

# CS1103 Syllabus (Spring 2020)

## Computer Programming (Python)

### Instructor

Matthew E. Orr

[matthew.e.orr@okstate.edu](mailto:matthew.e.orr@okstate.edu)

### Office Hours

I will not be holding regular office hours. If you need to meet over the phone or video chat, please give at least 24 hours advanced notice to schedule it during a mutually acceptable time. Generally, my availability will be in the evenings and weekends. However, please do not hesitate to email with any questions you may have. I will be diligent about answering email each evening. Please put “CS1103” in the email subject to ensure it isn’t accidentally overlooked.

### Textbook/Reading Materials

#### Primary Reading Materials

##### Jupyter Notebooks/Google Colaboratory Files

The bulk of the course will be delivered using Jupyter Notebook files. These files will include instruction, examples, hands-on practice problems, and assignment requirements. Please see Topic 0.1 in Canvas for more information.

#### Course Text Book

##### A Byte of Python (<https://open.umn.edu/opentextbooks/textbooks/a-byte-of-python>)

This book is an open textbook, which means that it is a free resource. It will not be used within the lectures or assignments, but you can use it to supplement the course content if you need further instruction.

### Course Objectives

- For you to learn the basics of computer programming using the python programming language.
- To be introduced to more advanced topics so that you are aware of what is possible when attempting to solve real world problems in the future.
- To make the learning as easy and painless as possible.

# Course Format

## Noob Friendly

This course does not have any prerequisites related to computer programming, so I will be teaching it accordingly. If you happen to have previous programming experience, you will hopefully find this course extremely easy. If you don't have any previous programming experience, that's okay. It may not be "easy" for you, but it should still be possible to get an A as long as you put in the effort to actually learn as you progress through the material. I will also try to add humor throughout the course so that it's not completely boring.

## Real-World Format

My goal is to teach you how to program the way that most programmers in the world learn a new language: by working through online tutorials, and reading and posting to forums when you need additional help. The course definitely builds on itself, so do your best to actually learn a topic before going on to the next.

I have laid out the course instruction using Jupyter Notebooks to walk you through each topic. This has the advantages that they are not only interactive in nature, but also do not require a lot of setup before you get started. Feel *free encouraged* to modify my examples as you go to try different things in order to get a better understanding. If you have a "what if" question, the answer will be TIAS (try it and see).

## Expectations for You

Because this course builds on itself, I highly recommend you read through the topics and work on assignments as frequently as possible. Ideally, you would do a little bit each day. The more time you go between working on this course, the more time you'll have to spend refreshing your memory. I know all teachers say this, but procrastination can really hurt you here, so don't save everything up for the last minute. This is a self-paced course, so if you want to finish everything in the first few weeks, go for it.

I also understand that not everyone's preferred learning style is reading pages and pages of text. If you get stuck, confused, or overwhelmed on any particular topic, I have the expectation that you will reach out for help. Again, my goal is to make the learning as easy and painless as possible, so I am not intentionally trying to make anything difficult if it happens to feel that way.

Each topic will include one or more practice problems. These are worth no points. They are there to allow you to attempt the solution to make sure you understand it before going on. As a result, a solution to each problem is provided. Make an effort to do the practice problems on your own first. If you get stuck, go ahead and look at the solution. If you don't understand the solution, follow these steps until you do understand:

1. Try re-reading the topic from the top.
2. Try reading the relevant section of the textbook
3. Post your question in the discussion forum
4. Email the instructor with your question

## Discussion Forum Policy

The whole goal of this course is for you and everyone else in the course to learn python. I want you to use the forum to ask questions where my explanations aren't enough. However, do not use it to ask for answers to actual assignments or to post answers to assignments, or else you could find yourself in violation of the Academic Integrity policy. Lastly, I will try to keep tabs on questions posted to the forum and respond somewhat frequently, but if you need a quick response you should email me directly.

