




**MONROE
COLLEGE**

Online Learning

Personal freedom to learn



anytime – anywhere.

SPRING 2010 SEMESTER

Registration Booklet

For assistance, please call Online Learning
(718) 933-6700, ext. 8592

Online Classes Begin on Wednesday, April 28th

To login to your Internet course(s),
please go to <http://angel.monroecollege.edu>

User ID: First letter of your first name, your entire last name, and the last four digits of college ID number

Password: First letter of your first name, first letter of your last name, and the last four digits of your social security number

Spring 2010 Semester Online Student Calendar

WEEK NUMBER	DATES
1	Wednesday, April 28 – Sunday, May 2, 2010 <ul style="list-style-type: none"> • Spring 2010 semester begins Wednesday, April 28th
2	Monday, May 3 – Sunday, May 9, 2010
3	Monday, May 10 – Sunday, May 16, 2010
4	Monday, May 17 – Sunday, May 23, 2010
5	Monday, May 24 – Sunday, May 30, 2010
6	Monday, May 31 – Sunday, June 6, 2010
7	Monday, June 7 – Sunday, June 13, 2010
8	Monday, June 14 – Sunday, June 20, 2010 <ul style="list-style-type: none"> • Spring 2010 midterms are conducted • Proctored midterms on Friday, June 18th and Saturday, June 19th • Fall 2010 Registration
9	Monday, June 21 – June 27, 2010
10	Monday, June 28 – Sunday, July 4, 2010
11	Monday, July 5 – Sunday, July 11, 2010
12	Monday, July 12 – Sunday, July 18, 2010
13	Monday, July 19 – Sunday, July 25, 2010 <ul style="list-style-type: none"> • Student evaluations
14	Monday, July 26 – Tuesday, July 27, 2010 <ul style="list-style-type: none"> • Last day of classes – Tuesday, July 27, 2010
15	Wednesday, July 28, 2010 – Sunday, August 1, 2010 <ul style="list-style-type: none"> • Spring 2010 final examinations are conducted • Refer to your online professor for specific final examination dates and timeframes. • SEMESTER ENDS – Thursday, August 5, 2010

Please note this calendar is subject to change, as the college deems necessary.

Monroe College Online Learning Course System Requirements

ONLINE COURSE / E-MAIL REQUIREMENTS

- Students are required to have access to a reliable computer to access their online courses and college email, over the Internet, at home or at work with an ISP (Internet Service Provider) such as MSN, AOL, Roadrunner, Optimum, etc.
- Students are required to log into ANGEL, their online classroom, for lessons, course emails, online chats, etc.
- Students are required to log into and maintain their Monroe College email account, by deleting files when necessary, to ensure they can access college announcements.

SOFTWARE REQUIREMENTS

- Students who register in online courses need **Microsoft Office** (which includes Word, Excel, Access, PowerPoint, etc.) to complete their assignments and to view their professor's weekly lecture notes and other learning materials. Students will also download additional applications for multimedia and PDF files. **In addition, students who are registered for CP125-44: Electronic Spreadsheet Applications need Microsoft Office 2007.**
- A copy of the Microsoft Office CD may be purchased in the Bursar's Office. You may contact them at 718.933.6700, ext. 8239 for further information.

COMPUTER AND SYSTEM REQUIREMENTS

- ANGEL is designed to support the widest variety of operating systems and browsers. While ANGEL generally functions well in many browsers, the following are formally supported and tested:
 - With PCs running Windows OS: Internet Explorer, Firefox, and Mozilla
 - With Macs running OS X: Firefox and Mozilla
 - Windows 2000 or higher, 450 MHz Pentium Processor, 200 MB free on your hard disk, and 64 MB RAM or greater

FOR FURTHER ASSISTANCE, PLEASE E-MAIL THE HELP DESK AT:
helpdesk@monroecollege.edu or call 718-933-6700 ext. 8290

My Readiness Checklist

Please refer to the checklist below to assess your suitability and preparation for online learning:

- I have good self-discipline and work well on my own.
- I have good time management skills.
- I have access to a computer and the Internet.
- I can allocate a minimum of four hours of class work per week on the computer and on the Internet.
- I am able to work with little supervision.
- I can follow written instructions.
- I am not overwhelmed by detailed instructions.
- I can motivate myself to work, even with difficult tasks.
- I am comfortable communicating in writing.
- I do not procrastinate.
- I like to finish work that I have started.
- Even when class work becomes difficult, I do not get frustrated easily.
- I can follow technical instructions and would not be embarrassed to get technical help, if necessary.
- I have a basic understanding of creating and sending file attachments.
- I understand that attendance is mandatory.
- I commit to earning ANGEL certification.

