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ACCOUNTING

ACCOUNTING 1
Introductory Accounting I
5 UNITS - (UC:CSU)
Lecture 5 hours
Accounting 1 is intended for transfer students. All other students should consider taking Accounting 21 with Accounting 41 and Accounting 22 with Accounting 42. Students receive an introduction to fundamental accounting principles and concepts. Includes analysis and recording of various business transactions in the journals and ledgers; preparation of basic financial statements of service and merchandising firms; detailed study of accounting for cash, receivables, inventory, plant assets including depreciation; intangible assets and amortization; payables payroll and related payroll taxes.

ACCOUNTING 2
Introductory Accounting II
5 UNITS - (UC:CSU)
Lecture 5 hours
Prerequisite: Accounting 1 with a satisfactory grade or better.
Students continue learning fundamental accounting principles and concepts including the recording of transactions unique to partnerships and corporate forms of business. Students prepare cash flow statements, financial analysis and interpretation and introduction to basic cost accounting concepts and procedures. Basic fundamental understanding of issuing and investing in stocks and bonds.

ACCOUNTING 15
Tax Accounting I
3 UNITS - (CSU)
Lecture 3 hours
Prerequisite: Accounting 1 OR 6 OR 21 with a satisfactory grade or better.
Students learn to prepare Federal and California income tax returns for individuals. Topics include overview, gross income, exemptions, deductions, tax credits, self-employment tax returns and rental property transactions. This course can be utilized to meet part of the basic qualification for registering as tax preparer and the continuing education requirement of the California Tax Preparer Act.

ACCOUNTING 17
Payroll Accounting
2 UNITS
Lecture 2 hours.
Students learn the procedures and practices involved in a firm's payroll system, including familiarizing students with current laws regarding computation of regular and overtime pay, withholding of payroll taxes, computation of employer's payroll taxes, and the preparation of payroll tax returns and reports.

ACCOUNTING 21
Bookkeeping and Accounting I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Co-requisite: Accounting 41.
(Note: Accounting 21 students must also enroll in Accounting 41 at the same hour and with the same instructor as Accounting 21. Credit allowed for only Accounting 1 or the combination of Accounting 21 with 41 and 22 with 42.)
UC limit: Accounting 21 and 22 equal five units allowable.
Students learn fundamentals of double-entry accounting; the accounting cycle; preparation of the trial balance; financial statements, accounting for merchandise businesses, cash transactions; special journals etc.
ACCOUNTING 22
Bookkeeping and Accounting II
3 UNITS - (UC:CSU)
Lecture 3 hours
Prerequisite: Accounting 21 OR 6 with satisfactory grades or better.
Co-requisite Accounting 42
(Note: Accounting 22 students must enroll in Accounting 42 at the same hour and with the same instructor as Accounting 22.)
Students learn accounting for receivables, payables, bad debts, deferrals and accruals, merchandise inventories, plant and equipment, accounting for partnerships and corporations, Cash Flow statement, and comparative financial statement analysis etc.

ACCOUNTING 23
Recordkeeping for Small Business
3 UNITS
Lecture 3 hours.
Prerequisite: Accounting 1 or Accounting 21 or Accounting 6 with satisfactory grades or better.
Students learn the cash basis concept of accounting, and small business computerized accounting software using Quickbooks. Students will complete simulated accounting projects designed for different types of small business firms using both manual and automated systems.

ACCOUNTING 27
Accounting: Automated Accounting Methods and Procedures II
3 UNITS
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Accounting 1 or Accounting 21 with a satisfactory grade or better.
Computer applications in the preparation of special journals, payroll register, bank reconciliation, aging accounts receivable, inventory costing and depreciation. Analysis of financial statements and preparation of a computerized practice set.

ACCOUNTING 31
Mathematics of Accounting
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students learn the mathematical fundamentals, bank reconciliation, payroll computations, depreciation and allocation of overhead, trade and cash discounts and other accounting-related math subjects.

ACCOUNTING 41
Laboratory for Accounting 21
1 UNIT
Laboratory 2 hours.
Co-requisite: Accounting 21
(Note: Accounting 41 students must also enroll in Accounting 21 at the same hour and with the same instructor as Accounting 41)
Fundamentals of double- entry accounting; the accounting cycle; preparation of the trial balance; adjusting entries and three basic financial statements; use of controlling accounts; accounting for merchandising and cash transactions; special journals and periodic reporting.

ACCOUNTING 42
Laboratory For Accounting 22
1 UNIT
Laboratory 2 hours.
Prerequisite: Accounting 41 with a satisfactory grade or better.
Co-requisite: Accounting 22 which meets at the same hour.
Accounting 42 students must also enroll in Accounting 22, at the same hour and with the same instructor. This laboratory course is designed to reinforce the lecture and discussion in Accounting 22.

ACCOUNTING 55
Accounting Computer Laboratory
1 UNIT
Laboratory 2 hours.
Prerequisite: Accounting 21 with a satisfactory grade or better.
Students learn to use the spreadsheet software “Microsoft Excel” for solving accounting problems and concepts being studied in other accounting classes.

ADMINISTRATION OF JUSTICE

ADMINISTRATION OF JUSTICE 1
Introduction to Administration of Justice
3 UNITS - (UC:CSU)
Lecture 3 hours
Students learn the philosophy and history of law enforcement, overview of crime criminal justice problems, including community relations: Organization and jurisdiction of local, state, and federal law enforcement agencies. Students survey professional career opportunities; and qualifications required for entry into a career in Administration of Justice.

ADMINISTRATION OF JUSTICE 2
Concepts of Criminal Law
3 UNITS - (UC:CSU)
Lecture 3 hours
The students learn the basic principles of the evolution of the English Common Law with emphasis on sections of the California Penal Code most frequently used by police officers.

ADMINISTRATION OF JUSTICE 3
Legal Aspects of Evidence
3 UNITS - (CSU)
Lecture 3 hours
Students learn the origin, development, philosophy and constitutional basis of evidence. Students also analyze the constitutional considerations of the rules governing the admissibility of evidence in court.
ADMINISTRATION OF JUSTICE 4  
Principles and Procedures of the Justice System  
3 UNITS - (CSU)  
Lecture 3 hours.  
Students learn the history and services related to judicial organization, management and administration. Additionally, students learn about prosecutorial and court functions. UC limit: One course from Administration of Justice 1, 4

ADMINISTRATION OF JUSTICE 5  
Criminal Investigation  
3 UNITS - (CSU)  
Lecture 3 hours.  
This course will cover the fundamentals of a criminal investigation. Topics include: Interviews and interrogations, evidence collection and analysis and case preparation for court.

ADMINISTRATION OF JUSTICE 6  
Patrol Procedures  
3 UNITS - (CSU)  
Lecture 3 hours.  
The students cover the history and development of patrol philosophy; planning for field activities to include functions of patrol, traffic and other preliminary investigative duties of the field officers.

ADMINISTRATION OF JUSTICE 8  
Juvenile Procedures  
3 UNITS - (CSU)  
Lecture 3 hours.  
Students learn about the juvenile justice system and related juvenile justice issues. Topics include Juvenile Justice and Delinquency in the United States; Theories of Juvenile Delinquency; Policing Juveniles, the Law, and the Courts; Juvenile Corrections; and issues in Juvenile Delinquency.

ADMINISTRATION OF JUSTICE 14  
Report Writing for Peace Officers  
3 UNITS - (CSU)  
Lecture 3 hours.  
Students learn to complete written reports as used by law enforcement agencies and present factual material with clarity, definiteness, and conciseness emphasized.

ADMINISTRATION OF JUSTICE 16  
Recruitment Selection Process  
3 UNITS - (CSU)  
Lecture 3 hours.  
The students receive an in-depth coverage of the selection process for employment in a law enforcement agency.

ADMINISTRATION OF JUSTICE 53  
Forensic Fingerprint Evidence  
3 UNITS  
Lecture 3 hours.  
Students locate, develop and lift fingerprints from crime scenes. These skills are a must for students interested in law enforcement as a police officer or evidence specialist or for private investigations.

ADMINISTRATION OF JUSTICE 60  
Arrest, Search and Seizure  
3 UNITS - (CSU)  
Lecture 3 hours.  
Students concentrate on their individual rights as it pertains to an officer searching and/or seizing property. Fourth Amendment rights regarding unreasonable search and seizure are discussed.

ADMINISTRATION OF JUSTICE 62  
Fingerprint Classification  
3 UNITS – (CSU)  
Lecture 3 hours.  
A practical course designed to cover the technical aspects of fingerprinting. Topics will include pattern interpretation, classification, taking and lifting of prints, and searching and filing procedures. Times will be devoted to laboratory work in the classroom.

ADMINISTRATION OF JUSTICE 67  
Community Relations I  
3 UNITS –  
Lecture 3 hours.  
Students learn about citizen participation and emphasizes why it is critical to the effectiveness of the criminal justice system. It focuses on the importance of and strategies for positive police-community interactions and addresses the internal and external communities the police serve.

ADMINISTRATION OF JUSTICE 160  
Police Organization and Administration  
3 UNITS – (CSU)  
Lecture 3 hours.  
Students learn to analyze the concept of police organizations and management styles; addressing the roles and responsibilities of law enforcement agencies.

ADMINISTRATION OF JUSTICE 180  
Introduction to Forensics  
3 UNITS - (CSU)  
Lecture 3 hours.  
This course concentrates on crime scene evidence. Forensic Science and collection techniques will be emphasized as well as the interpreting the evidence.

ADMINISTRATION OF JUSTICE 379  
Advanced Criminalistics -Forensics I  
3 UNITS  
Lecture 3 hours.  
Advisory: Administration of Justice 180.  
Students concentrate on three areas of forensics: Serology (blood/DNA), blood spatter analysis and trace evidence. Students use a “hands-on” approach to identify and collect this type of evidence and learn the techniques, used by crime-lab criminalists, to analyze evidence.
ADMINISTRATION OF JUSTICE 381
Law Enforcement Internship
3 UNITS
Lecture 1 hour; laboratory 8 hours.
The students provide voluntary service to a law enforcement agency of their choice to determine whether police work will be a career goal.

ADMINISTRATION OF JUSTICE 382
Introduction to the Firearms Training System
3 UNITS
Lecture 3 hours.
Students learn the legal ramifications in the use of deadly force by law enforcement personnel. Additionally, with the use of a computer simulation, students are placed in “real life” type situations and must determine to “shoot or don’t shoot”.

AFRICAN-AMERICAN STUDIES
AFRICAN-AMERICAN STUDIES 4
The African-American in the History of the United States I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Note: Meets the Associate in Arts degree requirements in U.S. History, U.S. Constitution, and California State and Local Government. Students analyze historiographical issues in African American history and how black Americans were active agents in creating their own history. Emphasis on the African background of African Americans, the institution of slavery, the development of the African American community institutions, and African American participation in and impact on the Civil War and Reconstruction.

AFRICAN-AMERICAN STUDIES 5
The African-American in the History of the United States II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Note: Meets the Associate in Arts degree requirements in U.S. History, U.S. Constitution, and California State and Local Government. Transfer Limit UC. Maximum credit one course from African Am Studies 5, Chicano Studies 8, and History 12 or 13. Students analyze historiographical issues in African American history and how black Americans were active agents in creating their own history. Emphasis on ideas of black social thought, political protest and efforts to create social change from Reconstruction to the present.

AFRICAN-AMERICAN STUDIES 7
African-Americans and the Political System
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Students analyze the relationship of minority groups to American Politics with emphasis on African Americans in the political system. This course gives an in-depth study of the distribution of political power at the Federal and Sate levels, African American political thought, ranging from early 18th and 19th emigrationist sentiments to the nationalist exhortations of contemporary African American culture, including African American feminist and socialist thought.

AFRICAN-AMERICAN STUDIES 20
African-American Literature I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Students survey African American writers, covering all types of literatures (slave narrative, poetry, novels, etc.) to develop a positive attitude towards reading and understanding the progression of African American culture as interpreted by African American writers.

Firearms Evidence Analysis
3 UNITS
Lecture 3 hours.
Firearm analysis is a forensic course that examines all aspects of firearms - guns/rifles/shotguns, bullets, cartridges, and bullet comparisons. The student approaches firearm analysis from a criminalist point of view and uses a “hands-on” approach through practical exercises and microscope comparisons.

ADMINISTRATION OF JUSTICE 396
Traffic Collision Investigation
3 UNITS
Lecture 3 hours.
Advisories: English 28 and 67.
Students concentrate on investigating traffic collisions by identifying and interpreting forensic evidence as well as diagramming and measuring scenes. Students also learn how to understand vehicle and pedestrian dynamics (behaviors) normally associated after a collision.

ADMINISTRATION OF JUSTICE 413
Financial Crimes Investigations
3 UNITS
Lecture 3 hours.
Advisories: English 28 and 67.
Students concentrate on the criminal and civil investigation techniques in dealing with the highly technical field of financial crimes. Students analyze the following crimes: forgery, credit card fraud, financial scams, fake identification fraud, computer fraud, internet crimes and identification fraud (Social Security Number).
African-American Music

3 UNITS - (UC:CSU)

Lecture 3 hours.

A study of African-American Music and their influences on folk spirituals, gospels, concert music, opera, ballet, blues and jazz underscored styles, characteristics, origin and contributions by African-American Artists.

Credit allowed Credit allowed for only one of African America 60 and Music 135.

American Sign Language

American Sign Language I

4 UNITS - (UC:CSU)

Lecture 4 hours. Laboratory 1 hour.

This is an introductory course designed to develop basic conversational skills using vocabulary and grammar of American Sign Language. Its emphasis is placed on receptive and comprehension skills. Incorporates vital aspects of the Deaf culture and community.

American Sign Language II

4 UNITS - (UC:CSU)

Lecture 4 hours. Laboratory 1 hour.

Prerequisite: American Sign Language I with a satisfactory grade or better.

This course completes the study of elementary vocabulary and grammar. Increased development of inflectional and non-manual behavior patterns. Incorporation of selected aspects of Deaf culture and community within receptive and expressive conversation.

American Sign Language III

4 UNITS - (UC:CSU)

Lecture 4 hours. Laboratory 1 hour.

Prerequisite: American Sign Language II with a satisfactory grade.

Students continue to develop American Sign Language grammar, with special emphasis on idiomatic constructions. Conversational techniques are emphasized focusing on expressive skills, and expanded study of Deaf cultural issues.

Finger Spelling I

1 UNIT - (CSU)

Lecture 1 hour. Laboratory 1 hour.

Prerequisite: American Sign Language 1.

Develop skills in expressive and receptive use of American manual alphabet (finger spelling) and its use. Deals with specific individual problems and techniques for corrections. Overview of topics include: hand positioning, hand shapes, rhythm, fluency, spelling, and numbers; reception of finger spelled shapes, pattern and pauses/ transitions.

Anthropology

Human Biological Evolution

3 UNITS - (UC:CSU)

Lecture 3 hours.

Advisory: English 28 and 67 or equivalent.

This course examines evolutionary theory, human genetics, classification, and introduction to primates, the hominid fossil record, classification, and modern human variation. Students will be able to understand the historical path to natural selection, describe the five factors of the evolutionary process, identify biological characteristics of primates, discuss features of primate behavior, diagram the origin of mankind through comparing skulls from the hominid fossil record, and interpret modern human variation.

American Ways of Life: Cultural

Anthropology 102

3 UNITS - (UC:CSU)

Lecture 3 hours.

Advisory: English 28 and 67 or equivalent.

This course establishes the four-field approach to anthropology while covering both anthropological theory and method. Conversations will adopt a holistic perspective to human culture and establish cultural relativism. The objectives of this course are (1) to employ a relative perspective in the appreciation of the world’s cultural diversity, and (2) to apply case studies to describe this variation. The student examines communication, learning, subsistence, economics, family, kinship, gender, ethnicity, politics, stratification, globalization, religion, expressive art, and cultural changes as these all affect our lives, through assigned readings from the text, lectures, discussions and ethnographic investigations, this course will equip you the student with a better understanding of cultural life ways, both past and present, in this time of globalization.

Archaeology: Reconstructing the Human Past

Anthropology 103

3 UNITS - (UC:CSU)

Lecture 3 hours.

Advisory: English 28 and 67.

This course is an exploration of the theories and methods of contemporary archaeology and offers a narrative on prehistory. Students will interpret the peopling of the planet, culture change, and the rise of civilization using the archaeological record. Students will construct a theory-rich research design that reflects current trends in contemporary archaeology.
ANTHROPOLOGY 111
Laboratory in Human Biological Evolution
2 UNITS – (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Co-requisite: Anthropology 101.
This course introduces laboratory methods used to examine evolutionary theory, human genetics, classification, an introduction to primates, the hominid fossil record, and modern human variation. Students will use practical research modules to identify biological characteristics of primate using principles of classification, discuss features of primate locomotion, diagram the origin of mankind by employing the comparative morphology of skulls from the hominid fossil record, and use forensic techniques to interpret modern human variation. Students must complete Anthropology 101 or be currently enrolled.

ANTHROPOLOGY 121
ANTHROPOLOGY OF RELIGION, MAGIC AND WITCHCRAFT
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students learn about the origins and varieties of religious beliefs and practices cross-culturally. Topics include mythology, symbolism, shamanism, traditional healing, altered states of consciousness, magic, divination, witchcraft, and the question of cults.

ANTHROPOLOGY 151
VISUAL ANTHROPOLOGY: EXPLORING CULTURE THROUGH FILM MIXED MEDIA
3 UNITS – (UC:CSU)
Lecture 3 hours.
Students survey and analyze the use of film and video in anthropological research, teaching, theory and methodology. Films are studied for their anthropological content and as artifacts of western culture, which reveal significant aspects of that culture. Students learn techniques in video and audio production in the creation of a final visual product.

ANTHROPOLOGY 385
DIRECTED STUDY - ANTHROPOLOGY
3 UNITS - (CSU)
Lecture 3 hours.
Students pursue directed study in Anthropology on a contract basis under the direction of a supervising instructor.

ARABIC 2
Elementary Arabic II
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Arabic 1 with a satisfactory grade or equivalent.
Students complete learning elementary Arabic grammar and begin reading and writing relatively more advanced elementary texts. They continue with the study of the cultures of countries that speak Arabic.

ARCHITECTURE

ARCHITECTURE 121
Freehand Drawing
2 UNITS - (RPT) (UC:CSU)
Lecture 1 hour; Laboratory 3 hours.
Students learn fundamental architectural drafting and drawing techniques including perspective, coloring and rendering conventions and freehand drawing.

ARCHITECTURE 162
Computer Aided Design and Drafting
3 UNITS - (CSU)
Lecture 2 hour; Laboratory 4 hours.
Students learn and apply beginning AutoCAD 2-D drawing techniques to advance 2-D commands and 3-D modeling methods by completing a series of exercises. The latest version of the popular program is utilized. Important for students interested in the fields of architecture, interior design, and construction.

ARCHITECTURE 172
Architectural Drawing I
3 UNITS - (CSU)
Lecture 1 hour; laboratory 5 hours.
First level architectural design and technical drawing methodology. Students design a simple one-story residence and prepare a complete set of design and technical drawings of the residence. Creative, conceptual and analytical skills are developed. Fundamental architectural drawing techniques as well as 3-D computer modeling methods are introduced. Some basic architectural principles, theories, order and methodologies are explored and incorporated into student projects. The profession of architecture and the practice of architects are clarified. Critical for students applying for work in the architectural or interior design fields as well as students interested in pursuing a higher degree in architecture school or related design field. Great also as a general education course to develop the creative mind and learn to draw architectural plans. Students will also create a portfolio of their work.
ARCHITECTURE 173  
Architectural Drawing II  
3 UNITS - (CSU)  
Lecture 1 hour; laboratory 5 hours.  
Prerequisite: Architecture 172 with a satisfactory grade.  
Second level architectural design and technical drawing methodology.  
Students design a two-story residence addressing a range of complex contextual and environmental issues, including passive energy design principles. A complete set of design and technical drawings of the residence will be produced. Creative, conceptual and analytical skills are developed. Fundamental architectural drawing techniques as well as 3-D computer modeling methods are refined. Critical for students applying for work in the architectural or interior design fields as well as students interested in pursuing a higher degree in architecture school or related design field. Students will also create a portfolio of their work.

ARCHITECTURE 201  
Architectural Design I  
3 UNITS- (UC:CSU)  
Lecture 1 hour; laboratory 5 hours  
Prerequisite: Environmental Design 102 with a satisfactory grade.  
Third level architectural design studio. Students design large and complex projects addressing significantly broader issues both architecturally and contextually. Complex project programmatic requirements are studied and organized in architecturally coherent fashion. Drawing, rendering, computer and model making skills are further refined. Students will examine and analyze the architectural formal and spatial design principles, theories, order and methodologies of significant architects and incorporate them into student projects. Students will also create a portfolio of their work.

ARCHITECTURE 202  
Architectural Design II  
3 UNITS - (UC:CSU)  
Lecture 1 hour; laboratory 5 hours.  
Prerequisite: Architecture 201 with a satisfactory grade.  
Fourth level architectural design studio. Student imagination, vision and foresight are nurtured through the conception and development of a high density housing community of the near future. Issues of urban fabric, quality of neighborhood, support infrastructure, and transportation will be examined and addressed in the proposed community.

ARCHITECTURE 222  
Architectural Graphics  
3 UNITS - (UC:CSU)  
Lecture 1.5 hour; laboratory 4.5 hours.  
Students learn architectural drafting and drawing conventions. Students practice standard techniques to draw plans, elevations, sections, axonometrics, and perspectives as well as non-traditional methods. A variety of media are explored and utilized to create a range of graphic outcome. The course also covers some basic conceptual training and development of creative skills. Students will create a portfolio of their work from this and other design courses.

ARCHITECTURE 271  
Architectural Drawing III  
3 UNITS - (CSU)  
Prerequisite: Architecture 173 a satisfactory grade.  
Lecture 1 hours; Laboratory 5 hours.  
Third level architectural design and technical drawing methodology. Students design a multi-story mid density residence which will address a range of complex contextual and environmental issues, including passive energy design principles. Different building materials such as concrete and metal will be studied and incorporated into the building. A complete set of design and technical drawings of the residence will be produced. Creative, conceptual and analytical skills are further developed. Fundamental architectural drawing techniques as well as 3-D computer modeling methods are refined. Students will create a portfolio of their work.

ARCHITECTURE 272  
Architectural Drawing IV  
3 UNITS - (CSU)  
Prerequisite: Architecture 271 with a satisfactory grade. Lecture 1 hour; Laboratory 5 hours.  
Fourth level architectural design and technical drawing methodology. Students design a multi-story mid density residence which will address a range of complex contextual and environmental issues, passive energy design principles and code compliance design. Different building materials such as concrete and metal will be studied and incorporated into the building. A complete set of design and technical drawings of the residence will be produced. Creative, conceptual and analytical skills are further developed. Fundamental architectural drawing techniques as well as 3-D computer modeling methods are refined. Students will create a portfolio of their work.

