Grand Island Campus Course Schedule
2014 Summ Term/Summer Flex – 14/SUMM
Summer: May 26 – July 26
(Flex-See Syllabi as some classes have alternative schedules)
Summer Flex: July 27 – August 2

Advisors are always glad to meet and help you select courses and plan your way to graduation!

SPECIAL NOTE for STUDENTS who EXPECT to COMPLETE DEGREE REQUIREMENTS by DECEMBER 2014:
Early registration is available beginning Thursday, 4/24, for seniors who expect to complete degree requirements by December 2014. WebAdvisor registration IS available for you based on your anticipated graduation date.

Registration begins
Monday, April 28
WebAdvisor: www.doane.edu/wa
Step 1) REGISTER, go to WebAdvisor Register for Sections and Search and Register for sections. Once complete, view My class schedule to check for accuracy.
Step 2) ORDER your books, go to: http://bookstore.doane.edu/doane/
For an online web tutorial or a step-by-step handout go to: www.doane.edu/GPSregistration

Need help with online registration?
Give us a call, email us or stop by during our regular business hours:
Monday—Thursday 10-6 and Friday 9-5
If you encounter problems with online registration, please visit www.doane.edu/register-me. In front of your user name, type in crete\ (ex: crete\john.smith). This web form will send your registration request directly to your advisor. Students who are new to Doane this term CANNOT register via WebAdvisor and will sign a promissory note with their advisor.

CENSUS DAY -
THE LAST DAY TO DROP OR ADD courses for the Summer/Summer Flex Term is June 3rd (6pm).

Except for certain emergency situations, if you drop your enrollment in any course, including seminars, on-line courses, and courses on an alternative schedule after census days, you will forfeit tuition. This policy applies to any class regardless of the start day of the class. After classes start on Tuesday, May 27, it is not possible to drop or add a class on-line. Please visit with your advisor if you would like to add or drop a course between May 27th – June 3rd.

IMPORTANT- PLEASE READ
All classes including on-line classes and seminars, have a first meeting during the first seven days of the term. These are required meetings and are listed on the schedule.
Doane College continues its historic policy of nondiscrimination on the basis of race, color, religion, sex, sexual orientation, national origin, disability, age, or marital status.
NEW STUDENT ORIENTATION

Tuesday, 5/20 from 5:15-6:00 pm
Thursday, 5/29 from 5:15-6:00 pm

NEWER STUDENT ORIENTATION

Tuesday, 5/20 from 5:15-6:00 pm
Thursday, 5/29 from 5:15-6:00 pm

UNDERRGRADUATE COURSES

MONDAY EVENING

ACC 104-7 Managerial Accounting (3) - Blackwell
Required for Business & Accounting majors. Pre-Requisite: ACC 103.
NRS 306-7 Personal & Professional Development II (1) - Case
PSI 243-7 Contemporary Political Issues (3) - Ayoub
Required for Public Administration majors. Fulfills Doane Plan Political Science requirement.

TUESDAY EVENING

GEO 104-7 Historical Geology (4) - C. Carpenter
Fulfills Doane Plan lab science requirement.
HRE 417-7 Multicultural Counseling (3) - Broz
Required for Human Relations majors.
MTH 115-7 Finite Math (3) - Blair
Required for Accounting majors. Fulfills Doane Plan Quantitative Methods requirement for all majors except Health Sciences and RN-BSN majors.

WEDNESDAY EVENING

BIO 309-7 Your Body, Your Health, Your Choices (3) - Milner
Required for Health Sciences and RN-BSN majors. Fulfills one Doane Plan Liberal Learning requirement.
BUS 205-7 W-Business Writing (3) - Place-Schaffert
Required for Business, Organizational Communication, and Liberal Arts majors. Fulfills one cognate requirement for Public Administration majors.
BUS 365-7 Ethics in a Business Environment (3) - Blair
Required for Accounting, Business, and Organizational Communication majors. Fulfills one Doane Plan Liberal Learning requirement for all majors except Business.

