

# DSP&S COMMUNICATOR

*"Keeping you in touch with programs and services for students with disabilities"*

## Fall 2003

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## A Letter from the Coordinator

This semester has been very busy for the DSP&S program with a sharp increase in the number of students we serve and the uncertainty of the state's budget. Last year was a difficult year because there were discussions at the state level that DSP&S programs in California Community Colleges may have their budgets cut up to 45%. This would have meant a reduction in staff and services at LMC. Fortunately, the state did not agree to cut the budget so drastically. Instead our budget was reduced by 1%, not the suggested 45%! This good news allows us to keep all our current staff and maintain the level of services we have been providing for this year. There is still uncertainty about the next few years' budget and its impact on our program. However, we are committed to serving all our students as best we can.

Priority Registration for the Spring 2004 semester is scheduled for Monday, November 24 through Tuesday, November 25. You will receive a postcard in the mail stating the date and time you can register. DSP&S students are encouraged to schedule counseling appointments early to prepare for registration. Please contact Kathleen Peterson at 925-439-2181 ext. 3133 to schedule appointments.

You are advised to register on-line to avoid long lines at admissions. If you are unsure about how to register on-line, contact Jim Kolthoff at 925-439-2181 ext. 3279 or visit him in the High Tech Center. He will be happy to assist you with the registration process.



Dorrie Fisher, Program Coordinator  
Disabled Students Programs & Services

## The High Tech Center Tutoring Lab Services in 2003 - 2004

### Tutoring • Test Proctoring • Readers/Writers

This semester, the number of students requesting tutoring, test proctoring and other services has risen significantly. Currently, we are assisting over 140 students at the tutoring lab.

If you are a new or continuing student who wishes to take advantage of the tutoring services offered through the Disabled Students Program you should go to CC3 Room 626 and complete a tutoring request form as early as possible during the semester.

At the High Tech Center, emphasis is placed on assisting students in basic subjects such as Math, English and Computer Science. Tutoring for more advanced classes like physics, chemistry, or microbiology is more difficult to attain.

Those students who complete request forms early have the best chance of scheduling tutoring, therefore, you should complete a

*"Our goal is to provide students with the appropriate accommodations that will enable them to complete their coursework at LMC with success and integrity!"*

request for tutoring as soon as you register for classes. It is best to keep your schedule flexible to maximize opportunities for scheduling with a tutor.

Students who want to schedule alternate test proctoring through DSP&S should go to CC3 Room 626 and complete a request for testing accommodations. To schedule a test proctoring appointment, you must notify your instructor as well as the personnel in the High Tech Center. In order to serve you and your instructors, the DSP&S staff in the High Tech Center needs advance notice of at least one week so that all arrangements can be made. What arrangements you might ask? The staff must first create a file with your name. Next, we need to obtain a copy of the test from your instructor and return it. Finally, we need to make sure that you have a quiet place to take your test. In addition, if special services are required such as enlarged print, a reader, or writer, then the staff needs extra time to prepare so that you can be successful. Our goal is to provide students with the appropriate accommodations that will enable them to complete coursework at LMC with success and integrity!

## Specialized Instruction Spring 2004

**LRNSK 50**  
**Multimodal Strategies for**  
**Reading, Spelling and Writing**  
**Monday 6:00 - 9:50 PM Room 292**

This is the first course in a two-semester sequence. This course focuses on learning strategies to develop the fundamental skills of reading, spelling and writing. Instruction is based on a multimodal approach.

**LRNSK 51**  
**Applications for Reading,**  
**Spelling, and Writing Strategies**  
**MWF 9:00 - 9:50 AM Room 212**

This is the second course in a two-semester sequence designed to help students learn strategies to improve their reading, spelling and writing skills. Learning will focus on the application of specific strategies to a variety of reading and writing assignments.

**LRNSK 902**  
**Math Reasoning and Strategies**  
**Tuesday 4:00 - 6:50 PM Room 212**

This course provides students with basic math skills with group and individualized instruction in the basic foundations of arithmetic and mathematics.

**PE 48**  
**Adaptive PE**  
**T TH 3:30 - 4:50 PM PE Room 1**

This class is designed specifically for those students who cannot participate in the regular physical education courses due to a disability.

## What's Your Personal Learning Style?

There are three learning styles: Visual, Auditory, and Kinesthetic. Visual learners learn best by seeing, auditory learners by hearing, and kinesthetic by doing. Do you know your personal learning style? Here is a quick reference of study techniques for each learning style.