ARMENIAN  

ARMENIAN 1  
Elementary Armenian I  
5 UNITS – (UC:CSU)  
Lecture 5 hours. Laboratory 1 hour.  
Advisory: English 28 and 67.  
The student completes the fundamentals of pronunciation and elementary grammar, practical vocabulary and useful phrases to understand, read and write simple Armenian.

ARMENIAN 2  
Elementary Armenian II  
5 UNITS – (UC:CSU)  
Lecture 5 hours. Laboratory 1 hour.  
Prerequisite: Armenian 1 with a satisfactory grade or equivalent.  
The students learn the elementary grammar, reading and comprehension of simple text, with emphasis on oral expression. It also includes an introductory study of Armenian culture to complement comprehension of language.
ART 107
Mexican Art - Modern
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
The student learns about the pictorial arts of Mexico prior to and during the 20th Century including the periods from the pre-Historic through the Mexican influence on the arts of the United States.

ART 111
History of Contemporary Art
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 67 or equivalent.
Students will be exposed to a survey of major trends in Art from 1900 to the present day. Students will explore the historical context of each trend and the pluralism of contemporary art will be considered.

ART 185
Directed Study - Art Honors
1 UNITS
Lecture 1 hour.
Students pursue on their own an in-depth study of a subject of special interest to them in studio art. Students work independently but consult with the instructor on a weekly basis to critique their work.

ART 201
Drawing I
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Students explore various drawing approaches in several black and white media with emphasis upon the development of observational, technical and expressive skills in graphic representation.

ART 202
Drawing II
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
A continuation of Drawing I with continued emphasis on technical, observational and analytical aspects of drawing with the addition of color media as well as mixed drawing media. Projects are designed to test conceptual skills.

ART 204
Life Drawing I
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours; Discussion 1 hour.
Prerequisite: Art 201 with a satisfactory grade.
Co-requisite: Art 501.
Drawing from the live model in various mediums, solving problems related to structure, anatomy, composition and expressive design.

ART 205
Life Drawing II
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 204 with a satisfactory grade.
Students continue drawing and painting from the live model in various media, solving more complex problems related to structure, anatomy, composition and design.

ART 206
Life Drawing III
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 205 with a satisfactory grade.
Students continue drawing and painting from the live model in various media, solving complex problems related to structure, anatomy, composition, expressive design.

ART 207
Life Drawing IV
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 206 with a satisfactory grade.
Students continue drawing and painting from the live model while developing a more personal drawing style. Emphasis is on deepening and broadening the student's mastery of drawing and creating the human form.

ART 209
Perspective Drawing
3 UNITS - (UC:CSU)
Lecture 2 hour; Laboratory 2 hours.
Students learn to draw three-dimensional objects in space using measured vanishing point systems along with direct observation and freehand drawing. They explore methods of drawing cast shadows and mirror reflections in perspective.

ART 285
Directed Study - Art Honors
2 UNITS
Lecture 2 hours.
Students pursue on their own an in-depth study of a subject of special interest to them in studio art. Students create art works of special interest to them under guidance of the instructor.

ART 300
Introduction to Painting
3 UNITS - (UC:CSU)
Lecture 2 hour; Laboratory 2 hours.
Prerequisite: Art 201 with a satisfactory grade.
Co-requisite: Art 501.
Students learn the technique of watercolor painting applied to still life, landscape and the human figure using transparent watercolors as the medium.
ART 301
Watercolor Painting I
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 300 with a satisfactory grade.
Students expand their knowledge of watercolor painting, composition and color while continuing to explore art concepts, content and imagery.

ART 302
Watercolor Painting II
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 301 with a satisfactory grade.
Students expand their knowledge of watercolor painting, composition and color while continuing to explore art concepts, content, and imagery as applied to personal expression.

ART 303
Watercolor Painting III
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 302 with a satisfactory grade. Students expand their knowledge of watercolor painting, composition and color while continuing to explore art concepts, content, and imagery with special emphasis on personal style.

ART 304
Acrylic Painting I
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 201 and 501 with satisfactory grades or better.
Students learn a variety of techniques employing acrylic paints and related grounds and tools. A variety of subject matter is used to introduce a series of stylistic approaches.

ART 305
Acrylic Painting II
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 304 with a satisfactory grade.
Students learn to employ acrylic paints and related grounds and tools at an intermediate level, building upon techniques from Art 304. A variety of subject matter is used to support the development of stylistic approaches.

ART 306
Acrylic Painting III
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 305 with a satisfactory grade.
Students learn to employ acrylic paints and related grounds and tools at an advanced level, building upon techniques from Art 305. A variety of subject matter is used to support the development of personal style.

ART 307
Oil Painting I
3 UNITS - (UC:CSU)
Lecture 1 hour; Laboratory 5 hours.
Prerequisite: Art 201 and Art 501 with satisfactory grades or better.
Students learn the tools, materials, and techniques of painting with the oil painting medium. Students expand their knowledge of composition and color while developing art concepts, content and imagery from still life, landscape and the human figure.

ART 308
Oil Painting II
3 UNITS - (UC:CSU)
Lecture 1 hour; Laboratory 5 hours.
Prerequisite: Art 307 with a satisfactory grade.
Students explore the oil painting medium in a variety of perceptual problems. Students work from the study of still life, landscape, and the live model.

ART 309
Oil Painting III
3 UNITS - (UC:CSU)
Lecture 1 hour; Laboratory 5 hours.
Prerequisite: Art 308 with a satisfactory grade. Students explore the oil painting medium in a variety of perceptual problems. Students work toward individual growth and development of personal concepts.

ART 385
Directed Study - Art Honors
3 UNITS
Lecture 2 hours.
Students pursue on their own an in-depth study of a subject of special interest to them in studio art. Students will create art works of special interest to them under guidance of the instructor.

ART 400
Introduction to Printmaking
3 UNITS - (UC:CSU)
Lecture 1 hour; Laboratory 5 hours
Prerequisite: Art 201 and 501 with satisfactory grades or better.
Students practice various forms of platemaking and printing. Emphasis will be placed on the development of visual ideas and printmaking techniques.

ART 401
Etching I
3 UNITS - (UC:CSU)
Lecture 1 hour; Laboratory 5 hours.
Prerequisite: Art 400 with a satisfactory grade.
Students practice various forms of etching and printing. Emphasis will be placed on the development of visual ideas and etching techniques.
ART 402
Etching II
3 UNITS - (UC:CSU)
Lecture 1 hour; Laboratory 5 hours
Prerequisite: Art 401 with a satisfactory grade.
Students practice various forms of etching and printing. Emphasis will be placed on the development of visual ideas and advanced etching techniques.

ART 407
Relief Printmaking I
3 UNITS - (UC:CSU)
Lecture 1 hour; Laboratory 5 hours
Prerequisite: Art 402 with a satisfactory grade.
Students practice various forms of platemaking and printing in the relief process. Emphasis will be placed on the development of visual ideas and relief printing techniques.

ART 408
RELIEF PRINTMAKING II
3 UNITS - (UC:CSU)
Lecture 1 hour; Laboratory 5 hours
Prerequisite: Art 407 with a satisfactory grade.
Students practice various forms of advanced relief platemaking and printing. Emphasis will be placed on the development of visual ideas and themes utilizing printmaking techniques.

ART 501
Beginning Two-Dimensional Design
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Students learn visual thinking and expression by working with the basic methods and concepts of composition and the basic elements of line, shape, value and color. Students study the role of graphic communication in society.

ART 502
Beginning Three-Dimensional Design
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 501 with a satisfactory grade. Co-requisite: Art 201.
Students study concepts of three dimensional form with experimental problems in a variety of materials using various spatial constructions.

ART 604
Graphic Design I
3 UNITS - (CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 501 and Art 633 with satisfactory grades
Students learn the fundamentals of graphic design – the field; its terminology, tools, and working methods. Emphasis is placed on computer layout skills and their application to creative visual communication, with strong emphasis on typographical technical and historical elements.

ART 605
Graphic Design II
3 UNITS - (CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 604 and Art 633 with satisfactory grades.
Co-requisite: Art 639.
Students apply graphic design principles using computer graphic rendering. Emphasis is placed on comprehensive layouts for advertising design and graphics and include product rendering with the integration of typographical elements.

ART 606
Graphic Design III
3 UNITS - (CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 605, Art 633 and Art 639 with satisfactory grades.
Students apply more advanced graphic design principles using computer graphics. Emphasis is placed on the creation of illustrations and digital images and their integration into page layout software to produce press-ready graphics.

ART 620
Illustration 1
3 UNITS - (CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 601 with a satisfactory grade.
Co-requisite: Art 501.
Students learn to use drawing and design techniques and media in solving problems in commercial illustration including editorial, illustration, book illustration and comics.

ART 633
Introduction to Computer Graphics
3 UNITS - (CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 501 with a satisfactory grade.
Students learn the fundamentals of computer graphics using Adobe Illustrator. The macintosh operating system, color modes, file formats, basic scanning and digital printing techniques as well as web research is also surveyed.
ART 634  
Computer Graphics I: 3D Computer Graphics  
3 UNITS - (CSU)  
Lecture 2 hours; Laboratory 2 hours.  
Prerequisite: Art 633 with a satisfactory grade.  
Exploration of three-dimensional digital design techniques, concepts, and applications employed as tools in graphic design. The course focuses on three-dimensional modeling and rendering techniques in the creation of objects and environments for graphics and multimedia.

ART 639  
Digital Imaging  
3 UNITS – (CSU)  
Lecture 2 hours; Laboratory 2 hours.  
Prerequisite: Art 633 with a satisfactory grade  
Students learn the fundamentals of still-image manipulation using Adobe Photoshop.

ART 700  
Introduction to Sculpture  
3 UNITS - (UC:CSU)  
Lecture 1 hour; Laboratory 5 hours.  
Prerequisite: Art 501 with a satisfactory grade.  
Advisory: Art 201.  
Students practice various forms of additive and subtractive sculpture. Emphasis will be placed on the development of visual ideas and sculptural techniques.

ART 701  
Sculpture I  
3 UNITS - (UC:CSU)  
Lecture 1 hour; Laboratory 5 hours.  
Prerequisite: Art 700 with a satisfactory grade.  
Students practice various forms of sculpture including the armature. Emphasis will be placed on the development of visual ideas and sculptural techniques.

ART 702  
Sculpture II  
3 UNITS - (UC:CSU)  
Lecture 1 hour; Laboratory 5 hours.  
Prerequisite: Art 701 with a satisfactory grade.  
Students will be challenged with advanced problems in sculpture. Students will be encouraged to explore individual creativity, materials and processes.

ART 703  
Sculpture III  
3 UNITS - (UC:CSU)  
Lecture 1 hour; Laboratory 5 hours.  
Prerequisite: Art 702 with a satisfactory grade.  
Students will further explore sculptural ideas. Each student will be confronted with advanced problems in sculpture. Students will be encouraged to develop a theme within the area of sculpture.

ART HISTORY  
ART HISTORY 103 (FORMERLY ART 103)  
Art Appreciation  
3 UNITS - (UC:CSU)  
Lecture 3 hours.  
Advisory: English 101.  
The student learns about art forms and media in traditional and contemporary styles, including terminology and problems of definition, meaning, and evaluation in the visual arts.

ART HISTORY 110 (FORMERLY ART 101)  
Survey of Western Art History I  
3 UNITS  
Lecture 3 hours.  
Advisory: English 101.  
The student explores the development of art and architecture from prehistory through the medieval period, emphasizing the cultural context of the West, and its major points of contact with the non-European world.

ART HISTORY 120 (FORMERLY ART 102)  
Survey of Western Art History II  
3 UNITS  
Lecture 3 hours.  
Advisory: English 101.  
Students learn about the development of Art from the time of the Renaissance to the Early 20th Century. Emphasis is placed on the cultural context of the West while major points of artistic contact with the Non-European world is considered. This course provides an overview of art and architecture from the Renaissance to the Contemporary period.

ART HISTORY 130 (FORMERLY ART 105)  
Survey of Asian Art History  
3 UNITS  
Lecture 3 hours.  
Advisory: English 101.  
The student learns about the development of Asian art from prehistoric times through the 20th Century including the artistic traditions and histories of China, India, Japan, Korea, and Southeast Asia. The student considers how cultural, political, and religious forces influenced the arts and explore how the various regions of Asia formed and influenced one another.

ART HISTORY 139  
Introduction to Islamic Art  
3 UNITS (CSU)  
Lecture 3 hours.  
Advisory: English 101.  
The student examines the global historical development of Islamic visual art (including painting, sculpture, architecture, and other forms) and its historical and cultural context.
ART HISTORY 140 (FORMERLY ART 109)
Survey of Arts of Africa, Oceania, and Ancient America
3 UNITS (CSU)
Lecture 3 hours.
Advisory: English 101.
Students learn about the visual culture within select regions in Africa, Oceania and indigenous North America.

ART HISTORY 151
Introduction to Latin American Art
3 UNITS (CSU)
Lecture 3 hours.
Advisory: English 101.
The students examine the art and architecture of Latin America, beginning with Pre-Columbian period, but focus primarily on the 19th to 21st centuries. Students explore major historical periods of Latin American history and visual culture, which include an introduction to pre-Hispanic civilizations, Colonial rule and Independence, the emergence of Modernism and the Avant-garde, and contemporary art and architecture in Latin America. They gain an understanding of underlying social, economic, political and religious context of the production and use of the works of art considered.

ART HISTORY 171
Introduction to Global Contemporary Art
3 UNITS (CSU)
Lecture 3 hours.
Advisory: English 101.
Students learn about thematic and historical developments of contemporary visual art (including painting, sculpture, architecture, new media, and other forms), produced by the global community.

ASTRONOMY

ASTRONOMY 1
Elementary Astronomy
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
A fascinating look into the general principles and the fundamental facts of astronomy. This introductory course is designed for the non-technical student. Topics covered include the history and science of astronomy, the solar system, our sun, stars, galaxies and cosmology. No college math preparation is needed. If a student wishes to transfer this as a lab science course, the student must also complete Astronomy 5.

ASTRONOMY 5
Fundamentals of Astronomy Laboratory
1 UNIT – (UC:CSU)
Laboratory 3 hours.
Co-requisite: Astronomy 10 or 11
Advisory: Astronomy 1
Astronomy 5 laboratory course offers a presentation of the methods and techniques used by astronomers to determine the nature of the universe. This course uses some very basic mathematics, and can be taken by non-science and/or science majors. When taken together with Astronomy 1 or Astronomy 10 or Astronomy 11, a student’s ‘science with a lab’ transfer and graduation requirement is met. Topics covered in Astronomy 5 include star names, asterisms and constellations, sky motion, planet motion, orbital motion, stellar brightness, stellar spectrum, crater formation, star clusters, galaxies and deep sky objects. An important part of the course involves working with and learning the operation of astronomical instruments and equipment including celestial globes, astrolabes, azimuth sundials, astronomical binoculars and computer controlled telescopes.

ASTRONOMY 11
Stars, Galaxies, and the Universe
3 UNITS - (UC:CSU)
Lecture 3 hours.
This conceptual course surveys the universe beyond the solar system. Students learn about stars, stellar evolution, black holes, galaxies, the big bang, cosmology and the possibility to extraterrestrial life.

BIOLOGY

BIOLOGY 3
Introduction to Biology
4 UNITS - (UC:CSU)
Lecture 3 hours; Laboratory 3 hours.
Advisory: English 21.
Credit not allowed for Biology 3, 3H to students who have previous credit for Biology 1, 6, 23, 25.
In this survey course for nonmajors, students learn general biological principles, activities, and the relationships of living organisms to each other and the world they live in with emphasis on their correlations to the human organism. The course includes a study of the nutritional, medical, and genetic aspects of the modern world.

BIOLOGY 6
General Biology I
5 UNITS - (UC:CSU)
Lecture 3 hours; Laboratory 6 hours.
Prerequisite: Mathematics 125 and Chemistry 60 or Chemistry 68 with a satisfactory grade or equivalent.
Advisory: English 21 or equivalent.
In this class designed for general biology majors and pre-professional students, students examine and learn the principles of molecular biology, cell structure and function, genetics, evolution and organization at the tissue level in plants and animals.
UC limit: No credit allowed for Biology 1, 3, 23 or 25 if taken after Biology 6.
BIOLOGY 7
General Biology II
5 UNITS - (UC:CSU)
Lecture 3 hours; Laboratory 6 hours.
Prerequisite: Chemistry 60 and Math 125 with a satisfactory grade or equivalent. Advisory: Eligibility for English 21 or equivalent.
In this class designed for general biology majors and pre-professional students, students examine and learn the diversity, structure, and the life processes of plants and animals as well as the principles of organization at the organ and organ system levels, embryology, ecology and behavior.

BIOLOGY 25
Human Biology
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: Eligibility for English 21 or equivalent.
Credit not allowed for Biology 25 to students who have previous credit for Biology 1, 3, 6, 23.
In this survey course for the nonscience major, students explain the principle human organ systems according to structure and function and examine the problems of pollution, population control and preservation of the natural environment.

BUSINESS

BUSINESS 1
Introduction to Business
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
The student surveys business, including forms of business organization, finance, personnel problems, marketing, managerial aids, business-government relations; and business terms and concepts.

BUSINESS 15
Business Statistics
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.
The student learns measures of Central Tendency, Measures of Dispersion, Normal Distribution, Hypothesis Testing, Correlation and Analysis of Variance.
UC limit: Maximum one course from Mathematics 225, 227 and Business 15.

BUSINESS 17
Computer Graphics for Business
3 UNITS
Lecture 1 hour; Laboratory 4 hours.
Pre-requisite: Business 1.
A comprehensive course in business graphics covering types of business graphics, their uses and techniques for generating graphics emphasizing computer usage, computer techniques and current computer graphics software. The student learns types of Excel and PowerPoint programs and how these applications are used in business.

BUSINESS 38
Business Computations
3 UNITS – (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Note: Credit allowed for only one of Business 38 or Accounting 31.
Students learn basic mathematics, beginning with whole numbers and solving word problems, fractions, decimals, checking accounts, basic algebra, percents and their applications. The course covers business applications of mathematics, including trade and cash discounts, markups and markdowns, payroll, simple interest and promissory notes and compound interest.

BUSINESS 911
Cooperative Education - Business
1 UNIT - (CSU)
Lecture 1 hour.
Students receive credit for approved internships, including cooperative education and work experience with an employer in the field of Business under the direction of the Cooperative Education Director. The work-site must be approved by the Department Chair. The internship course will assist students in acquiring desirable work habits, attitudes and career awareness. Students must work 75 hours paid or 60 hours non-paid.

BUSINESS 921
Cooperative Education - Business
2 UNIT - (CSU)
Lecture 2 hour.
Students receive credit for approved internships, including cooperative education and work experience with an employer in the field of Business under the direction of the Cooperative Education Director. The work-site must be approved by the Department Chair. The internship course will assist students in acquiring desirable work habits, attitudes and career awareness. Students must work 75 hours paid or 60 hours non-paid.

BUSINESS 931
Cooperative Education - Business
3 UNIT - (CSU)
Lecture 3 hours.
Students receive credit for approved internships, including cooperative education and work experience with an employer in the field of Business under the direction of the Cooperative Education Director. The work-site must be approved by the Department Chair. The internship course will assist students in acquiring desirable work habits, attitudes and career awareness. Students must work 225 paid hours or 180 volunteer hours during the semester.
CAOT  (COMPUTER APPLICATIONS & OFFICE TECHNOLOGIES)

CAOT 1
Computer Keyboarding and Document Applications I
3 UNITS - (CSU)
Lecture 2 hours; Laboratory 3 hours.
Advisories: Eligibility for ESL Level 6B and 6C.
Students develop a salable skill-computer keyboarding by touch; minimum speed at end of course, 30wpm accurately; formatting of letters, memos, tables, and simple reports using word processing software.

CAOT 2
Computer Keyboarding and Document Applications II
3 UNITS - (CSU)
Lecture 2 hours; laboratory 3 hours.
Prerequisite: Computer Keyboarding I or equivalent.
Students master the keyboard (letters, numbers, and symbols) by touch. Minimum speed at end of course of 40 accurately; formatting of mailable advanced letters, tables, reports, memos, and desktop published documents using Microsoft Word.

CAOT 3
Computer Keyboarding III
3 UNITS - (CSU)
Lecture 2 hours; laboratory 3 hours.
Prerequisites: Completion of CAOT 2 or CAOT 84 or equivalent. (Students who do not meet these prerequisites should enroll in either CAOT 2 or CAOT 9 and CAOT 84, Microsoft Word.)
Develops production skills in using advanced features of Microsoft Word to create properly formatted business documents. Includes composition at keyboard, decision making, and timed production of letters, tables, and reports. Develops minimum speed at end of course of 50 wpm.

CAOT 7
Machine Transcription
3 UNITS
Lecture 3 hours; laboratory 1 hour.
Prerequisite: CAOT 31 with a satisfactory grade or equivalent.
Advisory: CAOT 1 or ability to key 30wpm.
Students develop proficiency in operating transcribing software on the computer to accurately transcribe a variety of business documents from taped dictation using word processing software. Students thoroughly review English fundamentals and strengthen keyboarding and proofreading skills.

CAOT 9
Computer Keyboarding Improvement
1 UNIT - (CSU)
Laboratory 3 hours.
Prerequisite: CAOT 1
The student improves keyboarding procedures through continued emphasis on correct keyboarding techniques and develops speed and accuracy through timed writings and corrective drills.

CAOT 14
Microcomputer Office Applications: PowerPoint
2 UNITS
Lecture 1 hour; laboratory 3 hours.
Prerequisite: CAOT 82.
The student learns how to develop proficiency in the operation of Microsoft PowerPoint. It develops the skill to create, modify, and retrieve various presentations, the skill to integrate PowerPoint with other programs, and the skill to use visuals in the presentation.

CAOT 20
Medical Office Procedures
5 UNITS - (CSU)
Lecture 5 hours.
Prerequisites: CAOT 2 or 31 with a satisfactory grade or equivalent.
Advisory: CAOT 44.
Students learn proficiency in typing medical documents, case histories, medical reports, history and physicals. Additionally, students learn about medical ethics and sensitivity training for the medical office, privacy laws, telephone etiquette, medical filing and handling of confidential documents, scheduling appoints in a variety of medical facilities and medical insurance.

