

Spring Semester 2009

I want to take an Internet Course, *what do I need to do?*

Step 1: Qualify

- Be sure you meet the:
 - Academic prerequisites specific to the course(s) you are interested in taking
 - Academic and Skill Requirements (*details listed on the reverse of this page*)
 - Specific Course Requirements in addition to the basic computer requirements
 - For details on all of these requirements:
<http://www.rowcabarrus.edu/distance/coursereqs/>

Step 2: Register and Pay

- Please contact your advisor if you have any questions about these processes

Step 3: Complete Orientation

- All students who are new to Internet courses at RCCC are required to complete the Online Orientation prior to receiving access to their course.
- For detailed instructions, visit:
<http://www.rowcabarrus.edu/distance/orientations.html>
- **Online Orientation Start Dates:**
 - **Noon, January 7**
 - **Noon, January 15-16:** Available for students who registering January 12-13

Step 4: Access Your Class

- Login access to Internet courses begins **noon, January 12.** Students are strongly encouraged to access the Internet course(s) they have enrolled in Blackboard on this date.
- **BLACKBOARD ACCESS: <http://rcc.blackboard.com>**
- **Final Deadline Alert!** All students must access each internet course by **5:00 pm on January 22, 2008 to remain enrolled.** Students who do not meet this deadline will be automatically withdrawn from the course.

Step 5: Participate!

- Use your college email account for all email communication within the course.
- Meet assignment and testing deadlines set by the instructor.
- Spend an average of 2 hours (or more) per course credit hour each week on coursework.
- Actively participate in the Internet course and weekly contact with the instructor.
- Adhere to the testing requirements of the instructor, including on-campus testing if specified.



Need help with Blackboard? Call
(800) 808-0489

Available 24/7/365

Internet Course

These courses are delivered via the Internet through a variety of online techniques such as lecture, video clips, online discussions, e-mail exchanges, chats, and case studies *to mention a few*. Internet students have no scheduled sessions on campus, although instructors reserve the right to require test-taking in the on-campus testing center. Internet classes are designed to give the student maximum flexibility; however, the student is expected to meet assignment and testing deadlines which provide a framework to promote student progress.

Online Orientation

All students who are new to Internet courses at RCCC are required to complete the Online Orientation prior to receiving access to their course.

For detailed instructions go to: <http://www.rowcabarrus.edu/distance/orientations.html>.

Internet Course Access

- Login access to Internet courses begins **noon, January 12, 2009.**

All students must access each internet course by 5:00 pm on January 22, 2009 to remain enrolled. *Students who do not meet this deadline will be automatically withdrawn from the course.*



Visit <http://rccc.blackboard.com> for login directions, to access your course(s) and to view important dates and instructions.

Workshop Schedules

Several free workshops are available to RCCC students, including an Introduction to Blackboard and various Microsoft operating systems and applications. Go to <http://www.rowcabarrus.edu/labs/> and click on the "Free Workshops" link for more information.

What are the Academic and Skill Requirements?

These courses are reading and writing intensive and require the students to use a variety of computer and Internet technologies. If a student has not previously completed an Internet, Hybrid, or TeleWeb course at RCCC with a grade of "C" or better, he/she must have completed the following classes successfully*, received equivalent transfer credit for the courses, or must be enrolled in the courses at the time of pre-registration and expecting successful completion* prior to the beginning of the new semester/term.

- ENG 111 or both ENG 090 and RED 090 (or equivalent). If not, the student may enroll if he/she has achieved a Reading placement test score and Writing/Language placement test score that qualifies the student for placement into ENG 111.
- CIS 110, EGR 125, or EDU 271 (or equivalent). If not, the student may enroll if he/she has achieved a placement test score of 77 or better on the Technical Proficiency Exam.

**Successful completion is achieved by a grade of "C" or better (includes grades of "CE" but excludes "Audits").*

For information on the Reading, Writing/Language, and Math/Algebra Placement Tests (COMPASS/ASSET) or the Technical Proficiency Exam (TPE), please call or visit Student Services to make an appointment or to get more information. You must have a scheduled appointment to test.