# Course Outline

Week	Dates	Unit	Topics
Week 1	1/13– 1/19	Syllabus & Course Information, Unit 0: Introductory Topics, Unit 1: Foundations	Syllabus & Attachment Course Introduction 0.01 – Jupyter Notebooks 0.02 – Assignments 0.03* – Bonus Assignment 1.01 – Programming 1.02 – Versions 1.03 – Command Line 1.04 – Interactive Python 1.05 – Tabs vs. Spaces 1.06 – IDEs
Week 2	1/20 – 1/26	Unit 2: Getting Started	2.01 – Print Statements 2.02 – Code Comments 2.03 – Variables 2.04 – Data Types 2.05* – Math Operations
Week 3	1/27 – 2/2	Unit 2: Getting Started	2.06 – Type Conversions 2.07 – String Concatenation 2.08* – String Operations
Week 4	2/3 – 2/9	Unit 2: Getting Started	2.09* – Collections 2.10 – Collection Operations 2.11 – Value vs. Reference
Week 5	2/10 – 2/16	Unit 3: Programming Structures	3.01 – Boolean Logic 3.02* – Conditional Logic
Week 6	2/17 – 2/23	Unit 3: Programming Structures	3.03* – Looping 3.04 – Comprehensions
Week 7	2/24 – 3/1	Unit 3: Programming Structures	3.05* – Methods and Functions 3.06 – Functions Continued
Week 8	3/2 – 3/8	Unit 3: Programming Structures	3.07* – Recursion
Weeks 9-10	3/9 – 3/22	Unit 4: Software Engineering	4.01 – Function Scope 4.02 – Main Method
Weeks 11	3/23– 3/29	Unit 4: Software Engineering	4.03* – Object Oriented 4.04 – Class Inheritance
Week 12	3/30 – 4/5	Unit 4: Software Engineering	4.05 – Libraries 4.06 – Exception Handling
Week 13	4/6 – 4/12	Unit 5: Files	5.01 – Files 5.02* – File Formats
Weeks 14-15	4/13 – 4/26	Unit 6: Free Choice Advanced Topics	Databases, Encryption, Web, etc.*
Week 16	4/27 - 5/3	Unit 6: Free Choice Advanced Topics	No lecture – Work on free choice assignment

\* this topic has an assignment

# Grading and Assignments

## Assignments:

Your entire grade depends on how well you do with the assignments. There will be no quizzes, tests, or finals, because the nature of each assignment will require an understanding of each topic that came before it. Each assignment will count as 100 points, for a total of 1000 points for the course.

The last assignment will be a free choice to cover a more advanced topic of your choosing. You may pick among the choices I have given, or you may request your own topic. I encourage you to think up actual things you'd like to solve in your life as topics. Requests for a custom topic must be submitted by email to me no later than **April 19<sup>th</sup>**. I will review your request and let you know if it will be acceptable no later than **April 24<sup>th</sup>**. However, the earlier you make your request, the earlier I will review and approve or amend it so that it is acceptable, and the earlier you can get started on it. I may also give you pointers on potential solutions.

## Bonus Assignment:

In addition to the regular assignments, there will be 1 bonus assignment worth up to an extra 50 points. Since this is a bonus assignment, failure to turn it in will not negatively affect your grade. This assignment is due on the date below and no late submissions will be accepted.

## Due dates:

Jan 19	Bonus Assignment (no late submissions will be accepted)
Feb 2	Assignment 2.05 – Math Operations
Feb 9	Assignment 2.08 – String Operations
Feb 16	Assignment 2.09 – Collections
Feb 23	Assignment 3.02 – Conditional Logic
Mar 1	Assignment 3.03 – Looping
Mar 8	Assignment 3.05 – Methods and Functions
Mar 29	Assignment 3.07 – Recursion
Apr 5	Assignment 4.03 – Object Oriented
Apr 19	<i>Requests for Custom Topics for the Free Choice Assignment (optional)</i>
Apr 19	Assignment 5.02 – File Formats
May 3	Free Choice Assignment

## Late Assignments:

Assignments will be due on or before 11:59:00 PM (central time zone) of the specified due dates above. Late assignments will have 10 points deducted from your score for each day they are late. Assignments will be accepted up to a maximum of 3 days late, unless we've made prior arrangements in writing.

## Meaning of Grades:

A (90% or better) – You are proficient in the topic/course.

B (80% or better) – You almost have it learned. With a little more time and effort, you'll be proficient.

C (70% or better) – You have the basic idea down, but struggle with the implementation.

D (60% or better) – You are struggling to understand but you're still trying hard to get it right.

F (less than 60%) – You do not understand what is going on.

