

MULTIMEDIA EXTRA CREDIT EXERCISES
HOAG MULTIMEDIA LAB

The Hoag Multimedia Lab is located on the first floor of the Allied Health Science Building, Room 102. Multimedia extra credit exercises can be completed beginning the second week of the semester in this lab. Please refer to the following information regarding this extra credit opportunity. You must follow all the rules regarding the appropriate use of this facility in order to have access.

1. You will have to print a copy of each exercise and bring it with you to the Hoag Multimedia Lab. You will find these extra credit exercises on Cheryl's website at <http://occonline.occ.cccd.edu/online/cbaker/>.
2. Obtain a **password and a print card from the Clark Computing Center**. Plan on putting some money into the print card so that you can print required components of the extra credit assignments.
3. Always sign-in on the visitation log in the Hoag lab as you enter the facility (complete & legible entry please).
4. Use your 8-digit OCC Student I.D. number as your User Name (do not include the "C" and do not include the dash when you log on).
5. Always bring your OCC Student I.D. card to the Hoag lab; you must surrender it to Reggie each time you wish to use a CD. Don't forget to return the CD & re-obtain your I.D from Reggie before you leave the lab.
6. Each completed exercise is worth up to 5 extra credit points. Points will be deducted from incomplete exercises. In other words, you need to read and to follow the directions.
7. You may complete as many Multimedia Extra Credit Exercises as you wish but no more than 30 total extra credit points may be earned.

8. Multimedia extra credit exercises will be due according to the following schedule:

Multimedia Exercises	Russell Due Date	Baker Due Date
1-3	Mon Feb. 27	Tues Feb. 28
4-8	Mon April 9	Tues April 10
9-14	Mon May 14	Tues May 15

9. These optional extra credit exercises **must be turned in to your lecture instructor**; do not attempt to turn in these exercises to Reggie at the Hoag Lab, or to your lab instructor.
10. You must submit these exercises in the following order:
- The oldest exercises (i.e. smallest number) must be on top, the most recent (i.e. biggest number) on the bottom, and all exercises must be **arranged in numerical order**.
 - Any associated figures must be attached to the back of each exercise. **DO NOT BUNDLE FIGURES FROM ALL EXERCISES TOGETHER!**
 - Failure to submit these exercises in the assigned order may result in a loss of potential earned points for these exercises.
11. Your name and student ID number must be on all submitted extra credit exercises.
12. All submitted exercises must be either stapled or clipped together in one single stack. Please do not put these exercises in folders or binders.
13. Failure to follow the rules governing the use of the Hoag Lab may result in your permanent expulsion from the Hoag Multimedia Lab.