Student Services: (704) 216-3593 for North Campus, or (704) 216-3637 for South Campus.

What are the Basic Computer Requirements for all Internet Courses?

Students are required to have access to and use particular software and equipment. For detailed information, please visit: <http://www.rowcabarrus.edu/distance/coursereqs/>

What are the Specific Course Requirements?

Please refer to <http://www.rowcabarrus.edu/distance/coursereqs/> for additional hardware and/or software required by the instructor.

For more information about Distance Education Courses, visit <http://www.rowcabarrus.edu/distance/>

How Do I Do That?

Computer Software Questions Answered



FREE • 24/7

College students barely have enough time in the day for all that studying. You certainly can't afford to let software struggles slow you down. RCCC and Atomic Learning provides **free**, just-in-time answers to your "how do I do that?" software questions.

Blackboard

Microsoft Office

Windows

Pagemaker

Podcasting

iTunes

TI 84 Calculator

... and more!

Get online and get answers when you need them.

- Answer the quick software questions you have while doing assignments
- Learn new skills to prepare you for your future career
- Keep up-to-date on your technology knowledge – podcasts, blogging, web-design and more!

Help! How do I...

Create a Powerpoint presentation, Word document, Excel spreadsheet, Web Page, Blog or Podcast?

Figure out how to use my TI 84 calculator?

Use my new computer that came with Microsoft Vista?

Use Blackboard (students and faculty)?

Create a playlist in iTunes?

Use _____? Insert your software application here – Atomic Learning offers tutorials of hundreds of programs.

Atomic Learning is here and ready for you from wherever you have Internet access! Atomic Learning provides web-based software training for hundreds of applications.

The tutorials include audio and video/graphics, and are short, easy-to-view-and-understand. Best of all, they were created with the dialup-Internet users in mind (not a bandwidth hog).

How to access: Go to <http://highed.atomiclearning.com/>

How to login: Right now, everyone uses the same global login, since there is no individual tracking or reporting. We can explore customized logins as use increases. The username is **rccc** and the password is **student**. Once you login, just click on the "Our Tutorials" link to look for your desired topic.

Tip: Just click "yes" when the MIME question appears on your screen.

Note: If accessing the tutorials in open lab areas, you will want to bring a headset, earbuds, or the like, so the audio won't disturb others.