Because of the way I have laid out the meaning of each grade, I do not plan to grade on a curve. However, because I do not have any delusions that I am the greatest instructor of all time, I will reserve the right to curve your grades up if I believe the reason you are struggling is because of the way I have structured the course.

## Academic Integrity

Oklahoma State University is committed to the maintenance of the highest standards of integrity and ethical conduct of its members. This level of ethical behavior and integrity will be maintained in this course.

Participating in a behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and fraudulently altering academic records) will result in your being sanctioned. Violations may subject you to disciplinary action including the following: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript, and being suspended or dismissed from the University. You have the right to appeal the charge. Contact the Office of Academic Affairs, 101 Whitehurst, 405-744-5627, <https://academicintegrity.okstate.edu>.

## Collaboration Policy

Since the primary goal of the course is that you learn python programming, and the only way to gauge that is through the assignments, you are **not** allowed to collaborate with anyone on your assignments. No sharing of code, no peer reviewing of code for correctness, no team-based troubleshooting, etc. If you get stuck, reach out to the teaching assistant or instructor for help. If I have a reasonable suspicion that there has been any cheating, copying, or other collaboration on any of the assignments, you will be turned into Academic Affairs.

With that said, if you want to collaborate with others on practice problems or the general lecture material (i.e. anything but the assignments) to gain a better understanding of the underlying topics, feel free to do so.

## OSU Syllabus Attachment

continued on next page...



# OKLAHOMA STATE UNIVERSITY

## SYLLABUS ATTACHMENT

### Spring 2020

<http://academicaffairs.okstate.edu>

*YOUR SUCCESS AS A STUDENT IS OUR TOP PRIORITY.*

*THIS INFORMATION IS PROVIDED TO ANSWER QUESTIONS MOST OFTEN ASKED BY STUDENTS.*

#### **IMPORTANT DATES**

Last day to add a class (without instructor permission)	01/21/2020
Last day to drop a course with no grade and 100% refund	01/21/2020
Last day to add a class (requires instructor & advisor permission)	01/24/2020
Last day to drop a course or withdraw from the University with an automatic "W" and receive a partial refund (requires advisor signature)	01/24/2020
Last day to post 6 week grades	02/26/2020
Last day to file graduation application (for name to appear in Spring Commencement program)	04/01/2020
Last day to drop a class or withdraw from the University with an automatic "W"	04/10/2020
Last day to withdraw from all OSU classes with an assigned grade of "W" or "F"	04/24/2020
Pre-Finals Week	04/27/2020-05/01/2020
Final examinations	05/04/2020-05/08/2020
Final grades due from faculty	05/13/2020

*Note: Outreach, Internet, and short courses have unique drop/add and refund deadlines; lookup the specific deadlines for these courses on the Short, Internet, and Outreach Class Schedules page of the Registrar's website <http://registrar.okstate.edu/SIO-Schedule>.*

#### **Spring Semester Holidays**

University Holiday	01/20/2020
Student's Spring Break	03/16/2020-03/20/2020

#### **DROPPING A COURSE AND WITHDRAWING FROM THE UNIVERSITY.**

students often confuse these terms. **Dropping a Course** (or courses) may occur during the first twelve weeks of the semester. This means, however, that you are still enrolled in at least one other OSU course. Exceptions to the deadlines above may only be considered by petition due to documented extraordinary circumstances and committee approval. The Retroactive Drop/Withdraw Petition and the Petition for a Refund of Tuition and Fees forms are available on the Registrar's website <http://registrar.okstate.edu/Forms>.

**Withdrawing** from the university means dropping *all* courses and you *are no longer enrolled for the current semester*. This may occur until the Friday before pre-finals week. The withdrawal process is initiated with your academic advisor. For additional information and dates, go to: <http://academicaffairs.okstate.edu/content/adding-dropping-and-withdrawing-courses>.

#### **ALERTS AND RESCHEDULING**

If the OSU campus officially closes due to inclement weather or other emergencies, alerts are provided to local news media and posted on the OSU website. Missed exams, classes, or assignments may be rescheduled at times outside the normal meeting schedule. If valid, documented circumstances prohibit students from attending the rescheduled classes, instructors should provide reasonable alternative means for makeup.

#### **SEEK ANSWERS TO YOUR QUESTIONS**

The OSU faculty and staff want you to be successful in your educational pursuits. If you have questions or concerns, seek help EARLY. We are here to assist you.

