Announcing Homecoming 2014!

Homecoming is a tradition where the college welcomes Alumni, Community members, and current students in a fun-filled weekend full of events. Each weekend day hosts something exciting to explore. Athletic competitions commence October 17, 2014 with the Men's Lacrosse Alumni Game at 7 p.m. Start off Saturday morning, the 18th with the Women's Lacrosse Alumni Game at 10 a.m. Join the fun and tailgate with us at 11 a.m. at the Pregame Tailgate Party, then head to the highly anticipated Varsity Football Game versus St. John Fisher at 1 p.m. Check the Schedule of Events calendar for registration and more information on tent locations throughout the tailgating party, http://homecoming.utica.edu/schedule-of-events/. At 6 p.m. catch the Women's Soccer verses Alfred University at Gaetano Stadium. Finish up the weekend with the Women's Water Polo Alumni Scrimmage at 11 a.m., Sunday the 19th.

Homecoming, Alumni and Family weekend hosts many events aside from athletics, there are reunions, informational sessions, and recreational activities throughout the weekend. It is a great time for the college and community to connect and reconnect while having fun participating in the weekend's events. Start the events off on Friday the 17th with Casino Night hosted by IGC (Inter Greek Council) at 7 p.m. in Strebel Student Center. Finish off the night at the Pioneer Pub for Pub Night: Student’s Showcase. Saturday morning starts with National Alumni Council Meeting, Registration, and Parents’ Breakfast with the School Deans all beginning at 8:30 a.m. Then at 9:30, take in and enjoy the Utica Campus with a walking tour or a trip to the Edith Langley Barrett Fine Art Gallery Exhibit. Enjoy a lunch hosted by President Todd S. and Mrs. Jennifer Hutton at 11 a.m., then hop on over and start the tailgating fun. After the game celebrate with a Post-game Happy Hour for all; sponsored by the Matt Brewing Company at 4 p.m. in Strebel

Important Dates

Please note the upcoming deadlines:

October 17 - Mid-Term

October 20 - D2 (2nd 8 weeks) Classes Begin

October 24 - Last Day to Add/Drop D2 Classes

October 31 - Deadline to Withdraw, Pass/Fail, or change to Audit (full-term classes)

November 16 - Mid-Term Grades Due (D2 Classes)

November 17 - Spring Registration Opens

November 24 - Last day to WD (D2 Classes)

November 26 - 28 - Thanksgiving Recess

GSO - Trivia Night!
Student Center. Round off the night with endless entertainment from Leon Etienne ’06, the Illusionist at 7; Fireworks over the Athletic Grounds at 8:15; John Cassidy the “Balloon Freak Show” at 8:30 in Strebel Student Center; and Pub Night “Old School Jam Style” at 10 in the Library Concourse. The weekend concludes on Sunday the 19th off with the Alumni Awards Breakfast at 9:30 in the Harold Thomas Clark Jr. Athletic Center; join the UC National Alumni Council in honoring the 2014 Alumni Award recipients.

Join in the UC spirit in a jam-packed weekend full of events. For accommodation information visit the homecoming website, http://homecoming.utica.edu/homecoming-2014-accommodations/ to view where to stay from Hotels, Motels, to Bed and Breakfasts. Get social and stay connected during Utica College’s Homecoming, Alumni and Family weekend via Instagram, Facebook, and Twitter by visiting and using the contacts below. For more information or to register check out the Utica College’s website: www.homecoming.utica.edu for the Event Calendar and further information. Come join us in celebrating Utica College’s past, present and future in an eventful weekend.

#CUatUC14!
www.utica.edu/homecoming
www.twitter.com/UC_Homecoming14
www.instagram.com/uticacollege
www.facebook.com/UticaCollegeHomecoming

The Write Idea:
Struggling with your Table of Contents?

Have you ever wondered how to make a nicely formatted table of contents that lists your sections headers with the corresponding page numbers that you can update with the click of a button? This is just one of the features of Word that will make writing your thesis or capstone project just a bit easier. The references tab of Word contains a handy button called "Table of Contents"; it takes a little bit of work to format and set up but once it is done it is worth it.

First, you will want to select the drop down arrow from the table of contents feature, and select Insert Table of Contents, and click the modify option. This will open a formatting box where you will choose the formatting for how each level heading will appear in the table of contents. In the open dialog box it will list styles for TOC 1, TOC 2, and TOC 3, these stand for table of contents level 1, table of contents level 2, etc. You will need to adjust the formatting of each level. To begin click on TOC 1 and select modify. The priorities should show TOC 1, Paragraphs, Normal, and Normal. Check that the formatting is set the Times New Roman size 12 font (no bold, underlines, or italic) and the TOC 1 should be flush left aligned, once this is set click OK. Do the same thing for TOC 2, TOC 3, and so on, the priorities, and formatting will stay the same as TOC 1 except for the alignment. TOC 2 should be indented once (done by clicking the right arrow with lines once), and TOC 3 should be indented twice, TOC 4 should be indented three times and so on.

Once your format requirements are set you will need to tell Word which headings are considered TOC 1, TOC 2, or TOC 3. To do so, find each heading in the text, highlight it, click the Add text drop down arrow in the References tab, and select the appropriate level from the list. Do this for Christopher Columbus sailed the ocean blue in...????

Come test your Thanksgiving Day knowledge with friends, fellow grad students, and faculty at the first Graduate Student Organization event of the year; Trivia Night!! Start Thanksgiving break with a night full of FREE FOOD, and DRINK SPECIALS - FIRST round ON THE HOUSE!! Bring your team of 3-5 people or come solo and join in on the fun with chances to win PRIZES!!

When: November 24th, 2014
Time: 4 P.M. - 6 P.M.
Where: Pioneer Pub - Strebel Student Center
RSVP: ogs@utica.edu

No COVER CHARGE. All ages welcome -Please bring a valid I.D. 21+ and PLEASE drink responsibly!!

Did you know?
Utica College graduates students three times a year, but only holds a commencement ceremony once a year. Utica College confers degrees three times a year with graduation dates in August, December, and May. Graduation means you've completed your degree requirements and can receive your diploma. Commencement is a ceremony celebrating our graduates, which happens once a year in May, and participation is optional. Students who graduate in May or the previous December are invited to participate, and August graduates have the option of choosing which Commencement Ceremony in which they would like to participate - the May before or the May after.
each heading that you wish to appear in your table of contents.

Now you are finally ready to insert your table of contents. Scroll back to the page on which you wish to place your table of contents. Find the Table of Contents drop down arrow in the References tab, select Insert Table of Contents, and click OK. This will insert a table of contents listing all of the headings you selected and their corresponding page numbers. If for any reason page numbers or heading titles change while you work you can update your table of contents. To do so highlight your table of contents, right click, and select Update Field. The table will be automatically updated to the corresponding information in the body of the text.

Why spend time fighting to manually format a table of contents when with a little know how Word will do it for you? The Office of Graduate Studies has a PowerPoint presentation with step by step directions available, and will be happy to help. For any questions regarding formatting or other thesis or capstone project related topics please contact the Office of Graduate Studies at ogs@utica.edu or 315-792-3335.

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Office of Graduate Studies
Utica College
124 White Hall
1600 Burrstone Road
Utica, NY 13502-4892
Voice: (315) 792-3335
Fax: (315) 792-3170
ogs@utica.edu
utica.edu/ogs

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