How to achieve Academic Success

Students should attend every class and are encouraged to ask questions, to meet with the instructor at the first indication of trouble, and to seek out study groups. Students are assigned an academic advisor to whom he or she may also go if further guidance is needed. The following academic services are offered to students free of charge in order to aid in the learning process.

The Foreign Language Lab is located on the third floor of the Jones Building and is open during the school day as well as most evenings. Students may use any of ten computers to do foreign language work. Tutoring is also available for those needing extra help with Spanish courses.

Contact Dr. Lambeth: lambeth@cofo.edu

The CWT, or the Center for Writing and Thinking, is located on the third floor of Jones and is open to students from 8 a.m.-9 p.m. Monday through Thursday; 8 a.m.-5 p.m. on Fridays; and Sunday afternoons (hours vary). The CWT offers Reader Responses, a 20-30-minute one-on-one session between a student and a peer writing assistant that gives the student a chance to discuss his or her writing and receive feedback and suggestions. Students should call (417) 690-3439 or drop by the CWT to schedule an appointment. The CWT cannot accept appointments by email. If a writing assistant is available, the CWT will accept walk-ins; however, in order to guarantee a spot, students should make appointments. Students can also access FAQs by going to the following address from a campus computer. The link is active on campus only.

http://inet.cofo.edu/Services/CWT/CWT.asp?page=5

The Career Center, located on the second floor of the Berger building, offers assessments for students to evaluate strengths, weaknesses, likes, and dislikes to assist them as they consider possible careers. These assessments can help students who are undecided to determine a major area of study.

Go to: http://www.cofo.edu/campusweb/careerdev/default.asp or career@cofo.edu

Computers are available in the following areas:

Art Department Graphic Design Computer Lab, Jones, Room 107
Plaster Lab, Plaster, Room 307
Jones Computer Lab, Jones, Room 308
Foreign Language Lab, Jones, Room 3
Gittinger Music Building, Music Computer Lab, Room 130
Graphic Arts Lab, College Press, Room 2
Lyons Memorial Library, First Floor and Room 1
Communication Arts Lab, Jamison, Rooms 209 and 212
Math Assistance Lab, Pfeiffer, Room 226
McKibben Lab, McKibben Center, Room 104
Youngman Agriculture Bldg. Computer Lab, Room 117

*Most of these computer labs are open until 10 p.m.

There are also three computers in each residence hall which students may use at any time.
The Mathematics/Physics department has two computer labs. The labs have word processing and spreadsheet capabilities, as well as astronomy and geometry software, computer algebra systems, and internet access. A mathematics library is centrally located near the math classrooms and is available to all students. The library contains books on all phases of mathematics, several periodicals, and a study area.

Go to:  
http://www.cofo.edu/Page/Students/Academic-Programs/Mathematics-and-Physics.183.html

The Music department, housed in the Edith Gittinger Music Center, offers acoustically-engineered practice rooms, audio/visually equipped class rooms, a Kawai electronic piano lab, a computer/MIDI studio, dedicated choral and instrumental rehearsal rooms and the 150 seat Newman Recital Hall with state-of-the-art acoustics and recording equipment.

Go to:  
http://www.cofo.edu/Page/Students/Academic-Programs/Music.188.html

Lyons Memorial Library has three floors that are home to non-fiction and fiction books, databases, periodicals, journals, magazines, newspapers, children’s books, encyclopedias, movies, and various other useful tools for students. Students must have their student ID to check out library materials.

Regular Hours  
Monday-Thursday 8:00 a.m. to 10:00 p.m.  
Friday 8:00 a.m. to 5:00 p.m.  
Saturday 1:00 p.m. to 5:00 p.m.  
Sunday 2:00 p.m. to 10:00 p.m.

Go to:  
http://www.cofo.edu/Page/Students/Resources/Lyons-Memorial-Library.290.html

The Armstrong McDonald Nursing Learning Lab (NLL) houses C of O’s state-of-the-art nursing simulation lab. Specialized software is designed to simulate clinical settings, providing undergraduate students the opportunity to learn and enhance their skills. Interactive computer assisted instructional programs reinforce and enhance students’ education. A wide selection of DVDs/videos, references, and textbooks are also available.

Additional information is available at:  
http://www.cofo.edu/Page/Students/Academic-Programs/Nursing.143.html

The Communication Arts lab, located in Jamison, includes 16 computers with the most up-to-date version of Adobe Creative Suite, Final Draft A/V and Microsoft Office. The Adobe suite includes Photoshop, InDesign and Dreamweaver. The Video Editing Suite in room 212 includes four HP editing machines with Avid Media Composer software, an industry standard editing program, and two Apple desktops running Final Cut Pro 7 and the latest Adobe Production Suite. The Adobe Suite includes Premier Pro, Photoshop, and After Effects. The Sound Recording Studio includes two full functioning recording labs for large and small recordings. The Sound Lab runs Pro Tools, an industry standard sound recording software and interface, and Adobe Audition. The labs are open until 10 p.m. Monday through Thursday and by appointment.

Contact Mr. Gebhart: bgebhart@cofo.edu

The Chemistry department offers three chemical labs for student use (with supervision). The computer lounge offers software that allows three dimensional and computational modeling of compounds and the ability to predict experimental results. Data from the lab can be processed and interpreted by the computers.

Go to:  
http://www.cofo.edu/Page/Students/Academic-Programs/Chemistry.168.html

Parents, you can also go to  
http://www.cofo.edu/Page/About-C-of-O/FAQs.78.html and click on “Academics and Registration” for more information regarding Academic Services.