#### **ACADEMIC INTEGRITY**

101 Whitehurst/405-744-5627/<http://academicintegrity.okstate.edu>  
OSU is committed to maintaining the highest standards of integrity and ethical conduct. This level of ethical behavior and integrity will be maintained in this course. Participating in a behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and altering academic records) will result in an official academic sanction. Violations may subject you to disciplinary action including the following: receiving a failing grade on an assignment, examination or course, receiving a notation of a violation of academic integrity on your transcript, and being suspended from the University. You have the right to appeal the charge.

#### **COPYRIGHT & FAIR USE POLICY OF COURSE MATERIALS**

Course materials may not be published, leased, sold to others, or used for any purpose other than appropriate OSU-related individual or group study without the written permission of the faculty member in charge of the course and other copyright holders. This paragraph grants you a limited license giving you access to materials for this course, including PowerPoint slides, audio/video recordings, written, or other materials, for appropriate OSU-related educational use only. Lectures should not be recorded without permission from the faculty member and must not be further disseminated or shared.

#### **CLASS ATTENDANCE**

Class attendance is a critical component of learning; therefore, you are expected to attend and participate fully in all scheduled class meetings. Many instructors consider attendance so essential that your grade may be affected by your absence. *SOME DEPARTMENTS AND PROFESSORS HAVE MANDATORY ATTENDANCE POLICIES*. If no written attendance policy is provided before the last day to add a class without instructor permission, no penalty may be assessed for class absences although you may not be permitted to make up certain in-class activities. If you are required to participate in official university-sponsored activities or military training, you should receive an excused absence unless the written course attendance policy indicates otherwise. If you will be absent from class for sponsored activities, you must provide prior notification of the planned absence to the instructor. You may be required to submit assignments or take examinations before the planned absence.

#### **PRE-FINALS WEEK POLICY**

Final examinations are scheduled at the end of each semester and are preceded by pre-finals week, which begins seven days prior to the first day of finals. During pre-finals week, all normal class activities will continue; however, no assignment, test, or examination accounting for more than 5% of the course grade may be given; and no activity or field trip may be scheduled that conflicts with another class. This excludes makeup and laboratory examinations, out-of-class assignments (or projects) made prior to pre-finals week and independent study courses. No student or campus organization may hold meetings, banquets, receptions, or may sponsor or participate in any activity, program, or related function that requires student participation. For additional information, contact the Office of Academic Affairs, 405-744-5627, 101 Whitehurst.

## **FINAL EXAM OVERLOAD POLICY**

In the event you have three or more final exams scheduled for a single day, you are entitled to arrange with the instructor of the highest numbered course (4 digit course number) or two highest, if you have four finals on one day, to re-schedule that examination(s) at a time and place of mutual convenience during final exam week. If the final exam overload includes a common final exam, the common final exam is excluded from rescheduling unless multiple common exams are scheduled at the same time. You should submit this request in writing, with a copy of your class schedule, at least two weeks prior to the beginning of final exam week. The instructor has one week prior to the beginning of final exam week to arrange a mutually convenient time and place for administration of the final exam. After one week, if an agreement cannot be reached, take the request to the department head.

## **INFORMATION TECHNOLOGY**

**Student Email** - OSU uses your OKSTATE.EDU email address as a primary form of communication. Students are expected to check their OSU email on a frequent and consistent basis to remain informed of their official university business. If you do not use the OSU email system you must redirect your okstate.edu email using the Orange-Key System ([www.okey.okstate.edu](http://www.okey.okstate.edu)). Failure to maintain an accurate email address may result in missed or lost university communications. For email assistance contact the IT Helpdesk at 405-744-HELP (4357).

**Computer Labs** - A complete description of computer labs and hours of operations are available at their website:

<https://it.sp.okstate.edu/technologysupport/deskside/public/labs.htm>.

Lab information is also available by calling the Information Technology Help Desk at 405-744-HELP (4357).