Monroe College Online Learning

SPRING 2010 – Internet Course Offerings

SCHOOL OF BUSINESS AND ACCOUNTING – BUSINESS COURSES

BL101-44 • Business Law I
BL101-45 • Business Law I
BL102-44 • Business Law II
EB101-44 • Introduction to E-commerce
MG101-44 • Introduction to Business
MG101-45 • Introduction to Business
MG201-44 • Principles of Management
MG201-45 • Principles of Management
MG201-46 • Principles of Management
MG205-44 • Introduction to Management Science
MG205-45 • Introduction to Management Science
MG211-44 • Human Resource Management
MG211-45 • Human Resource Management
MG211-46 • Human Resource Management
MG212-44 • Business Ethics
MG212-45 • Business Ethics
MG213-44 • Organizational Behavior
MG216-44 • Labor Relations
MG216-45 • Labor Relations
MG230-44 • Project Management
MG240-44 • International Business
MG240-45 • International Business
MG250-44 • H.R Development
MG260-44 • Entrepreneurship
MG260-45 • Entrepreneurship
MG260-46 • Entrepreneurship
MG330-44 • Organizational Theory
MG330-45 • Organizational Theory
MG335-44 • Business Policy and Strategy
MG335-45 • Business Policy and Strategy
MG352-44 • HR Information Technology
MG360-44 • Benefits

Monroe College Online Learning

SPRING 2010 – Internet Course Offerings

SCHOOL OF BUSINESS AND ACCOUNTING – BUSINESS COURSES (continued)

MK101-44 • Marketing
MK101-45 • Marketing
MK201-44 • Advertising
MK203-44 • Salesman
MK205-44 • Retail Management
MK212-44 • Market Research
MK342-44 • Consumer Behavior

SCHOOL OF BUSINESS AND ACCOUNTING – ACCOUNTING, ECONOMICS, AND FINANCE COURSES

AC161-44 • Principles of Accounting I ***RESERVED FOR FULL ONLINE LEARNING STUDENTS ONLY***
AC231-44 • Federal Income Tax I ***RESERVED FOR FULL ONLINE LEARNING STUDENTS ONLY***
EB101-44 • Introduction To E- Commerce
EC201-44 • Macroeconomics
EC201-45 • Macroeconomics
EC203-44 • Microeconomics
FA302-44 • Principles of Finance
FA304-44 • Money and Banking
FA304-45 • Money and Banking

KING GRADUATE SCHOOL OF BUSINESS

MG650-144 • Managing Information Technology Across the Enterprise
MG660-144 • Strategic Marketing
MG680-144 • Operational Excellence
MG750-144 • Project Management
MK755-144 • International Marketing

SCHOOL OF HOSPITALITY AND CULINARY ARTS

HP110-44 • Food and Beverage Division Management***RESERVED FOR FULL ONLINE LEARNING STUDENTS ONLY***
HP120-44 • Travel and Tourism
HP130-44 • Hospitality Law
HP201-44 • Technology For Hospitality
HP210-44 • Hospitality Purchasing Management
HP215-44 • Customer Service
HP310-44 • Sales and Marketing
HP450-44 • Hospitality Sr. Seminar

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SPRING 2010 – Internet Course Offerings

MATHEMATICS

MA127-44 • Quantitative Methods
MA130-44 • Intermediate Algebra
MA135-44 • Statistical Applications
MA140-44 • College Algebra
MA145-44 • Statistics for Business Decisions I

SCHOOL OF INFORMATION TECHNOLOGY

BT101-45 • Business Applications Essentials
BT160-44 • Word Processing I
CP101-44 • Introduction to Information Processing
CP117-44 • Programming Logic Using C++
CP125-44 • Electronic Spreadsheet Applications
CP130-44 • Database Applications
CP255-44 • Advanced Spreadsheet
CP303-44 • Operating Systems
CP315-44 • Management Information Systems
CP415-44 • IT Project Management
CT290-44 • Internship I