### Study Techniques

<i>Visual</i>	<i>Auditory</i>	<i>Kinesthetic</i>
Picture concepts in mind	Read texts out loud	Writing down information
Looking over notes or text	Tape record lecture and review important material (assignments, test review)	Grasping ball/other object in hands while reading
Drawing pictures or charts	Talk through problem solving or writing	Take breaks during studying to walk around, stand up and stretch
Use Flashcards for formulas, vocabulary	Listen to instrumental music while studying	Hands on practice when possible
Color coding (blue for definitions, red for dates)	Ask questions at tutoring sessions or instructor office hours	
Highlight important materials	Study groups	
Use brainstorming or mindmapping to organize papers		

### Beneficial Methods of Delivery

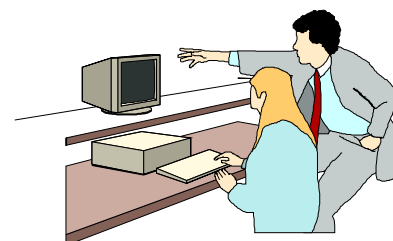
<i>Visual</i>	<i>Auditory</i>	<i>Kinesthetic</i>
Hand outs	Lecture	Projects
Writing material on board	Answering questions	Demonstrations (done by students)
Overheads	Working in groups	Real world experience

**Remember**, a personal learning style is the way you prefer to learn. It does not mean that this is the only way you can learn.

Most people have better success with combining two or more learning styles. For example, a visual learner may also rewrite material or read out loud for better retention.

If you are not sure what your learning style is, please come in to meet with Ginny Buttermore in the counseling area. Her office is located at CC3 Room 445.

## News from the DSP&S Technology Corner



The High Tech Center Computer Lab has undergone major changes this semester. The biggest change is the combining of the High Tech Center office with the Alternate Media office, now located in Room 632 next to the High Tech Center Computer Lab. You can now get your adaptive computer training and alternate media material in one place. This one-stop shopping approach will make meeting your technology needs easier. The computer lab has upgraded much of its adaptive computer software. The upgraded software includes: the speech recognition software DragonDictate Naturally Speaking version 7, the screen magnification software Zoomtext version 8, and the screen reader software JAWS version 4.5.

There is a new versatile writing solution for students without computers. It's the Alpha Smart. It looks like a laptop but is a simple, portable word processor. You can write essays, make outlines, take notes and then easily transfer them to a computer in the High Tech Center for editing or printing. Alpha Smarts are loaned out on a first-come, first-serve basis for two week periods.

## DSP&S Contact List

### Program Coordinator/Counselor

Dorrie Fisher.....439-2181, ext. 3353

### Counselor

Frances Moy.....439-2181, ext. 3136

### LD Specialist

Ginny Buttermore.....439-2181, ext. 3221

### High Tech Center Specialist

Jim Kolthoff.....439-2181, ext. 3279

### Instructional Assistant

Carol Love.....439-2181, ext. 3106

### Alternate Media Specialist

Jim Kolthoff.....439-2181, ext. 3279

### Administrative Assistant

Kathleen Peterson.....439-2181, ext. 3133

### DSP&S Counseling Appointments

Kathleen Peterson.....439-2181, ext. 3133

### Learning Disabilities Testing Appointments

Kathleen Peterson.....439-2181, ext. 3133

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## Important Phone Numbers

Los Medanos College.....439-2181  
439-5709, TDD

Admissions.....439-2181, ext. 7500

Assessment Center.....439-2181, ext. 3252

Bookstore.....439-2056

EOP&S.....439-2181, ext. 3138

Financial Aid.....439-2181, ext. 3292

General Counseling.....439-2181, ext. 3334

Transfer Center.....439-2181, ext. 3124

LMC Home Page..... [www.losmedanos.edu](http://www.losmedanos.edu)



## Important Dates Fall Semester 2003

Veterans's Day Nov. 10

Last day to drop semester-length classes Nov. 14

Priority Registration Nov. 24-25

Thanksgiving Holiday Nov. 27-30

Final Exams begin Dec. 9

Last day of instruction Dec. 15

## A WORD OF THANKS!

Thank you to our DSP&S Tutors, Notetakers, Readers/Writers and volunteers for their dedication and hard work.

Johanna Barr

Josiah Barron

Shannon Cope

Jennifer Garcia

Michael Garcia

Silver Halladay

Alice Hansen

Katherine Howell

Harlon Jordon

Susanne Lim

Jennifer Martin

Joe Navera

Melissa Rodriguez

Patty Saitz

Jatou Savage