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# Tips for Success.....Continued

## Listening Tips

- Be ready to listen by coming to class with all assignments & readings completed.
- Make a conscious choice to find the information useful & entertaining.
- Listen with purpose.
- Have an open mind.
- Stay focused.
- Don't stop listening when the materials seem difficult.
- Don't get distracted by inconveniences like too hot, too cold, or too dark.

## Test-taking Tips

- Plan for exams on day one by reviewing your syllabus.
- Take practice tests on your textbook's website.
- Aim for comprehension, not memorization.
- Take your time on test day.
- Read questions carefully.
- Answer easy questions first.
- Put the exam in perspective.
- Breathe to relieve test anxiety.
- Check your answers.
- Don't even think about cheating.

## Time Management Tips

- Determine goals.
- Set priorities.
- Take control.
- Stay focused.
- Avoid procrastination.
- Use your "power tools": weekly planner, course calendar, daily to-do list.
- Break big projects into smaller pieces with intermediate deadlines; write them in your planner!
- Do difficult work at your most productive time of day.
- "Just say no" to unnecessary obligations.
- Take advantage of small chunks of time.
- Reward yourself.

## **Tips for Success....Continued**

- Forgive yourself.
- Do the tasks you dread first.
- Do one thing at a time (put down the cell phone).
- Delegate; ask for help.

### **Stress Management Tips**

- Learn to budget before your expenses are out of control.
- Understand the serious physical and psychological impact of stress.
- Become aware of how you respond to stress.
- Understand how your personality type may be a contributor.
- Learn to control how you respond to stress.
- Manage stress by changing your lifestyle (eating healthy foods, exercising, etc.).
- Practice relaxation techniques such as yoga and meditation.
- Lean on your friends for social support.

# Healthy Habits

A healthy lifestyle is important to your success as a college student. Adopting a healthy lifestyle happens one day at a time, whether it is increasing your physical activity or eating healthier. To promote a healthy lifestyle UACCM offers free access to their fitness facilities located in the Kirk Building. In addition, you can check and see if the gym near your home offers a student discount. Moderate exercise such as walking briskly, for 30 minutes a day, has proven to have a positive effect by boosting your energy level with a get-up-and-go attitude.

There's no better way to start your morning than with a healthy breakfast. Breakfast, as if it hasn't been said a million times before, is the most important meal of the day. Try having greek yogurt with berries and walnuts, or homemade breakfast burrito made with high fiber tortilla, scrambled egg, 2% milk cheese, and salsa. Another option is quick cooking oats; you can add berries and a tablespoon ground flax, or walnuts, apples and cinnamon. Not only will you find yourself more energized for the day's activities, you will find you have better focus while sitting through classes.

Keep healthy snacks on hand so you can grab them when hungry:

- Fresh fruit
- Fresh raw veggies
- Low-fat cheese
- Protein bars
- Granola Bars (healthiest are Lara bars or Kind bars)
- Nuts & seeds
- Trail mix
- Popcorn (single serving bag)

Drink plenty of water. Whether it is bottled or from the tap, water does the body good. Without any unnecessary calories, it helps your muscles and brain stay hydrated for optimal physical and mental performance. How much water you need depends on your gender, size, and activity level. To determine your hydration needs, divide your body weight by two. That's how many ounces of water you need daily. (E.g. A 150 pound person needs 75 ounces of water a day). If you sweat a lot through exercise, or working in the heat, be sure to increase that amount.

Meditation is a great way to help prevent stress. A few minutes may be all you need; a quiet room with a chair or bean bag to relax. Just concentrate on your breathing for 5-10 minutes. Listen to your lungs inhale and exhale. Breathe slowly and gently. You will also find getting at least ten minutes of exercise, such as going for a brisk walk, will

# Healthy Habits....Continued

provide you with stress relief and a boost of energy. Find what works best for you in helping forget the worries of the day.

## Top 5 Healthy Eating Tips

### 1. **Make time for meals**

Eating 3 meals per day plus snacks will give you energy that will last all day and keep your metabolism active. Eating while doing other things may lead to eating more than you think. Pick a place to sit down and eat.

### 2. **Balance your meals**

Use half of your plate for fruits and vegetables, a quarter for whole grains and a quarter for lean meats (such as poultry, seafood, or beans). Eating healthy meals that contain foods from each of the different food groups will help ensure you get all the nutrition you need to stay healthy.

### 3. **Don't forget dairy**

To complete your meal add a glass of fat-free or low-fat milk. Your bones still need calcium to stay strong. Dairy foods and alternatives such as soymilk provide protein and vitamin D, as well as calcium.

