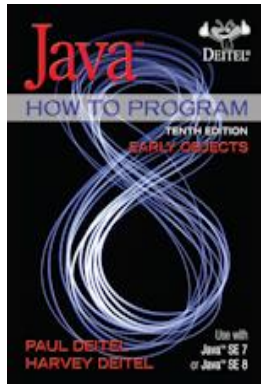
Textbook Information and Required Hardware/Software

Required Materials:

- **Textbook:**

Java How to Program Tenth Edition, Early Objects :   Author   Paul Deitel , Harvey Deitel By PEARSON

ISBN-13: 9780-13-381332-7

- **Microsoft Office 2013 Professional Edition** – includes MS Word, MS Excel, MS Access, and MS PowerPoint (if you plan to work from home, the book package in bookstore comes with a trial version of this software).

- Use the Access code printed on the back page of your book to view VideoNotes, Source Code and Web Chapters.   If you have a used book, you will have to purchase the Access Code here, http://wps.pearsoned.com/wps/media/access/Pearson_Default/15588/15962238/login.html?errmsg=You+don%27t+have+a+subscription+to+this+site.+Please+make+sure+that+the+siteid+or+abbrev+is+correct.&ab brev=252564

    - **Java NetBeans 7.3.1-- You must have NetBeans 7.3.1 OR 8 within the first week of class.**

        This is a FREE download https://netbeans.org/

- **Flashdrive:** At least 8GB in memory. If you are enrolled in a web class, you can save your files to your computer. If you will be using someone else's computer, you will need to purchase one of these.

- **Computer with Internet Access:** Throughout the semester, you will need to have access to a computer and the internet to complete work in this class.

⭥ Information About the Course

Course Topics	
Module 1	Chapter 1: Introduction to Computers, Programming, and Java Chapter 1 Quiz Chapter 1 Assignment Introduce Yourself Blog (MS WORD) Student Questionnaire Assignment
Module 2	Chapter 2: Introduction to Java Applications; Input/Output and Operators Chapter 2 Quiz Chapter 2 Assignment Chapter 3: Control Statements: Part 1; Assignment, ++ and – Operators Chapter 3 Quiz Chapter 3 Assignment Exam 1-Cover chapters 1-3
Module 3	Chapter 4 Control Statements: Part 2; Logical Operators Chapter 4 Quiz Chapter 4 Assignment Chapter 5 Methods Chapter 5 Quiz Chapter 5 Assignment

	Review group project
Module 4	Chapter 6 Arrays and ArrayLists
	Chapter 6 Quiz
	Chapter 6 Assignment
	Blog
	Exam 2-Covering chapters 4-6
	Group Project: First Draft Report Assignment
Module 5	Chapter 7 Introduction to Classes and Objects
	Chapter 7 Quiz
	Chapter 7 Assignment
	Chapter 8 Classes and Objects: A Deeper Look
	Chapter 8 Quiz
	Chapter 8 Assignment
Module 6	Chapter 9 Object-Oriented Programming: Inheritance
	Chapter 9 Quiz
	Chapter 9 Assignment
	Chapter 10 Object-Oriented Programming:Polymorphism and Interfaces
	Chapter 10 Quiz
	Chapter 10 Assignment
Module 7	Group Project Due
	Final Exam covering chapters 1-10

Learning Outcomes for COSC 1436

1. Describe how data is represented, manipulated, and stored in a

 Computer.
2. Categorize different programming languages and their use. Understand and use the fundamental concepts of data types, structured programming, algorithmic design and user interface design.

3. Demonstrate a fundamental understanding of software development
 methodologies, including modular design, pseudo code, flowcharting, structure charts, data types, control structures, functions, and arrays.

4. Develop projects that utilized logical algorithms from specifications and requirements statements.

5. Demonstrate appropriate design, coding, testing, and documenting of com puter programs that implement project specifications, and requirements.

