MULTIMEDIA EXTRA CREDIT EXERCISES
HOAG MULTIMEDIA LAB

Multimedia extra credit exercises are available beginning the second week of the semester in the Hoag Multimedia Lab. Please refer to the following information regarding this extra credit opportunity. You must have attended the scheduled orientation to the Hoag lab with your laboratory class in order to use this facility.

1. First 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.

2. Always sign-in on the visitation log in the Hoag lab as you enter the facility (complete & legible entry please).

3. 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).

4. 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.

5. A new exercise will be offered each week in the Hoag Lab, depending on lab resources, and **each exercise will be available only until the next scheduled lab exam**. On days in which lab practical exams occur, no new exercise will be available.

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 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:

<table>
<thead>
<tr>
<th>Multimedia Exercises</th>
<th>Russell Due Date</th>
<th>Baker Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-3</td>
<td>Mon. Oct. 5</td>
<td>Tues. Oct. 6</td>
</tr>
<tr>
<td>4-8</td>
<td>Mon. Nov. 9</td>
<td>Tues. Nov. 10</td>
</tr>
<tr>
<td>9-14</td>
<td>Mon. Dec. 7</td>
<td>Tues. Dec. 8</td>
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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:
   a. 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.
   b. Any associated figures must be attached to the back of each exercise. **DO NOT BUNDLE FIGURES FROM ALL EXERCISES TOGETHER!**

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 attend an orientation for the Hoag Lab or failure to follow the rules governing the use of the Hoag Lab may result in your permanent expulsion from the Hoag Multimedia Lab.