### 4. **Stay hydrated**

Proper hydration is important for healthy skin and organs. Drink water even if you are not thirsty. Waiting until you are thirsty to have fluids means you are already partially dehydrated. Pack a bottle of water in your backpack or gym bag.

### 5. **Choose appropriate portions**

Using smaller plates, bowls, and glasses can help keep portions under control. Food portions in restaurants are often more than one serving size and they're getting bigger and bigger. You may not realize how much food you are actually consuming. When you are at a restaurant, plan to take half your meal home, or split an entrée with a friend. When having to go through a drive-thru just get the small size, or order a kids meal. When at home, start with small portions, and go back for more later if you are still hungry.

# Healthy Habits....Continued

## Top 5 Ways to Include Fitness in College Life

1. **Walk or bike to classes**

Be active on the way to class instead of taking the car. You can also pick one spot on campus and walk to all your classes instead of driving to each one

2. **Join an intramural sport at UACCM**

This is a fun way to meet new people and fit in exercise.

3. **Go for a walk with friends**

Stay fit and catch up with friends at the same time—take a walk on the UACCM walking trail located near the maintenance compound. Instead of taking a shortcut, take the scenic route and get in a little extra exercise.

4. **Take a fitness class as a course**

This is a good way to include fitness into your routine and earn credit. Consider Pilates/Yoga or the Walk/Run class.

5. **Check out your college gym**

UACCM's fitness equipment is located in the **Kirk Building** next to Union Station.

UACCM is committed to excellence in promoting a healthy lifestyle. As a college student at UACCM, there are wellness opportunities for you to participate in.

# Staying Connected

## WWW.UACCM.EDU

### Campus E-Mail

A UACCM e-mail account is available to all students. Accounts for first-time entering students will be set up by the first day of classes. Your account will remain active between semesters as long as you are registered for a following semester. All important Campus information is distributed to students through their UACCM e-mail. You must have a signed Computer Account Form on file with Computer Services agreeing to the UACCM Computer Usage Policy. **Returning students do not have to complete a form each subsequent semester at UACCM.**

To log on to a network computer on campus:

Your **USERNAME** is: **first initial + middle initial + last name** + last 3 digits of your **Student ID** i.e. CDoe321  
If you don't have a middle initial substitute an 'X' i.e. JXDoe321  
Your **PASSWORD** is: **first initial + your Student ID number**  
**The first initial must be uppercase and no dashes are used,** i.e. J987654321  
Your email address is: [username@uaccm.edu](mailto:username@uaccm.edu) i.e. [JCDoe321@uaccm.edu](mailto:JCDoe321@uaccm.edu)

To access email: Open Internet Explorer

Type in Address: <https://login.microsoftonline.com>  
Domain\user name: **first initial + middle initial + last name** + last 3 digits of your **Student ID**  
Password: **first initial + your Student ID number (initial must be uppercase, no dashes)**

You may also access campus email via a smart device (phone or tablet). Log into the UACCM Portal (see below) and click on the **IT/Computer Info** tab. Scroll down to find information about setting up your smart device for UACCM email access.

### My UACCM Portal

My UACCM Portal is a one-stop access point for campus information, Blackboard, Campus Connect, and the Campus Emergency Alert System. It is a convenient tool that provides students with vital academic and campus related information. It is the only tool that gives you access to Blackboard.

Your **user name** is: **first initial + middle initial + last name** + last 3 digits of your **Student ID**  
Your **Password** is: **first initial + your Student ID number (initial must be uppercase, no dashes)**

**The contact for My UACCM Portal problems is Debra Bittle, [bittle@uaccm.edu](mailto:bittle@uaccm.edu) or 977-2180.**

### Emergency Alert System

The UACCM Campus Emergency Alert System utilizing the EverBridge service allows campus administrators to quickly communicate with students, faculty, and staff in the event of an urgent situation on campus. UACCM requests that all students provide a phone number and/or e-mail address to receive these alert messages. **This information can be updated via UACCM Portal/Emergency Alert tab. Please see the Website for further instructions.**

### **CampusConnect**

Student Campus Connect is an on-line system that students can utilize to view/update their Demographic data, view account statement, Financial Aid information, schedule, course availability, grades, degree audit, and unofficial transcript. **This information can be viewed/updated via the UACCM Portal/CampusConnect tab.**