6. Apply computer programming concepts to new problems or situations.

↕ Grading ⌄ ▭

Type of Assignment	Percentage/Points	Learning Objective
Assignment	25%	
Semester Project	15%	
Discussion/ Participation	10%	
Exam	20%	
Blog	15%	
Final Exam	15%	

	100%	TOTAL

Grading Scale:

"A" = 90-100
"B" = 80-89
"C" = 70-79
"D" = 60-69
"F" = 0-59

Grading   Policy

Quality work and active participation is expected and not to be negotiated.   As a general policy, grades will be taken in web class as per your continuous involvement and assignment submissions. You can expect feedback on assignments within a week's time.

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 opportu nities during the semester to meet with the instructor to discuss your academic progress. Contact the instructor to schedule an appointment. All grades are final**.**

Communication Plan

The best way to communicate with the course instructor is via phone or email. Also, check in black board regularly for announcements, including any changes in the course schedule due to instructor illness or conference attendance. Appointments with the instructor may also be scheduled.

General Course   Requirements

<u>**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.**</u>

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.

Course Work: Course work is administered and submitted through the Blackboard online classroom and must be submitted in Blackboard. All Course work will have a cutoff date for submission.   Work will not be accepted after the cutoff date.   You only have 1 submission for each assignment, so make you are satisfied with your work before you submit it.

Tests (major   exams): All tests (major exams) are **closed book** unless specifically stated otherwise by the instructor. All tests (major exams) are to be **individually** completed unless specifically stated otherwise by the instructor. You only have 1 submission for each test, so make you are satisfied with your work before you submit it.   Test (major exams) will come from your book, notes and/or PowerPoint slides.   Test (major exams) may be essay, application--
based (you create an application then submit it via Blackboard), multiple choice/true false or matching.

Discussion Questions/Participation/Blogs: You will several discussion questions this semester. Log onto Blackboard, click on the Discussion Questions Folder to view questions. All other points towards participation/discussion questions will come from class participation and/or discussion questions posted in Blackboard. Most of the discussion questions in this class will come from CourseCast. The online feature, CourseCast, is a library of weekly podcasts designed to keep you up to date with the latest in technology news. Click the link, http://coursecasts.course.com, and you can download the most recent CourseCast onto your mp3 players or you may read the articles/scripts.

Quizzes/Exams--
- Will come from your book notes and/or PowerPoint slides. Quizzes/Exams may be essay, (you create program then submit it via Blackboard), multiple choice/true false, matching or a combination of them all.

Extenuating circumstances: If you have an extenuating circumstance during the semester please discuss this with your instructor as they **may** make an exception in their no late work policy. **This is not a guarantee of an instructor accepting something late.** Extenuating circumstances are **unexpected and unavoidable situations.** This would be things such as

hospitalization or car wreck. Forgetting about the test, a busy work/school

schedule, being out of town, your own personal Internet connection, etc. does not qualify as an extenuating circumstance. Students should be prepared to provide documentation for any extension request.

Assignment: This is an exercise completed in class with the instructor that focuses on the skills that will be need to complete the week's homework assignments.

"Tutorials": Tutorial should be completed; however, <u>it is not for a grade</u> . It is designed as a component that will help you learn the material in each chapter.

☐ ↕ Student Course Participation

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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.

As a student, I understand that I will have the opportunity to provide feedback on my experience in this course through an end-of-course Student Evaluation of Instruction (SEI).

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.

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.

Description of students

Students enrolled in this course are fulfilling the institutional option for the core curriculum in a degree program.

Course prerequisites

None (Source: *Odessa College Catalog of Courses 2012--2013, page 178)*

Course Alignment with
  Industry Standards
 None

Digital Protocol

Cell phones must be placed on either *vibrate* or *silent* mode and are to
 be accessed in emergency cases only. The use of laptops or any other
digital device is permitted in order to facilitate note--
taking relative to instruction. Any written assignments will be submitted ele
ctronically on either Blackboard or SAM website. **The electronic recording
 of the time on Blackboard and SAM will be considered the time of
assignment submission. Take necessary steps to ensure that your assignm
ents are submitted on "Blackboard" or "SAM" time.** Back--
up and/or additional copies of all assignments submitted is encouraged. **Co
mputers/printers are available to OC students in the LRC (301--
303); therefore, not having access to a computer due to technical issues
  (crash; corrupted files) will not be considered as an acceptable reaso
n for not completing assignments.** If there is a loss of server connectio
n with Odessa College due to maintenance, then an email will
be sent to students with pertinent information and status reports.