## **EQUAL OPPORTUNITY**

409 General Academic Building/405-744-7607

<https://iis2many.okstate.edu/>

OSU is committed to maintaining a learning environment that is free from discriminatory conduct based on race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status. OSU does not discriminate on the basis of sex in its educational programs and activities. Examples of sexual misconduct and/or sex discrimination include: sexual violence, sexual harassment, sexual assault, domestic and intimate partner violence, stalking, or gender-based discrimination. OSU encourages any student who thinks that he or she may have been a victim of sexual misconduct or sexual discrimination to immediately report the incident to the Title IX Coordinator (405-744-7737) or Deputy Title IX Coordinator (405-744-5470). Students may also report incidents of sexual misconduct or sex discrimination to a faculty or staff member, who is then required by federal law (Title IX) to notify the Title IX or Deputy Title IX Coordinator. If a reporting student would like to keep the details confidential, the student may speak with staff in the Student Counseling Center (405-744-5472) or one of the University's Sexual Assault Victim Advocates (Mon-Fri 8 AM-5 PM, 405-564-2129 or 24 Hour Help Line 405-624-3020).

## **STUDENT DISABILITY SERVICES**

1202 W. Farm Rd #155/405-744-7116/<http://sds.okstate.edu/>

According to the Americans with Disabilities Act, each student with a disability is responsible for notifying the University of the disability and requesting accommodations. If you think you have a qualifying disability and need accommodations, contact the Office of Student Disability Services to start the registration process and to ensure timely implementation of appropriate accommodations. To receive services, you must submit appropriate documentation and complete an intake process to verify the existence of a qualified disability and identify reasonable accommodations. Faculty have an obligation to respond when they receive official notice of accommodations but are under no obligation to provide retroactive accommodations.

## **STUDENT CONDUCT EDUCATION AND ADMINISTRATION**

328 Student Union/405-744-5470/<http://studentconduct.okstate.edu/>  
By enrolling at Oklahoma State University, you accept responsibility for complying with all University policies and contracts, and for local, state and federal laws on- or off-campus that relate to the University's mission. **The Student Code of Conduct** educates students about their civic and social responsibilities including policies and procedures involving student misconduct.

In general, the University expects students to aspire to follow and promote the Cowboy Community Standards or integrity, community, social justice, respect, and responsibility.

## **EDMON LOW LIBRARY HOURS**

405-744-9775 or 405-744-9741

[www.library.okstate.edu](http://www.library.okstate.edu)

Text 405-592-4128

Sunday

Noon-7:00 PM

Monday-Thursday

7:30 AM-10:00 PM

Friday

7:30 AM-6:00 PM

Saturday

Noon-7:00 PM

\*For holiday and intersession hours, check

<http://library.okstate.edu/about/hours>

\*Contact the following for information on hours of operation:

Architecture Library	405-744-6047
Curriculum Materials Library	405-744-6310
Veterinary Medicine Library	405-744-6655

## **WHERE TO GO FOR HELP**

### **ACADEMIC RELATED SERVICES**

**Instructor** - If you have questions regarding your class, talk to your instructor. Faculty members usually include their office hours and/or phone number in the class syllabus. If you cannot locate this information, set a time to meet with your instructor by speaking with him/her prior to or immediately following your class session or check with the departmental office on when the instructor may be available.

**Academic Advisor** - All students will benefit by conferring with an advisor on a regular basis. If you do not know your advisor or would like to learn more, talk to the Student Academic Services Director for your college.

### **Bursar**

113 Student Union/405-744-5993

<http://bursar.okstate.edu/>

The Bursar Office bills and collects tuition, fees, campus housing, and other university related charges. The Bursar Office also processes and disburses all federal and campus-based funds to students' bursar accounts and refunds any overpayments on students' bursar accounts.

### **Career Services**

360 Student Union/405-744-5253

<http://hireosugrads.com>

Locate your College's Career Consultant on the Career Services website. Use <http://hireosugrads.com> to search for part-time jobs.

### **Concurrent Student Services and Advising**

University College/040 Student Union/405-744-1389

<http://universitycollege.okstate.edu/concurrent/index.html>

Find out about academic services for concurrent students or to schedule your next advising appointment.

### **Foreign Language Placement Test**

206 Gunderson Hall/405-744-9547

<http://languages.okstate.edu/>

Students with prior foreign language experience in French, German, or Spanish who take the placement exam and then score a 'B' or higher in a more advanced class, will get up to 6 credit hours for the classes below it. Schedule your free test by emailing Nick Howland at [nick.howland@okstate.edu](mailto:nick.howland@okstate.edu).

