Here at Panola College we pride ourselves on individual attention and smiling faces."

DR. GREGORY POWELL, PRESIDENT
Interactive Powerpoint

LOOK FOR THE WORDS IN GOLD

When you see a word written in gold, hover your mouse over the word and left click. It will take you to the Panola College web page or document that discusses that item more in detail.
Academic Calendar

IMPORTANT DATES THROUGHOUT THE SEMESTER:

- Semester Beginning/End Dates
- Add/Drop Dates
- Last Date to Withdraw
- Payment/Void Dates
- Final Exam Schedule
- 6-Course Drop Rule
Degrees & Certificates

Degrees for Transfer.

Certificates.

Career & Technical Degrees.
Understanding Course Numbers

**ENGL** 1301.101 **COMPOSITION I**

- **SUBJECT AREA**: ENGL
- **NUMBER OF CREDIT HOURS**: 1301
- **SECTION NUMBER**: 101
- **NAME OF COURSE**: COMPOSITION I
- **COURSE LEVEL**: 1 = FRESHMAN

**PANOLA COLLEGE ONLINE ORIENTATION**
Sample Schedule

PANOLA COLLEGE COURSE DESCRIPTIONS

EDUC 1100 LEARNING FRAMEWORKS
ENGL 1301 COMPOSITION I
HIST 1301 U.S. HISTORY I
*MATH 0314 ALGEBRAIC FOUNDATIONS
MATH 1314 COLLEGE ALGEBRA
KINE 1119 FITNESS WALKING I
SPCH 1315 PUBLIC SPEAKING

TOTAL **18 HOURS

*Some students may need remedial Math/Reading/Writing classes
**18 hours is the maximum course load without approval from the Vice President of Instruction
Canvas

THE LEARNING MANAGEMENT SYSTEM (LMS) SOFTWARE PACKAGE THAT INSTRUCTORS USE TO DELIVER CONTENT.

To log in to Canvas, enter your full student email address (ex: ab123456@students.panola.edu). Your password is a combination of the lowercase letters "pc" followed by your 6 digit student ID number.

CLICK HERE to self-enroll in the Canvas Student Training course.
Student Email

THE PRIMARY SOURCE OF COMMUNICATION FROM STUDENT SERVICES AND ALL OTHER OFFICES ON CAMPUS.

To log into your student email account, enter your full email address. Your default password is three 0s followed by your student ID number (ex: 000123456).

If you are having trouble accessing your student email account, contact admissions@panola.edu or call (903) 693-2038.
CampusConnect

Access CampusConnect by entering your 6-digit ID number. Your PIN is the last 4 digits of your social security number.

ACCESS YOUR STUDENT ID, GRADES, SCHEDULES, BILLING STATEMENTS, AND UNOFFICIAL TRANSCRIPTS.

SIGN-UP FOR EMERGENCY ALERTS TO BE TEXTED TO YOUR CELL PHONE.

UPDATE YOUR CONTACT INFORMATION AND FERPA PERMISSIONS.

REGISTER FOR CLASSES, ORDER YOUR BOOKS, PAY YOUR BILL AND REVIEW YOUR FINANCIAL AID.
Classroom Etiquette

- Be respectful of your instructor!
- Do not have your phone out in class!
- Contact your instructor if you miss class!
- Do not fall asleep in class!
- Do not talk while the professor is lecturing!
- Turn assignments in on time!
- Ask questions during your professors office hours!
STUDY SUGGESTIONS

- Avoid cram sessions.
- Manage your time effectively by keeping a calendar.
- Make flash cards.
- Study inbetween classes.
- Remove distractions like your phone or TV.
- Organize a study group.
- Quiz yourself.
- Get a TUTOR.
I want to find an email address, phone number, or office location of an instructor or staff member.

panola.edu (Human Resources tab, Personnel Directory link)

I want to register for classes.
I need to change my schedule.
I want to discuss degree program options.
I need to find out the classes I need.

