

DA 2 Course Outline

Instructors: Judith Nelson
Lois Parento
Roxanne Boriack
Barbara Pope

Office Hours: Judith Nelson:
Tuesday 10:00 - 11:00 a.m.
Wednesday: 10:00 - 11:00 a.m.
Friday: 9:00 - 10:00 a.m.

Lois Parento:
Tuesday: 10:00 - 11:00 a.m.
Wednesday: 1:00 - 2:00 p.m.
Thursday: 9:00 - 10:00 a.m.

Office Location: DA 10

Final Drop Date Is Friday , March 13, 1998

Grading: Each assignment, examination and lab project has an assigned point value. The student's grade is determined based on total points earned out of the total points possible.

$$\frac{\text{total points you earned}}{\text{total points possible}} = \text{your \% earned}$$

90 - 100% of total points	= A
80 - 89%	= B
70 - 79%	= C
60 - 69%	= D
0 - 59%	= F

Attendance: Attendance to each and every class in the Dental Assisting Department is mandatory. If you are absent or late, call this department, 638-0370. The program policies outlines procedures for all make up work.

Appearance: During laboratory classes, correct uniform will be worn, hair will be up in appropriate manner, and minimum jewelry will be worn (as outlined in the program policies) or you will not be allowed into the classroom until you are in compliance.

**PERSONAL COMMUNICATION DEVICES (TAPE RECORDERS, CELL PHONES & PAGERS)
ARE NOT ALLOWED IN THE CLASSROOM**

Lecture:

Monday: 8:30-11:00 a.m.

Tuesday: 8-11:00 a.m.

Wednesday: 10:00 a.m. - 11:30 a.m.
12:00-1:00 p.m.

Thursday: 8:30-10:30 a.m.
2:00 - 5:00 p.m.

Friday: 12:00 p.m. - 2:00 p.m.

Lab:

A

Monday : 12:00 p.m. - 5:00 p.m.

Tuesday: 11:00 a.m. - 5:00 p.m.

Wednesday: 1:00 p.m. - 3:00 p.m.

Thursday: 10:30 a.m. - 1:30 p.m.

Friday: 8:30 a.m.- 11:00 a.m.
2:00 p.m. - 3:30 p.m.

B

12:00 p.m. - 5:00 p.m.

11:00 a.m. - 5:00 p.m.

8:00 a.m. - 10:00 a.m.

10:30 a.m. - 1:30 p.m.

9:30 a.m. - 11:00 a.m.
2:00 p.m. - 4:30 p.m.