### **Multicultural Affairs**

240 Student Union/405-744-5481

<http://oma.okstate.edu/>

Academic, career, and personal success programs are available. Student organizations representing diverse communities and annual events are offered.

### **Pre-Professional Academic Support Services**

University College/040 Student Union/405-744-9965

<https://preprofessional.okstate.edu>

Support services available to all OSU students, regardless of major who desire to pursue a professional education in health care or law.

### **Registrar**

322 Student Union/405-744-6876

<http://registrar.okstate.edu/>

The Office of the Registrar provides services related to the creation and maintenance of student academic records. We are here to assist students with enrollment, official transcript requests, degree and enrollment verification, updating personal information in the Student Information System, graduation, and other services.

### **Scholarships & Financial Aid**

119 Student Union/405-744-6604

<http://financialaid.okstate.edu>

Over 80 percent of Oklahoma State University students received scholarships, grants, work, and low-interest loans totaling over \$320 million last year. Contact the Office of Scholarships & Financial Aid to apply for financial aid or to meet with a financial aid counselor.

### **Transfer Students Services**

University College/104 North Classroom Building/405-744-1390

<http://universitycollege.okstate.edu/transfer/index.html>

This office provides undergraduate transfer students with a seamless transition to OSU by collaborating with various departments on campus, including the Office of Undergraduate Admissions, the LASSO Center, the Office of the Registrar, and Financial Aid.

### **University Assessment and Testing**

107 University Assessment and Testing Building/405-744-5958

<http://uat.okstate.edu/>

Campus and national tests as well as testing accommodations are provided.

### **Veteran Benefit Services**

322 Student Union/405-744-6343

<http://registrar.okstate.edu/Veteran-Benefit-Services>

This office provides information and assistance in completing the appropriate forms to apply for educational benefits through the U.S. Department of Veterans Affairs and through the State of Oklahoma.

### **Veteran Student Academic Services**

University College/104 North Classroom Building/405-744-1390

<http://universitycollege.okstate.edu/veteran/index.html>

This office works with veteran and military-affiliated students to aid in their transition from military service to successful careers by ensuring they succeed academically through coordination of support services from both on- and off-campus entities.

## **HEALTH RELATED SERVICES**

### **Counseling Psychology Clinic**

107 Public Information Office/405-744-6980

[https://education.okstate.edu/ccp\\_clinic/index.html](https://education.okstate.edu/ccp_clinic/index.html)

Faculty and graduate students offer high quality and cost efficient psychological and mental health services to students Monday through Friday.

### **University Counseling Services**

320 Student Union/405-744-5458

<https://ucs.okstate.edu/>

Services include personal counseling, the Alcohol & Substance Abuse Center, and stress management through the Reboot Center.

### **University Health Services**

1202 W. Farm Road/405-744-7665

<http://uhs.okstate.edu/>

An allergy clinic, lab services, x-ray, travel clinic, women's clinic and pharmacy are among the services offered at this campus outpatient medical clinic.

### **Wellness Department**

405-744-5510

<http://wellness.okstate.edu/>

Intramurals, group fitness and sports clubs are among the many programs and services available through the Wellness Department.

## **CAMPUS LIFE RELATED SERVICES**

### **Fraternity & Sorority Affairs**

211J Student Union/405-744-5490

<https://lcl.okstate.edu/gogreek/>

For questions and comments about fraternity and sorority organizations, contact Fraternity and Sorority Affairs.

### **Housing & Residential Life**

100 Iba Hall/405-744-5592

<http://reslife.okstate.edu>

For questions and comments about housing and residential life, contact the Housing administration office.

### **Leadership and Campus Life**

211 Student Union/405-744-5488

<http://lcl.okstate.edu>

Get involved through student organizations; the Center for Ethical Leadership; International Students & Scholars; Non-traditional Student Services; and Parent & Family Relations.

### **Service-Learning Volunteer Center**

211G Student Union/405-744-5145

<https://lcl.okstate.edu/volunteer/>

Find volunteer opportunities and earn the recognition C.O.R.D. to wear at graduation.

### **University Dining Services**

076 Student Union/405-744-4424

<http://dining.okstate.edu/>

For questions and comments about meal plans or university dining operations, contact University Dining Services.