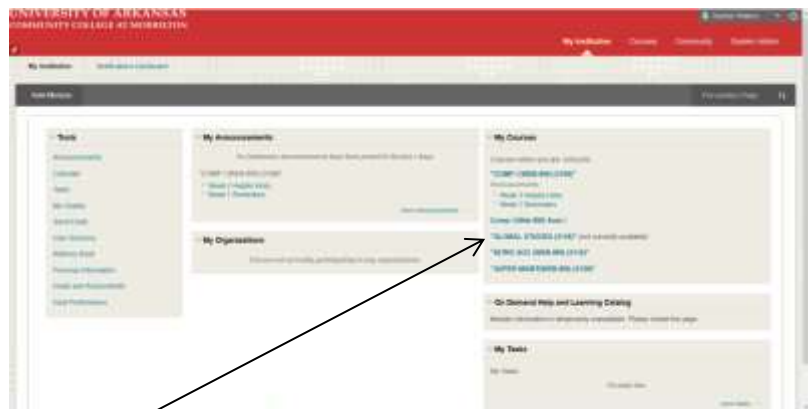
# Blackboard Information

Blackboard is a course management system that gives students access to grades and other course information. Students can access up to date information about their grades and coursework from any location that has Internet.

## Homepage:

When you click on the Blackboard tab you will see your “homepage”. Your home page lists the classes in which you are enrolled, the course mail, announcements, etc. The small windows are called “portlets”.

To select an item point to it until you see the small hand, then click on the item.



### “My Courses” Links

Click on a course name to see the webpage associated with your course.

When you navigate away from the home page, you may always return by clicking the **Blackboard-tab**.

## ***Disclaimer:***

*Due to differing preferences among instructors you may notice variations in the content of your course. Students should always consult with their instructor if they have questions about the course layout.*

## Begin Here:

To view the Begin Here page of a specific course, click the course name on the Blackboard homepage. This page will contain links for your course announcements, course syllabus, Grade book, and attendance.



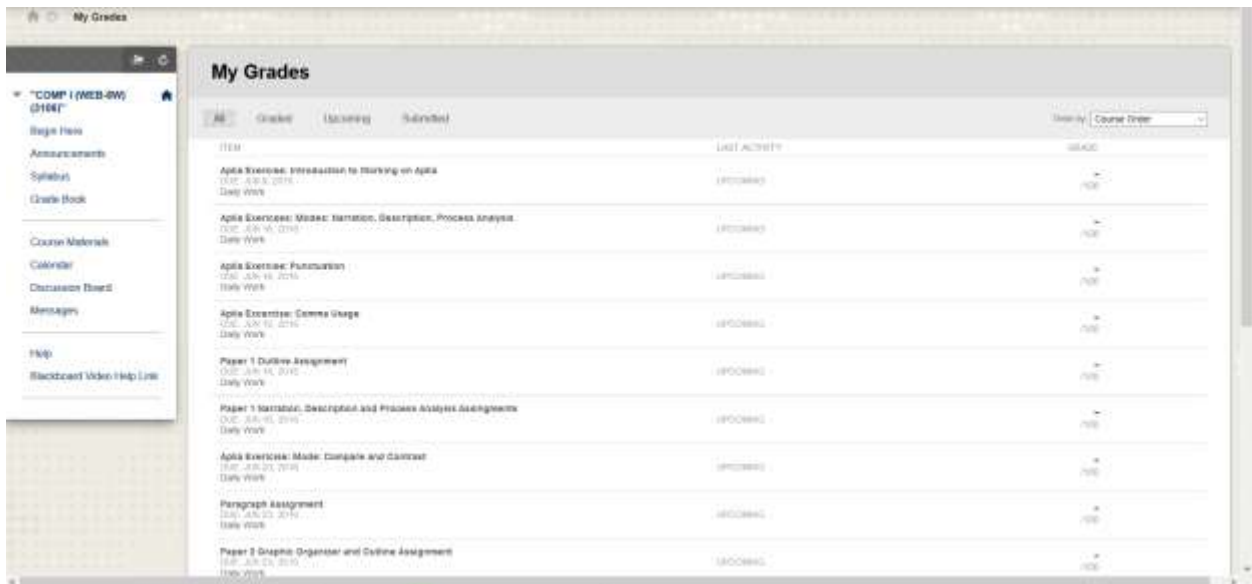
Links to other pages  
in your course

## Attendance Page:

To check your attendance in your class click on the attendance page.

## Grade Book Page:

To view your grade in the course, click on the Grade Book page.

A screenshot of the Blackboard 'My Grades' page. The page displays a table of assignments with columns for 'ITEM', 'LAST ACTIVITY', and 'GRADE'. The table lists several assignments, including 'Apila Exercises: Introduction to Thinking on Apila', 'Apila Exercises: Make: Narration, Description, Process Analysis', 'Apila Exercises: Punctuation', 'Apila Exercises: Genre Usage', 'Paper 1 Outline Assignment', 'Paper 1 Narration, Description and Process Analysis Assignments', 'Apila Exercises: Make: Compare and Contrast', 'Paragraph Assignment', and 'Paper 2 Graphic Organizer and Outline Assignment'. Each row shows the assignment name, the last activity date and time, and the current grade (e.g., '100').

