

Foundations of Lodging Management will introduce students to the Operation of hotels and there lodging facilities in the 21st century. This course will improve technical requirements needed to understand the operation of hospitality facilities in the Commonwealth of the Northern Mariana Islands (CNMI). Course prerequisite is TS 103 Introduction to The Hospitality Industry. English Placement Level: EN 093/094. Math Placement Level: None. (Offered: Spring)

TS 288 Internship Training I (3)

This internship course is specifically designed for hospitality management students as the first half of a two-semester capstone course sequence completing their degree program. This course provides students with intensive on-the-job training experiences that are related to the student's career and educational goals. This work experience enhances the student's self-awareness and current employment skills, and it integrates classroom-learned knowledge and skills with a focused hands-on internship program. Students develop and master the necessary workplace skills and techniques for succeeding in multicultural business environments. English Placement Level: EN 101. Math Placement Level: MA 132. (Offered Fall)

TS 298 Internship Training in Tourism and Hospitality (3)

*Moved to inactive*

This internship course is the second half of a two-semester training program involving supervised on-site work experience. This course is the final step in the hospitality management degree program. This course provides students with an intensive on-the-job training experience that is related to the student's career and educational goals. This course enhances the student's career self-awareness and current employment skills. This course integrates classroom-learned knowledge and skills with a focused hands-on internship program. Students receive hands-on experience in a specialized department. Students further develop and master the necessary hospitality skills and techniques for delivering quality service in multicultural environments. Prerequisite: TS 288 or CE 250. English Placement Level: EN 202. Math Placement Level: MA 132. (Offered Spring)

## INFORMATION AND RESOURCES

### ***PACIFIC POSTSECONDARY EDUCATION COUNCIL***

Northern Marianas College is a member of the Pacific Postsecondary Education Council, a collaborative educational body which fosters cooperative agreements among colleges and universities in the Pacific. Other members of the Council are American Samoa Community College, the College of Micronesia-FSM, the College of the Marshall Islands, Guam Community College, Palau Community College, the University of Guam, the University of Hawaii Community College System, and the University of Hawaii at Hilo.

### ***NMC ALUMNI ASSOCIATION***

The Northern Marianas College Alumni Association is an integral part of the College. Its mission is threefold: 1) to organize members' collective efforts in assisting their alma mater in the fulfillment of its academic mission as a world-class institution for tertiary education, 2) to help strengthen the College's vital role in the development of the CNMI, and 3) to contribute to the growth of the CNMI by organizing and coordinating educational, humanitarian, socio-economic, cultural and other community-oriented

activities.

Those who have obtained degrees, titles, or certificates from an academic unit of the Northern Marianas College, or who have completed at least 24 academic units are invited to become members of the Alumni Association.

Log on to [www.nmcnet.edu](http://www.nmcnet.edu) for more information about upcoming events, activities, membership requirements and benefits, and alumni news.

### ***DISTANCE EDUCATION and ONLINE COURSES***

Distance education through NMC Online- MOODLE offers students a convenient way to take classes. A wide variety of online courses are available. If you are a degree or certificate-seeking student you can take up to 50% of your program's credits online. Our online courses are fully accredited and offer the same high quality of instruction and rigor as traditional classes. Registration, course content, and course credit hours are the same as for equivalent courses held face-to-face on campus. Prerequisites and placement levels for online courses are also equivalent to face-to-face courses. Anyone eligible to take courses at NMC may enroll in distance education online courses.

NMC Online courses are every bit as demanding as traditional courses. In order to succeed in a distance education course, you must be self-motivated and be able to work well independently with minimum supervision. You must be able to manage your time effectively and stay on track with your coursework. You will also need strong reading and study skills.

Although challenging, online courses are designed for optimum schedule flexibility, allowing you to balance your studies with work, family, and other life responsibilities. By providing online courses in flexible formats that allow you to study anytime and anywhere, NMC Online lowers barriers to education.

Online courses require a consistently reliable internet connection. All coursework is accomplished online. To succeed in an online course, you must meet these requirements:

- Access to a computer with minimum technical requirements.
- A consistent and reliable internet connection.
- A NMC student email address.
- Basic computer skills.
- The ability to download and install applications or plug-ins.
- The sufficient time to devote to your coursework.

Contact your instructor for specific course orientation information. Students should check their NMC student email accounts for registration information and online course announcements.

### ***INFORMATION TECHNOLOGY***

The Office of Information Technology consists of Media Services, and Information Services. The Information Technology unit is committed to providing students, instructors, and staff with the support,

training, and tools necessary for using the latest technologies in support of learning at Northern Marianas College.

### **Mission**

The mission of the Office of Information Technology (IT) is to provide support and leadership in the effective use of information technologies to advance the educational mission of Northern Marianas College. IT serves students, faculty, and staff by providing support, instruction, and access to information and technology in order to enhance student learning, promote professional development, and support assessment and improvement at NMC.

### **General Objectives**

- The Office of Information Technology will provide students with support in the use of information technology to help them achieve their academic, personal and career goals.
- The Office of Information Technology will provide faculty with information technology assistance and service in support of instruction.
- The Office of Information Technology will provide staff with information technology assistance and service in support of their work activities.

## ***INFORMATION SERVICES***

Information Services serves as the backbone for all technology services at the College. The goal of the Information Services section is to provide the College with reliable computer systems, networking, and Internet services to enable the campus community to function and communicate effectively twenty-four hours a day. This section is responsible for maintaining the administrative and student networks, the student labs, and all computer-related equipment on each of the three NMC campuses. Information Technology also supports mission-critical core software such as those used in Admissions and Records, Financial Aid, the Budget Office, the Finance Office, and Human Resources.

The Web Site Management section is responsible for the management of all College Internet-based informational and instructional resources. The section maintains the NMC public web site ([www.nmcnet.edu](http://www.nmcnet.edu)), develops digital media for use on the web, and works with faculty and other College personnel in the development of web-based instructional and informational materials. NMC is committed to expanding the use of Internet tools and resources for learning, and the Web Site Management section is playing a key role in this expansion.

## ***MEDIA SERVICES***

Media Services provides many types of services to the College community, including video production for classroom instruction, video recording of important events, and video recording of oral histories. Occasionally the video team produces commercials and other recordings for the public sector. Media Services also interacts closely with Distance Education by producing educational videos for the distance education channel. Video production is now accomplished with the latest digital video equipment and professional-level Macintosh hardware and video-editing software. Media Services also includes a modern, well-equipped photographic darkroom for black and white still photography. This section is responsible for creating images for College publications, and production work is also carried out for the public sector when requested. In addition, the darkroom facilities are used in support of the photography courses offered by the College. Media Services also provides and maintains audiovisual equipment for the College's instructional facilities.