THURSDAY EVENING

ACC 335-7 Managerial Cost Accounting (3) - Blackwell
Required for Accounting majors. Pre-Requisite: ACC 232.
ART 234-7 Introduction to Digital Photography (3) - Brodsky/Teets
Fulfills one Doane Plan Aesthetic requirement.
PRE 111-7 Ethics (3) - Lamken
Fulfills Doane Plan Philosophy/Religion requirement.
PSY 365-7 Psychology of Personality (3) - Elliott
Required for Health Sciences, Human Relations and RN-BSN majors. Fulfills one cognate requirement for Organizational Communication. Fulfills Doane Plan Psychology/Sociology or one Doane Plan Liberal Learning requirement.

ARRANGED

HRE 421-7 /CMS 296-7 Internship/Practicum - O’Connor
Required for Human Relations and Organizational Communication majors. Open to all majors. Contact instructor prior to registering for the course.

All students may enroll for classes offered on any of the Doane College campuses.
Register early! Registration opens at 7am on April 28 and Seniors at 7am on April 24.

Grand Island Campus Online Courses:

BUS 242-7 W-Management (3) - Worthington
Required for Accounting, Business, and Public Administration majors. Fulfills one cognate requirement for Organizational Communication majors. Instructor will contact you the first week of the term.
HSI/NRS 220-7 Cultural Aspects of Health & Illness (3) - Ware
Required for Health Sciences and RN-BSN majors. Mandatory meeting Tuesday May 27 at 5:15-6:00pm.

More online options—See next page

**PLEASE NOTE: Flex takes place immediately after Summer Term**
**See course syllabi for meeting times — doane.edu/GLISchedule**

CMS 220-7 Interpersonal Communication (3) - Smith
Required for Health Sciences and Human Relations, Liberal Arts, Organizational Communication, Criminal Justice, and RN-BSN majors. Fulfills one cognate requirement for Public Administration majors. Fulfills Doane Plan Oral Communications requirement.

CMS 323-7 Training and Development (3) - Rathman
Required for Organizational Communication majors. Fulfills one emphasis requirement for Business majors w/ emphasis in Human Resources, Management, or General Business. Fulfills one Doane Plan Liberal Learning requirement for all majors EXCEPT Organizational Communication.

ECO 203-7 Macroeconomics and Literacy (3) - Snow
Required for Accounting, Business, Health Sciences, Public Administration, RN-BSN and Liberal Arts majors. Fulfills one Doane Plan Contemporary Issues requirement. **See course syllabi for meeting times**

ECO 329-7 Health Care Economics (3) - Snow
Required for Health Sciences and RN-BSN majors. **See course syllabi for meeting times**

CONTACT YOUR ADVISOR FOR SUGGESTIONS!
All students may enroll for classes offered on any of the Doane College campuses. Register early! Registration opens at 7am on April 28 and Seniors at 7am on April 24. Unless otherwise indicated, all classes have a course value of 3 credits.