**ROWAN-CABARRUS COMMUNITY COLLEGE
INTERNET SCHEDULE SPRING 2009**

Section Name	Synonym	Course Title	Comments	Credit Hours	Code
ACA 115 450	027135	Success & Study Skills		1.0	IN
ACA 115 451	027136	Success & Study Skills		1.0	IN
ACA 115 452	027127	Success & Study Skills		1.0	IN/a
ACA 122 450	027088	College Transfer Success		1.0	IN
ACA 422 454	027093	College Transfer Success	CANCELED	4.0	IN
ACC 140 450	027042	Payroll Accounting		2.0	IN
ACC 150 450	027047	Accounting Software Appl		2.0	IN
ANT 210 450	027465	General Anthropology		3.0	IN
ANT 230 450	028861	Physical Anthropology	MM, 1/12-3/6	3.0	IN/MM/a
ANT 230 451	028862	Physical Anthropology	MM, 3/18-5/12	3.0	IN/MM/a
ART 111 450	027559	Art Appreciation		3.0	IN
AST 151 450	027404	General Astronomy I		3.0	IN
AST 151A 450	027405	General Astronomy I Lab		1.0	IN
AST 152 450	027408	General Astronomy II		3.0	IN
AST 152A 450	027409	General Astronomy II Lab		1.0	IN
BUS 110 450	027852	Introduction to Business		3.0	IN
BUS 115 450	027859	Business Law I		3.0	IN
BUS 121 450	027867	Business Math		3.0	IN
BUS 137 450	027923	Principles of Management		3.0	IN
BUS 153 450	027929	Human Resource Management		3.0	IN
BUS 217 450	028564	Employment Law and Regs		3.0	IN
BUS 225 450	027934	Business Finance		3.0	IN
BUS 240 450	027940	Business Ethics		3.0	IN
BUS 253 450	028565	Leadership and Mgt Skills		3.0	IN
BUS 260 450	027948	Business Communication		3.0	IN
CIS 110 450	028014	Introduction to Computers		3.0	IN
CIS 110 451	028015	Introduction to Computers		3.0	IN
CIS 110 452	028016	Introduction to Computers		3.0	IN
CJC 111 450	027107	Intro to Criminal Justice		3.0	IN
COM 110 450	027701	Introduction to Communication		3.0	IN
COM 120 450	027703	Intro Interpersonal Com		3.0	IN
COM 150 450	028618	Intro to Mass Communication		3.0	IN
CSC 153 450	027554	C# Programming	Optional meeting dates/times to be posted on Bb.	3.0	IN
CSC 239 450	027563	Advanced Visual BASIC Prog	Optional meeting dates/times to be posted on Bb.	3.0	IN
CSC 289 450	028369	Programming Capstone Project	Optional meeting dates/times to be posted on Bb.	3.0	IN
CTS 125 450	028021	Presentation Graphics	Optional class meetings will be scheduled during semester.	3.0	IN
CTS 130 450	028027	Spreadsheet		3.0	IN
CTS 230 450	028028	Advanced Spreadsheet	Optional class meetings will be scheduled during semester.	3.0	IN
ECO 151 450	028123	Survey of Economics		3.0	IN
ECO 251 450	028126	Prin of Microeconomics		3.0	IN
ECO 252 450	028127	Prin of Macroeconomics		3.0	IN
EDU 131 450	027220	Child, Family, & Commun		3.0	IN

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INTERNET SCHEDULE SPRING 2009

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Section Name	Synonym	Course Title	Comments	Credit Hours	Code
EDU 145 450	027215	Child Development II		3.0	IN
EDU 146 450	027216	Child Guidance		3.0	IN
EDU 234 450	027217	Infants, Toddlers, & Twos		3.0	IN
EDU 259 450	027219	Curriculum Planning		3.0	IN
EDU 271 450	027218	Educational Technology		3.0	IN
ENG 111 450	027842	Expository Writing		3.0	IN
ENG 111 451	027843	Expository Writing		3.0	IN
ENG 111 452	027844	Expository Writing		3.0	IN
ENG 111 453	027845	Expository Writing		3.0	IN
ENG 111 454	027846	Expository Writing		3.0	IN
ENG 111 455	027847	Expository Writing		3.0	IN
ENG 111 456	028181	Expository Writing		3.0	IN
ENG 444 457	028181	Expository Writing	CANCELED	3.0	IN/a
ENG 444 458	028181	Expository Writing	CANCELED	3.0	IN/a
ENG 112 450	027882	Argument-Based Research		3.0	IN
ENG 112 451	027883	Argument-Based Research		3.0	IN
ENG 112 452	027884	Argument-Based Research		3.0	IN
ENG 112 453	027879	Argument-Based Research		3.0	IN
ENG 112 454	029274	Argument-Based Research		3.0	IN/a
ENG 112 455	029645	Argument-Based Research		3.0	IN/a
ENG 113 450	027886	Literature-Based Research		3.0	IN
ENG 443 451	029307	Literature-Based Research	CANCELED	3.0	IN/a
ENG 114 450	027897	Prof Research & Reporting		3.0	IN
ENG 114 451	028865	Prof Research & Reporting	MM, 1/12-3/6	3.0	IN/MM/a
ENG 114 452	028866	Prof Research & Reporting	MM, 3/18-5/12	3.0	IN/MM/a
ENG 444 453	029308	Prof Research & Reporting	CANCELED	3.0	IN/a
ENG 125 450	027900	Creative Writing I		3.0	IN
ENG 126 450	027902	Creative Writing II		3.0	IN
ENG 131 450	027903	Introduction to Literature		3.0	IN
ENG 131 451	027904	Introduction to Literature		3.0	IN
ENG 231 450	028765	American Literature I	MM, 1/12-3/6	3.0	IN/a
ENG 231 451	029492	American Literature I	MM, 1/12-3/6	3.0	IN/a
ENG 232 450	028766	American Literature II	MM, 3/18-5/12	3.0	IN/a
ENG 262 450	027911	World Literature II		3.0	IN
ENG 262 451	027913	World Literature II	CANCELED	3.0	IN
ENG 262 452	027914	World Literature II	CANCELED	3.0	IN
ENG 262 453	027915	World Literature II	CANCELED	3.0	IN
ENG 273 450	027916	African-American Literature		3.0	IN
ENG 273 451	027917	African-American Literature	CANCELED	3.0	IN
HIS 131 450	027579	American History I		3.0	IN
HIS 132 450	027582	American History II		3.0	IN
HUM 110 450	027596	Technology and Society		3.0	IN
ISC 225 450	026992	Facility Layout		4.0	IN
MAT 070 450	027299	Introductory Algebra		4.0	IN
MAT 080 450	027319	Intermediate Algebra		4.0	IN
MKT 120 450	027957	Principles of Marketing		3.0	IN
MKT 122 450	027961	Visual Merchandising		3.0	IN
MKT 123 450	027964	Fundamentals of Selling		3.0	IN
MKT 220 450	027970	Advertising and Sales Promotio		3.0	IN
MKT 225 450	027974	Marketing Research		3.0	IN
MKT 226 450	027978	Retail Applications		3.0	IN
MSM 110 450	026987	Intro to Motorsports Mgmt		3.0	IN
MSM 112 450	026988	Engine/Drivetrain Fund		2.0	IN