ITEM	LAST ACTIVITY	GRADE
Apila Exercises: Introduction to Thinking on Apila DEC 20 10:15, 2016 Daily work	100%	100
Apila Exercises: Make: Narration, Description, Process Analysis DEC 20 10:15, 2016 Daily work	100%	100
Apila Exercises: Punctuation DEC 20 10:15, 2016 Daily work	100%	100
Apila Exercises: Genre Usage DEC 20 10:15, 2016 Daily work	100%	100
Paper 1 Outline Assignment DEC 20 10:15, 2016 Daily work	100%	100
Paper 1 Narration, Description and Process Analysis Assignments DEC 20 10:15, 2016 Daily work	100%	100
Apila Exercises: Make: Compare and Contrast DEC 20 10:15, 2016 Daily work	100%	100
Paragraph Assignment DEC 20 10:15, 2016 Daily work	100%	100
Paper 2 Graphic Organizer and Outline Assignment DEC 20 10:15, 2016 Daily work	100%	100

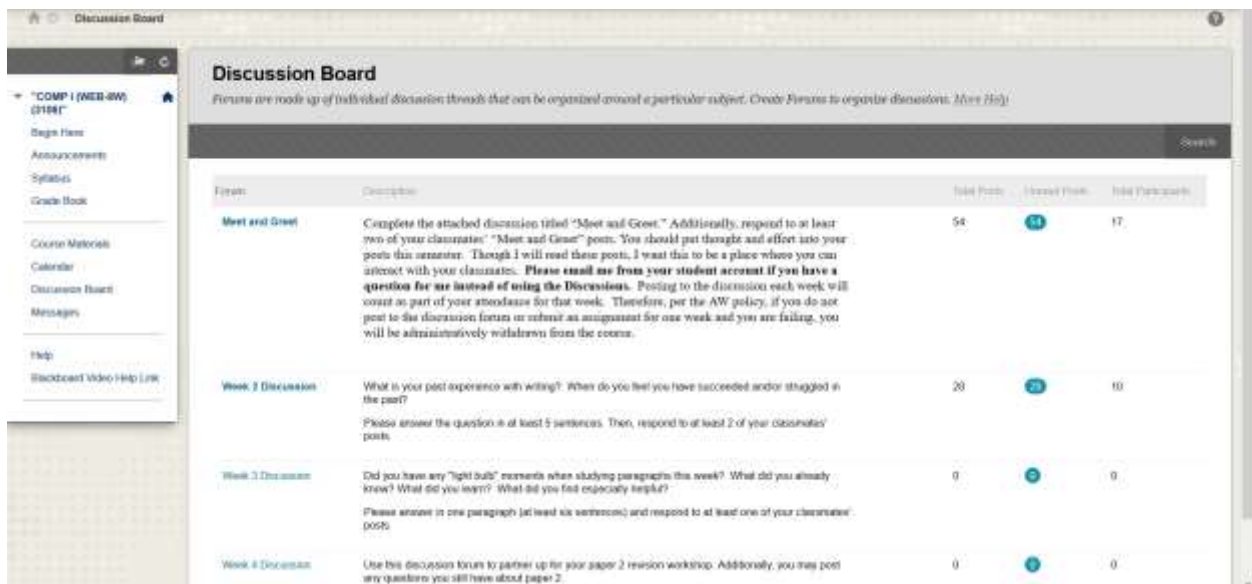
## Course Materials Page:

The Course Materials page contains a list of all of the assignments in the course. Go to this page to access an online assignment or to upload a paper.