Academic Advisors:
Charles C. Matthews Foundation Student Center, 2nd Floor
Leslie Edelen - ledelen@panola.edu OR (903) 693-2034
Stacy Gee - sgee@panola.edu OR (903) 693-2046
Jody Harris - jharris@panola.edu OR (903) 693-2011
Danita Sampson - dsampson@panola.edu OR (903) 693-1123
Bailee Woodall - bwoodall@panola.edu OR (903) 693-2094

Marshall Campus: Laura Wood - lwood@panola.edu OR (903) 923-8207
Center Campus: Cancee Lester - c Lester@panola.edu OR (903) 591-9075

I want to change my major.
I need a parking permit.
I have a Records Office Hold.
I need to apply for graduation.
I need to drop a class.
I need to reset my student email password.
I need to reset my CampusConnect password.
I need to request a transcript.

Admissions Office - admissions@panola.edu OR (903) 693-2038
Charles C. Matthews Foundation Student Center, 2nd Floor
panola.edu/admissions/

I need a Student ID Card.

Student Success
Charles C. Matthews Foundation Student Center, 2nd Floor
<table>
<thead>
<tr>
<th>Question</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>I need to take the TSI, ACT, Work Keys, HESI A2, and/or Welding Assessment.</td>
<td>Placement Testing Center - <a href="mailto:rweekly@panola.edu">rweekly@panola.edu</a> OR (903) 693-2036</td>
</tr>
<tr>
<td></td>
<td>Charles C. Matthews Foundation Student Center, 2nd Floor</td>
</tr>
<tr>
<td>I need Disability Support Services.</td>
<td>Stacy Gee - <a href="mailto:sgee@panola.edu">sgee@panola.edu</a> OR (903) 693-2046</td>
</tr>
<tr>
<td></td>
<td>Charles C. Matthews Foundation Student Center, 2nd Floor</td>
</tr>
<tr>
<td>I need Veterans Benefits information or assistance.</td>
<td>Leslie Edelen - <a href="mailto:ledelen@panola.edu">ledelen@panola.edu</a> OR (903) 693-2034</td>
</tr>
<tr>
<td></td>
<td>Charles C. Matthews Foundation Student Center, 2nd Floor</td>
</tr>
<tr>
<td>I have a question about Financial Aid.</td>
<td>Financial Aid Office - <a href="mailto:fao@panola.edu">fao@panola.edu</a> OR (903) 693-2035</td>
</tr>
<tr>
<td></td>
<td>Miller Administration Building, Room 1300</td>
</tr>
<tr>
<td>I have questions about my college bill.</td>
<td>Business Office - (903) 693-2082</td>
</tr>
<tr>
<td></td>
<td>Miller Administration Building</td>
</tr>
<tr>
<td>I have questions or concerns about Residence Life.</td>
<td>Katy Chance - <a href="mailto:reslife@panola.edu">reslife@panola.edu</a> OR (903) 693-1176</td>
</tr>
<tr>
<td></td>
<td>Charles C. Matthews Foundation Student Center, Room 1305</td>
</tr>
<tr>
<td>I have a concern about safety on campus.</td>
<td>Campus Police Department - (903) 693-1111</td>
</tr>
<tr>
<td>I have an emergency and need fire/medical/police assistance.</td>
<td>Call 911 Immediately</td>
</tr>
<tr>
<td>I'm hungry and need help with food.</td>
<td>panola.edu/feedtheneed.html</td>
</tr>
<tr>
<td>I want to view upcoming <strong>student activities</strong>.</td>
<td><strong>panola.edu</strong> (Calendar link)</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>I want to view upcoming <strong>athletic and fine art events</strong>.</td>
<td><strong>panola.edu</strong> (Calendar link)</td>
</tr>
<tr>
<td>I want to view the <strong>academic calendar</strong>.</td>
<td><strong>panola.edu</strong> (Calendar link)</td>
</tr>
</tbody>
</table>

| I need support **outside of the college setting** (depression, anxiety, family). I am concerned about a friend who is **struggling with their mental health**. | **Crisis/Depression Text-Line** - Text "CONNECT" to 741741  
**Suicide Prevention Lifeline** - 1-800-273-TALK (8255)  
**East Texas Council on Alcoholism and Drug Abuse** - (800) 441-8639  
**Community Health Core** - Carthage (903) 693-7811 OR  
Marshall (903) 938-7721  
**Burke Mental Health Services** - Emergency (800) 392-8343 & Toll Free (866) 242-4556 |