CAOT 23
Legal Office Procedures I
5 UNITS
Lecture 5 hours.
Advisories: CAOT 2 and 31 with satisfactory grade or equivalent.
Students planning to become legal secretaries are provided office procedures and administration for legal secretaries and offices duties. Discussions include different types of equipment and software systems used; various types of law practices, organizational structures; preparation of civil, criminal, and federal lawsuit pleadings.

CAOT 31
Business English
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: English 28 and 67 with a satisfactory grade or equivalent. Required of all CAOT majors.
Students learn English grammar and punctuation rules; practice in writing sentences and paragraphs.

CAOT 32
Business Communications
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisites: CAOT 1 and 31 with a satisfactory grade or equivalent.
Credit is allowed for only one of the following courses: CAOT 32 or Supervision 12.
Students learn application of business communications, principles of writing a variety of business letters, interoffice memorandums, business reports, business presentations plus improve their general and business vocabularies.
CAOT 33
Records Management And Filing
2 UNITS
Lecture 1 hour; Laboratory 2 hour.
Students learn creation, storage, disposition and preservation of all types of documents using alphabetic, geographic, numeric, and subject methods. Includes database management on a microcomputer.

CAOT 34
Business Terminology
2 UNITS - (CSU)
Lecture 2 hours.
The student practices the specialized vocabulary used in modern business communications, including correct definition, spelling, pronunciation, and effective usage.

CAOT 43
Office Procedures
3 UNITS
Lecture 3 hours.
Prerequisites: CAOT 2 and CAOT 31 with satisfactory grades or better.
Comprehensive knowledge and application of office skills and procedures for the automated office; development of attitudes for success on the job.

CAOT 44
Medical Terminology
3 UNITS - (CSU)
Lecture 3 hours.
Students develop an understanding of medical terminology through a study of word roots, prefixes, and suffixes and body systems. Students’ emphasis is also given to spelling, pronunciation, and definitions.

CAOT 46
Medical Transcription
3 UNITS
Lecture 2 hours; Laboratory 2 hours.
Prerequisites: CAOT 2 and CAOT 31 with satisfactory grades or equivalent.
Advisory: CAOT 44 or equivalent.
The student develops a proficiency in accurately transcribing medical documents, including medical letters, chart notes, history and physicals, and reports from CDs and/or through the Internet. Correct spelling, proofreading, correct terminology usage, and abbreviations are emphasized. Students simultaneously review anatomy and major body systems.

CAOT 47
Applied Office Practice
2 UNITS
Lecture 1 hour; Laboratory 4 hours.
Advisory: CAOT 1 with a satisfactory grade or equivalent and second semester standing.
Practical experience in working in an office on campus and lectures relating to office behavior, productivity, motivation, and interpersonal skills.

CAOT 49
Machine Transcription for Legal Secretaries
3 UNITS
Lecture 2 hours; laboratory 2 hours.
Prerequisites: CAOT 2 and 31 with satisfactory grades or equivalent.
Advisory: CAOT 23
Students develop proficiency in operating transcribing machines to transcribe legal correspondence and documents, including court documents, from cassette tape. Emphasis is placed on spelling, proofreading, formatting, and the meaning of legal terms.

CAOT 64
Computer Applications and Office Technologies Laboratory
1 UNIT - (CSU)
Laboratory 2 hours.
Co-requisite: CAOT 1.
Students in Computer Applications and Office Technologies classes receive additional time on computers to work with all the software that is offered in the Department. Students must complete a minimum of 32 hours per semester. In addition to lab hours that are required for any other classes student is enrolled in. Pass/No Pass.

CAOT 79
Word Processing Applications
3 UNITS - (CSU)
Lecture 2 hours; laboratory 3 hours.
Prerequisites: CAOT 84 and CAOT 31 with satisfactory grades or equivalent.
Students further develop skill in preparing a variety of business documents on a personal computer. This course covers the different formats used for letters, memos, reports, tables, outlines, form documents, graphics, desktop publishing, and merged documents.

CAOT 82
Microcomputer Software
Survey in the Office
3 UNITS – (CSU)
Lecture 2 hours; laboratory 3 hours.
Prerequisites: CAOT 1 and CAOT 98 with satisfactory grades or equivalent.
Introduces students to the use of the microcomputer and commercially available software used in business office. Course provides hands-on introduction to word processing, database, spreadsheet, graphics, desktop publishing and presentation design software.

CAOT 84
Microcomputer Office Applications:
Word Processing
3 UNITS - (CSU)
Lecture 2 hours; Laboratory 3 hours.
Advisories: ESL Level 5B and completion of CAOT 1 with a satisfactory grade or equivalent.
Use basic and advanced commands in Microsoft Word or other word processing software, to create, format, edit, save, and print documents including letters, tables, reports, and merge documents. Use desktop publishing features to create newsletters, brochures, flyers, and resumes.
CAOT 85
Microcomputer Office Applications: Spreadsheet
3 UNITS – (CSU)
Lecture 1 hour; laboratory 4 hours.
Students learn office spreadsheet applications using a PC and spreadsheet application software, such as Excel. Students are taught to create, edit, format, and print worksheets; construct graphs and build databases that utilize the data table function.

CAOT 86
Microcomputer Office Applications: Database
3 UNITS - (CSU)
Lecture 1 hour; laboratory 4 hours.
Advisory: CAOT 1.
The students learn office database applications using a relational database program, such as MS Access. Records design, file creation and maintenance, data manipulation, report formats, and printing are covered. Office applications, such as records for personnel, inventory, and sales, are emphasized. Graphing and integration with a word processing program to produce automated mailings are included.

CAOT 88
Microcomputer Office Applications: Desktop Publishing
3 UNITS - (CSU)
Lecture 2 hours; laboratory 3 hours.
Provides information and hands on training using a personal computer, printers and various desktop publishing software including Microsoft Publisher. Includes producing camera ready, near typeset quality reports, newsletters, business forms, and presentations.

CAOT 93
Legal Document Production
2 UNITS – (A)
Lecture 2 hours.
Prerequisites: CAOT 2 and CAOT 84 with satisfactory grades or equivalent.
Co-requisite: Law 2
Students produce legal documents and judicial forms using a computer. Emphasis is placed on the standards used in legal procedures for various areas of law.

CAOT 97
Introduction to the Internet
3 UNITS
Lecture 2 hours; laboratory 3 hours.
This course is designed to prepare students to use the Worldwide Computer Network, Internet. The course emphasizes the features of the Internet, including Electronic Mail, File Transfer Protocol, Internet Explorer, and other services and utilities

CAOT 98
Microcomputer Office Applications: Introduction to Windows
3 UNITS
Lecture 1 hour; laboratory 4 hours.
Students prepare to work in the Windows environment. Emphasizes the features of Windows, including changing and creating icons, opening and closing windows and other applications, responding to dialog boxes, and working with directories.

CAOT 105
School-to-Work-Portfolio
2 UNITS
Lecture 2 hours.
Prerequisite: CAOT 31 with a satisfactory grade or equivalent.
Co-requisite: Law 2
Students prepare a comprehensive professional portfolio that contains a resume, cover letter, application for employment, reference letters, and personal achievement. The course will also include career planning, networking with business and industry, and job search using the Internet and other resources.

CAOT 112
Microcomputer Office Applications: Web Page Design
3 UNITS - (CSU)
Lecture 2 hours; laboratory 3 hours.
Advisory: CAOT 98 or equivalent.
This course is designed to help students learn the most important topics of Web Page Design. The course emphasizes creating a new website, integrating a database, styles, and working with HTML codes.

CAOT 126
Introduction to Medical Coding/Billing
3 UNITS
Lecture 3 hours.
Prerequisite: CAOT 44.
Advisories: English 28 and 67
Students learn the comprehensive overview of medical insurance and billing procedures with introductory instruction in CPT and ICD-9-CM basic coding procedures. Basic medical insurance procedures for commercial and government insurance plans such as Blue Cross/Blue Shield, Medicare, Medicaid, Tricare/Champva, Workers Compensation, and Disability insurance will be covered. HIPAA (Health Insurance Portability and Accountability Act) will be reinforced throughout the course. Introduction to electronic medical billing practice management and electronic claims billing will be presented and utilized throughout the course.

CAOT 385
Directed Study - Computer Application Office Technology
3 UNITS - (CSU)
Lecture 3 hours.
In this course students pursue directed study in Computer Applications and Office Technologies on a contract basis under the direction of a supervising instructor.
CAOT 911
Cooperative Education 911 – CAOT
1 UNIT (CSU)
Lecture 1 hour.
Students receive credit for approved internships with an employer in the field of Computer Applications and Office Technologies under the direction of the Cooperative Education Director. The internship course will assist students in acquiring desirable work habits, attitudes and career awareness. The worksite will be approved by the Department Chair. Students must work 75 hours paid or 60 hours non-paid.

CAOT 921
Cooperative Education 921 – CAOT
2 UNITS (CSU)
Lecture 2 hours.
Students receive credit for approved internships with an employer in the field of Computer Applications and Office Technologies under the direction of the Cooperative Education Director. The internship course will assist students in acquiring desirable work habits, attitudes and career awareness. The worksite will be approved by the Department Chair. Students must work 150 hours paid or 120 hours non-paid.

CAOT 931
Cooperative Education 931 – CAOT
3 UNITS (CSU)
Lecture 3 hours.
Students receive credit for approved internships with an employer in the field of Computer Applications and Office Technologies under the direction of the Cooperative Education Director. The internship course will assist students in acquiring desirable work habits, attitudes and career awareness. The worksite will be approved by the Department Chair. Students must work 150 hours paid or 120 hours non-paid.

CAOT 941
Cooperative Education 941 – CAOT
4 UNITS (RPT 3) (CSU)
Lecture 4 hours.
Students receive credit for approved internships with an employer in the field of Computer Applications and Office Technologies under the direction of the Cooperative Education Director. The internship course will assist students in acquiring desirable work habits, attitudes and career awareness. The worksite will be approved by the Department Chair. Students must work 300 hours paid or 240 hours non-paid.

CHEMISTRY
TRANSFER LIMITS: UC gives no credit for Chemistry 51, 60, 68 if taken after Chemistry 101.

CHEMISTRY ENROLLMENT INFORMATION
Enrollment in all chemistry classes is based on completion of the required prerequisites with satisfactory grades or better.

Students enrolling in Chemistry 60 or 68 who have not completed Math 115 or the equivalent must take the mathematics placement assessment prior to enrolling in either of these courses.

Students enrolling in Chemistry 101 who have not completed Chemistry 60, 65 or 68 or equivalent must pass the Chemistry Readiness Exam in order to enroll in this course. Please contact the Assessment Office at 323.953.4000 ext. 2264 for more information.

Students enrolling in Chemistry 101 and 102 who have not completed Math 125 or the equivalent must take the mathematics placement assessment prior to enrolling in either of these courses.

It is recommended that all chemistry students complete English 28 and 67 or the equivalent. Students who have completed the prerequisites for chemistry courses outside of the Los Angeles Community College District must submit proof of prerequisite completion to the Counseling Office prior to enrollment in chemistry courses.

INFORMATION FOR PRE-NURSING STUDENTS:
All LACC pre-nursing students must complete Chemistry 60 with a satisfactory grade to satisfy the chemistry requirement for the LACC Nursing Program.

CHEMISTRY 60
Introduction to General Chemistry
5 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 4 hours.
Prerequisite: Mathematics 115 or appropriate score on the placement assessment.
Advisory: English 28 and 67 or 31.
A general basic chemistry course with laboratory, emphasizing fundamental principles of inorganic and physical chemistry, nomenclature of inorganic compounds, ionic and covalent bonding, problem solving, gas laws and solutions. This course serves as preparation for Chemistry 101, and meets the IGETC and CSU general education requirements for physical science with laboratory.
CHEMISTRY 101
General Chemistry I
5 UNITS - (UC:CSU)
Lecture 3 hours. Conference 2 hours. Laboratory 4 hours.
Prerequisite: Chemistry 60 or 65 or 68 and Mathematics 125
Advisory: English 28 and 67.
Note: Students who have not completed Chemistry 60, 65 or 68 or the equivalent are required to pass the chemistry readiness examination prior to enrolling in Chemistry 101. See “Chemistry Enrollment Information.”
Lecture topics include nomenclature, atomic structure, quantum theory, bonding theories and molecular geometry, chemical equations, stoichiometry, thermochemistry, solid, liquid and gaseous states and related forces, gas laws, solutions and colligative properties, periodic relationships, and acid base theories. Laboratory exercises are quantitative in nature and are related to the lecture topics.

CHEMISTRY 102
General Chemistry II
5 UNITS - (UC:CSU)
Lecture 3 hours. Conference 2 hours. Laboratory 4 hours.
Prerequisite: Chemistry 101 and Mathematics 125
Advisory: English 28 and 67.
The students receive in lectures the theory and application of chemical kinetics, general and aqueous equilibria, thermodynamics, electrochemistry, structure and bonding in transition metal complexes and carbon compounds. In the laboratory students apply what is learned in lecture to experiments in reaction kinetics, chemical qualitative analysis, chemical and spectroscopic quantitative analysis, potentiometric titration techniques and electrochemistry.

CHEMISTRY 211
Organic Chemistry for Science Majors I
5 UNITS - (UC:CSU)
Lecture 3 hours. Conference 2 hours. Laboratory 4 hours.
Prerequisites: Chemistry 102. Advisory: English 28 and 67.
Introduces the structure, nomenclature and reactions and properties of organic compounds. Introduces spectroscopy as applied to organic compounds. Preparation and isolation of organic compounds and determination of physical properties are studied in the laboratory.

CHEMISTRY 212
Organic Chemistry for Science Majors II
5 UNITS - (UC:CSU)
Lecture 3 hours. Conference 2 hours. Laboratory 4 hours.
Prerequisite: Chemistry 211. Advisory: English 28 and 67.
This course will complete the study begun in Chemistry 211 of the organic functional groups of alcohols, aldehydes, ketones, carboxylic acids, carboxylic acid derivatives and amines. It will also cover more specialized topics including the following: carbohydrates, amino acids and peptides, fatty acids and polymers; difunctional compounds, polycyclic benzenoid hydrocarbons, heterocyclic compounds, mass spectroscopy, NMR techniques and strategies in modern organic synthesis. A mechanistic approach to reactions and a focus on multistep synthesis will be emphasized throughout the course. The laboratory presents more techniques of preparation, isolation and analysis of organic compounds employing modern instrumental analysis.

CHEMISTRY 221
Biochemistry for Science Majors
5 UNITS - (UC:CSU)
Lecture 3 hours. Conference 2 hours. Laboratory 4 hours.
Prerequisite: Chemistry 211.
This course is intended as a preparation for careers in the physical and biological sciences, medical and dental professions, veterinary and agricultural science, nutrition and food chemistry, and related fields. Topics relate to the chemistry and metabolism of biological compounds and include discussion of proteins, lipids, carbohydrates and nucleic acids. Laboratory work includes electrophoresis, chromatography, spectroscopy, and enzyme purification and kinetics.

CHICANO STUDIES

CHICANO STUDIES 7
The Mexican American in the History of the United States I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Note: Meets the Associate in Arts degree requirement in American Institutions.
Credit allowed for only one of Mexican American Studies 7 or African-American Studies 4 or History 11. UC limit: One course from Chicano Studies 7, African-American Studies 4, History 11.
This course traces the historical evolution of persons of Mexican descent and their institutions to 1850. It surveys the contributions of Mexican-descended persons to the development of the United States with particular emphasis on the present-day U.S. Southwest.

CHICANO STUDIES 8
THE MEXICAN AMERICAN IN THE HISTORY OF THE UNITED STATES II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Note: Meets the Associate in Arts degree requirement in American Institutions.
Credit allowed for only one of Mexican American Studies 8 or African-American Studies 5 or History 12 or 13. UC limit: One course from Chicano Studies 8, African-American Studies 5, History 12, 13.
The course examines Chicano historical experiences from the nineteenth century to the present. The course focuses on the social, historical, and political tensions between American dominant society and Chicano communities. It also examines the U.S. constitution and U.S. political systems.

CHICANO STUDIES 44 (Same As Spanish 16)
Mexican Civilization
3 UNITS (UC:CSU)
Lecture 3 hours.
This course is a board survey of Mexican civilization and culture. The course covers the periods of prehistoric expansion of Mesoamerica, Pre-Columbian Mexican civilization, the Spanish conquest, the colonial period, and Mexico in the 19th and 20th century.
CHILD DEVELOPMENT

CHILD DEVELOPMENT 1
Child Growth and Development
3 UNITS - (UC:CSU)
Lecture 3 hours.
Co-requisite: English 21 or equivalent.
An introductory Child Development course that examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There is an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages.

CHILD DEVELOPMENT 2
Early Childhood Principles and Practices
3 UNITS - (CSU)
Lecture 3 hours.
Co-requisite: English 28 and 67 or 31 or equivalent, and Child Development 1.
A survey course which compares and analyzes historical as well as current models of early childhood programs. Students examine the underlying theoretical principles of developmentally appropriate practices applied to programs and environments. Emphasis is placed on the key role of relationships, constructive adult-child interactions and teaching strategies that support physical, social, creative and intellectual development of children and lead to desired learning outcomes. Professional development and career paths based upon CA Child Developmental Permit Matrix will be discussed.

CHILD DEVELOPMENT 3
Creative Experiences for Children I
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Child Development 1 and 2 or equivalent.
Students develop and implement creative curriculum for young children. Activities include: sensory, motor, manipulative, art, music, movement, and dramatic play experiences. Emphasis is on environments that promote creativity and the role of the teacher. Enrollment recommended in CD 84 OR 85: Child Development Labs one hour TBA a week to develop activities and lessons.

CHILD DEVELOPMENT 7
Introduction to Curriculum in Early Childhood Education I
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: CH DEV 1 and 2
Students learn and develop the knowledge and skills to provide appropriate curriculum and environments for young children from birth to age 6. Students examine a teacher’s role in supporting development and fostering the joy of learning for all young children using observation and assessment strategies emphasizing the essential role of play. Planning, implementation and evaluation of curriculum, includes but not limited to: language and literacy, social and emotional learning, sensory learning, art and creativity, math, natural and physical sciences.

CHILD DEVELOPMENT 10
Health, Safety and Nutrition
3 UNITS - (CSU)
Lecture 3 hours.
Co-requisite: English 21 or equivalent.
Students study the interrelationship of health, safety and nutrition and the impact on children’s growth and development. The key components that ensure physical health, mental health and safety for both children and staff are identified along with the importance of collaboration with families and health professionals. Students learn how to implement a comprehensive nutritional program, use universal health precautions and implement emergency procedures.

CHILD DEVELOPMENT 11
Child, Family and Community
3 UNITS - (CSU)
Lecture 3 hours.
Co-requisite: English 21 or equivalent.
Students examine the developing child in a societal context focusing on the interrelationship of the family, school and community and emphasizes historical and sociocultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families. Some topics covered are: social influences on parenting styles, communication, child-rearing and the relationships between the child, family and the school is studied.

CHILD DEVELOPMENT 22
Practicum in Child Development I
4 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Child Development 3 or 4 OR Child Development 7 and Child Development 11
Note: Verification of annual Mantoux test (or chest x-ray) is required.
Students are assigned to an approved Child Development program to demonstrate developmentally appropriate early childhood teaching competencies under guided supervision. Students utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, assessment and knowledge of curriculum content areas is emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning.

CHILD DEVELOPMENT 23
Practicum in Child Development II
4 UNITS - (CSU)
Prerequisite: Child Development 22 or equivalent.
Lecture 2 hours. Laboratory 6 hours per week.
Note Verification of current Mantoux test (or chest x-ray) is required.
This course provides an advanced practicum experience. Students apply assessment strategies to plan, implement, and evacuate developmentally appropriate activities. Techniques that promote partnerships between teachers and families are developed. An educational philosophy statement, a resume and a professional portfolio are created. Students assigned to directed practicum teaching in a child development center demonstrate professional and ethical behaviors.
CHILD DEVELOPMENT 30  
Infant and Toddler Studies I  
3 UNITS - (CSU)  
Lecture 3 hours.  
Advisory: English 21 or equivalent. 
Note: Verification of current Mantoux test (or chest x-ray) is required. 
Students receive an in-depth study of cognitive/language, social/emotional and perceptual/motor developmental domains and milestones of infants from birth to 36 months, in the context of respectful relationships. As well as, an overview of major theories including attachment, brain development, the value of play, early intervention and relationship-based care in the context of family systems: culture, home language, and traditions. Students will be introduced to the laws and regulations of safe healthy environments and the rights of all infants and toddlers including children at-risk for disabilities. Class instruction includes objective observations of infants and toddlers in diverse settings.

CHILD DEVELOPMENT 31  
Infant and Toddler Studies II  
3 UNITS - (CSU)  
Lecture 3 hours.  
Advisory: English 21 or equivalent. 
Note: Verification of current Mantoux test (or chest x-ray) is required. Students learn the principles of inclusive, respectful, caregiving for infants and toddlers. Topics include: typical and atypical development, principles of early intervention, appropriate environments, curriculum, infant care licensing; observation, assessment and intervention plans; and tools for family communications and home visits within the context of home language, culture and traditions. Verification of Mantoux test (TB test) or chest x-ray is required.

CHILD DEVELOPMENT 34  
Observing and Recording Children’s Behavior  
3 UNITS - (CSU)  
Lecture 3 hours.  
Prerequisite: Child Development 1 and English 28 and English 67 or equivalent. 
Note: Verification of current Mantoux test (or chest x-ray) is required. Students learn the appropriate use of assessment and observation strategies to document development, growth, play and learning to join with families and professionals in promoting children’s success. Recording strategies, rating systems, portfolios, and multiple assessment tools are explored.

CHILD DEVELOPMENT 38  
Administration and Supervision of Early Childhood Programs I  
3 UNITS - (CSU)  
Lecture 3 hours.  
Prerequisite: Child Development 3 or 4 or 7; and 11 or equivalent. 
Students are prepared to establish and administer an early childhood program. Financial aspects of administration and legal rules and regulations pertaining to establishing a center are emphasized. Students apply licensing information and knowledge of regulations to design an appropriate environment, create a fiscal plan, marketing strategy and develop an enrollment and hiring process. This course partially fulfills the licensing requirements for the director.

CHILD DEVELOPMENT 39  
Administration and Supervision of Early Childhood Programs II  
3 UNITS - (CSU)  
Lecture 3 hours.  
Prerequisite: Child Development 3 or 4 or 7; and 11 or equivalent. 
Students learn how to administer an Early Childhood Program. Students analyze state and federal regulations and learn how to apply the information to developing and supervising a comprehensive, culturally sensitive, developmentally appropriate program. In addition, students learn about appropriate computer applications for administration, how to write grants and proposals for funds, use advocacy skills for community improvement, develop leadership skills and team management techniques, develop a comprehensive parent partnership, work with program evaluation tools, and understand legal issues. This course partially fulfills the licensing requirement for the director.