SCHOOL OF ALLIED HEALTH – MEDICAL ADMINISTRATION

HA102-44 • Health Office Operations
HA106-44 • Introduction to Contemporary Health Issues ****RESERVED FOR FULL ONLINE LEARNING STUDENTS ONLY****
HA115-44 • Women's Health
HA115-45 • Women's Health
HA115-46 • Women's Health
HA140-44 • Introduction to Medical Coding
HA240-44 • Medical Office Insurance and Billing Procedures
HA250-44 • Intro to Gerontology
HA255-44 • Health and Human Behavior
HA295-44 • Concepts of Managed Care
HA301-45 • Management in Healthcare I *****RESERVED FOR FULL ONLINE LEARNING STUDENTS ONLY*****
HA302-44 • Management in Healthcare II
HA310-44 • The Continuum of Care
HA315-44 • Diversity in Healthcare Workplace
HA370-44 • Environmental Health Issues
HA435-44 • Performance Improvement in Health
HA440-44 • Healthcare Finance
HA445-44 • Public Health Systems
LA212-44 • Drugs and Behavior
LA212-45 • Drugs and Behavior

SCHOOL OF ALLIED HEALTH – MEDICAL ASSISTING

HC125-44 • Introduction to Medical Terminology and Body Systems
SC106-45 • Environmental Science

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SPRING 2010 – Internet Course Offerings

ENGLISH AND SOCIAL SCIENCES

EN109-44 • Expository Writing
EN109-45 • Expository Writing
EN110-44 • Composition and Literature
EN110-45 • Composition and Literature
EN110-46 • Composition and Literature
EN205-44 • Business Writing
EN205-45 • Business Writing
EN205-47 • Business Writing
EN205-48 • Business Writing
EN205-49L • Business Writing
LA100-44 • College Strategy and Career Development
LA101-44 • Introduction to Psychology
LA101-45 • Introduction to Psychology
LA102-44 • Introduction to Sociology
LA102-45 • Introduction to Sociology
LA103-45 • Introduction to Political Science
LA103-46 • Introduction to Political Science
LA104-44 • Developmental Psychology
LA105-44 • Marriage and the Family
LA105-45 • Marriage and the Family
LA105-46 • Marriage and the Family
LA106-44 • Sex and Gender
LA106-45 • Sex and Gender
LA106-46 • Sex and Gender
LA106-47 • Sex and Gender
LA107-44 • Introduction to Civil Rights Law
LA108-44 • Psychology of Abnormal Behavior
LA108-45 • Psychology of Abnormal Behavior
LA108-46 • Psychology of Abnormal Behavior
LA120-44 • Speech Communications
LA130-44 • American History I
LA130-46 • American History I
LA131-45 • American History II
LA135-44 • Caribbean History
LA135-45 • Caribbean History

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SPRING 2010 – Internet Course Offerings

SCHOOL OF CRIMINAL JUSTICE

- CJ101-44 • American Criminal Justice System
- CJ102-44 • Introduction to Law Enforcement & Public Safety
- CJ105-44 • Introduction to Corrections
- CJ120-44 • Introduction to Probation and Parole
- CJ200-44 • Criminal Law
- CJ205-44 • Criminal Procedure and Practice
- CJ310-45 • Youth Gangs
- CJ315-44 • Ethical Issues in Criminal Justice
- CJ315-45 • Ethical Issues in Criminal Justice
- CJ320-44 • Diversity in the Criminal Justice System
- CJ320-45 • Diversity in the Criminal Justice System
- CJ325-44 • Homicide Investigation
- CJ330-44 • The Police and the Community
- CJ450-44 • Research Methods in Criminal Justice
- CJ492-44 • Senior Thesis
- LA240-44 • Introduction to Criminology
- LA241-45 • Juvenile Delinquency
- LA242-44 • Victimology
- LA242-45 • Victimology
- LA243-44 • Introduction to Human Services
- LA243-45 • Introduction to Human Services
- LA245-44 • Counseling Theory
- LA254-44 • HIV/Aids in Society
- LA345-44 • Group Dynamics