| I need a **tutor** because I am having trouble in a class or need extra help preparing for an exam. | **Kaycee McKnight** - kmcknight@panola.edu OR (903) 693-2048  
Charles C. Matthews Foundation Student Center, 2nd Floor |

| I need to use a **computer on campus**. | **M.P. Baker Library**, 2nd Floor  
**Charles C. Matthews Foundation Student Center**, 1st Floor  
**Gullette Technology**, Room 109 |

| I need to **print documents** at the WEPA stations. | **M.P. Baker Library**, 2nd Floor  
**Charles C. Matthews Foundation Student Center**, 1st Floor  
**Health & Natural Science Building**, 1st Floor  
**Marshall College Center**  
**Shelby Regional Training Center** |

| My instructor said to take an **exam at a testing center**. | **Carthage** - Gullette Building, Room 107  
**Center - Shelby Regional Training Center**  
**Marshall** - Marshall College Center |
<table>
<thead>
<tr>
<th>I need to check <strong>testing center hours.</strong></th>
<th>panola.edu (Distance Learning Link, Testing Services Link)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I want to sign on to CANVAS, CampusConnect, or Student Email.</td>
<td>panola.edu (Sign On Tab)</td>
</tr>
<tr>
<td>I want to see my current GPA.</td>
<td>CampusConnect</td>
</tr>
<tr>
<td>I want an unofficial transcript.</td>
<td></td>
</tr>
<tr>
<td>I want to browse the course schedule.</td>
<td></td>
</tr>
<tr>
<td>I want to view my degree audit.</td>
<td></td>
</tr>
<tr>
<td>I want to explore career interests &amp; options.</td>
<td>CANVAS</td>
</tr>
<tr>
<td>I want to find specific assignment for each class.</td>
<td>Texas Reardon - (903) 693-2024</td>
</tr>
<tr>
<td>I want information about a specific course in which I am enrolled.</td>
<td>Julie Bertrand - (903) 693-2040</td>
</tr>
<tr>
<td>I am having trouble with CANVAS.</td>
<td></td>
</tr>
<tr>
<td>I need to know when the library is open.</td>
<td>panola.edu (Library Tab)</td>
</tr>
<tr>
<td>I need to reserve a study room.</td>
<td>panola.edu (Library tab, Services link, Study Room Request)</td>
</tr>
<tr>
<td>I need to buy my textbooks.</td>
<td>College Store</td>
</tr>
<tr>
<td>I need to buy school supplies.</td>
<td>Charles C. Matthews Foundation Student Center, 1st Floor</td>
</tr>
<tr>
<td>I want to buy Panola College apparel.</td>
<td>Workforce &amp; Continuing Education</td>
</tr>
<tr>
<td>I am interest in Continuing Education Courses.</td>
<td>ceepanola.edu OR (903) 693-2067</td>
</tr>
<tr>
<td></td>
<td>W.C. Smith Building</td>
</tr>
</tbody>
</table>
Clubs & Organizations

Student involvement can help make your experience memorable and looks great on a resume!
Residence Life

Comfortable housing. Convenient location. Great savings.
Additional Information

COLLEGE STORE
DISABILITY SUPPORT SERVICES
DISTANCE LEARNING TESTING SERVICES
M.P.BAKER LIBRARY
PANOLA ID/DEBIT CARD
PLACEMENT TESTING
VETERANS EDUCATION BENEFITS
THE PATHFINDER

Student Handbook
Title IX

Title IX of the Education Amendments is an all-encompassing federal law that prohibits discrimination based on gender of students and employees of education institutions which receive federal financial assistance.
Stop the Spread of COVID-19

- Avoid close contact with people who are sick.
- Wash your hands often with soap and water for at least 20 seconds.
- Wear a face covering.
- Clean and disinfect frequently touched objects and surfaces.
- Stay home if you are sick, except to get medical care.
- Avoid touching your eyes, nose, and mouth.
Thank you for choosing Panola College!

PLEASE COMPLETE THE ORIENTATION POST-ASSESSMENT!

In order to be released from your hold to register, you must complete the Orientation Post-Assessment. You will need your Panola College Student ID Number.