Exploring Campus Resources Counseling Center



- How many students are enrolled at GRCC this quarter?
- What is the *name* of the place you visited?
- What is the *purpose* of the place you visited for what reason does this place exist?

- What does the space look like?
 - Sketch the walls/perimeter of the room.
 - Using a tape measure, measure the perimeter of the room to the nearest foot. Write down the measurements of each wall on your sketch of the room.
 - Calculate the area of the entire space.

- Are there subdivisions in this room? (Is the room divided into different spaces?) How many? Describe each.
- What colors are used in the room?
- Is there furniture in the room? Describe.
- Are there windows in the room?
- People associated with this place
 - How many counselors work in this center?
 - What sex are the counselors?
 - How many students come to the Counseling Center each week (or unit of time for which the center keeps data monthly or quarterly is okay if weekly isn't available).

- What specific resources are there within this place (be detailed here!)?
 - What written materials are in the room? Describe these in detail.
 - Are there computer resources in the room?
 - Does this Center offer any workshops or classes? Describe any offered this quarter.

• What are the hours of operations? What is the phone number/contact information for this place?

Exploring Campus Resources Writing Center



- How many students are enrolled at GRCC this quarter?
- What is the *name* of the place you visited?
- What is the *purpose* of the place you visited for what reason does this place exist?

- What does the space look like?
 - Sketch the walls/perimeter of the room..
 - Using a tape measure, measure the perimeter of the room to the nearest foot. Write down the measurements of each wall on your sketch of the room.
 - Calculate the area of the entire space.
 - How many computers are there?

- How many work tables are there?
- How many chairs are there in the room?
- Are there posters on the walls? How many? What do these look like?
- Are there bookshelves?
- What colors are used in the room?
- Is there furniture in the room? Describe.
- Are there windows in the room?
- People associated with this place
 - How many people direct the Writing Center? What is the person's/people's names?
 - How many tutors work in this center?
 - How many students come to the Writing Center each week (or unit of time for which the center keeps data monthly or quarterly is okay if weekly isn't available).
 - How many students are actually using the services when you visit?
 - How many tutors in the room when you actually visit?

- What specific resources are there within this place (be detailed here!)?
 - Are there pamphlets in the room? How many types?
 - Are there computer resources in the room? What types of software are available on the computers?
 - Are there books in the room? What types?

•	What are the hours of operations? What is the phone number/contact information for this place?

Exploring Campus Resources Development and Employment Services



- How many students are enrolled at GRCC this quarter?
- What is the *name* of the place you visited?
- What is the *purpose* of the place you visited for what reason does this place exist?

- What does the space *look* like?
 - Sketch the walls/perimeter of the room..
 - Using a tape measure, measure the perimeter of the room to the nearest foot. Write down the measurements of each wall on your sketch of the room.
 - Calculate the area of the entire space.

- Are there subdivisions in this room? (Is the room divided into different spaces?) How many? Describe each.
- What colors are used in the room?
- Is there furniture in the room? Describe.
- Are there windows in the room?
- People associated with this place
 - How many people work in this center?
 - What are the jobs of these people (what do they do)?
 - What sex are the people who work here?
 - How many students come to the Center each week (or unit of time for which the Center keeps data monthly or quarterly is okay if weekly isn't available).
 - How many students are actually using the services when you visit?
 - How many personnel in the room when you actually visit?

- What *specific resources* are there within this place (be detailed here!)?
 - What written materials are in the room? Describe these in detail.
 - Are there computer resources in the room? Describe in detail.

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Exploring Campus Resources Math Learning Center



- How many students are enrolled at GRCC this quarter?
- What is the *name* of the place you visited?
- What is the *purpose* of the place you visited for what reason does this place exist?

- What does the space *look* like?
 - Sketch the walls/perimeter of the room..
 - Using a tape measure, measure the perimeter of the room to the nearest foot. Write down the measurements of each wall on your sketch of the room.
 - Calculate the area of the entire space.

- Are there subdivisions in this room? (Is the room divided into different spaces?) How many? Describe each.
- What colors are used in the room?
- Is there furniture in the room? Describe.
- Are there windows in the room?
- How many computers are in the room?
- How many tables are in the room?
- Are there things on the walls? Describe.
- People associated with this place
 - How many people direct this center? What is the person's/people's names?
 - How many students come to the Math Center each week (or unit of time for which the center keeps data monthly or quarterly is okay if weekly isn't available).
 - How many students are actually using the services when you visit?
 - How many tutors in the room when you actually visit?

- What specific resources are there within this place (be detailed here!)?
 - What written materials are in the room? Describe these in detail.
 - Are there computer resources in the room? Describe.
 - How many calculators do they have for rent?
 - How much do they charge for renting a calculator?
 - What other resources are available?

•	What are the hours of operations? What is the phone number/contact information for this place?

Exploring Campus Resources Tutor and Resource Center



- How many students are enrolled at GRCC this quarter?
- What is the *name* of the place you visited?
- What is the *purpose* of the place you visited for what reason does this place exist?

- What does the space *look* like?
 - Sketch the walls/perimeter of the room..
 - Using a tape measure, measure the perimeter of the room to the nearest foot. Write down the measurements of each wall on your sketch of the room. (Determine a logical rectangle around the computer tables and measure this.)

- Calculate the area of the space in which the computers are set up. (Determine a logical rectangle around the computer tables and calculate the area for this.)
- How many computers are there?
- How many work tables are there?
- How many chairs are there in the room?
- Are there posters on the walls? How many? What do these look like?
- Are there bookshelves?
- What colors are used in the room?
- Are there windows in the room?
- People associated with this place
 - How many people direct the Tutor and Resource Center? What is the person's/people's names?
 - How many tutors work in this center?
 - How many students come to the Resource and Tutor Center each week (or unit of time for which the center keeps data monthly or quarterly is okay if weekly isn't available).
 - How many students are actually using the services when you visit?
 - How many tutors in the room when you actually visit?

- What specific resources are there within this place (be detailed here!)?
 - Are there pamphlets in the room? How many types?
 - Are there computer resources in the room? What types of software are available on the computers?
 - Are there books in the room? What types?
 - Are there any other resources available?

 What are the hours of operations? What is the phone number/contact information for this place?

Exploring Campus Resources Library (Other than the Resource and Tutor Center)



- How many students are enrolled at GRCC this quarter?
- What is the *name* of the place you visited?
- What is the *purpose* of the place you visited for what reason does this place exist?

- What does the space *look* like?
 - Sketch the walls/perimeter of one small group study room. (These are upstairs in the library.)
 - Using a tape measure, measure the perimeter of the room to the nearest foot. Write down the measurements of each wall on your sketch of the room.

- Calculate the area of one small group study room. (These are upstairs in the library.)
- How many computers are there upstairs in the library?
- Estimate how many work tables there are on the second level of the library.
- How many small group study rooms are there in the library?
- How many instructional computer rooms are there upstairs in the library?
- What colors are used in the room?
- Are there windows in the room?
- People associated with this place
 - How many librarians work in the library?
 - How many students check out materials from the library in a given quarter?
- What specific resources are there within this place (be detailed here!)?
 - How many books are in the library?
 - What are the names of the electronic databases available to students in the library?
 - Can you check out DVDs and videos from the library?
 - If an instructor puts materials on reserve in the library, where do you go to check this out?
 - Are there fees if you don't return books on time? What are these fees and when do they apply?

•	What are the hours of operations? What is the phone number/contact information for this place?