



two is the Non-Profit Resource Center, a service that helps non-profit organizations to find information on funding sources and opportunities. The UIS Archives and Special Collections unit, on level one of the library, houses both UIS records and manuscript materials, including the campus' oral history collection, and the Illinois Regional Archives Depository, one of 14 in the state.

**Educational Technology** is responsible for instructional technology facilities and services at UIS. Facilities include computer labs, technology-enhanced "smart" classrooms, multimedia classrooms, and distance learning/video conferencing rooms. Educational Technology administers Blackboard, Web Board, and WebCT servers supporting online courses and provides technical support for standard instructional software and multimedia production software. A variety of equipment, including digital still cameras, digital or analog video camcorders, and laptop computers, is available for loan to students and faculty.

General access labs are located in BRK 180 and HSB 108/109. Additional computer labs (6), smart classrooms (46), technology enhanced conference rooms (5), and distance learning rooms (2) are locat-

ed throughout campus. Each semester, Educational Technology offers a series of free workshops on multimedia topics (such as iMovie, Photoshop, Dreamweaver, Flash, and others) in the multimedia classroom. The videoconferencing facilities provide "live" two-way audio and video connections to either single or multiple remote sites, permitting courses to be delivered or received from other locations on a potentially worldwide basis.

**Library and Educational Technology hours** are Monday-Thursday 8 a.m.-midnight; Friday 8 a.m.-6 p.m.; Saturday 9 a.m.-6 p.m.; and Sunday 1 p.m.-midnight. Hours are extended during exam periods.

Access the library's collections or find out about services at [www.uis.edu/library/bridge.htm](http://www.uis.edu/library/bridge.htm). Find out more about Educational Technology at <http://edtech.uis.edu>.

## **BURSAR'S OFFICE**

The Bursar's Office, located on the lower level of the Public Affairs Center, will cash your personal checks up to \$25, or \$25 over the amount of payment when you present a valid UIS *i-card*. The office also operates a U.S. postal substation; collects your registration,

housing, and other fees; and sells campus parking decals and bus passes for the Springfield Mass Transit District. MasterCard, VISA, and Discover cards are accepted for payment on student accounts via the UIS Student Accounts website at [www.uis.edu/studentaccounts/](http://www.uis.edu/studentaccounts/).

The Bursar's Office is normally open from 9 a.m. to 5 p.m., Monday through Friday. However, for fall and spring, the office is open 9 a.m. to 6 p.m. Monday through Thursday and 9 a.m. to 5 p.m. on Friday during the week before the semester begins and for the first two weeks of the semester. For the summer term, extended hours are in effect the week before the session begins and continue through the first week.

## **CAMPUS HEALTH SERVICE**

The Campus Health Service is located in BSB 20. Physicians are available six hours a week. The clinic is staffed by a nurse practitioner and a registered nurse during regular clinic hours, Monday through Friday, 9 a.m. to 5 p.m. A walk-in clinic is available from 9:30 to 11:30 a.m. each Monday and Wednesday.

Health care is provided to you whether you are a full-time or part-time student and whether or not you have student health insurance. Services include treat-