CHILD DEVELOPMENT 42  
Teaching in a Diverse Society  
3 UNITS - (CSU)  
Lecture 3 hours.  
Advisory: English 21 or equivalent. 
Students examine the development of social identities in diverse societies including theoretical and practical implications of oppression and privilege as they apply to young children, families, programs, classrooms and teaching. Various classroom strategies are explored emphasizing culturally and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society. Students utilize self-examination to reflect on issues related to social identity, stereotypes and bias, social and educational access, media and schooling.

CHILD DEVELOPMENT 44  
Early intervention for Children with Special Needs  
3 UNITS - (CSU)  
Advisory: English 21 or equivalent. 
May be offered in alternate semesters. This course is designed for students interested in specializing in or working with children with special needs. Students examine components of a comprehensive service delivery system that is based on legal mandates and an understanding of typical and atypical development across all domains. Also discussed is the role of observation and documentation in adapting the environment, creating instructional strategies and in developing Individual Education Plans.

CHILD DEVELOPMENT 45  
Programs for Children with Special Needs  
3 UNITS - (CSU)  
Lecture 3 hours.  
Advisory: English 21 or equivalent. 
Note: Verification of Mantoux test (or chest x-ray) is required. Students learn about programs for exceptional children and best practices for inclusion of children with special needs into educational settings as close to their typically developing peers as possible. Students explore a variety of disabilities from a child development perspective includes definition, and educational implications.
CHILE DEVELOPMENT 48
Positive Guidance in Early Childhood Settings
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Child Development 2 or equivalent.
Students explore developmentally appropriate management
techniques for children in early childhood settings. Emphasis is
on developing culturally sensitive individualized plans for behavior
management of traditional and special needs children.

CHILE DEVELOPMENT 65
Adult Supervision and Early Childhood Mentoring
2 UNITS
Lecture 2 hours.
Prerequisite: Child Development 23 or 38 and 39 or equivalent.
This course satisfies the Child Development Permit Master Teacher
adult supervision requirement and is designed for students who
currently, or will supervise adults in an early childhood program.
Students compare methods and principles of supervision and
mentoring as well as how to develop positive team relationships and
utilize conflict resolution techniques.

CHILE DEVELOPMENT 84-1
Child Development Lab I: Curriculum Development
0.5 UNITS - (CSU)
Laboratory 1 hour.
Co-requisite: One of the following Child Development 2, 3, 7, 10,
22/23, 30/31, 42, and 44/45
Students interested, or currently working in the field of Child
Development, or taking Child Development classes, may use
lab materials, curriculum resource books, to design lesson plans,
games, and other curricular activities. A $20 lab fee is required.

CHDEV 084-2
Child Development Lab I: Technology For The Early Childhood
Educator
0.5 UNITS - (CSU)
Lab 1 hour
Pre-Requisite: Ch Dev 84-1
Students learn to use lab materials, and technology and equipment
to design lesson plans, games, and other curricular activities. A $20
lab fee is required.

CHILE DEVELOPMENT 85
Child Development Lab II
0.5 UNITS - (A) (RPT 3)
Laboratory 1 hour.
Prerequisite: Child Development 84 or equivalent.
Students learn about quality literacy experiences through exposure
to age-appropriate literacy materials and (modeling or practicing)
library habits under the supervision of a literacy expert. Students
evaluate and analyze literacy materials, write activity plans, and
create instructional materials that support emerging literacy. A $20
lab fee is required.

CHILE DEV 285 DIRECTED STUDY —
2 UNITS (CSU)
Lecture 2 hours.
Note: A maximum of 3 units in Directed Study may be taken for
credit.
Child Development students pursue Directed Study on a contract
basis under the direction of a supervising instructor. Scheduled
consultations with the instructor are required.

CHINESE

CHINESE 1
Elementary Chinese I
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Advisory: English 28 and 67.
Mandarin Chinese corresponds to the first year of high school
Chinese. Pronunciation, grammar, practical vocabulary, and basic
facts on the geography, customs and culture of China.

CHINESE 2
Elementary Chinese II
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Chinese 1 with a satisfactory grade or equivalent.
Completes the elementary Mandarin Chinese grammar; introduces
reading and writing of elementary texts.

CHINESE 3
Intermediate Chinese I
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Chinese 2 with a satisfactory grade.
A review of grammar with vocabulary building for conversational
fluency, written composition and advanced reading.

CHINESE 4
Intermediate Chinese II
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Chinese 3 with a satisfactory grade.
Continues a review of grammar, advanced composition and reading
of everyday and literary subjects to study idiomatic expressions.

CHINESE 10
Chinese Civilization
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
This course offers the students lectures and discussions in English
on history, culture, geography, government and institutions of China;
the life style and customs of the people; the language. Literature,
arts, and sciences; the contributions to civilization.
CINEMA


CINEMA 1
Introduction to Motion Picture Production
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 2 hours.
Required of all Cinema majors; open to all students.
A comprehensive introduction to film video production techniques and equipment. Proper procedures are explained for the use of digital and film cameras, lenses, filters, film stocks, lights, microphones, audio recorders, and other motion editing picture equipment. Attention is also given to production planning and post-production as well. Cinema 2 should be taken concurrently.

CINEMA 2
Beginning Motion Picture Workshop
3 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 4 hours.
Required of all Cinema majors. Open to all students.
Introductory workshop in practical filmmaking. Each student is responsible for the making of short films in digital video. Cinema 1 should be taken concurrently.

CINEMA 3
History of Motion Pictures
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 2 hours.
Required of all first semester Cinema majors; open to all others.
History of the development of motion pictures, with examples, from their beginnings to the present day. Emphasis is placed on the American feature film.

CINEMA 4
History of the Documentary Film
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 2 hours.
Required of all first semester Cinema majors; enrollment open to all others.
Students examine the development of films dealing with the truth. Non fiction films seen and discussed include: historical, animated, propaganda, educational, commercial, personal and participatory, cinema verite and direct cinema. Students will develop critical standards for judging documentary films.

CINEMA 5
Introduction to Screenwriting
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Cinema 1, 2, 3, and 4 with satisfactory grades or better. Required of all Cinema majors.
Students will write screenplays. Cinema majors will write the scripts for films they will make in Cinema 33.

CINEMA 6
Motion Picture Photography
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Cinema 1, 2, 3, 4, with satisfactory grades or better. Required of all Cinema majors.
This course is an introduction to cinematography, including optics, photo emulsion, camera operation, laboratory procedures, terminology and aesthetics. Students will do individual and group projects using 16 mm or digital video camera equipment.

CINEMA 7
Advanced Cinematography and Creative Techniques
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Cinema 6 with a satisfactory grade or better.
An advanced course in creative cinematography covering sophisticated professional equipment and techniques used in the motion picture industry. Emphasis is placed on lighting and current industry standards.

CINEMA 9
Motion Picture Sound
3 UNITS - CSU
Lecture 1 hour, Laboratory 4 hours.
Prerequisite: Cinema 1, 2, 3, 4 with satisfactory grades or better.
Students learn the basics of motion picture production and post-production sound. Students use digital audio recorders, microphones and booms and learn how to properly record sound. Students learn to loop and mix sound using a digital audio program.

CINEMA 10
INTRODUCTION TO FILM DIRECTING
3 UNITS - CSU
Lecture 2 hours, Laboratory 2 hours
Prerequisite: Cinema 1,2,3, 4 with satisfactory grades or better.
The student is introduced to the crafts of acting and directing for the film medium.

CINEMA 20
Business Aspects of Motion Picture Production
3 UNITS - (CSU)
Lecture 3 hours
Prerequisite: Cinema 1, 2, 3, 4, with satisfactory grades or better.
The student surveys cinema business practices including financing, production and distribution.

CINEMA 32
Editing Fundamentals
3 UNITS
Lecture 1 hours. Laboratory 4 hours.
Prerequisite: Cinema 1, 2, 3 and 4 with satisfactory grades or better. Intermediate students learn the principles of editing using digital nonlinear editing equipment.
CINEMA 33-1
Digital Video Production Workshop I
3 UNITS
Lecture 1 hour. Laboratory 4 hours.
Prerequisite: Cinema 1, 2, 3, and 4 with satisfactory grades or better.
Intermediate film and television students will produce short video projects using digital video cameras and editing systems.

CINEMA 33-2
Digital Video Production Workshop II
3 UNITS
Lecture 1 hour. Laboratory 4 hours.
Prerequisite: Cinema 33 or 33-1 with satisfactory grades or better.
Intermediate film and television students will produce short video projects using digital video cameras and editing systems.

CINEMA 34
Motion Picture Soundstage Production Practicum
3 UNITS
Lecture 1 hour. Laboratory 4 hours
Prerequisite: One of the following - Cinema 5 or 6 or 7 or 9 or 10 or 32 with satisfactory grades or better.
Designed for students to gain practical experience in a specific area of motion picture soundstage production in order to develop the necessary skills needed in that field of the industry. Included skills are screenwriting, directing, production management, lighting, cinematography, sound recording and editing.

CINEMA 38-1
Modern Picture Stage Grip A
3 UNITS
Lecture 2 hours. Laboratory 2 hours.
Open to all students.
In this hands-on course, students learn basic grip skills and operate grip equipment and tools presently in use in motion picture stages, television studios, and on location during film and television production from the course textbook.

CINEMA 38-2
Modern Picture Stage Grip B
3 UNITS
Lecture 2 hours. Laboratory 2 hours.
Open to all students.
In this hands-on course, students learn additional basic grip skills and operate grip equipment and tools presently in use in motion picture stages, television studios, and on location during film and television production not covered in Cinema 38A.

CINEMA 185
DIRECTED STUDY
1 UNIT (CSU)
Lecture 1 hour.
Prerequisite Cinema 5 or Cinema 33
The student creates a writing or post-production study project as agreed upon by the student and a supervising instructor.

CINEMA 911
COOPERATIVE EDUCATION—CINEMA
1 UNIT (CSU)
Lecture 1 hour
Advisory: Cinema 1 with a satisfactory grade or better.
Cooperative Education is a work experience course that grants college credit for supervised employment for internships in the field of entertainment. Students will gain on the job training, enhance work skills, and career awareness. Completion of at least seven units, including Cooperative Education, at the end of the semester is required. Students must be employed or volunteering/interning in order to participate in program.

CINEMA 921
COOPERATIVE EDUCATION—CINEMA
2 UNITS (CSU)
Lecture 2 hours
Advisory: Cinema 1 with a satisfactory grade or better
Students receive work experience that grants college credit for supervised employment for internships in the field of entertainment. Students will gain on the job training, enhance work skills, and career awareness. Completion of at least seven units, including Cooperative Education, at the end of the semester is required. Students must be employed or volunteering/interning in order to participate in program.

CINEMA 931
COOPERATIVE EDUCATION—CINEMA
3 UNITS (CSU)
Lecture 3 hours
Advisory: Cinema 1 with a satisfactory grade or better
Students receive work experience that grants college credit for supervised employment for internships in the field of entertainment. Students will gain on the job training, enhance work skills, and career awareness. Completion of at least seven units, including Cooperative Education, at the end of the semester is required. Students must be employed or volunteering/interning in order to participate in program.

CINEMA 941
COOPERATIVE EDUCATION—CINEMA
4 UNITS (CSU)
Lecture 4 hours
Advisory: Cinema 1 with a satisfactory grade or better.
Students receive work experience that grants college credit for supervised employment for internships in the field of entertainment. Students will gain on the job training, enhance work skills, and career awareness. Completion of at least seven units, including Cooperative Education, at the end of the semester is required. Students must be employed or volunteering/interning in order to participate in program.
COMMUNICATION STUDIES (COMM)

COMMUNICATION STUDIES 60A
(FORMERLY SPEECH 60A)
LISTENING AND SPEAKING LABORATORY
0.25 Unit NDA
Lab 0.75 hour
Co-Prerequisite: Communication Studies 71
Advisories: ESL 3A, 3B and 3C or appropriate placement score.
Students currently enrolled in Communication Studies 60A listen to and speak English as a Second Language. They supplement usage of the most common words in English, their accurate pronunciation of selected vowels and consonants and their usage in a speech laboratory setting. This level four laboratory course is taken concurrently with its co-prerequisite Communication Studies 71.

COMMUNICATION STUDIES 60B
(FORMERLY SPEECH 60B)
LISTENING AND SPEAKING LABORATORY
0.25 Unit NDA
Lab 0.75 hour
Pre-Requisites: Comm 60A, 71
Co-Prerequisite: Comm 72
Advisories: ESL 4A and 4B
Students enrolled in Communication Studies 60B Lab practice level five vocabulary, grammar and pronunciation using English as a Second Language. Concurrently, this level five laboratory course supplements usage of common words, phrases and sentences in English, their accurate pronunciation of vowels, diphthongs and consonants and their usage in a speech laboratory setting. This course must be taken concurrently with Communication Studies 72.

COMMUNICATION STUDIES 60C
(FORMERLY SPEECH 60C)
LISTENING AND SPEAKING LABORATORY
0.25 Unit NDA
Lab 0.75 hour
Pre-Requisites: Comm 60B, 72
Co-Prerequisite: Comm 73
Advisories: ESL 5A and 5B
Students, enrolled in Communication Studies 60C, practice using English as a Second language. They expand their vocabulary skills to include the most common words in English, while listening and differentiating minimal pairs, pronouncing vowels and consonants accurately within multi-syllabic words using phrases and short conversational sentences in a speech laboratory setting. This is a level six laboratory course.
COMMUNICATION STUDIES 60D
(FORMERLY SPEECH 60D)
LISTENING AND SPEAKING LABORATORY
0.25 Unit NDA
Lab 0.75 hour
Pre-requisites: COMM 73 AND 60C
Co-requisites: COMM 76
Advisories: ESL 6A and 6B
Students, enrolled in Communication Studies 60D, practice using English as a Second Language. They supplement usage of the most common words and idiomatic expressions in English. They develop skills applying concepts of intonation and stress while employing accurate pronunciation of blended vowels, consonants and word endings in a speech laboratory setting. This is a level seven laboratory course.

COMMUNICATION STUDIES 71
(FORMERLY SPEECH 71)
Speaking English as a Second Language I
3 UNITS – NDA
Lecture 3 hours.
Prerequisite: ESL 3A, 3B, and 3C. Appropriate placement score.
Co-requisite: Communication Studies 60A
A level four course for persons who use English as a second language. Stresses the most common words in English, their pronunciation and usage. Develops skill in basic spoken English communication.

COMMUNICATION STUDIES 72
(FORMERLY SPEECH 72)
Speaking English as a Second Language II
3 UNITS – NDA
Lecture 3 hours.
Prerequisite: ESL 4A/4B and Communication Studies 71 and 60A or appropriate placement score
Co-requisite: Communication Studies 60B.
Advisories: ESL 4A/4B
A Level Five course for persons who use English as a second language. Stresses expanding vocabulary utilizing the most common words in English, their pronunciation and their usage along with usage of idiomatic expression, figurative language, etc. Develops skills in listening and basic spoken English communication.
May not be taken concurrently with any Communication Studies class other than Communication Studies 60B.

COMMUNICATION STUDIES 73
(FORMERLY SPEECH 73)
Speaking English as a Second Language III
3 UNITS
Lecture 3 hours.
Prerequisite: Communication Studies 72 and 60B or appropriate placement score
Co-requisite: Communication Studies 60C.
Advisories: ESL 5A/5B
May not be taken concurrently with any Communication Studies class other than Communication Studies 60C.
A level six intensive speech course for persons who use English as a Second Language who may have adequate reading and grammatical skills but need more help in articulation, pronunciation and oral composition.

COMMUNICATION STUDIES 76
(FORMERLY SPEECH 113)
English Speech as a Second Language IV
3 UNITS - (CSU)
Lecture 3 hours.
Pre-requisite: COMM 73 COMM 60C or appropriate placement score.
Co-requisite: COMM 60D.
Advisories: ESL 6A/6B
May not be taken concurrently with any Communication Studies class other than COMM 60D.
Students accomplish speaking English as a second language fluently during in-class discussions and presentations. They may have adequate reading, grammatical and writing skills but acquire more skills with specific areas of articulation, pronunciation, fluency and oral composition when presenting speeches and conversing in small groups. This is a level seven intensive speech course.

COMMUNICATION STUDIES 91
(FORMERLY SPEECH 61)
Speech Clinic
1 UNIT – (A)
Laboratory 3 hours.
Advisory: COMM 76 and COMM 60D with a satisfactory grade or English 28 and 67 or equivalent.
Students learn about their own areas of speech functioning that require intervention such as adjusting respiration, phonation, resonation, articulation and cerabration. Results of an evaluation will become the basis of an educational plan of speech communication exercises. Students also learn the basic procedures for using computer-aided speech exercises and acquire fundamental skills in recording orally read text, analyzing their speech production and re-recording to accomplish mastery of new speech patterns. Students produce these newly acquired patterns with in a speech rate range of 60-89 words per minute and 90% mastery of the assigned speech tasks.

COMMUNICATION STUDIES 92
(FORMERLY SPEECH 61)
Speech Clinic
1 UNIT – (A)
Laboratory 3 hours.
Prerequisite: COMM 91 with a satisfactory grade.
Students learn to differentiate their second set of speech functioning areas that require intervention based on what was accomplished in the prior level and results of an updated Level Two evaluation. A second level educational plan of speech communication exercises is developed. Students use computer-aided speech exercises and acquire mastery of more complex speech patterns by recording and analyzing their speech production followed by re-recording it. Students produce these newly acquired patterns within a speech rate range of 90-119 words per minute and 90% mastery of the assigned speech tasks.
COMMUNICATION STUDIES 93  
(FORMERLY SPEECH 61)  
Speech Laboratory III  
1 UNIT  
Laboratory 3 hours.  
Prerequisite: Communication Studies 92  
Students learn to assimilate the prior two levels in this third set of  
speech functioning areas that require intervention based on the  
results of a third evaluation. A third level educational plan of speech  
communication exercises is developed. Students use computer- 
aided speech exercises and conversational practice dialogues to  
apply complex integrated speech tasks. Recording and analyzing  
their speech production followed by re-recording to accomplish  
mastery of the third level of new speech patterns is also followed  
by small group guided conversational dialogues. Students provide  
feedback to each other. Students produce the integrated speech  
patterns with a speech rate range of 120-149 words per minute  
and mastery on 90% of the assigned Level Three speech tasks.

COMMUNICATION STUDIES 94  
(FORMERLY SPEECH 61)  
Speech Laboratory IV  
1 UNIT  
Laboratory 3 hours.  
Prerequisite: Communication Studies 93  
Students learn to generalize and habituate the prior three levels  
of speech functioning areas that have required intervention based  
on the results of a fourth evaluation. The fourth educational plan  
of speech communication exercises is developed. Students utilize  
the prior learned technology and computer-aided speech exercises  
and conversational practice dialogues/feedback strategies transfer  
these skills for presenting short researched topics while applying  
the complex integrated speech tasks. Students produce the integrated  
speech patterns within a presentation speech rate range of 150-  
185+ words per minute and mastery on 90% of the assigned speech  
tasks.

TRANSFER COURSES

COMMUNICATION STUDIES 101  
(FORMERLY SPEECH 101)  
Oral Communication I  
3 UNITS - (UC:CSU)  
Lecture 3 hours.  
Advisory: English 101 or 28, 67 or appropriate score on the College  
Placement  
Students practice and perform informative and persuasive  
extemporaneous public speeches utilizing effective outlines,  
structure and style.

COMMUNICATION STUDIES 102  
(FORMERLY SPEECH 102)  
Oral Communication II  
3 UNITS - (UC:CSU)  
Lecture 3 hours.  
Prerequisite: Communication Studies 101 and English 101.  
Students study advanced instruction and learn the art and skill of  
public speaking with particular focus on real-world speaking situations.

COMMUNICATION STUDIES 104  
(FORMERLY SPEECH 104)  
Argumentation 1  
3 UNITS - (UC:CSU)  
Lecture 3 hours.  
Prerequisite: Communication Studies 101  
Advisory: English 101.  
Students learn the theory and uses of argumentation and critical  
thinking, including research and use of evidence and reason.  
Students also learn the application of critical thinking skills to  
construct and analyze oral and written arguments. Meets AA degree  
and transfer requirements in critical and analytic thinking.

COMMUNICATION STUDIES 106  
(FORMERLY SPEECH 106)  
Forensics  
2 UNITS - (RPT 3) (CSU)  
Lecture 1 hour. Laboratory 3 hours.  
Students develop the skills to research, prepare, and competitively  
deliver oral arguments in a debate or individual event at intercollegiate  
forensics tournaments.

COMMUNICATION STUDIES 111  
(FORMERLY SPEECH 111)  
VOICE AND ARTICULATION  
3 Units  
Lecture 3 hours  
Advisories: English 28 and 67 or Comm 76  
Students study methods of voice development and demonstrate  
progress in speech sound production, articulation, pronunciation and  
prosody.

COMMUNICATION STUDIES 121  
(FORMERLY SPEECH 121)  
The Process of Interpersonal Communication  
3 UNITS - (UC:CSU)  
Lecture 3 hours.  
Advisory: English 28 and 67 or COMM 76 with a satisfactory grade.  
Provides practice in informal speaking situations which take place  
when two to five people talk. Covers self concept, feedback,  
perception, verbal and non-verbal communication, and listening.  
Communication barriers and break-downs studied. Classroom ex-  
perimentation and exercises provide understanding and awareness  
of the skills necessary for successful interpersonal communication.
COMMUNICATION STUDIES 122
(FORMERLY SPEECH 122)
Communication Across Cultures
3 UNITS (UC:CSU)
Lecture 3 hours.
Prerequisite: Communication Studies 121 and English 101
Analysis of cultural influence on human communication acts. Students will focus on the processes and problems of intercultural communication in multi-cultural, multiethnic urban environments with emphasis on gender, political, economic, and both nonverbal and verbal interpersonal forces.

COMMUNICATION STUDIES 130
(FORMERLY SPEECH 130)
Introduction to Oral Interpretation of Literature
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent with a satisfactory grade. Students learn oral interpretation of prose, poetry and drama. Stresses techniques of discovering published author’s meanings and relating these meanings orally to an audience. Of special value to those whose occupation will involve reading aloud to others.
UC accepts only one of COMM 130 or Theatre 210. Meets both AA Degree and CSU Transfer requirements in Humanities.

