

Imperial Valley College
Disabled Student Programs and Services
High Tech Center
Course Syllabus

Fall 2016

* * * * *

Course Title: DSPS 050 – Adapted Keyboarding (10854)
Instructor: Raquel Garcia
Office Phone: (760) 355-6316
Office Location: 2115
Office Hours: Monday-Friday – 8:00 am-4:00 pm
Email: raquel.garcia@imperial.edu
Course Units: 1 Credit Unit
Course Location: 2110

Course Description

This course is intended to teach keyboarding basic to students with disabilities who show a need for adaptive learning technologies and/ or adaptive equipment in order to access computer hardware and software used for other basic skills support courses. (Non-transferable, non-degree applicable).

Course Outcomes

1. Instructor will assist students with determining their appropriate hardware and software needs.
2. Students will improve on their typing and basic computer skills.
3. Students will improve their communication skills between IVC staff and faculty by creating a personal email address and will add it to their personal information on Webstar.

Course Goals:

Students will improve on their basic computer and typing skills and will learn to utilize software and/or hardware that will assist them with their disabilities.

Required Text: None

Course Grading Procedure

Attendance is mandatory. Students are required to complete 36 hours in order to receive credit. Log-in and log-out on the attendance computer when entering and exiting the lab. Students may be dropped from the course for falling behind on hours without giving prior notification.

Please Note

Students who need special services or accommodations due to their disability, need to contact the instructor/counselor at the Mel Wendrick Access Center.

Students are expected to exercise academic honesty and integrity. Violations such as cheating, plagiarism, and viewing inappropriate web sites will result in disciplinary action, and this could include a recommendation for dismissal. In addition, students are required to adhere to the Standards of Student Conduct and the college's regulations.