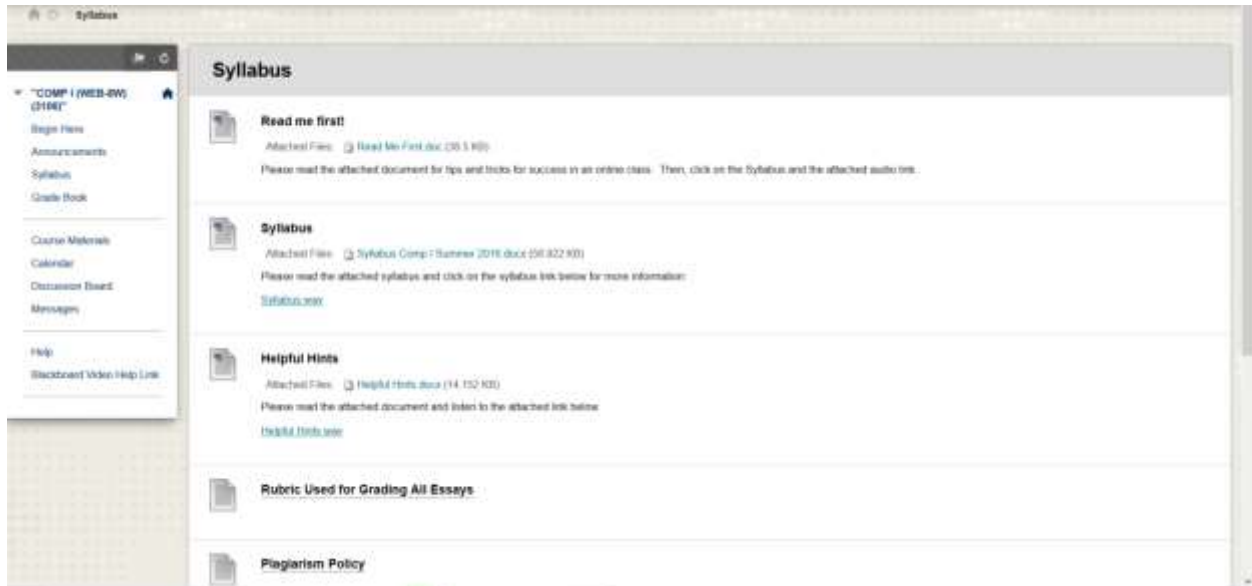
## Discussion Board Page:

The Discussion Board page is where you will find the discussion forums.



## Syllabus Page:

You will find a downloadable version of your syllabus on this page.



**Syllabus**

**Read me first!**  
Attached Files: [Read Me First.doc \(26.5 KB\)](#)  
Please read the attached document for tips and tricks for success in an online class. Then, click on the Syllabus and the attached audio link.

**Syllabus**  
Attached Files: [Syllabus Comp 1 Summer 2018.docx \(56.822 KB\)](#)  
Please read the attached syllabus and click on the syllabus link below for more information:  
[Syllabus 2018](#)

**Helpful Hints**  
Attached Files: [Helpful Hints.docx \(14.132 KB\)](#)  
Please read the attached document and listen to the attached link below:  
[Helpful Hints audio](#)

**Rubric Used for Grading All Essays**

**Plagiarism Policy**

# Advising Appointment Instructions

As a first-time college student, you need to realize the importance of registering for your classes as early as possible. Registering early gives you the opportunity to get in the classes you want, at the times you want. Typically, registration for the fall term will begin in April and registration for the spring term will begin in November. Registration dates will be posted on the UACCM website. Once you are aware of registration dates, you can make your advising appointment by following these instructions:

**Appointment Plus**  
**Online Advising Appointments** ←————→ **www.uaccm.edu**

Click on the blue BookNOW! button



○○○ **YOUR LOG-IN IS:** ○○○

Your First Initial+Middle Initial+Last Name+last 3 digits of your student ID, i.e.,  
JCSmith321

If you do not have a middle initial or there is not one on your college records,  
use an X for your middle initial.

○○○ **YOUR PASSWORD IS:** ○○○

Your first initial +your 9 digit student ID, i.e., J999154321

○○○○○○○ LOG-IN AND PASSWORD ARE CASE SENSITIVE ○○○○○○○

The first time you log-in you will need to update your information and enter a  
current email address so you can receive your appointment notification and a  
reminder.

## Tips for Online Classes

The University of Arkansas Community College at Morrilton is excited to offer many on-line courses. These courses provide convenience & technical enrichment for our students. Here are some helpful suggestions from former UACCM student & Academic All Star, Jeff Pistole:

- **Log in early & look ahead.** Many online instructors have their courses ready early, so it may be possible to log in before the first official day of class. This is a good time to look over the course & see what kind of assignments you are going to be doing. Instructors can track your activity; this means they know when you log in & the duration of time you spent.
- **Log in often.** You never know when your instructor might post a message for the class, put up a new assignment, or change an existing assignment. Anytime you have a spare minute & a computer is handy, you should log in & check out the course for changes.
- **Participate in class discussion.** Most instructors are going to require you to post to the discussion board. I recommend active discussion; it makes the class more enjoyable. In a traditional classroom setting, students are often hesitant to speak up in class & discuss the subject matter. However, I have noticed that in online courses more students participate in the discussions. This is because their identity is somewhat hidden.
- **Contact the instructor often.** Anytime you have a question, do not hesitate to contact the instructor. Most questions can be handled via e-mail, but questions that are more detailed may require a call to the instructor. Instructors do not mind if you call them. Also, if at all possible, you should make every effort to meet your instructor in person. Meeting each other in person will make your correspondence more meaningful. (It is always nice to be able to put a face with the name.)