COMMUNICATION STUDIES 162
(FORMERLY SPEECH 162)
Communication Disorders
3 UNITS (CSU)
Lecture 3 hours.
Prerequisites: COMM 111 and COMM 121
Students learn about communication disorders such as stuttering, vocal pathologies, child language delays, autism and articulation disorders. The course outlines the development of speech and language including normal language acquisition. Focus is on guidelines for determining normal and disordered speech and language development. This course also discusses career paths related to Speech-Language Pathology.

COMMUNICATION STUDIES 185
(FORMERLY SPEECH 185)
DIRECTED STUDY- 1 UNIT (CSU)
COMMUNICATION STUDIES 285
(FORMERLY SPEECH 285)
DIRECTED STUDY - 2 UNITS (CSU)
COMMUNICATION STUDIES 385
(FORMERLY SPEECH 385)
DIRECTED STUDY - 3 UNITS (CSU)
Prerequisite: 2.5 grade point average and at least 6 units of transferable courses COMM 101, 102, 104, 121 and approval of the project.
Students independently pursue research of specific topics in Communication Studies as a directed study on a contract basis under the direction of a supervising instructor.

Refer to the “Directed Study” section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit

COMPUTER SCIENCE AND INFORMATION TECHNOLOGY

The official abbreviation for Computer Science/Information Technology (CSIT) is “CO SCI”.

CO SCI 101
Introduction to Computers and Their Uses
4 UNITS - (UC:CSU)
Lecture 3 hours; laboratory 2 hours.
Credit not allowed if student has credit for CO SCI 103.
Students receive instruction in computer hardware, software, terminology, ethics, and social impact, plus and overview of operating systems, word processing, spreadsheets, database management systems, and telecommunications and networks. A general computer literacy course open to all students.

CO SCI 103
Introduction to Computer Systems for MIS
4 UNITS - (UC:CSU)
Lecture 3 hours; laboratory 2 hours.
Students receive an introduction to computers for a one-semester transfer course or for certificates or a degree in CSIT. Topics include computers, programming and systems design, programming languages and flowcharting. Laboratory includes word processing, spreadsheets, database concepts and extensive programming in Visual BASIC.

CO SCI 104
Mathematics for Programmers
3 UNITS - (CSU)
Lecture 3 hours
Advisory: CO SCI 103 or equivalent.
The student develops mathematical reasoning and general problem solving skills using topics from discrete mathematics including first order logic, boolean algebra, set theory, relations and functions, combinations and permutations, discrete probability, graph theory, and finite state machine.

CO SCI 107
Programming Logic
3 UNITS - (UC:CSU)
Lecture 3 hours
Prerequisite: CO SCI 103 with a satisfactory grade or better or equivalent.
The student develops program design skills and general problem solving skills by applying structured programming techniques to program specifications and already written programs. The student learns to write program designs and documentation from descriptions of programs and from the analysis of already written programs.

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CO SCI 108
Beginning Visual Basic Programming
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: CO SCI 101 with a satisfactory grade or better or equivalent.
The student learns program language terminology, the syntax and semantics of an event-driven, object-oriented program language, how to solve problems from descriptions of the problem in English and how to translate problem solution descriptions to Visual Basic.

CO SCI 117
Beginning Microcomputer Assembly Language Programming
3 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 2 hours.
This course introduces the student to symbolic programming languages and their application as diagnostic tools. The skills of writing and using programs will be stressed. Emphasis is placed on the use of diagnostic programs which can be used to troubleshoot and isolate computer problems.

CO SCI 133
Micro Database Programming
3 UNITS - (CSU)
Lecture 2 hours; laboratory 2 hours.
The students learn the essential principles and concepts of microcomputer database environment. A comprehensive examination of the functions of a database command language is included.

CO SCI 134
Operating Systems
3 UNITS - (CSU)
Lecture 2 hours; laboratory 2 hours.
Prerequisite: CO SCI 101 with a satisfactory grade or better or equivalent.
The student gains knowledge and skills necessary to install, plan and maintain a Windows 7, one of the four core required courses of Microsoft Windows Certified Systems Engineer (MCSE), and prepares students for the related Microsoft exam.

CO SCI 136
Introduction to Data Structures
3 UNITS - (UC:CSU)
Lecture 2 hours; laboratory 2 hours.
Prerequisite: CO SCI 103 with a satisfactory grade or better or equivalent.
The student learns to apply complex data structures to the design of solutions to programming problems. The student learns to incorporate arrays, stacks, queues, dequeues, trees and graphs in the design of programs with the highly desirable result that the programs produced thereby are more data driven, more object oriented and more easily modified than designs that rely primarily on passing data among functions.

CO SCI 138
Advanced Visual Basic Programming
3 UNITS - (UC:CSU)
Lecture 2 hours; laboratory 2 hours.
Prerequisite: CO SCI 108 with a satisfactory grade or better or equivalent.
An advanced programming course in the Visual Basic .Net programming language with objects, classes, exception handling, GUI, DBMS, SQL, ASP.NET, Data Structures, and Recursion.

CO SCI 139
C++ Programming I
3 UNITS - (UC:CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: CO SCI 103 with satisfactory grades or better.
The student learns all CS1 topics including Problem Analysis and Program Design, Simple Data Types, Streams and File I/O, Control Structures, Functions, Arrays, and Strings, emphasizing procedural programming with C++.

CO SCI 140
C++ Programming II
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: CO SCI 139 with a satisfactory grade or better or equivalent.
Student learns Object-Oriented and Advanced programming with C++ including Classes, Data Abstractions, Inheritance, Composition, Virtual Functions, Operators & Functions Overloading, Templates, Exception Handling, Recursion, Pointers, Dynamic Data Types, and Linked Lists.

CO SCI 141
Programming in JAVA
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: CO SCI 103 with a satisfactory grade or better or equivalent.
This is a sequel to CO SCI 141. It covers numerous topics beyond the introductory Java course. Topics included are: (1) UML, (2) Multithreading, (3) Networking, (4) Exception handling, (5) Recursion, (6) Files & Streams, (7) JDBC, and (8) Generics. This course will prepare a student to tackle the Sun Certified Java Programmer industry certification Exam.
CO SCI 148
Advanced Spreadsheet Applications
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: CO SCI 101 or 103 with a satisfactory grade or better or equivalent.
Students receive guidance in advanced spreadsheet operations, including nested functions, data tables, exporting/importing data, what-if-analysis, macro development, macro, logic, printing enhancements and spreadsheet systems development.

CO SCI 151
Adobe Dreamweaver I
4 UNITS - (A)
Lecture 2 hours. Laboratory 1 hour.
Advisory: CO SCI 108 with a satisfactory grade or better or equivalent.
The student receives an extensive practical and theoretical framework for using Adobe's Dreamweaver to develop web sites, including enhancements for web page layout, coding, and Webmaster-user interactivity; server- and client-side scripting.

CO SCI 152
Adobe Flash
3 UNITS - (A)
Lecture 2 hours. Laboratory 1 hour.
Prerequisite: CO SCI 151 with a satisfactory grade or better or equivalent.
The student receives an extensive practical and theoretical framework for using Adobe's Dreamweaver to develop web sites. It includes enhancements for web page layout, coding, and Webmaster-user interactivity; server- and client-side scripting.

CO SCI 158
Hyper-Text Markup Language (HTML)
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: CO SCI 101 with a satisfactory grade or better or equivalent.
The student learns basic internet concepts and technologies. The student learns to develop web sites by applying concepts like tables, layers, cascading styles sheets, frame sets, image maps, lists, forms, and control dynamic content using basic JavaScript.

CO SCI 159
Web Projects
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: CO SCI 158 with a satisfactory grade or better or equivalent.
Covers more complex topics in rapidly changing technology of web pages construction including multimedia developments, plug-ins, helper applications, CSS, DHTML and new developments. Students will complete web projects with emphasis placed upon recent developments in students and software.

CO SCI 181
Computer Networking – CISCO I
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 3 hours.
Prerequisites: CO SCI 101 or 103 with a satisfactory grade or better or equivalent.
This course covers fundamentals of computer networking. Topics include evolution of networking, seven layers of the OSI reference model, and networking devices such as bridges, hubs, switches, and routers. Internet protocol, IP addressing, subnetting, network topology, and cabling will also be covered.

CO SCI 185
Directed Study – CO SCI
1 UNIT (RPT 2) (CSU)
Lecture 1 hour.
Computer science students will pursue on their own an in-depth study of a subject of special interest in the field of computer science topic(s). Consultation with the instructor on a weekly basis, plus independent work is required.

CO SCI 186
Introduction to Oracle: SQL and PL/SQL
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 3 hours.
The student learns the concepts of both relational and object relational databases and the SQL language. Students learn about data server technology and how to create and maintain database objects and how to store, retrieve, and manipulate data.

CO SCI 187
Oracle DBA (Database Administration) Part 1A:
Architecture and Administration
3 UNITS
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: CO SCI 186 with a satisfactory grade or better or equivalent.
The student receives a firm foundation in basic administrative tasks and the necessary knowledge and skills to set up, maintain, and troubleshoot an oracle database. The students learn to use an administration tool to startup and shutdown a database, manage file and database storage, and manage users and their privileges.

CO SCI 188
Oracle DBA (Database Administration) Part 1B: Backup and Recovery
3 UNITS
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: CO SCI 187 with a satisfactory grade or better or equivalent.
This course focuses on planning and implementing database backup and recovery strategies. The class addresses backup and recovery techniques and examines various database backup, failure, restore and recovery scenarios. In hands-on exercises, students examine backup methodologies based on mission critical requirements of business enterprises.
CO SCI 198
PL/SQL Programming for Oracle
3 UNITS
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: CO SCI 186 with a satisfactory grade or better or equivalent.
The student learns the Oracle PL/SQL language which provides for programming logic features not contained within SQL. Also, the grammar, syntax and benefits of using the PL/SQL language within an Oracle database environment are considered. The student creates and manages user-defined packages and Oracle supplied packages, plus creating functions and procedures to encapsulate business functionality. The skills to take an Oracle Developer Certification are provided.

CO SCI 285
Directed Study – Computer Science Information Technology
2 UNITS (CSU)
Lecture 2 hours.
Computer science students can pursue their own an in-depth study of a subject of special interest in the field of Computer Science topic(s). Consultation with the instructor on a weekly basis, plus independent work is required.

CO SCI 385
Directed Study – Computer Science Information Technology
3 UNITS (CSU)
Lecture 3 hours.
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor.

COMPUTER TECHNOLOGY

COMPUTER TECHNOLOGY 1
Introduction to Computer for Technicians
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 3 hours.

In this first course in the computer technology major students learn the physical aspects of computer hardware and low-level programming.

COMPUTER TECHNOLOGY 4
Introduction to Computer Networks
4 UNITS
Lecture 3 hours. Laboratory 3 hours.
The students gain basic understanding of networking technologies, the OSI model, methods of signaling and encoding, interfaces, modems, and transmission media; and examine the most important protocols involved in moving data over a communication network.

COMPUTER TECHNOLOGY 12
Introduction to Computer Hardware
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 3 hours
Students learn technology of computer hardware such as microprocessor, RAM, BIOS/CMOS, motherboard, power supply, HDD, FDD, CD, DVD, video, sound, and printer; how these form a working system; and simple troubleshooting of PC systems. This course is one of two courses on the computer hardware and operation to prepare students for CompTIA A+ certification exam.

COMPUTER TECHNOLOGY 14
A-Plus Certification Preparation
4 UNITS
Lecture 3 hours. Laboratory 3 hours.
One of two courses on the computer hardware and operation to prepare students for CompTIA A+ certification exam. Includes technology of portable computers, printers, understanding, installing and upgrading Microsoft Windows operating systems, working with the Windows Command Line Interface, troubleshooting and maintenance of Windows, essentials of computer security, networking, and internet.

COMPUTER TECHNOLOGY 15
CompTIA Network+ Certification Preparation
4 UNITS
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Computer Technology 4 with a satisfactory grade.
Provides an in-depth examination of the technology and skills necessary to install, configure, and operate local and wide-area computer networks. Prepare the student for the CompTIA Network+ Certification examination.

COMPUTER TECHNOLOGY 16
Security+ Certification Preparation
4 UNITS
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Co Tech 4
Students learn concepts of computer and network-security and gain skills necessary to apply knowledge of security concepts, tools, and procedures to react to security incidents, and guard against the security risks. At the end of the course students are prepared for the CompTIA Security+ certification exam.

COMPUTER TECHNOLOGY 20
Computer Logic and Arithmetic
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 3 hours
Prerequisites: Electronics 4 and Electronics 20.
The student learns the essential number and logic theory upon which digital computers today are based, including principles and applications of logic devices used in digital systems, number systems, boolean algebra, logic and truth tables, logic gates, and bistable devices.
COMPUTER TECHNOLOGY 30
Introduction to Microprocessors
4 UNITS
Lecture 3 hours. Laboratory 3 hours
Prerequisite: Computer Technology 20 with a satisfactory grade.
Co-requisite: Computer Technology 36.
Advisory: Electronics 8.
Students receive a survey of various microprocessor devices with an in-depth analysis of a selected microprocessor. Emphasis is placed on the architecture, instruction set, I/O interfacing, and typical applications of selected devices.

COMPUTER TECHNOLOGY 36
Digital Devices and Circuits
4 UNITS
Lecture 3 hours. Laboratory 3 hours
Prerequisite: Computer Technology 20 with a satisfactory grade.
Advisory: Electronics 8.
Students learn about digital integrated circuit devices such as registers, counters, encoder/decoders, multiplexer/demultiplexers, memory devices, and programmable logic arrays. Laboratory emphasizes use of dual-trace oscilloscope.

COOPERATIVE EDUCATION

COOPERATIVE EDUCATION 195
Work Experience - General I
1 UNIT - (RPT 1) (CSU)
Lecture 1 hour.
Students receive college credit for supervised employment intended to assist students in acquiring desirable work habits, attitudes and career awareness. Topics include preparing for the changing job market, writing applications and resumes, communication skills, and awareness of on-the-job relations with other employees, supervisors, and the general public. The work experience need not be related to the student's educational goals. Students must work 75 paid hours or 60 volunteer hours during the semester.

COOPERATIVE EDUCATION 295
Work Experience - General II
2 UNITS - (RPT 2) (CSU)
Lecture 2 hours.
Students receive supervised employment intended to assist them in acquiring desirable work habits, attitudes and career awareness. Topics include preparing for the changing job market, writing applications and resumes, communication skills, and awareness of on-the-job relations with other employees, supervisors, and the general public. The work experience need not be related to the student's educational goals. Students must work 150 paid hours or 120 volunteer hours during the semester.

COOPERATIVE EDUCATION 395
Work Experience - General I
3 UNITS - (RPT 3) (CSU)
Lecture 3 hours.
Students receive supervised employment intended to assist students in acquiring desirable work habits, attitudes and career awareness. Topics include preparing for the changing job market, writing applications and resumes, communication skills, and awareness of on-the-job relations with other employees, supervisors, and the general public. The work experience need not be related to the student's educational goals. Students must work 225 paid hours or 180 volunteer hours during the semester.

CORRECTIONS

CORRECTIONS 1
Introduction to Corrections
3 UNITS - (CSU)
Lecture 3 hours.
Students learn the nature of the correctional system which includes: the aims and objectives of corrections, probation, institutions, services, supervision of inmates, and career opportunities.

DANCE

DANCE SPECIALTIES 311
(FORMERLY DANCEPC 459)
Flamenco and Spanish Dance
1 UNIT (CSU)
Students learn basic flamenco and Spanish dance with an emphasis on correct posture, individual steps, arm movements, terminology, various rhythms and basic step combinations.
DANCE SPECIALTIES 321
(FORMERLY DNCESPC 440)
Social Dance Techniques I
1 UNIT (CSU)
Students learn basic social dance steps and combinations, terminology, music and appreciation of dance as an art form.

DANCE SPECIALTIES 331
(FORMERLY DNCESPC 446)
Tap Dance Techniques I
1 UNIT (CSU)
Students learn basic tap dance steps and combinations, terminology, music, and appreciation of dance as an art form.

DANCE STUDIES 185
Directed Study - Dance
1 UNIT - (CSU)
Laboratory 2 hours.
Students pursue directed study in Dance on a contractual basis under the direction of a supervising instructor. Refer to the Directed Study - Dance section in the catalog for additional information. Consent of instructor.

DANCE STUDIES 301
(FORMERLY DANCEST 452)
Introduction to Choreography I
1 UNIT (CSU)
Students choreograph and perform dances with emphasis on energy space and time using basic steps and combinations, spacing, design, terminology, and music. Students learn an appreciation of dance as a performing art form.

DANCE STUDIES 302
(FORMERLY DANCEST 452)
Introduction to Choreography II
1 UNIT (CSU)
Prerequisite: Dance Studies 301
Students choreograph and perform dances with a minimum of 2 people with emphasis on basic steps and combinations, spacing, design, terminology, music, and appreciation of dance as a performing art form.

DANCE STUDIES 303
(FORMERLY DANCEST 452)
Introduction to Choreography III
1 UNIT (CSU)
Prerequisite: Dance Studies 302
Students choreograph and perform dances using at least 3 people or more with an emphasis on clear intention of dance, energy, space, and time, using basic, intermediate, or advanced steps and combinations, design, proper terminology, music, internal or external rhythms, themes and variations in dynamics, contrasts and direction. Students develop a greater appreciation and understanding of the tools necessary to create the dance as a performing art form.

DANCE STUDIES 304
(FORMERLY DANCEST 452)
Introduction to Choreography IV
1 UNIT (CSU)
Prerequisite: Dance Studies 303
Students choreograph and perform dances for 4 or more people, with emphasis on more advanced phrasing of movement combination spacing, design, terminology, music, an appreciation of dance as a performing art form and develop an ability to view dance critically.

DANCE STUDIES 805
History and Appreciation of Dance
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisites: English 28 and 67.
Students learn a historical perspective of dance from ritual to contemporary theatrical dance forms focusing on the ethnic, cultural and ritual forms of dance as it affects and reflects the world in which people live. Primarily, students focus on how Dance reflects the times, historical, social and political climate of the day. Students consider the impact of dance on the western world and how it has been affected by the different dance traditions world-wide.

DANCE TECHNIQUES 111
(FORMERLY DANCETQ 434)
Ballet Techniques I
(CSU) - 1.00 UNIT
Prerequisites: English 28 and 67.
Students learn basic Ballet steps and combinations at an introductory level, terminology, music, and appreciation of dance as a performing art.

DANCE TECHNIQUES 112
Ballet Techniques II
(CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 111
Students continue to learn basic Ballet steps and combinations, terminology, music, and appreciation of dance as a performing art.

DANCE TECHNIQUES 113
Ballet Techniques III
(CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 112
Students learn more complex Ballet steps and combinations, terminology, music, and appreciation of dance as a performing art.

DANCE TECHNIQUES 114
Ballet Techniques IV
(CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 113
Students perform several Ballet combinations with an emphasis on basic steps and combinations, terminology, music, and appreciation of dance as a performing art form.
DANCE TECHNIQUES 121
(FORMERLY DANCETQ 437)
Jazz Dance Techniques I
(CSU) - 1.00 UNIT
Students learn beginning jazz dance technique with an emphasis on basic steps, combinations, terminology, music, and appreciation of dance as a performing art form.

DANCE TECHNIQUES 122
Jazz Dance Techniques II
(CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 121
Students learn elementary jazz dance technique with an emphasis on basic elementary level steps, combinations, terminology, music, and appreciation of dance as a performing art form.

DANCE TECHNIQUES 123
Jazz Dance Techniques III
(CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 122
Students learn intermediate jazz dance technique with an emphasis on intermediate level steps, combinations, terminology, music, and appreciation of dance as a performing art form.

DANCE TECHNIQUES 124
Jazz Dance Techniques IV
(CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 123
Students learn advanced jazz dance technique with an emphasis on advanced level steps, combinations, terminology, music, and appreciation of dance as a performing art form.

DANCE TECHNIQUES 141
(FORMERLY DANCETQ 431)
Modern Dance Techniques I
(CSU) - 1.00 UNIT
Students learn basic Modern Dance steps and combinations, terminology, music, and appreciation of dance as a performing art. Course may be taken four times.

DANCE TECHNIQUES 142
Modern Dance Techniques II
(CSU) - 1.00 UNIT
Prerequisite: Modern Dance Techniques I
Students learn basic Modern Dance steps and combinations, terminology, music, and appreciation of dance as a performing art.

DANCE TECHNIQUES 143
Modern Dance Techniques III
(CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 142
Students perform modern dance combinations with an emphasis on steps and combinations of greater complexity and duration, partnering, terminology, music, and appreciation of dance as a performing art.

DANCE TECHNIQUES 144
Modern Dance Techniques IV
(CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 143
Students perform advanced level modern dance combinations with emphasis on complexity in dance technique, rhythmic phrasing, duet and multi-partner weight sharing in all level dance phrases, clarity of detail and body connectivity. Students refine techniques of personal artistry, musicality, and performance and display deeper understanding and appreciation of dance as a performing art form.

DANCE TECHNIQUES 221
(FORMERLY Phys Ed 225)
Yoga Skills I
(CSU) - 1.00 UNIT
Students learn the beginning level physical practice of Yoga, connecting body, mind and spirit. The students are introduced to its origins, asanas (positions) and terminology

DANCE TECHNIQUES 222
Yoga Skills II
(CSU) - 1.00 UNIT
Prerequisite: Yoga Skills I
Students learn the physical practice of Yoga, connecting body, mind and spirit. The students are introduced to its origins, asanas(positions) and terminology.

DANCE TECHNIQUES 223
Yoga Skills III
(CSU) - 1.00 UNIT
Prerequisite: Yoga Skills II
Intermediate-level students deepen their understanding and strengthen their physical practice of Yoga, connecting body, mind and spirit. Students perform harder positions, longer flow/vinyasa sequences, maintain balance and inversion postures for extended periods and gain greater knowledge of the philosophical principles of the Yoga system.

DANCE TECHNIQUES 224
Yoga Skills IV
(CSU) - 1.00 UNIT
Prerequisite: Yoga Skills III
Advanced-level students intensify their understanding and performance of Yoga asanas, develop a personal practice, and apply knowledge of the philosophical principles of the Yoga system to real-life. Connecting body, mind and spirit, students perform challenging positions, in (standing/seated inversions) and extended flow/vinyasa sequences.

DANCE TECHNIQUES 241
(FORMERLY DANCETQ 400)
Stress Management Techniques Through Dance and Movement I
(CSU) - 1.00 UNIT
Students learn techniques for managing stress through movement, dance therapy, dance meditation, authentic movement studies, breathing exercises, yoga, physical therapy and varied relaxation exercises.
DANCE TECHNIQUES 242
Stress Management Techniques Through Dance and Movement II (CSU) - 1.00 UNIT
Prerequisite: Dance Techniques 241
Students learn techniques for managing stress through movement, dance therapy, dance meditation, authentic movement studies, breathing exercises, yoga, physical therapy and varied relaxation exercises.