## **ACADEMIC SUPPORT RESOURCES AND TUTORING**

### **Learning and Student Success Opportunity (LASSO) Tutoring Center**

021 Classroom Building/405-744-3309

<https://universitycollege.okstate.edu/lasso/>

LASSO offers free individual and group tutoring for a variety of courses.

## **STUDENT ACADEMIC SERVICES CENTERS**

### **Agricultural Sciences & Natural Resources**

136 Agricultural Hall/405-744-5395

Contact: Dr. Deb VanOverbeke

<http://casnr.okstate.edu/students/ssc>

Academic support and career guidance resources are available for CASNR students.



**Arts & Sciences**

213 Life Sciences East/405-744-5658

Contact: Dr. Amy Martindale

<https://cas.okstate.edu/advising>

Academic support and career guidance resources are available for Arts & Sciences students.

**Education, Health & Aviation**

106 Willard Hall/405-744-6350

Contact: Ms. Kristi Seuhs

<http://education.okstate.edu/watson>

Academic support, advisement and career counseling is available to all education majors.

**Engineering, Architecture & Technology**

111 Engineering North/405-744-5276

Contact: Mr. Lance Millis

<https://studentservices.okstate.edu/advising>

Academic advising and career services are available for all CEAT students. Tutoring is offered for general math, science, and engineering courses.

**Human Sciences**

101 Human Sciences/405-744-5053

Contact: Ms. Kristi Seuhs

<https://humansciences.okstate.edu/academics/center-student-success.html>

Academic support and career guidance resources are available for Human Sciences students.

**Spears School of Business**

155 Business Building/405-744-2772

Contact: Ms. Marissa McIntyre

<https://business.okstate.edu/student-services/>

Academic advisement is provided for freshmen through seniors in all business major areas.

**University College Advising**

214 Student Union/405-744-5333

Contact: Ms. Missy Wikle

<https://universitycollege.okstate.edu/uca/>

University College Advising has academic advisors to help with your academic needs, whether planning your semester schedule, teaching your First-Year Seminar class, looking at degree options, or helping to bridge the gap between student life and academic success. Call or visit the office anytime Monday through Friday, between 8:00 a.m. and 5:00 p.m.

**DISCIPLINE SPECIFIC TUTORING****Accounting**

416 Business Building/405-744-2863

<https://spears.okstate.edu/accounting/ace/>

Support is provided to all students enrolled in classes offered by the OSU School of Accounting.

**Biology**

303 Life Sciences West

<http://biol1114.okstate.edu>

Tutoring is provided for BIOL 1114.

**College of Engineering, Architecture & Technology Tutoring**

ENDEAVOR 102/405-744-1750

<https://studentservices.okstate.edu/coaching>

Tutoring is provided for Engineering and Engineering Science courses.

**The Language Lab**

205 Gunderson Hall/405-744-9547

<http://languages.okstate.edu/>

Two 28-user labs fully equipped with personal computers and listening/recording devices are available. Students may practice vocabulary building and grammar in the target language.

**Graduate Research and Writing Lab**

306 Edmon Low Library/405-744-1241

<http://info.library.okstate.edu/RLS/grads>

Offers one-on-one consultations, workshops, and other services for graduate students.

**History**

101 S Murray Hall/405-744-5680

<http://history.okstate.edu/contact>

Tutoring is given for Survey of History and upper division courses.

**Mathematics Learning Success Center**

5<sup>th</sup> Floor Edmon Low Library/405-744-5818

<https://mlsokstate.com/>

The MLSC provides drop-in tutoring for all students enrolled in 1000 and 2000 level mathematics classes.

**Writing Center**

440 Student Union/405-744-6671

<http://osuwritingcenter.okstate.edu>

The Writing Center helps writers throughout the composing process; plan to visit early and often throughout the semester, not just the day before an assignment is due. Tutors work with students to improve brainstorming, organizational, and composing techniques. Multiple locations are available on campus, as well as online tutoring.

**FOR MORE INFORMATION****go.okstate.edu/apps**

The OState app is your link to campus departments, OSU news, and maps. The Orange Shield app is the official safety app of OSU.

**my.okstate.edu**

This portal connects students to a wide range of campus services including links to student email, the library, and the Online Classroom and Community (D2L).

For other comments and inquiries, please contact [academics@okstate.edu](mailto:academics@okstate.edu).