## Tips for Online Classes....Continued

- **Make use of all available resources.** This means that in addition to textbooks you should utilize course materials provided by your instructor. This includes, but is not limited to: PowerPoint presentations, chapter notes, & links to helpful web sites. Also, UACCM makes the Student Success Lab available to all students. For the online student, these resources are valuable. I recommend using them often. Using the Student Success Lab could give you the edge.
- **Learn something & have fun doing it!**

# College Courtesy

*Treat everyone with politeness, even those who are rude to you—not because they are nice, but because **you** are.* ~ Author

Unknown

## In General

### *At Doors*

- Entering or exiting a building: look behind you to see whether anyone else is coming through in the next few seconds. If the door will slam someone behind you in the face, hold it open.
- If you see someone carrying boxes or other bulky items, ask if there is a door you can open.
- Always ask a person who is struggling with the door (e.g., someone using a wheelchair) if you may help. Do not immediately grab a wheelchair or their arm to assist.

### *Around Campus*

- Say hello to people you meet. If someone else says hi to you, respond in kind. (You will get bonus points for *smiling* while saying hello.)
- Say “Excuse me” rather than just pushing past people in a crowd or a constricted space.
- Wave to, nod, or mouth “thank you” to drivers who stop for you to cross at a pedestrian crossing. It is the law for them to stop, but you increase your chances if you acknowledge the driver.
- If you are walking in a group & one person comes in the opposite direction, move behind someone in your group so the person passing can use the sidewalk as well.
- No gum on the sidewalk, in the grass, on the parking lot—period. Throw away your trash in the barrels. Littering is not cool, ever. There is no exception.

## Computers & Cell Phones

- Always put your cell phone on silent or turn it off during every class. (It is doubtful that missing a call will adversely affect the fate of the universe.)
- No answering the phone. Period. Exceptions only if someone you are responsible for is extremely ill. Then excuse yourself from class.
- No texting in class—ever. Instructors can *always* tell when you are not paying attention.



## College Courtesy.....Continued

- No checking email, Facebook or MySpace. The instructor is giving you information you need & you paid for. Again, they can tell when you are not paying attention or not doing what they have instructed you to do on the computer.
- While in class, doing homework for another class is a no-no.
- Ditto working on your social calendar during lectures.

### Other Matters

- Inform your instructor when you must arrive late or leave early; however, do not announce it to the whole class, & do not interrupt during class to let the instructor know.
- If you arrive late to class, please sit down quietly near the entrance where you entered the room. And do not make a lot of noise & disrupt the class.
- Do not interrupt the class when you come in late by asking out loud, “Where are we?” or “What page are we on?” Lean over to a nearby student & quietly ask to be shown what is happening or explained where the instructor is in the study material.
- Same thing about supplies. Do not embarrass yourself by asking the instructor if she or he “has pencil/paper/book” you can borrow. Quietly check with a classmate near your seat.
- If you have to leave early, please sit near the exit so your departure does not disturb the class.
- Talking to classmates during a presentation disrupts the normal learning environment. Do not do it.
- Talking loudly & dominating the class is not acceptable. Ever!
- Ditto interrupting others. Be patient & courteous to other students when they ask a question or make a statement—even when the answer may be obvious to you.
- And *please* follow through on what instructors ask you to do: show up for an appointment, call or email if an emergency arises, read & follow the syllabus.

## College Courtesy.....Continued

### Online

- E-mail—do not write things in ALL CAPS or all lowercase.
- Be polite, courteous, & professional. Proofread your e-mail carefully before sending it, just like you would a letter. Remember you have signed a computer-use agreement & all e-mail messages *are* retrievable.
- Do not flame (sending an angry e-mail, often typed in all caps.)
- If you are finished using a public computer, close all the windows so people know it is not in use. Log off (unless you want strangers to have access to your personal info.)

## **Student Services**

### **Academic Commons**

The Academic Commons is located in the east wing of the Library Complex and provides three services: the E. Allen Gordon Library, Tutoring Services, and the Science Study Materials. Below you will find basic information that may be useful to you as you begin a new school year. If you have any questions, we encourage you to stop by or call the phone numbers listed below.

#### **Academic Commons Hours**

Monday - Thursday: 7:00 a.m. to 8:00 p.m.