DENTAL TECHNOLOGY

DENTAL TECHNOLOGY 100
Introduction to the Dental Laboratory
2 UNITS - (A)
Lecture 1 hour. Lab 3 hours. Open to all college students.
An Introduction to the modern dental laboratory working with gypsum products as well as model and die production are stressed.

DENTAL TECHNOLOGY 101
Elements of Dental Technology
2 UNITS - (A)
Lecture 2 hours.
Advisory: English 21 or equivalent.
Open to all college students.
Students receive an orientation to the field of dental laboratory technology, including ethics, jurisprudence, history, and categories of training and employment.

DENTAL TECHNOLOGY 102
Dental Anatomy and Terminology
3 UNITS - (A)
Lecture 3 hours.
Advisory: English 21 or equivalent. Open to all college students.
The students learn about oral cavity and dental terminology, including morphology and function of primary and secondary human dentition, occlusion concepts and anatomical landmarks. Additionally, the students learn the significance of: skull of osteology, myology and tooth supporting structures histology.

DENTAL TECHNOLOGY 103
Complete Denture Prosthetics I
5 UNITS - (A)
Lecture 3 hours. Laboratory 5 hours.
Prerequisite: Dental Technology 100
The art and science of creating natural looking complete dentures. This course will include: anatomy, concepts of natural smile, selecting teeth, setting denture teeth, waxing to duplicate natural tissue, processing, finishing, and polishing dentures.

DENTAL TECHNOLOGY 105
Complete Denture Prosthetics II
2 UNITS - (A)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Dental Technology 103
Construction of maxillary and mandibular dentures in balanced occlusion.

DENTAL TECHNOLOGY 106
Dental Materials
3.5 UNITS - (A)
Lecture 3 hours. Laboratory 1 hour.
Prerequisite: Dental Technology 100
Study of the physical properties, composition, and uses of dental materials by lecture and demonstration.

DENTAL TECHNOLOGY 108
Gnathological Concepts
3 UNITS - (A)
Lecture 2 hours. Lab 2 hours.
Prerequisite: Dental Technology 109.
A study of advanced occlusion concepts. Organic waxing of occlusal surfaces will be accomplished on fully adjustable articulators; mandibular tooth carvings will also be completed.

DENTAL TECHNOLOGY 109
Fixed Prosthetics I
4 UNITS - (A)
Lecture 2 hour. Lab 6 hours.
Prerequisite: Dental Technology 100
Advisory: English 73 or equivalent.
Waxing anterior and posterior single units by using PTC techniques and methodology based on student learning outcomes. Learning and understanding concepts such as: tooth contour alignment, functional and morphological occlusion. Applied techniques in spruing, investing and metal finish and polish are part of the course outline.
DENTAL TECHNOLOGY 111
Fixed Prosthetics II
5 UNITS - (A)
Lecture 2 hours. Lab 6 hours.
Prerequisite: Dental Technology 109
Waxing single and multiple units by using PTC techniques and methodology based on student learning outcomes. Learning and understanding concepts such as: tooth contour alignment, functional and morphological occlusion. Applied techniques in spruing, investing and casting including soldering, are part of the course outline.

DENTAL TECHNOLOGY 112
Removable Partial Denture Prosthetics I
3 UNITS - (A)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Dental Technology 103
An introduction to the study of removable partial denture construction, use of the dental surveyor, design of the partial, waxing and casting techniques.

DENTAL TECHNOLOGY 202
Laboratory Management
4 UNITS - (A)
Lecture 2 hours. Lab 6 hours.
Co-requisite: Dental Technology 207 or 208
Opportunity to observe and work with a skilled dental technician in a dental office, clinic or dental laboratory. Opportunity to apply the knowledge and skills learned in the classroom in a dental office, clinic or dental laboratory for a minimum of 6 hours per week.

DENTAL TECHNOLOGY 203
Metal Ceramic Restorations
2 UNITS - (A)
Lecture 1 hour. Lab 3 hours.
Prerequisite: Dental Technology 111
A course in metal ceramic restorations, including proprieties, design, manipulation, firing, staining, glazing, polishing, science of color and esthetics; single units and soldered splint porcelain fused to metal.

DENTAL TECHNOLOGY 204
Orthodontics
3 UNITS - (A)
Lecture 2 hours. Lab 2 hours.
Prerequisite: Dental Technology 112
This course goes into the construction and repair of orthodontic and pedodontic appliances. Emphasis will be placed on pouring and trimming orthognathic study casts, wire bending techniques, soldering and welding techniques, and fabrication of various types of orthodontic appliances.

DENTAL TECHNOLOGY 205
Advanced Removable Partial Dentures
10 UNITS
Lecture 4 hours. Laboratory 12 hours.
Prerequisite: Dental Technology 112 and 105.
This course is the first course for Removable Prosthetic Specialists in Dental Technology Program. This course incorporates advanced removable partial denture design, and manufacturing techniques.

DENTAL TECHNOLOGY 206
Advanced Fixed Prosthetics
10 UNITS
Lecture 4 hours. Laboratory 12 hours.
Prerequisite: Dental Technology 111 and Dental Technology 108
This course is the first course for Fixed Prosthetic Specialists in the Dental Technology Program. This course incorporates advanced fixed partial denture design, and manufacturing techniques.

DENTAL TECHNOLOGY 207
Advanced Complete Dentures
10 UNITS - (A)
Lecture 4 hours. Laboratory 12 hours.
Prerequisite: Dental Technology 105
This course is the second course for Removable Prosthetic Specialists in the Dental Technology Program. This course incorporates advanced removable partial denture design and manufacturing techniques.

DENTAL TECHNOLOGY 208
Advanced Ceramic Restorations
10 UNITS - (A)
Lecture 4 hours. Laboratory 12 hours.
Prerequisite: Dental Technology 206
This course is the second course for Fixed Prosthetic Specialists in the Dental Technology Program. This course incorporates advanced Ceramic Restoration design and manufacturing techniques.

DENTAL TECHNOLOGY UCLA COURSES
MASTER CERAMIST PROGRAM

DENTAL TECHNOLOGY 300
Introduction to Esthetic Dentistry
0.5 UNITS
Lecture .5 hour.
Prerequisite: Dental Technology 111.
Advisory: Dental Technology 108.
Students learn to use the right side of the brain to analyze and execute the waxing of both anterior and posterior teeth. Successful completion of all aspects of this course allows entry into the LACC/UCLA Esthetic Dental Design Program.

DENTAL TECHNOLOGY 301
Macro and Micro Esthetics
8 UNITS
Lecture 4 hours. Laboratory 12 hours.
Prerequisite: Dental Technology 300.
Advisory: Dental Technology 108.
Students learn the inter-tooth components of a natural esthetic smile as well as the intra-tooth component of each individual tooth.
DENTAL TECHNOLOGY 302  
Esthetic Dental Photography Communications & Shade Analysis  
3.72 UNITS  
Lecture 2.22 hours. Laboratory 4.45 hours.  
Prerequisite: Dental Technology 300.  
Master Ceramist Program students learn to master the art and science of dental photography for analysis and communication. The different zones of an individual teeth are analyzed and mapped using both visual and computer generated techniques to create a guide for fabricating a dental restoration.  

DENTAL TECHNOLOGY 303  
Skeleton build-up for Porcelain Fused to Metal  
5 UNITS  
Lecture 4 hours. Laboratory 4 hours.  
Prerequisite: Dental Technology 300.  
The Master Ceramist Program student learns the design and fabrication of Cast and Composite Metal, single and multiple unit substructures, and the skeleton build-up technique in porcelain to complete these dental esthetic restorations.  

DENTAL TECHNOLOGY 304  
Skeleton build-up for All Ceramic Restorations  
8 UNITS  
Lecture 4 hours. Laboratory 12 hours.  
Prerequisite: Dental Technology 300.  
The Master Ceramist Program students learn the design and fabrication of All-Ceramic single and multiple unit restorative substructures and the skeleton build-up porcelain technique to complete dental esthetic restorations.  

DENTAL TECHNOLOGY 305  
Skeleton build-up for Pressable Ceramic Restorations  
8 UNITS  
Lecture 4 hours. Laboratory 12 hours.  
Prerequisite: Dental Technology 300.  
The Master Ceramist Program student learns the design and fabrication of Heat-Pressed Ceramic single and multiple unit restorative substructures and the skeleton build-up porcelain technique to complete dental esthetic restorations.  

DENTAL TECHNOLOGY 306  
Prototypes and Indirect Composite Restorations  
12 UNITS  
Lecture 6 hours. Laboratory 18 hours.  
Prerequisite: Dental Technology 301.  
The Master Ceramist Program student learns multiple techniques in making esthetic temporary and permanent restorations.  

DENTAL TECHNOLOGY 308  
Skeleton Build-up for Laminate Veneers  
2.5 UNITS  
Lecture 1 hour. Laboratory 5.66 hours.  
Prerequisite: Dental Technology 301.  
The Master Ceramist Program students learn the design and fabrication of Laminate Veneer single and multiple unit substructures and the skeleton build-up technique in porcelain to complete these dental esthetic restorations.  

DENTAL TECHNOLOGY 309  
Live-Patient Course  
18 UNITS  
Lecture 5 hours. Laboratory 46.8 hours.  
Prerequisite: Dental Technology 304.  
Second term Master Ceramist Program students learn to interact with patients for shade analysis and establishing tooth contour for actual dental restorations. Students then fabricate and custom contour dental restorations for placement in the patients' mouth.  

DENTAL TECHNOLOGY 311  
Master Ceramist Live - Patient Course I  
7 UNITS  
Lecture 3 hours. Laboratory 12 hours  
Prerequisite: Dental Technology 304.  
The Master Ceramist Program students learn to interact with patients for shade analysis and establishing tooth contour for actual dental restorations. Students then fabricate and custom contour dental restorations for placement in the patients' mouth.  

DENTAL TECHNOLOGY 312  
Master Ceramist Live - Patient Course III  
7 UNITS  
Lecture 3 hours. Laboratory 12 hours  
Prerequisite: Dental Technology 304.  
Third term Master Ceramist students learn to interact with patients for shade analysis and establishing tooth contour for actual dental restorations. Students then fabricate and custom contour dental restorations for placement in the patients' mouth.  

DENTAL TECHNOLOGY 313  
Master Ceramist Live - Patient Course IV  
18 UNITS  
Lecture 5 hours. Laboratory 39 hours  
Prerequisite: Dental Technology 304.  
Fourth term Master Ceramist Program students learn to interact with patients for shade analysis and establishing tooth contour for actual dental restorations. Students then fabricate and custom contour dental restorations for placement in the patients’ mouth.  

ADVANCED PROSTHODONTICS, IMPLANTS AND MAXILLOFACIAL PROGRAM  

DENTAL TECHNOLOGY 401  
Introduction to Advanced Prosthodontics  
7.5 UNITS  
Lecture 4 hours. Laboratory 11 hours.  
Prerequisite: Dental Technology 102 and 106.  
The Advanced Prosthodontic, Implant & Maxillofacial Program students learn dental terminology, materials and morphology necessary to the advance dental technician. Use of the computer in the dental laboratory will also be covered.
DENTAL TECHNOLOGY 402
Advanced Prosthodontics 1
16.5 UNITS
Lecture 5 hours. Laboratory 35 hours.
Prerequisite: Dental Technology 401.
The Advanced Prosthodontic, Implant & Maxillofacial Program students learn the planning and fabrication of Advanced Implant, Fixed and Removable Prosthodontics and Dental Ceramics.

DENTAL TECHNOLOGY 403
Advanced Prosthodontics 2
6 UNITS
Lecture 3 hours. Laboratory 10.3 hours.
Prerequisite: Dental Technology 402.
The Advanced Prosthodontic, Implant & Maxillofacial Program students learn the planning and fabrication of advanced multi-unit full mouth reconstruction dental ceramics.

DENTAL TECHNOLOGY 404
Advanced Prosthodontics 3
16.5 UNITS
Lecture 5 hours. Laboratory 35 hours.
The Advanced Prosthodontic, Implant & Maxillofacial students learn the planning and fabrication of advanced implant, fixed, removable prosthetic and maxillofacial appliances using hybrid materials and precision attachments.

EARTH SCIENCE
TRANSFER INFORMATION:
Physical Science Requirement: Earth Science 1, Geography 1, Geography 3, Geology 1, Meteorology 3, and Oceanography 1 each satisfy the IGETC and CSU general education requirements for physical science.
Physical Science with Lab Requirement: Geography 1 taken with Geography 15 and Geology 1 taken with Geology 6 both satisfy the IGETC and CSU general education requirements for a physical science with a laboratory.
Social & Behavioral Science Requirement: Geography 2 satisfies the IGETC and CSU social and behavioral sciences requirement.

EARTH SCIENCE 1
Earth Science
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
The student receives a general introduction to the study of the earth's rocks, landforms, atmosphere, and oceans. The student learns interrelationships between the land, atmosphere, and ocean and relates these subjects to global climate change.

ECONOMICS
ECONOMICS 1
Principles of Economics I
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
A course in microeconomics introducing the principles and methods of economic analysis, economic institutions, and issues of economic policy. Emphasis is placed upon production and the allocation of economic resources, and distribution of income through the private enterprise price system.

ECONOMICS 2
Principles of Economics II
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
A course in macroeconomics emphasizing aggregative economic analysis, including money and banking, national income determination, business fluctuations, and other topics relevant to macroeconomic analysis.

ELECTRONICS
ELECTRONICS 2
Introduction to Electronics and Computer Technology
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Students learn the basic concepts of electricity and applications of simple electronic components through introduction to the technological implications of electronics. The laboratory emphasizes skills in breadboarding and soldering and hands-on exposure to basic electronic principles.

ELECTRONICS 4
Fundamentals of Electronics I
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 3 hours.
Co-requisite: Electronics 10.
Students learn the concepts of direct current circuits, including basics of electricity, series and parallel circuits, meters, batteries, resistors, and magnetism. The laboratory emphasizes skills in the analysis of circuits and the use of test equipment.

ELECTRONICS 6
Fundamentals of Electronics II
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Electronics 4 with satisfactory grade or better or equivalent.
Co-requisite: Electronics 12.
The student receives a detailed study of alternating current theory and applications, including reactance, impedance, resonance,
Electronics 8
Electron Devices
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Electronics 4 and 10 with satisfactory grade or better or equivalent.
The student learns the nature and operation of solid state devices including diodes, transistors, and field effect devices. Includes simple circuit applications.

Electronics 10
Mathematics of Electronics I
3 UNITS - (CSU)
Lecture 3 hours.
The student learns mathematical methods and techniques for the solution of basic DC circuit problems including the study of algebraic operations, simple linear equations, algebraic fractions, ratio and percent, graphing, and use of the electronic calculator.

Electronics 12
Mathematics of Electronics II
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Electronics 10 with satisfactory grade or better or equivalent.
Students develop skills in the use of algebra, trigonometry, complex numbers, logarithms, and determinants as needed in electronics calculations. Techniques of network solutions including Kirchoff’s and Ohm’s laws and Thevenin’s and Norton’s theorems are emphasized.

Electronics 20
Electronics Circuits I
4 UNITS – (CSU)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Electronics 6 and 8 with satisfactory grades or better or equivalent.
The students learn the applications of electronic devices such as diodes, junction and FET transistors, MOSFET’s, SCR’s, to circuits such as signal and power amplifiers, multi-stage amplifiers, differential amplifiers, and special controller circuits. They solve circuit analysis problems with breadboards and computer simulations in the electronics laboratory.

Electronics 101
Science Electronics
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: Electronics 2
Students receive a survey of electronics technology in the context of the principles of science. The application of the methods of science, technology, engineering, and mathematics (STEM) to topics ranging from basic circuits to complex integrated circuits, and products that

Electronics 156
Electronics VI
4 UNITS – (A)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Co Tech 30
Students learn the technology involved in the design and implementation of intelligent machines using a top-down systems approach. Topics include programmable logic devices, complex microprocessors, embedded controllers, and input/output devices using microprocessors or designed to work with microprocessor-based machines. The laboratory involves system design using CAD software, construction of prototypes, and microprocessor programming.

Engineering (Electrical & General)

Electrical Engineering

Electrical Engineering 220
Electrical Circuits I
4 UNITS – (UC:CSU)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Physics 102 with a satisfactory grade or equivalent.
Co-requisite: Mathematics 275.
Students learn the theory of circuit analysis and practice its application to areas of importance in electrical engineering such as DC, AC, operational amplifiers, multi-phase power, and frequency response. Students also perform laboratory exercises to learn how to realize circuit designs using electronic components and to use instruments such as multimeters, oscilloscopes, and signal generators.

General Engineering

Engineering 101
Introduction to Science, Engineering and Technology
2 UNITS – (UC:CSU)
Lecture 2 hours.
Required of all engineering first semester students. Open to all.
Students learn about the engineering method and strategies for academic and career success in engineering. Students are introduced to mechanical, civil, electrical, and computer systems engineering through project work. The vast range disciplines and opportunities in engineering are presented. Students are guided through challenging design exercises to develop skills in planning, communication, team working, and creativity. Only basic math is required.
ENGINEERING 131  
Statics  
3 UNITS – (UC:CSU)  
Lecture 3 hours.  
Prerequisite: Physics 101 with a satisfactory grade or equivalent.  
The student learns how to apply vector analysis of forces and moments to determine the equilibrium conditions in trusses, frames, and machines. The course also covers center of mass, centroids, friction, and moment of inertia.

ENGINEERING 151  
Materials of Engineering  
3 UNITS – (UC:CSU)  
Lecture 3 hours.  
Prerequisite: Physics 101 and Chemistry 101 with satisfactory grades or better or equivalent.  
The student learns how the properties of materials are related to atomic and crystal structure and how processing influences structure and hence properties. Topics include atomic structure and bonding; crystalline structures; phases and phase diagrams; metals; polymers; ceramics; composites; mechanical deformation, fracture, electrical, and magnetic properties.

ENGINEERING 212  
CADD for Engineers II  
3 UNITS – (RPT 3) (UC:CSU)  
Lecture 2 hour. Laboratory 2 hours.  
Students develop 3-D representations of engineering components and assemblies using Solidwords feature based parametric solid modeling software. Instruction is given in the types of solid object manipulations that are common to all parametric solid modeling software and used in industry to construct components that can be further combined to make assemblies. The preparation of engineering drawings from the 3-D representation using automation tools is also covered.

ENGINEERING 241  
Strength of Materials  
3 UNITS – (UC:CSU)  
Lecture 2 hours. Laboratory 3 hours.  
Prerequisite: Engineering, General 131 with a satisfactory grade or equivalent.  
The student learns the application of mechanics to determining the effect of forces and torques on materials. The student will be able to apply this knowledge to the design of load bearing components. The course will cover the following topics: stress, strain, axial loading, torsion, flexural stresses, transverse shear stress, horizontal shear stresses, stress transformations, Mohr’s circle, pressure vessels, shear and bending moment diagrams, stresses in a beam, methods of superposition, and elastic strain energy.

ENGLISH  

ENGLISH 20  
College Reading Skills  
6 UNITS - NDA  
Lecture 6 hours.  
Prerequisite: Appropriate score on the English Placement Exam  
Students receive instruction in techniques of writing clear, coherent compositions and improvement in reading skills which reinforce writing skills necessary for academic success.

ENGLISH 21  
English Fundamentals  
3 UNITS - NDA  
Lecture 3 hours.  
Advisory: English 67  
The student receives an introduction to English fundamentals in formal academic writing, focusing on basic grammar, reading, and writing skills.

ENGLISH 28  
Intermediate Reading and Composition  
3 UNITS – (A)  
Lecture 3 hours.  
Prerequisite: ESL 6A or English 21 or 73 or equivalent or appropriate placement score.  
Co-requisite: English 67.  
Students receive instruction in techniques of writing at the college level with an emphasis on grammar and various essay writing modes. Students develop reading skills through an analysis of fiction and non-fiction materials.

ENGLISH 67  
Writing Laboratory  
0.5 UNITS – (RPT 3) NDA  
Laboratory 1 hour.  
Individual help in improving college writing; organization, clarity, and mechanics. Note: English 21 students are required to take English 67.

ENGLISH 69  
Writing and Revising on the Computer  
1 UNIT – (RPT 3) NDA  
Laboratory 2 hours.  
English 69 is designed to supplement and enhance learning in intermediate writing composition and reading courses by providing individualized tutorial and self-help assistance, computers, online resources, and other resource materials that enhance students’ critical reading, writing, and computer skills necessary for success in college, career, and vocations.

ENGLISH 78  
Writing Memoir  
3 UNITS – (RPT 2) (A)  
Lecture 3 hours.  
Advisory: English 21, Eligibility for English 21, English 97, ESL 6A, or equivalent.  
Students read full-length memoirs by published writers and outline and compose their own memoirs.
ENGLISH 94
Intensive Grammar Review
3 UNITS – NDA
Lecture 3 hours.
Advisory: English 21 and 67.
Students engage in an intensive review of grammar and sentence structure to better prepare them for English 28 or 101.

ENGLISH 97
Introduction to College English and Reading Skills
6 UNITS
Lecture 6 hours.
Prerequisite: English 20 or Appropriate placement score.
Advisory: English 47 or English 67.
Students will be introduced to English fundamentals in formal academic writing, focusing on basic grammar, reading, and writing skills. There will also be an introduction to English grammar, college vocabulary, and academic writing skills as well as instruction in comprehending expository articles, narratives, and college –level textbook material.

UNIVERSITY TRANSFER COURSES

ENGLISH 101
College Reading and Composition I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: English 67 and 28 or 31 or appropriate placement score.
Students develop their skills for writing college-level essays that incorporate various documentation styles. Students learn the importance of various fiction and non-fiction readings.

ENGLISH 102
College Reading and Composition II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: of English 101 or equivalent.
Students study literature and literary criticism in order to develop critical thinking, reading and writing skills beyond the level achieved in English 101. This course emphasizes logical reasoning, analysis, and strategies of argumentation.

ENGLISH 103
Composition and Critical Thinking
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students develop logical, argumentative and analytical thinking through the examination of written and other types of cultural texts.

ENGLISH 108
Writing Workshop
0.50 UNITS - (CSU)
Laboratory 1 hour.
Students enrolled in English 101, 102 and 103 will receive additional instruction in writing their college-level essays. The lab course will review research techniques and proper citation, as well as strategies in organization and support, to revise their papers.