**Lincoln Campus Online Courses:**

- AST 103-1 Introductory Astronomy – Ehrman
  - Required one-time meeting, Tuesday May 27th, 5:00-6:00pm
- AST 103-2 Introductory Astronomy – Wentworth
  - Required one-time meeting, Wednesday, May 28, 5:30-6:00pm
- BIO 101-1 Intro to Biology (4) – Sandridge
  - Teacher will contact students the first week of the term.
- BUS 101-1 Understand Environment of Business – Le
  - Required one-time meeting, Tuesday, May 27, 5:00-6:00pm
- BUS 251-1 W-Marketing – J. Hadfield
  - Teacher will contact students the first week of the term.
- BUS 361-1 Contemporary Issues in HR Mgt – Kostrner
  - Teacher will contact students the first week of the term.
- CSA 101-2 Introduction to Word Processing (1)
  - Required one-time meeting, Tuesday, May 27, 5:30-6:00pm
- CSA 104-1 Introduction to Presentation Software (1)
  - Required one-time meeting, Tuesday, May 27, 5:00-5:30pm
- CSA 109-2 Information Retrieval Skills (1)
  - Required one-time meeting, Tuesday, May 27, 5:00-5:30pm
- CSA 201-1 Advanced Word Processing (2)
  - Required one-time meeting, Tuesday, May 27, 5:30-6:00pm
- ENG 101-2 W-Writing Seminar – Davis
  - Required one-time meeting, Tuesday, May 27, 5:00-6:00pm
- FAR 103-1 Intro to Fine Arts: Music – Gilbert
  - Teacher will contact students the first week of the term.
- GEG 112-1 Physical Geography – Jakubowski
  - Required one-time meeting, Monday, June 2, 5:00-5:30pm
- GEG 301-1 Social & Cultural Geography (3) – King
  - Required one-time meeting, Tuesday, May 27, 5:00-5:30pm
- GRD 252-1 History of Graphic Design – Staff
  - Teacher will contact students the first week of the term.
- HIS 105-1 History of Civilization I – Orsag
  - Teacher will contact students the first week of the term.
- HIS 205-1 History of US before 1877 – King
  - Required one-time meeting, Tuesday, May 27, 5:30-6:00pm
- HIS 206-1 History of US after 1877 – King
  - Required one-time meeting, Tuesday, May 27, 5:30-6:00pm
- IST 201-1 Instructional Technology – Kutscher
  - Teacher will contact students the first week of the term.
- MUS 125-1 History of Rock & Roll – Nielsen
  - Teacher will contact students the first week of the term.
- PSY 117-1 Introduction to Psychology – Homa
  - Teacher will contact students the first week of the term.

**Omaha Campus Online Courses:**

- BUS 251-4 W-Marketing-Hadfield
  - Teacher will contact students the first week of the term.
- CSA 101-4 Introduction to Word Processing (1)
  - Teacher will contact students the first week of the term.
- CSA 104-4 Introduction to Presentation Software (1)
  - Teacher will contact students the first week of the term.
- CSA 109-4 Information Retrieval Skills (1)
  - Teacher will contact students the first week of the term.
- CSA 201-4 Advanced Word Processing (2)
  - Teacher will contact students the first week of the term.
- PSY 117-4 Introduction to Psychology
  - Teacher will contact students the first week of the term.
- PSY 259-4 Human Growth & Development-Kastens
  - Teacher will contact students the first week of the term.

**NEW STUDENT ORIENTATION**

- Resources to help you succeed at Doane · New and current students who have not attended orientation are required to attend · Call or email us to register ·
- **Tuesday, 5/20 from 5:15-6:00 pm**
- **Thursday, 5/29 from 5:15-6:00 pm**

**GRADUATE COURSES**

**Lincoln Campus Online Courses:**

- BUS 601-7 International Business & Economics (3) - Carter
- BUS 609-7 Leadership in Political, Social, and Economic Contexts (3) - Winter
  - Required for Leadership Emphasis. Fulfills an elective for the non-emphasis degree.
- BUS 603-7 Ethics and Social Responsibility (3) - Worthington
  - Core Course. Instructor will contact you the first week of the term.
- BUS 611-4 Innovation and Entrepreneurship (3) - Hadfield
  - Elective. Instructor will contact you the first week of the term.

**Summer Flex (July 27 - August 2)**

- BUS 635-7 Strategies in Electronic Commerce (3) - Blair
  - Elective

**SUMMER TERM (MAY 26 - JULY 26)**

**MONDAY EVENING**

- BUS 601-7 International Business & Economics (3) - Carter

**TUESDAY EVENING**

- BUS 609-7 Leadership in Political, Social, and Economic Contexts (3) - Winter
  - Required for Leadership Emphasis. Fulfills an elective for the non-emphasis degree.
- BUS 603-7 Ethics and Social Responsibility (3) - Worthington
  - Core Course. Instructor will contact you the first week of the term.
- BUS 611-4 Innovation and Entrepreneurship (3) - Hadfield
  - Elective. Instructor will contact you the first week of the term.