Friday: 7:00 a.m. to 5:00 p.m.

Saturday: Closed

Sunday: 12:00 p.m. to 4:00 p.m.

#### **Contact Information**

Gordon Library: 501-977-2092

Tutoring Services: 501-977-2091

### **E. Allen Gordon Library**

The staff of the E. Allen Gordon Library is here to help you find the information you need to complete homework assignments and class papers. To check out library resources, students need the current UACCM Student ID.

- Educational books, DVDs, and magazines are available in the library for students to checkout.
- Electronic resources are available on the Library's website for students to use 24/7. Electronic resources are accessed through library databases and include:
  - Journal, magazine, and newspaper articles
  - Streaming educational videos through Films on Demand
  - Over 100,000 eBooks through Ebsco
- The library is equipped with 36 desktop and 30 laptop computers that are available for checkout to be used in the library where Wi-Fi capabilities are available. A UACCM student identification card and a valid driver's licenses must be presented in order to checkout a laptop.
- The library has study rooms available for students to use while studying by themselves or in a group. Students sign up to use a study room for two hours. Study rooms are very popular so the library encourages students to make study room reservations ahead of time.

## Academic Commons....Continued

### Tutoring Services

Free tutoring is available to all UACCM students online and in person at the Academic Commons. Visit [http://uaccm.libguides.com/Tutoring\\_Services](http://uaccm.libguides.com/Tutoring_Services) to find more information about on campus and online tutoring options. You can also contact Tutoring Services for more information about subject areas available for tutoring and tutor hours. Online tutoring services are provided through NetTutor and available anywhere with internet access.

### Science Study Materials

The Science Study Materials in the Academic Commons provides students an opportunity for hands on learning with:

- Sets of bone replicas of the skeletal system
- A microscope for students to explore various tissue samples
- Models of different major organs
- Models of the muscular system

For more information about the resources available in the Science Study Materials, call 977-2092.

## The UACCM Bookstore

The UACCM Bookstore is a one-stop shop for all your UACCM needs. You will be able to find all the books, supplies, gifts, and UACCM apparel you want at the intersection of University Blvd. and E Harding Street.

- ✓ Please check store hours before stopping by the bookstore. Hours will vary through the registration and financial aid charge periods. All bookstore information is posted on our web page!
- ✓ Students must bring a copy of their class schedule for assistance pulling your textbooks. Charge students must have an approved financial aid agreement and a computer printout of their schedule in order to charge in the bookstore.
- ✓ Must have Student ID (driver's license is not accepted) for all bookstore transactions.
- ✓ The UACCM Bookstore will accept returns and exchanges within one week from the first day of class for fall and spring semesters, within three days from the first day of class for summer semesters. The books/supplies must be in "like new" condition and must be accompanied by a cash register receipt. All non-text merchandise within ten days of purchase.
- ✓ Take advantage of the bookstore website <http://theuaccmbookstore.com>) to order your books online and avoid long lines. Options are available for shipping as well.

**NEW!!** Ask about our new rental program! (Not all texts are available as rentals)

# Counseling & Disabilities Services

Business Technology Building (BTC) - Room 204  
501-977-2095

## Personal Counseling

UACCM students are offered free professional counseling services at Counseling & Disability Services, located in the BTC Room# 204. Counseling Services offers a wide variety of services designed to enhance student learning and overall wellbeing. Professional counseling is provided (free of charge) to UACCM students.

Counseling may help students cope more effectively with many problems that arise in daily life, including some that may interfere with academic progress. Students bring a wide range of issues to counseling, and anything which is a concern to a student is important. Some experiences frequently brought to counseling include stress, relationship problems, anxiety, grief, depression, coping with transitions, and other mental health challenges. The counseling process involves a relationship between you and licensed counselor who will help you clarify your feelings, make your own decisions, and resolve your concerns based upon your personal values. Appointments may be arranged by calling or visiting our office. If you or a friend have a crisis, no appointment is necessary.

## Disability Services

Disability Services ensures that each student served receives an appropriate level of support, proper accommodations to equalize educational opportunities, and encouragement to meet the challenges of higher education. We are focused on providing appropriate individualized accommodations for students while maintaining classroom integrity and vigorous learning experiences without alternation of course content. Reasonable accommodations for persons with documented disabilities will be made, pursuant to federal and state law. Appropriate accommodations (e.g. seating, extended time, or alternative testing arrangements) are determined on an individual basis with the student's self-report taken into consideration. It is UACCM's policy that, when UACCM sponsors events and locations outside of the UACCM campus, the locations to be used will be accessible to and usable by persons with disabilities. Visit our webpage, portal page, or drop by our office in the BTC #204.