Attendance Policy

**For web classes, Instructor will justify your attendenace depending upon your assignment
and course work submissions.**

This course will emphasize the development of discussion skills, the ability to work responsibly in a group, and enhance critical thinking skills. As a result, participation in class discussions and activities is crucial, and students are expected to participate fully. Because this class uses Blackboard, participation and class activities will be tracked through the Blackboard Learning Management System. In an online class, participation includes (but is not limited to) logging in, posting in discussions, communicating with class members, communicating with instructor, completing items in the online environment.

Response Time: The instructor will respond to all emails within 24-- hours Monday – Thursday. Messages sent after noon Friday's, over the weekend or during holidays will be responded to the next business day.

AVID

This course has been identified as a course by Career, Technical, and Workforce Education as one in which teaching and learning strategies adopted by AVID will be implemented. As a student in this course, you will be expected to develop an understanding of the strategies, to model the strategies, to maintain fidelity of implementation, and to examine how these strategies may impact your effectiveness as a professional in your chosen area of occupation, either through coursework or practicum experience as outlined by the course instructor. The Class Lecture Activity and Weekly Journal are strategies that will be used each week to engage students in their learning experience.

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.

•Collaboratingwith   or   seeking   aid   from   another   student   during   a   test   with out   permission   from   the   test administrator.

•The unauthorized transporting or removal, in whole or in part, of the contents of th e un administered test.

•Substituting for another student, or permitting another student   to substitute for one' s self, to take a test.

•"Plagiarism"   shall   be   defined   as   the   appropriating,   buying,   receiving   a s   a   gift,   or   obtaining   by   any   means   another's   work   and   the   unackno wledged   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   req uirements. (Source: *Odessa   College   Student   Handbook   2012--*

2013,   page   29--30)

• *Any student   found   cheating   will   receive   an   "F"   in   the   course.*

□ ↕ **Course Schedule**

(Tentative and Subject to Change)

Date	Instructional Approach (* denotes a strategy adopted by AVID)	Topic	Assignment	Assignment Submission

↕ **General Education - Core Objectives (COs)**

(Note to course instructor: Delete this entire section if this course is not part of the Core Curriculum or General Education courses.)

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

↕ Discipline Core Statement

(Note to course instructor: If this course is a CORE CURRICULUM course, fill in the following area. Please consult with your department chair if you have any questions regarding this section.)

(Discipline Name Here)

(Your department will provide you with a body of text that will be copied and pasted into this area.)

= Required Core Objectives

Foundational Component Area	SCH	CT	COM	EQS	TW	SR	PR
(Area)	#						
(Body text here)							

↕ Student Learning Outcomes (SLOs)

The following table details how this course's STUDENT LEARNING OUTCOMES (SLOs) align with COs.

Directions for Instructor:

1. *In the left-hand column, list specific SLOs that indicate what students will be able to do at the end of the course. You may reference the number from the Learning Outcomes listed in the Course Learning Outcomes list under the Course Description.*
2. *Determine, as appropriate, how your SLOs align with the CO's that are listed in the right-hand column. NOTE: A course may not incorporate all 6 COs. Every course should include an SLO that aligns with "critical thinking" and "communication" skills. Every Core course has assigned CO's indicated in the chart above that should correlate to SLO's here.*

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

↕ Program-Level Student Learning Outcomes (SLOs)

Program-Level Student Learning Outcome(s)	Course Learning Outcomes	Specific Assignment

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 Learning Center for Students	This website provides an extensive list of short tutorial videos for student activities performed in Blackboard.	Online **Click here.**
Blackboard Collaborate: First Time Users	If you have never used Blackboard Collaborate before, this website provides a system	Online **Click here.**

	requirements check, configuration instructions, and training and resources area.	
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
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 Information	http://www.odessa.edu/dept/ssc/
Live Online Assistance / Chat	Click Here *(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.)*

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