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MSM 210 450	026986	Motorsports Marketing		3.0	IN
MSM 216 450	026981	Organization Mobility		2.0	IN
OST 149 450	027828	Medical Legal Issues		3.0	IN
OST 236 450	027760	Adv Word/Information Proc		3.0	IN
OST 289 450	027777	Office Systems Management		3.0	IN
PSY 150 450	027479	General Psychology		3.0	IN
PSY 150 451	027480	General Psychology		3.0	IN
PSY 450 452	027481	General Psychology	CANCELED	3.0	IN
PSY 231 450	027530	Forensic Psychology		3.0	IN
PSY 241 450	027531	Developmental Psych		3.0	IN
PSY 281 450	027542	Abnormal Psychology	MM, 1/12-3/6	3.0	IN
PSY 281 451	028789	Abnormal Psychology	MM, 3/18-5/12	3.0	IN/a
REL 110 450	027663	World Religions		3.0	IN
REL 110 451	027664	World Religions		3.0	IN
REL 212 450	027686	Intro to New Testament		3.0	IN
SEC 110 450	027783	Security Concepts	MM, 1/12-3/6	3.0	IN/MM
SEC 150 450	027787	Secure Communications	MM, 3/18-5/12	3.0	IN/MM
SOC 210 450	027526	Introduction to Sociology	MM, 1/12-3/6	3.0	IN
SOC 210 451	027527	Introduction to Sociology	MM, 3/18-5/12	3.0	IN
SOC 210 452	027528	Introduction to Sociology		3.0	IN
SOC 213 450	027545	Sociology of the Family		3.0	IN
SOC 240 450	027548	Social Psychology		3.0	IN
SOC 242 450	027549	Sociology of Deviance		3.0	IN
WEB 115 450	028077	Web Markup and Scripting	MM, 1/12-3/6	3.0	IN/MM
WEB 140 450	028078	Web Development Tools	MM, 3/18-5/12	3.0	IN/MM
WEB 211 450	028079	Advanced Web Graphics		3.0	IN
WEB 230 450	028080	Implementing Web Servers	MM, 3/18-5/12	3.0	IN/MM
WEB 260 450	028081	E-Commerce Infrastructure		3.0	IN

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