## Educational Counseling

Educational Counseling focuses on strengths, personality traits, learning styles, healthy habits and adult responsibilities to ensure that students develop skills and insight for academic success. If you need help with study skills for a particular class or find yourself not achieving in class, educational counseling may be beneficial. Time management skills, stress reduction, and test anxiety are topics covered through educational counseling. Visit our webpage, portal page, or drop by our office in the BTC #204.

## Career Counseling

Career Counseling is a process that will help you to know and understand yourself and the world of work in order to make career, educational, and life decisions. Career development is more than just deciding on a major and what job you want to get when you graduate. The goal of Career Counseling is to not only help you make the decisions you need to make now, but to give you the knowledge and skills you need to make future career and life decisions. Career Counseling will match a student's skills, values, interests, and personality to a specific career. Students will learn about pay, educational requirements, outlook, demand, and details about their chosen career. The career model encompasses self-assessment, career exploration, skills development, making a decision, and building your career confidence. We can help with all these skills! The process takes 4 sessions and dedication to exploring options to find the best fit for your future career. Referrals are made to Career Services for assistance with resume writing and job skills training. Visit our webpage, portal page, or drop by our office in the BTC #204.

# Academic Advising & Career Services

Business Technology Building (BTC) - Room 200  
501-208-5307

## Academic Advising

Academic Advising offers advising for first-time entering students. Our advisors are professionals who focus on the basics – what are credit hours, how to create a workable class schedule, what are prerequisites, what is developmental course work, and what is going on in the student’s life that will impact their academic success. They work with students to determine if they need more in-depth career counseling to determine “what I want to be when I grow up.” High school concurrent students and visiting students stay with these advisors as long as they remain at UACCM and do not graduate high school or change from a visiting student to a degree seeking student.

## Career Services

Career Services offers help with resume writing, cover letters, applications, interviewing skills, dressing for success, and establishing career success strategies. On-site interviews are conducted by various companies. A career advisor can help ensure that you are in the correct field of study that will lead to career success. Students needing more in-depth career development and assessment may be referred to career counseling.

## Transfer Services

Students planning to transfer to a four-year institution are provided assistance to help match them to the correct institution. Students will be directed to a transfer representative at local institutions of higher learning. Each year, the campus hosts a Transfer Fair that includes representatives from several four-year institutions to help answer student questions.



## **Child Care**

Earle Love Child Study Center  
501-977-2018

The Earle Love Child Study Center is located on our UACCM campus. Earle Love provides a hands-on, positive learning environment for children ages 1 to 5. We offer quality early childhood services for students at UACCM as well as our surrounding community. Earle Love is a Level 2 Better Beginnings learning facility. There are 10 ABC slots in the Preschool classroom. Earle Love accepts the following form of payments: private pay, ABC Program, Career Pathways, and vouchers.

Please contact The Earle Love Child Study Center Director at 501-977-2018 for childcare admissions requirements, weekly rates, and other information. Prospects are welcome to visit our facility. We look forward to the opportunity to provide your child with an exceptional learning experience.

## **Computer Labs**

Computer labs are available to UACCM students in four locations on campus. They are:

- Tech Lab - KB 124
- Library Complex Lab - LC 105
- Math Lab - UC 219 & LC 205
- Academic Commons - E. Allen Gordon Library Complex

## **Student Study Lounges**

Student Study Lounges are located on the second floor of the University Center, and the first floor of the Library Complex. The Union Station, a multi-purpose student center/TV lounge is located on the West side of campus.

# **Student Activities**

Student Union

501-977-2142

UACCM offers activities such as intramural sports, student organizations, cultural exhibits and events. Participation in these activities can make college life more satisfying for both traditional-age and non-traditional students. These student life programs allow students to make lasting friendships and build leadership and teamwork skills. Stop by the Student Union located on the west side of campus or visit the [UACCM Student Activities Facebook page](#) for more details.

# Campus Directory

Academic Services .....	(501) 977-2007
Admissions .....	(501) 977-2053
Academic Advising & Career Services.....	(501) 208-5307
Bookstore .....	(501) 977-2127
Child Care Services .....	(501) 977-2018
Counseling Services (Career or Personal).....	(501) 977-2095
Disability Services .....	(501) 977-2095
Blackboard.....	(501)977-2026
Financial Aid .....	(501) 977-2055
Library .....	(501) 977-2092
Registrar .....	(501) 977-2052
Student Accounts .....	(501) 977-2023
Student Engagement.....	(501) 977-2084
Testing Services .....	(501) 977-2060
Tutoring Services.....	(501) 977-2091