ENGLISH 127
Creative Writing
3 UNITS – (UC:CSU)
Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students receive intensive training in writing poetry, prose fiction, and/or playwriting. Students compose works that are discussed as part of instruction, supplemented by examples of published writers and theoretical essays on the creative process.

ENGLISH 203
World Literature I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: English 101 or equivalent.
A reading of key literary works and ideas of the Western world, the Middle East, Africa, and Asia from antiquity to the seventeenth century. The course will require students to recognize and compare readings from different cultures and analyze poetic forms and literary themes significant to the cultures in reasoned analysis.

ENGLISH 204
World Literature II (1600 to the present)
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Study of selected major works of World literature, covering Western Europe, the Middle East, Africa, and Asia, from the 17th century to the present. The course will require students to recognize and compare readings from different cultures and analyze poetic forms and literary themes significant to the cultures in reasoned analyses.

ENGLISH 205
English Literature I
(Beginnings to 1800)
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: English 102 or equivalent.
Students read, discuss and analyze major works of English literature from the beginnings to the late eighteenth century, to develop an understanding and appreciation of the poetry, fiction, and drama of these literary periods and to express that appreciation in reasoned analyses.

ENGLISH 206
English Literature II:
Nineteenth Century to the Present
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: English 102 or equivalent.
Students read, discuss and analyze major works of English literature from the nineteenth century to the present, to develop an understanding and appreciation of the poetry, fiction, and drama of these literary periods and to express that appreciation in reasoned analyses.
ENGLISH 208
American Literature II:
Nineteenth Century to the Present
3 UNITS - (UC:CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students read, discuss and analyze major American literature from the Civil War Period to the present, in order to understand, appreciate, investigate multicultural influences within national identity. Students read works by Mark Twain, Kate Chopin, Robert Frost, Wallace Stevens, Langston Hughes, William Faulkner, Zora Neale Hurston, Leslie Marmon Silko, Tomas Rivera, Bharati Mukerjee, Allen Ginsberg and others.

ENGLISH 211
Fiction
3 UNITS - (UC:CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students read, discuss, and analyze selected short stories and novels written in, or translated into, English from a diversity of cultures and countries to increase students’ understanding and appreciation of the art and craft of fiction writing.

ENGLISH 212
Poetry
3 UNITS - (UC:CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students study works by selected poets and background for appreciation of the poetic form, including early verses to 20th and 21st centuries’ poetry.

ENGLISH 214
Contemporary Literature
3 UNITS - (UC: CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students read key literary works and ideas of the recent mainstream and ethnically diverse literature to develop understanding and appreciation of contemporary culture through reasoned analyses of its literature.

ENGLISH 215
Shakespeare I
3 UNITS - (UC:CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Shakespeare’s sonnets and selected comedies, histories, and tragedies are read to develop an understanding and appreciation of these literary forms. Works selected in this class will differ from those used in English 216.

ENGLISH 216
Shakespeare II
3 UNITS - (UC:CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students continue to study Shakespeare’s poetry, theater and drama with a selection of different works of Shakespeare than those used in English 215.

ENGLISH 218
Children’s Literature
3 UNITS – (CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students use critical analysis of the various ethnic American writers who straddle two or more cultures, analyzing in terms of assimilation, acculturation, double and mestiza consciousness and wholeness.

ENGLISH 219
The Literature of American Ethnic Groups
3 UNITS - (UC:CSU)

Lecture 3 hours. Laboratory 3 hours.
Prerequisite: English 101 or equivalent.
Students use critical analysis of the various ethnic American writers who straddle two or more cultures, analyzing in terms of assimilation, acculturation, double and mestiza consciousness and wholeness.

ENGLISH 239
Women in Literature
3 UNITS - (UC:CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students become acquainted with the work of women writers, historical and contemporary, who have made important contributions to literature. Writers to be read include Wollstonecraft, Woolf, Chopin, Austen, Cisneros, Butler, Hong-Kingston, and Cather, among others. Students are expected to write critical essays and a research paper that examine the predominant themes in path-breaking literature by and (to a lesser extent) about women, as well as the various archetypes, images, roles, and statuses of women. Special attention is devoted to traditional literary analysis and interpretation of primary texts through the lens of the various schools of literary criticism.

ENGLISH 240
Literature and the Motion Picture I
3 UNITS - (UC:CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students analyze and evaluate films of artistic and cultural significance, comparing the language, structure, and narrative techniques of film and literary classics by reading literature and watching films based on these literary sources.

ENGLISH 252
The English Bible as Literature
3 UNITS – (UC:CSU)

Lecture 3 hours.
Prerequisite: English 101 or equivalent.
Students study the principal achievements of the Hebrew and Greek Testaments, using the Oxford Annotated Text as the basic text, to note literary and cultural influences.
ENGLISH 255
Latin American Literature
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: English 101.
Students study a selection of significant literary works by Latin American authors. Readings will include selected poems, plays, and fiction by writers such as Pablo Neruda, Galeano, and Jorge Luis Borges, and will explore the themes of magical realism, social engagement, 'la raza cosmica,' and utopian yearnings.

ENGLISH 270
Science Fiction – Fantasy
3 UNITS (UC:CSU)
Lecture 3 hours.
Prerequisite: English 101, Appropriate score on the English Placement Exam or equivalent.
Students read and study works of science fiction, with an emphasis on the use of mythology, science fiction by scientists and non-scientists, philosophically oriented science fiction, and science fiction as fantasy and escape literature.

ENGLISH 285
Directed Study — English
2 UNIT (CSU)
Lecture 2 hours.
ENGLISH 385
Directed Study — English
3 UNITS (CSU)
Prerequisite: Approval of proposed project. See Department Chair. Students pursue directed study in literary analysis, a particular genre or period, or independent research on a contract basis under the direction of a supervising instructor. A maximum of 3 units in Directed Study may be taken for credit.

COLLEGE ENGLISH AS A SECOND LANGUAGE

ESL 2A
College ESL II: Writing and Grammar
6 UNITS - NDA
Lecture 6 hours.
Prerequisite: ESL 1A or appropriate score on the ESL placement assessment.
Advisory: ESL 2B.
(Pass/ No Pass)
Students in the high beginning ESL level receive instruction to develop basic grammar, reading and writing skills needed for college work.
ESL COURSE SEQUENCE

ESL 2B
College ESL II: Reading, Listening, and Speaking
6 UNITS - NDA
Lecture 6 hours.
Prerequisite: ESL 1B or appropriate score on the ESL placement assessment. Advisory: ESL 2A. (Pass/ No Pass)
Students at the high-beginning ESL level learn skills to improve listening and speaking to prepare them for college work.

ESL 3A
College ESL III: Writing and Grammar
6 UNITS
Lecture 6 hours.
Prerequisite: ESL 2A or appropriate score on ESL placement. Advisory: ESL 3B and ESL 3C. (Pass/ No Pass)
Students at the low-intermediate ESL level learn skills in writing and grammar to prepare them for college work.

ESL 3B
College ESL III: Reading and Vocabulary
3 UNITS
Lecture 3 hours.
Prerequisite: ESL 2B or appropriate score on the ESL placement assessment. Advisory: ESL 3A or ESL 3C. (Pass/ No Pass)
Students at the low intermediate ESL level receive instruction in reading and vocabulary skills to prepare them for college work.

ESL 3C
College ESL III: Listening and Speaking
3 UNITS
Lecture 3 hours.
Prerequisite: ESL 2B or appropriate score on the ESL placement assessment. Advisory: ESL 3A and ESL 3B. (Pass/ No Pass)
Students at the low-intermediate ESL level learn skills to improve listening and speaking to prepare them for college work.

E.S.L. 4A
College ESL IV: Writing and Grammar
6 UNITS
Lecture 6 hours.
Prerequisite: Satisfactory completion of ESL 3A or appropriate score on the ESL placement assessment. Advisory: ESL 4B. (Pass/ No Pass)
Students at the high-intermediate ESL level learn skills to improve their writing and grammar to prepare them for lower-college work.

E.S.L. 4B
College ESL III: Reading and Vocabulary
3 UNITS
Lecture 3 hours.
Prerequisite: Satisfactory completion of ESL 3B or appropriate score on the ESL placement assessment. Advisory: ESL 4A. (Pass/ No Pass)
Students at the high-intermediate ESL level learn skills in reading and vocabulary to prepare them for college work.
E.S.L. 5A
College ESL V: Writing and Grammar
6 UNITS - (CSU)
Lecture 6 hours.
Prerequisite: ESL 4A or appropriate score on the ESL placement assessment. Advisory: ESL 5B. For low advanced ESL students. Students at the low-advanced ESL level receive instruction to improve their writing and grammar skills to prepare them for upper-level college work.

E.S.L. 5B
College ESL V: Reading and Vocabulary
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: ESL 4B or appropriate score on the ESL placement assessment. Advisory: ESL 5A.
Students at the low advanced ESL level learn skills in reading and vocabulary to prepare them for college work.

E.S.L. 6A
College ESL VI: Writing and Grammar
6 UNITS - (CSU)
Prerequisite: ESL 5A or appropriate score on the ESL placement assessment. Advisory: ESL 6B.
Students at the advanced ESL level receive instruction to improve their writing and grammar skills to prepare them for college work.

E.S.L. 6B
College ESL VI: Reading and Vocabulary
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: ESL 5B or appropriate score on the ESL placement assessment. Advisory: ESL 6A.
Students at the advanced ESL level learn skills in reading and vocabulary to prepare them for college work.

E.S.L. 008
Advanced ESL composition
6 UNITS (CSU)
Prerequisite: Completion of ESL 6A with a grade of ‘C’ or better, or appropriate placement level demonstrated through the assessment process.
This is a course in written composition, grammar, and critical reading skills tailored for the English-as-a-second language student. It is a prerequisite for English 101. The emphasis is on writing based primarily on critical reading and interpretation/analysis. Students will be required to use MLA and/or APA citation and bibliographic conventions in their research. Advanced grammar skills and mechanics are emphasized throughout each lesson. Required: Eight to ten writing assignments, including at least four essays of 600-800 words, and one research paper.

ENVIRONMENTAL DESIGN

ENVIRONMENTAL DESIGN 101
Foundations of Design I
3 UNITS - (CSU)
Lecture 1 hour ; laboratory 5 hours.
First level architectural design studio. Students develop creative, conceptual and analytical skills by creating simple to complex projects. Learn to properly communicate architectural concepts through drawings, renderings, physical models, and computer 3-D modeling. Fundamental architectural formal and spatial design principles, theories, order and methodologies are explored and incorporated into student projects. The profession of architecture and the practice of architects are clarified. Critical for students interested in pursuing a higher degree in architecture school or related design field. Recommended for all art and interior design related fields. Great also as a general education course to develop the creative mind. Students will also create a portfolio of their work.

ENVIRONMENTAL DESIGN 102
Foundations of Design II
3 UNITS - (CSU)
Lecture 1 hour ; laboratory 5 hours.
Prerequisite: Environmental Design 101 with a satisfactory grade.
Second level architectural design studio. Students continue to develop creative, conceptual and analytical skills by designing more complex projects addressing multiple programmatic requirements, symbolism and contextualism. Drawing, rendering, computer and model making skills are further refined. Students will also create a portfolio of their work.

FAMILY AND CONSUMER STUDIES

FAMILY AND CONSUMER STUDIES 21
(SAME AS NUTRITION 21)
Nutrition
3 UNITS - (UC: CSU)
Lecture 3 hours.
Co-requisite: English 21 and 67 or equivalent.
Students learn the scientific concepts of Nutrition in a lecture interactive format evaluating how lifestyle, diet, food/nutrition/ nutrient excess and deficiencies; phytochemicals; food safety; food technology affect diseases and assessment of nutrition in human development from conception through maturity. Personal dietary assessment, synthesizing data from computerized dietary program and family tree, appraises nutritional disease risk factors. Students evaluate excesses and deficiencies and construct practices that establish and maintain a healthy lifestyle and result in a healthier mind, healthier nutritional eating practices, enhancing the spirit and nourishing the body.
FAMILY AND CONSUMER STUDIES 24
Food Preparation
3 UNITS - (CSU)
Lecture 2 hours Laboratory 3 hours.
Advisory: English 21 and 67 or equivalent.
Students are introduced to the scientific fundamentals of food preparation in both lecture and laboratory format. Scientific principles of food preparation are emphasized using current technology. The role of food in cultures, nutrition, and the economy are integrated into meal planning and preparation.

FAMILY AND CONSUMER STUDIES 27
Nutrition Care
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Family and Consumer Studies 21, 55, 56 and English 21.
Co-requisite: Family and Consumer Studies 127 required.
Advisory: English 101 and Biology 25.
This course is offered only fall semesters, day session. Nutrition problems of patients with cancer, AIDS, diabetes, cardiovascular diseases, renal diseases, and liver diseases are studied for appropriate menu modifications. The development and implementation of nutrition care plans are emphasized.

FAMILY AND CONSUMER STUDIES 28
Advanced Nutrition Care
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Family and Consumer Studies 27 or equivalent.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 128 required.
This course is offered only spring semesters, day session. Nutritional needs at each stage of the life cycle are studied in depth. Cultural food preferences are studied and incorporated into nutrition education and counseling of clients.

FAMILY AND CONSUMER STUDIES 29
Dietetic Seminar
1 UNIT - (CSU)
Lecture 1 hour.
Prerequisite: Family and Consumer Studies 28 with a satisfactory grade or equivalent.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 129 required.
This course is offered only spring semesters, day session. The role of the dietetic technician in the dietetics profession and health care delivery system is explored. Methods for quality improvement and marketing are emphasized.

FAMILY AND CONSUMER STUDIES 31
Marriage and Family Life
3 UNITS - (UC: CSU)
Lecture 3 hours.
Prerequisite: English 21 or 73 or equivalent.
Interpersonal growth and rewarding relationship are explored over the course of the family life cycle. Examines the impact of social, psychological and economic forces that affect the family.

FAMILY AND CONSUMER STUDIES 50
SANITATION AND SAFETY
3 UNITS - (CSU)
Lecture 3 hours.
Co-requisite: Concurrent enrollment in English 21 or equivalent.
Students learn basic principles of sanitation and safety including the types of microorganisms that cause foodborne illness, foodborne infections, toxin-mediated infection, and intoxication. Class includes discussion of environmental conditions including food hazards, contamination, cross-contamination, time and temperature, and personal food handler practices that cause sanitation/safety risks. US Food Code regulations, California state and Los Angeles County Environmental Health Department regulations and a HACCP system of food safety will help define the role of food, people, and facility in managing a sanitary food facility operation. Emphasis on the importance of proper employee food safety training practices as related to the providing of safe food are core competencies of this class.

FAMILY AND CONSUMER STUDIES 51
Food Production Management
3 UNITS - (CSU)
Lecture 3 hours.
Co-requisite: Concurrent enrollment Family and Consumer Studies 151 is required, English 28, Math 105 (or LS 10)
Students can satisfy English and Mathematics requirements by appropriate placement on the College Assessment. This course is offered only fall semesters, day session. Introduction to institutional menu analysis for food requisitioning, food production planning and implementation. Basic principles of quantity cooking are emphasized.

FAMILY AND CONSUMER STUDIES 52
Food Service Management
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Family and Consumer Studies 51 and 55.
The student explores and masters the systems approach to food service management including the menu, food purchasing, personnel management, facility management, fiscal management, marketing, and information systems.

FAMILY AND CONSUMER STUDIES 55
Dietetic Education
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 21 or equivalent.
This course is offered only fall semesters. An introduction to careers in dietetics and school food service. The application of communication skills to training, counseling, and education is studied.
FAMILY AND CONSUMER STUDIES 56
Nutrition Delivery Systems
3 UNITS - (CSU)
Lecture 3 hours.
Co-requisite: Family and Consumer Studies 156 required.
Advisories: English 21 or equivalent, and Mathematics 105 or higher, Learning Skills 10ABC or higher.
This course is offered only spring semesters, day session. Introduction to nutrition delivery systems and institutional menu diet modifications. State and Federal regulatory guidelines for food service are studied.

FAMILY AND CONSUMER STUDIES 127
Nutrition Care Laboratory
2 UNITS - (A)
Lecture 3 hours.
Prerequisite: Physical examination, negative TB test with the past 6 months, MMR, student liability insurance, background check, fingerprinting, drug screening, etc. may be required.
Co-requisite: Concurrent enrollment with Family and Consumer Studies 27 required.
This course is offered only fall semesters, day session. In this clinical laboratory setting, students receive supervised practice in development and implementation of nutrition care plans in acute care facilities.

FAMILY AND CONSUMER STUDIES 128
Advanced Nutrition Care Laboratory
2 UNITS - (A)
Laboratory 6 hours.
Prerequisite: Family and Consumer Studies 127, Physical examination, negative TB test within the past 6 months, MMR, student liability insurance, background check, fingerprinting, drug screening, etc. may be required.
This course is offered only spring semesters, day session. This clinical laboratory provides supervised practice in group education and counseling of clients from various stages of the life cycle.

FAMILY AND CONSUMER STUDIES 129
Dietetic Laboratory
2 UNITS - (A)
Prerequisite: Physical examination and negative TB test within the past 6 months, student liability insurance, background check, fingerprinting, drug screening, etc. may be required; Family and Consumer Studies 151.
This course is offered only spring semesters, day session. This clinical laboratory provides supervised practice in management and marketing of food service facilities.

FAMILY AND CONSUMER STUDIES 151
Food Production Management Laboratory
2 UNITS - (A)
Laboratory 5 hours.
Prerequisite: Physical examination and negative TB test within the past 6 months, student liability insurance.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 51 required.
This course is offered only fall semesters, day session. Students receive supervised practice in food requisitioning, food production planning, and quantity food production in a clinical laboratory.

FAMILY AND CONSUMER STUDIES 156
Nutrition Delivery Systems Laboratory
2 UNITS - (A)
Lecture 5 hours.
Prerequisite: Physical examination and negative TB test within the past 6 months, student liability insurance, background check, fingerprinting, drug screening, etc. may be required.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 56 required.
This course is offered only spring semesters, day session. This clinical laboratory provides supervised practice in nutritional services including modified diets and the health care team. Nutrition delivery systems are evaluated according to state and regulatory guidelines.

FINANCE

FINANCE 2
Investments
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Students receive the essentials of the principles of investment, the various types of investments, the operations of investment markets, and sources of information.

FINANCE 8
Personal Finance and Investments
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students receive and apply the principles of accounting, banking, finance, office methods, management, and production, to one’s personal affairs. Family budgeting, consumer credit, home ownership, life and property insurance, investments and savings plans, social security and retirement plans.
FINANCE 15
Principles of Banking
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
This course is designed to provide an understanding of the basic functions of banking and a working knowledge of the operation of a bank.

FRENCH
Transfer limit: UCLA allows no credit for duplication of a foreign language if the student completed in high school the equivalent levels with a satisfactory grade; A.A. Degree.

One year of high school study in French corresponds to one college semester of credit or one semester of French at LACC equals one full year of high school credit.

FRENCH 1
Elementary French I
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour
Advisory: English 28 and 67
The student learns French pronunciation and grammar, practical vocabulary, useful phrases as well as basic facts on the geography, customs and culture of the French speaking world.

FRENCH 2
Elementary French II
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: French 1 with a satisfactory grade or equivalent.
The student completes the study of elementary French grammar, increases their practical vocabulary, and masters useful phrases. The student reads elementary texts including those that explore basic facts on the geography, customs and culture of the French speaking world.

FRENCH 3
Intermediate French I
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: French 2 with a satisfactory grade or equivalent.
Review of grammar, composition and vocabulary building. Introduction to French and Francophile authors.

FRENCH 4
Intermediate French II
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: French 3 with a satisfactory grade or equivalent.
The student reviews French grammar, composition and vocabulary, and pursues a deeper understanding of French and Francophile authors.

FRENCH 8
Conversational French
2 UNITS - (UC:CSU)
Lecture 2 hours.
Prerequisite: French 2 with a satisfactory grade or equivalent.
Oral expression in French is the main thrust of the course. The focus is on conversational skills revolving around everyday situations that a person may encounter when traveling or living in French-speaking countries, or when interacting with French-speaking people in the United States.
UC Limit: maximum units: 2 courses.

FRENCH 10
(SAME AS HUMANITIES 42)
French Civilization
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Students learn about French culture from before the Romans through the culture of today. The ruling dynasties, various wars and revolutions and their affect on the arts and literature is discussed. Students assess the role of France in Europe and the world.

GEOGRAPHY
TRANSFER INFORMATION:
Physical Science Requirement: Geography 1 satisfies the IGETC and CSU general education requirements for physical science.

Physical Science with Lab Requirement: Geography 1 taken with Geography 15 and satisfies the IGETC and CSU general education requirements for a physical science with a laboratory.

Social & Behavioral Science Requirement: Geography 2 satisfies the IGETC and CSU social and behavioral sciences requirement.

GEOGRAPHY 1
Physical Geography
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students learn about basic scientific principles of geography such as Earth-Sun relationships, weather and climate, ecosystems and biomes, anthropogenic pollution and climate change, earth's internal structure and processes, and surface topography. Students will also learn basic map reading and geographic literacy.
GEOGRAPHY 2
Cultural Elements of Geography
3 UNITS – (UC:CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Students learn about human cultural variables in the context of the globe, including the description, analysis, and explanation of population, migration, folk and popular culture, language, religion, ethnicity, political geography, development, agriculture, industry, economic activities, urban areas, and resource utilization. Special emphasis is placed on contemporary issues such as the effects of globalization and the impact of human settlements on the natural environment. Students also learn basic geographic literacy and map reading.

GEOGRAPHY 15
Physical Geography Laboratory
2 UNITS – (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Pre-Co-requisite: Geography 1
Advisory: English 28 and 67 or equivalent.
Students learn to interpret physical maps, including weather maps and topographic maps, as well as perform hands-on exercises that explore Earth-Sun relationships, atmospheric temperature, pressure and moisture, climate and biomes, plate tectonics and volcanoes, and landforms.
Note: Geography 15 may be taken concurrently with Geography 1.

GEOLOGY
TRANSFER INFORMATION:
Physical Science Requirement: Earth Science 1, Geology 1, Geology 2 and Oceanography 1 each satisfy the IGETC and CSU general education requirements for physical science.
Physical Science with Lab Requirement: Geology 1 taken with Geology 6 satisfies the IGETC and CSU general education requirements for a physical science with a laboratory.

GEOLOGY 1
Physical Geology
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
In this elementary course, the student learns Earth’s internal and external forces and the features that these forces create. Students study minerals, rocks, volcanoes, earthquakes, mountain building, plate tectonics, tsunami, global warming, natural resources, and alternative energy resources.

