

ORIENTATION

- I. Calculator needed
 - A. Functions needed
 1. 4 Functions N^2 or N^x – all classes
 2. Trig (sin, cos., tan), Log & Ln – IT 307 & IT 390
 3. Statistical, log, n! – IT 375 & IT 475
 - B. Some recommended calculators
 1. Sharp EL 506
 2. LCD Scientific
 3. TI-86 or better

- II. Course Syllabus and Text
 - A. Syllabus is available in the SIUC office two (2) weeks before the first weekend of class.
 - B. Textbooks are ordered from MBS Textbooks. See SIUC office for order forms.
 - C. Pre-class homework/assignments
 1. Reading
 2. Attempt all problems
 - a. Do not dwell on ones you cannot do.

- III. Methods of Study
 - A. Different systems for each student
 1. Two hours a day
 2. Cram session
 3. Group study
 4. Individual study
 - B. Get to know your classmates
 1. Help each other
 2. Exchange phone numbers
 3. Take turns organizing study groups

- IV. Independent Study Courses
 - A. Different Types
 1. Text and assignments
 2. Research and projects
 3. Use of visual aids and computers

- V. Military Assignment Freeze:
 - A. Code 52
 1. Get it even if you don't think you'll need it
 2. Must map out completion of degree within one year

- VI. Capstone
 - A. Must have an A.A.S. degree and a 2.25 GPA or better to qualify

1. Must apply for it.
- VII. Additional Credits
 - A. Use DANTES and CLEP (Generals only)
 - B. Based on individual needs
- VIII. Math Requirements
 - A. College Algebra and Applied Geometry and Trigonometry
 - B. Pre-Calculus I & II (5 semester hours)
- IX. Tuition Payments in SIUC Office
 - A. Due the first of each month
 1. Check or money order only. NO CASH
 2. Bring payment stub of your student account
- X. Classes held on Weekends
 - A. Saturday and Sunday of scheduled weekends
 - B. Eight hour class each day 8:00 a.m. – 4:30 p.m. (0800 – 1630)
 1. Time includes breaks and lunch
 - C. Instructor calls the shots!
- XI. Financial Aid
 - A. Veterans Benefits
 - B. Military Tuition Assistance
 - C. Reserve Unit Educational Benefits
 - D. PELL Grants
 - E. Guaranteed Student Loans
 - F. Corporate Educational Benefits
- XII. Make SIUC office aware of any problems which affect on-time coursework completion, class attendance, program progress and tuition payments.
 - A. We can probably help
 - B. Read the newsletters
- XIII. Writing and Report Aid
 - A. *The Little Brown Compact Handbook*, 3rd edition (1998) by Jane E. Aaron
 - B. Dictionary
- XIV. Bad-weather Policy
 - A. If the instructor can be here, classes are held (providing BAFB is open)
 - B. Call the office and leave a message on the answering machine if you cannot attend, (318) 742-8088
 - C. E-mail the SIUC office at jholt14@bellsouth.net
 - D. Listen to local T.V. and Radio Stations