**Summer Flex (July 27 - August 2)**

- BUS 635-7 Strategies in Electronic Commerce (3) - Blair
  - Elective

**Contact Your Advisor For Suggestions!**
ONLINE REGISTRATION

1. Go to www.doane.edu/wa and log-in.
2. Click on blue “Students” link.
3. Under the Registration heading on left-hand side, click on “Register for Sections.”
4. Click on “Search and Register for sections.”
5. Use the drop down box to select “Term” and “Location” click SUBMIT.
6. Find the class(es) you want, and click on the left-hand side box to mark it. Click SUBMIT at bottom of page.
7. That course is now in your preferred section list. Click the drop down box and choose “Register” for each class. Click SUBMIT to complete registration.
8. The course will move down into the list of sections you are currently registered for. This list will include any courses you are currently enrolled in. Click OK.
   a. At this point, you may get a warning if the class is full asking you if you want to be added to the waitlist.
   b. You might also get a warning if you don’t have the pre-requisite for the course. If you’ve been advised to register for the course, please go to www.doane.edu/register-me In front of your user name, type in crete\ (ex: crete\john.smith).
9. Once you return to the Student Menu you can view “My Class Schedule” to make sure it looks okay. If anything looks wrong, contact your advisor.
10. To Drop a Class: In the Main Menu under the Registration heading on left-hand side, click on “Delete a Section.” Select the course you wish to drop and Click SUBMIT on or before Census Day.

After classes start on Tuesday, May 27, it is not possible to drop or add a class on-line. Please visit with your advisor if you would like to add or drop a course between May 27th – June 3rd.

ONLINE BOOK ORDERING-OPENS May 9

1. Go to http://bookstore.doane.edu/doane/
2. On the right-hand side, find under Lincoln & GI Campus Textbooks “Click Here.”
3. Select term and classes from list, add books to cart for each class, when finished click “Continue to Checkout.”
4. Once in My Cart click “Checkout.”
5. “Already have an account?” If so login, if not, proceed to create account using your Doane College email firstname.lastname@doane.edu. Once an account has been created click continue.
6. Click “continue to shipping method”, verify personal information, and then select “textbooks only-in store pickup.”
7. Click “continue to payment info.” Select credit card and enter credit card info.
8. To charge to your student account, enter student ID number. (Find your ID in WebAdvisor. Under the Academic Profile heading click on “My Profile”)
9. Review your order. Click “Place Order” and you will receive a confirmation email that your order was placed.
   • Students are highly encouraged to place their orders online two weeks prior to class.
   • Books ordered online should be available for pickup at the Grand Island Campus.
   • An email will be sent to the student’s Doane email account once the order arrives on campus.

Refunds are only given on textbooks if a student has dropped the class. Visit the bookstore website at http://bookstore.doane.edu/doane/ under Customer Service for the complete refund policy.

Books offered for rental may be placed on student account but credit card information must be captured to secure rental (you will be prompted). Rental texts must be returned NO LATER than last day of term to avoid being charged full price for text and any penalties.

CALENDAR (doane.edu/gpcalendar)

April 14, 2014 ................................................. Summer & Summer Flex Term descriptive schedules released
April 28, 2014 ........................................................ Registration begins for Summer & Summer Flex Terms
May 18, 2014 ............................................................... Spring Commencement Ceremony for Everyone
May 21, 2014 ............................................................... Payment due for Winter II Term classes
May 26 – July 6, 2014 .................................................... Summer Term
May 26, 2014 ............................................................... NO CLASS MEETINGS - Memorial Day
May 30, 2014 ............................................................... Spring Term grades published to WebAdvisor
June 3, 2014 ...................................................... CENSUS DAY - Last day to drop or add Summer & Summer Flex enrollments
June 18, 2014 ........................................ Summer term Financial aid refund checks mailed/direct deposited to students
June 20, 2014 ............................................................... Last day to withdraw from a Summer course and receive a ‘W’
July 4, 2014 ............................................................... NO CLASS MEETINGS – Independence Day
July 14, 2014 ............................................................... Autumn Term descriptive schedule released
July 28, 2014 ............................................................... Registration begins for Autumn Term
July 27 – August 2, 2014 ................................................... Summer Flex Term
August 15, 2014 ...................................................... Summer & Summer Flex Term grades published to WebAdvisor
August 20, 2014 .............................................................. Payment due for Spring Term classes