

## Feel Like You Are Drowning in Your Courses?

McDowell Technical Community  
College

## Academic Resource Center (ARC)

~Supporting Student Success~

### Services Available:

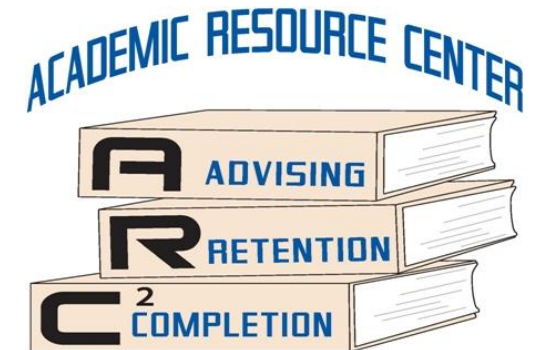
- ✓ Open Computer Lab
- ✓ Free Tutoring from Instructors
- ✓ Assistance with Microsoft Office programs
- ✓ Free Wi-Fi
- ✓ Proctoring of Tests
- ✓ Study Tables – each with electrical outlets for electronics
- ✓ Assistance/Workshops to Support Distance Learning Students
- ✓ Printing from Computers



### Find HELP in MTCCs Academic Resource Center “The ARC” (Above the Library)

ARC Hours of Operation:  
Monday – Thursday: 8 AM – 7 PM  
Friday: 8AM - 1PM

Phone #: 828-652-0653 or  
828-659-0408



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Monday – Thursday: 8 AM – 7 PM  
Friday: 8AM - 1PM  
(Located Above the Library)

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828-659-0408

## Open Computer Lab

- Computers with Internet Access for Student Use
- Windows 8 Professional
- Microsoft Office 2016
- Lab Assistants Available for Technical Assistance and Using Microsoft Office
- Free Wi-Fi

## Free Tutoring

- Free Math Tutoring Available Throughout the Week by Math Instructors
- Other Subjects Tutored by Instructors During Scheduled Times (see schedule outside ARC)
- No Appointment Necessary

## Proctoring Tests

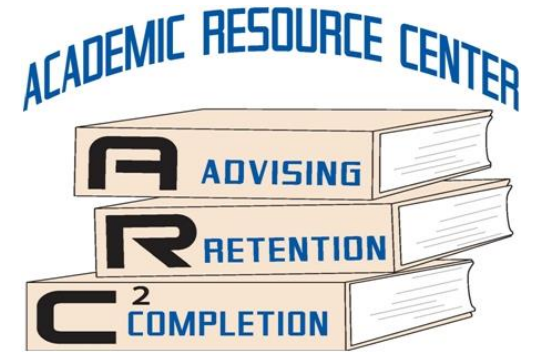
- Students May Be Required by Their Instructors to Go to the ARC to Take Tests (paper or online)
- The ARC Offers Proctoring of Tests to Online Students Attending Other Colleges or organizations. Please contact Sherry Wimsatt, BS at 828-652-0653 or email her at [srwimsatt64@go.mcdowelltech.edu](mailto:srwimsatt64@go.mcdowelltech.edu)
- Students Are Required to Show a Picture ID Before Taking a Test

## Supporting Distance Learners

- Offer Assistance/Workshops at the Beginning of the Semester to Help Students Navigate and Begin Their Online Courses
- Lab Assistants Available for Technical Help and Using Microsoft Office

## Policies and Procedures

- No food or drinks are allowed in the ARC
- Cell phones must be on silence, vibrate, or off; calls must be made/answered outside of the ARC
- Computers left unattended for more than 10 minutes may be logged off and assigned to someone else.
- SAVE ALL YOUR WORK TO the cloud OR USB FLASH MEMORY DRIVE! MTCC is not responsible for any work saved on the hard drive!
- File sharing of copyrighted materials such as MP3 files is not permitted.



*Let us assist you in achieving your goals.*

Contact Information:

828-652-0653  
Sherry Wimsatt  
ARC Lab Associate

828-659-0408  
ARC Associates

828-652-0669  
Beverly Watts, Ph.D.  
Dean of Student Success

*Visit the ARC, and we will give you a tour and talk to you about our services.*

(Located Above the Library)