GEOLOGY 002
Earth History
Students receive an introduction to the geological history of Earth and its inhabitants, with emphasis on the evolution of life and landforms of North America. Topics include how Earth processes produce and alter landforms, climate, and energy and water resources on which humans depend; significant tectonic events, such as mountain building episodes; and the evolutionary history of life on Earth, including plants, fish, dinosaurs, mammals, and humans. Multimedia presentations are used throughout the course. Field trips will be taken.

GEOLOGY 6
Physical Geology Laboratory
2 UNITS – (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Pre-Co-Requisite: Geology 1
Advisory: English 28 and 67 or equivalent.
In this elementary course the student learns to identify hand samples of minerals and rocks using a hands-on approach. The student also learns to develop topographic and geologic maps in great detail, including changing map scales using dimensional analysis and analyzing aerial photographs.
Note: Geology 6 may be taken concurrently with Geology 1.

HEALTH
UC Limit: Health 2, 8, and 11 combined: maximum credit, one course.

HEALTH 2
Health and Fitness
3 UNITS – (UC:CSU)
Lecture 2 hours. Laboratory 2 hours.
Course explores physical fitness as related to cardiovascular capacity, nutrition, stress, and addictive substances. The course involves laboratory assessment of each student’s fitness status, lecture, and selected fitness activities. Based on these experiences students develop individualized fitness programs.

HEALTH 8
Women’s Personal Health
3 UNITS – (UC:CSU)
Lecture 3 hours.
The course examines the personal and social dimensions of women’s health and the development of strategies for empowerment in decision making that impact changes and improvement in health welfare.

HEALTH 11
Principles of Healthful Living
3 UNITS – (UC:CSU)
Lecture 3 hours.
The course offers health related concepts for today and the future as guidelines for a self-directed, responsible, satisfying, and productive life-style. Emphasis is on cognitive concepts and strategies of wellness for the individuals personal community, vocational, and leadership roles.

HEALTH 12
Safety Education and First Aid
3 UNITS – (UC:CSU)
Lecture 3 hours.
Students receive the theory and a detailed demonstration of the first aid care of the injured. This course covers how to assess a victim’s condition and incorporate proper treatment. Standard first aid, CPR, and AED certification(s) will be granted upon successful completion of requirements.
HISTORY 1
Introduction to Western Civilization I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
A study of the main cultural, economic and political trends and events from the rise of civilization in the Near East to the eve of the French Revolution.

HISTORY 2
Introduction to Western Civilization II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
A continuation of History I focusing on the period from the French Revolution to the present.

HISTORY 3
History of England and Great Britain I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 101
The student explores British culture, emphasizing social, political, and economic issues from earliest times to 1500.

HISTORY 4
History of England and Great Britain II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 101
The student explores British culture, emphasizing social, political, and economic issues from 1500 to the present.

HISTORY 7
The World's Great Religions
3 UNITS - (UC:CSU)
Advisories: English 28 and 67
Students survey the historical development of the world’s great religions. A study is made of the origins and growth of major religions with an emphasis on the nature of religions, and religion as a discipline of study.

HISTORY 11
Political and Social History of the United States I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
UC limit: Credit allowed for only one of African-American Studies 4 or History 11 or Chicano Studies 7.
Students survey the political and social history of the United States from the colonial period through the Civil War and Reconstruction.

HISTORY 12
Political and Social History of the United States II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
UC limit: Credit allowed for only one of History 12, 13 or African-American Studies 5, or Chicano Studies 8.
A survey of the political and social history of the United States from the Reconstruction to the 20th Century, including the U.S. Constitution, California State and Local Government.

HISTORY 13
The United States in the Twentieth Century
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 /31 or equivalent.
The student learns the main events, personalities, and themes of the social and political history of the U.S. in the 20th & 21st Centuries by focusing on their overall impact including a discussion of the country’s central institutions. The student identifies, discusses and describes the historical importance of the events of the period in question.

HISTORY 59
Comparative History of Genocide and War Crimes
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67
The student learns the comparative history of genocide and war crimes in the 20th century and the legal instruments and organizations that have attempted to criminalize acts that fit within the definitions of genocide under international law. Students will also learn the comparative history of cultural conflict (identity), race & racism, and nationalism.

HISTORY 73
Race and Racism in the United States
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisories: English 28 and 67
Students survey the development of racial theories and the interactions between ethnic groups in the United States. Students investigate and develop an understanding of how racism has affected intercultural collaboration or confrontation. This course encourages an understanding of the similarities and differences in racial and ethnic experiences in the United States.

HISTORY 78
The Environment in World History
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisories: English 101 and 67
Students learn about the environment history of the world from prehistoric times to the present. This introductory course covers human interactions with the environment in gatherer/hunter, agricultural, and industrial societies, addressing such issues as agricultural revolutions, the collapse of ancient civilizations, pollution, social constructions of nature, the loss of biological diversity, environmental ethics, globalization, and climate change.
HISTORY 81
A History of Working People in the United States I
3 UNITS - (UC:CSU)
Lecture 3 hours.
The student learns the history of working people in the United States from the colonial period through Reconstruction. Colonial life, the Revolutionary War, the early republic, the market revolution, the rise of urban America, westward expansion, the Civil War, and Reconstruction are examined from the perspective of indentured servants, slaves, farmers, skilled and unskilled laborers, and male and female workers.

HISTORY 82
A History of Working People in the United States II
3 UNITS - (UC:CSU)
Lecture 3 hours.
The student learns the history of working people in the United States from Reconstruction to the present. Reconstruction, the gilded Age and Progressive Era, immigration, imperialism, the Twenties, the Great Depression and New Deal, the World Wars, the Cold War and the Fifties, the Sixties, the conservative shift, and globalization are examined from the perspective of people from diverse social groups.

HISTORY 86
Introduction to World Civilizations I
3 UNITS - (UC:CSU)
Traces the development and interrelationships of the major world civilizations and their cultural traditions and contributions from the earliest times to the era of European expansion in the sixteenth century.

HISTORY 87
Introduction to World Civilizations II
3 UNITS - (UC:CSU)
Traces the development and interrelationships of the major world civilizations and their cultural traditions from the era of European expansion in the sixteenth century to the present.

HISTORY 88
Sex in History
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisories: English 28 and 67.
Students explore how various world societies throughout history have dealt with sexual roles and sex drive in social, cultural, and political life.

HUMANITIES

HUMANITIES 6
Great People, Great Ages
3 UNITS - (RPT 1) (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Introduction to ideas and methods in the Humanities. Exploration of the way in which individuals and groups create meaning in their lives and in the world around them.

HUMANITIES 8
Great Women in Humanities
3 UNITS - (RPT 1) (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Students are introduced to the ideas and methods in gender studies. A wide range of conceptions of how gender identities are defined across cultures and historical eras are explored. Various course topics covered include: how women have resisted oppression, how women have found sources of power in family, friends, work and education, how sexuality is constructed across time and place, and how gender relations continue to evolve.

HUMANITIES 20
Japanese Civilization (Same as Japanese 9)
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
A survey of Japanese civilization from ancient times to the present; the historical and cultural backgrounds; significant aspects of Japanese culture; religion, philosophy, socio- political institutions and art forms.

HUMANITIES 30
The Beginnings of Civilization
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Introduction to Ancient Cultures and World Religions. Examination of the foundational texts, art and ideas of ancient India, China, the Middle East, Egypt and Greece.

HUMANITIES 31
People in Contemporary Society
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Examination of the cultural encounters between European culture and the cultures of the Americas, Asia and Africa beginning from the Renaissance to present day.
HUMANITIES 41
(SAME AS CHINESE 10)
Chinese Civilization
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
This course offers students lectures and discussions in English on the
history, culture, geography, government and institutions of China; the
life style and customs of the people; the language, literature, arts and
sciences; the contributions to civilization.

HUMANITIES 42
(SAME AS FRENCH 10)
FRENCH CIVILIZATION
3 UNITS – (UC:CSU)
Lecture 3 hours.
Prerequisite: English 28 and 67.
An overview of the French culture from before the Romans to today.
The course includes an understanding of the different dynasties ruling
France through the ages. It also covers the various wars and revolutions
and their affect on the arts and literature movement. It underlies the role
of France in Europe and the world.

HUMANITIES 45
(SAME AS KOREAN 10)
Korean Civilization
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
This course offers the students lectures and discussions in English on
geography, history, government and institutions of Korea; the life and
customs of the people; the literature, arts, and sciences; the contribution
to civilization.

HUMANITIES 47
(SAME AS SPANISH 9)
Hispanic Civilization
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Geography, history, government and institutions of Spain; the
life and customs of the people; the literature, music and art; and
the contributions to civilization. Conducted in English. Same as
Spanish 9.

HUMANITIES 48
(SAME AS SPANISH 10)
Latin American Civilization
3 UNITS – (UC:CSU)
Lecture 3 hours.
An exploration of the histories, cultures and arts of Latin America. The
focus of the course is to study the differences and similarities
between the countries that comprise Latin America, noting the
unifying forces as well as those that divide. The course also explores
the relationship between Latin America and the United States
throughout their histories.

HUMANITIES 61
People and Their World: The Creative Processes
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
An exploration of contemporary arts, literature, and popular culture. Sections use a range of analytic frameworks, including how the creative process is generated through myth and dreams as well as how race, class, and gender are portrayed in popular culture.

HUMANITIES 63
Armenian Civilization
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Students survey the Armenian civilization in its development from ancient times to the present. Lectures and discussions on the geography, history, and social structures of Armenia: religion, literature, and sciences, art, music and customs; and the contribution to the world.

INTERNATIONAL BUSINESS

INTERNATIONAL BUSINESS 1
International Trade
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Business 1 with a satisfactory grade or better.
Students gain an understanding of international business, the
dynamics between developed and developing countries, recent
trends, how and why the world’s countries differ, and implications to
managers of international companies. The principles of international
trade, including the central tenets of globalization, the new world
order in the global economy, and the institutions that govern global
trade will be covered. Topics include: globalization, foreign direct
investment, political economies, regional economic integration,
foreign exchange market, international monetary system, global
capital markets, strategies of international organizations, and
exporting, importing and counter-trade.

INTERNATIONAL BUSINESS 3
Exporting Procedures I
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: International Business 1 with a satisfactory grade or
better.
The student identifies, defines, and explains that which is required
by the United States regulatory agencies to export from the United
States. Emphasis will be placed on how to determine if a commodity
is acceptable for export and how to prepare the proper documentation
required by the country of destination.
INTERNATIONAL BUSINESS 4
Import Procedures I
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: International Business 1.
The student learns how to identify, define, and explain the United States regulatory agencies requirements to import to the United States. Emphasis will be placed on how to determine what duties commodities might be subject to and how to prepare and present to the Bureau of Customs the shipment and its document.

INTERNATIONAL BUSINESS 5
Payment Instruments and Procedures I
3 UNITS
Lecture 3 hours.
Advisories: Business 1 and/or International Business 1 with satisfactory grades or better.
The student learns how to arrange and receive payment for merchandise shipped from one country to another. Topics covered include how to prepare and fill out documents. Also included is information regarding credit and political risk insurance.

INTERNATIONAL BUSINESS 6
International Marketing I
3 UNITS - (CSU)
Lecture 3 hours.
Open to all students.
Student is focused on how to get foreign customers for American made products, how to identify prospective customers, how to make contact and how to sell the product. Variables include: culture, trade customs, politics, climate, wealth, business and government structures and international law.

ITALIAN
One year of high school study in Italian corresponds to one college semester or one semester of college Italian equals one full year of high school study.

ITALIAN 1
Elementary Italian I
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Corresponds to the first year of high school Italian.
Advisory: English 28 and 67.
Pronunciation and grammar, practical vocabulary, useful phrases; basic facts on the geography, customs and culture of the Italian-speaking world.

ITALIAN 2
Elementary Italian II
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Italian 1 with a satisfactory grade or equivalent.
Completes elementary Italian grammar, with emphasis on written and spoken language.

JAPANESE
One year of high school study in Japanese corresponds to one college semester or one semester of college Japanese equals one full year of high school study.
Required courses: Japanese 1, 2, 3, 4

JAPANESE 1
Elementary Japanese I
5 UNITS - (UC: CSU)
Lecture 5 hours. Laboratory 1 hour.
Advisory: English 28 and 67.
Students learn the fundamentals of pronunciation and grammar, basic vocabulary, useful phrases; reading and writing with Romanized alphabet and Japanese scripts, basic facts on the geography, customs and culture of Japan. Corresponds to the first year of high school Japanese.

JAPANESE 2
Elementary Japanese II
5 UNITS - (UC: CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Japanese 1 with a satisfactory grade or equivalent.
Completes elementary Japanese I.
Students continue to learn the fundamentals of pronunciation and grammar. Additional Chinese characters are introduced. Japanese geography, customs and culture are also included.

JAPANESE 3
Intermediate Japanese I
5 UNITS - (UC: CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Japanese 2 with a satisfactory grade or equivalent.
Students continue to study the intermediate level of grammar and vocabulary building for conversational fluency and written composition. Begins the study of short narrative writing.

JAPANESE 4
Intermediate Japanese II
5 UNITS - (UC: CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Japanese 3 with a satisfactory grade or equivalent.
Students complete the study of fundamental grammar and provides additional training in grammar, written composition, and use of idioms. Greater emphasis is placed on the knowledge and use of Kanji. Continues the reading of short narrative stories.
JAPANESE 8
Elementary Conversational Japanese
2 UNITS – (UC: CSU)
Lecture 2 hours.
Prerequisite: Japanese 2 with a satisfactory grade or equivalent.
The students focus on conversational skills revolving around everyday situations that a person encounter when traveling or living in Japanese-speaking environment.
UC Maximum credit: 2 times (4 units).

JAPANESE 9 (SAME AS HUMAN 20)
Japanese Civilization
3 UNITS – (UC: CSU)
Lecture 3 hours. Laboratory 3 hours.
Advisory: English 28 and 67.
The student surveys Japanese civilization from ancient times to the present; the historical and cultural backgrounds; significant aspects of Japanese culture; religion, philosophy, socio-political institutions and art forms.

JOURNALISM

JOURNALISM 101
Collecting and Writing News
3 UNITS - (CSU)
Lecture 3 hours
Advisory: English 28 or equivalent.
This introductory course stresses instruction and practice in news gathering and news writing. Curriculum connects theory with meaningful activity in the basic principles of news writing, including a section on broadcast writing. The course includes an examination of freedom of the press along with a critical analysis of its responsibilities. Students receive an overview of press ethics and resolving ethical dilemmas.

JOURNALISM 105
Mass Communications
3 UNITS - (UC:CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Course provides an examination of America’s mass communications systems and how they affect human behavior in relation to social, political and economic institutions. Examines the structure and functioning in print and electronic communications including: film, print, television, radio, the recording industry, public relations and the Internet. Considers factors that influence creation and distribution of media messages, and the impact of those messages on society.

JOURNALISM 217
Publication Laboratory
2 UNITS - (CSU)
Laboratory: 6 hours to be arranged.
Advisory: English 28 and 67 /31 or equivalent; Journalism 218.
Students learn newspaper production techniques through the publication of the campus newspaper. Desktop publishing techniques include publication, newspaper design, layout, graphic techniques and materials. (Los Angeles Collegian newspaper staff class).

JOURNALISM 218
Practical Editing
3 UNITS - (CSU)
Lecture 1 hour Laboratory 6 hours to be arranged
Prerequisite: Journalism 101 with a satisfactory grade or equivalent.
Advisory: English 28 and 67 /31 or equivalent; Journalism 217.
Students learn newspaper writing and editing through the publication of the campus newspaper, the Collegian, which includes regular evaluation of stories published in the Collegian. Editions are evaluated in regularly scheduled class meetings.

JOURNALISM 219
Techniques for Staff Editors
1 UNIT - (CSU)
Laboratory 3 hours to be arranged
Prerequisite: Journalism 101
Advisory: English 28 and 67 /31 or equivalent; Journalism 218.
A course in editorial writing. This course offers instruction for campus newspaper editors in editorial writing, column writing (viewpoints) and analysis of editorial problems. Emphasis is placed on formulating editorial policy.

JOURNALISM 285
Directed Study
2 UNITS (CSU)
Advisory: English 28 and 67 /31 or equivalent.
Conference: 1 hour per unit.
Students are urged to get the instructor's permission prior to enrolling in any of the directed study classes. Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the "Directed Study" section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.
KINESIOLOGY

KINESIOLOGY 045
(FORMERLY PHYS ED 642)
Adapted Fitness
1 UNIT (UC:CSU)
Students with verified disabilities perform exercises as part of an individualized training program to improve cardiovascular fitness, muscular fitness, and flexibility.

KINESIOLOGY 180
Marathon Training Course for Run/Walk
1.5 UNITS - (CSU)
Students develop an understanding of cardiovascular endurance and specificity of training for marathons using a variety of tempo run/walks. Students utilize and understand aerobic and anaerobic energy systems and when each is used. Race analysis and race psychology are also explained along with proper hydration and nutrition.

KINESIOLOGY 185
(FORMERLY PHYS ED 185)
DIRECTED STUDY - PHYSICAL EDUCATION (CSU) - 1.00 UNIT
Students pursue directed studies in Kinesiology on a contract basis, under the direction of a supervising instructor.

KINESIOLOGY 201-1
(FORMERLY PHYS ED 102)
SWIMMING SKILLS -1
1 UNIT (UC:CSU)
Students learn intermediate swimming skills. Skills for each stroke include kicking, arm stroke, proper breathing techniques, body position and rhythm of stroke. The student also learn water safety skills.

KINESIOLOGY 202
(FORMERLY PHYS ED 110)
Lap Swimming Skills
1 UNIT (UC:CSU)
Advanced swimmers improve their speed, strength, and endurance. Instructor directs organized, challenging workouts with all four competitive strokes. Students should be able to swim 50 yards, without stopping, in deep water using the freestyle stroke and rotary breathing. At the first pool session, students' swimming ability will be assessed to ensure minimum skills for participation.

KINESIOLOGY 204
(FORMERLY PHYS ED 122)
Aqua Excercise Skills
1 UNIT (UC:CSU)
The student receives instruction and practice in water exercise to increase knowledge and the levels of cardiovascular fitness, muscular strength, endurance, and flexibility. Proper nutrition and weight management will be emphasized. No swimming skills will be required.

KINESIOLOGY 205
WATER POLO
1 UNIT (CSU)
Students learn ball handling, game strategy, shooting, defense, offense, counter attack, and game management. Instruction includes progressive skills attainment.

KINESIOLOGY 206
DIVING SKILLS
1 UNIT (CSU)
Students learn the theory and practice of diving drills necessary to use the one-meter diving board. Demonstration and instruction on the five categories of basic dives, a front approach, the back take-off, jumps, line-ups, dry-land conditioning exercises and drills, and work toward building a five-dive list is covered.

KINESIOLOGY 215-1
(FORMERLY PHYS ED 241)
Judo Skills-1
1 UNIT (UC:CSU)
Students learn fifteen throwing techniques, five pinning techniques, and two constriction techniques, as well as the history and etiquette of judo.

KINESIOLOGY 215-2
JUDO SKILLS-2
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 215-1
Students apply the techniques of judo to a moving opponent. Students practice five throwing techniques, five pinning techniques, five constriction techniques and two arm locks.

KINESIOLOGY 215-3
Judo Skills-3
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 215-2
Students learn the competitive rules of the International Judo Federation. Additionally students learn five new throwing techniques, five new pinning techniques, two new arm locks, and five new constriction techniques, all of which are applied while attacking and defending simultaneously while randomly moving about the competition area.

KINESIOLOGY 215-4
JUDO SKILLS-4
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 215-3
Student's refine their execution of all Judo techniques studied in levels 1-3 and flawlessly demonstrate all required techniques.
KINESIOLOGY 217
(FORMERLY PHYS ED 238)
Self-Defense Skills
(CSU) - 1.00 UNIT
The student develops the basic skills of self-defense, beginning with lateral movement, strength and cardiovascular fitness, agility and awareness of self in one’s environment. The basic skills include striking, kicking, blocking, throwing, grappling, and other techniques. Additionally, legal and moral issues of self-defense are discussed.

KINESIOLOGY 229
Body Conditioning
1 UNIT (UC:CSU)
Students participate in a variety of vigorous exercises for increasing cardiovascular fitness, muscular strength, and flexibility. Various modes of aerobic exercises are emphasized in support of the cross-training concept. Resistance training using fixed weight of moderate to high intensity is used to develop muscular strength in all major muscle groups. Flexibility training is also emphasized to enhance skeletal range of motion. Information on exercise methods and principles, the physiology of the human body, fitness evaluation methodologies, and nutrition education.

KINESIOLOGY 230
Cardiokickboxing Fitness
1 UNIT (CSU)
Students learn a non-contact aerobic activity designed to teach basic kicking and punching techniques to improve overall fitness and increase bio mechanics training including: cardiorespiratory endurance, muscular strength and endurance, flexibility, and body composition. Weights, steps, and calisthenic exercises may also be utilized.

KINESIOLOGY 246
Body Sculpting
1 UNIT (CSU)
Students learn techniques for body sculpting to achieve cardiovascular fitness, flexibility, muscle toning and endurance. Students will utilize exercise bands, core strength training on mats, weights, stability balls, medicine balls, kettle bells, and other activities are used to increase cardiac output and overall lean muscle mass.

KINESIOLOGY 249-1
(FORMERLY PHYS ED 299)
STRESS MANAGEMENT SKILLS - 1
1 UNIT (UC:CSU)
Students learn techniques for managing stress through movement, dance therapy, dance meditation, authentic movement studies, breathing exercises, yoga, physical therapy and varied relaxation exercises.

KINESIOLOGY 249-2
STRESS MANAGEMENT TECHNIQUES THROUGH MOVEMENT II
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 249-1
Students learn additional techniques for managing stress through movement, dance therapy, dance meditation, authentic movement studies, breathing exercises, yoga, physical therapy and varied relaxation exercises. Students develop listening skills and presentation skills through practice.

KINESIOLOGY 250-1
(FORMERLY PHYS ED 230)
WEIGHT TRAINING SKILLS-1
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 250-1
Students develop muscular strength and endurance using weight machines and free weights. They employ proper training techniques necessary to maintain personal fitness throughout the lifespan.

KINESIOLOGY 250-2
WEIGHT TRAINING SKILLS-2
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 250-1
Students develop resistance training experience and become involved in a higher level of exercise. They will be exposed to a wide variety of machine as well as free weight exercises and will then design a program based on individual needs.

KINESIOLOGY 250-3
WEIGHT TRAINING SKILLS-3
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 250-2
Students develop a advanced level in weight training and techniques that promote muscular strength and endurance. Excelled use of free weights and machines along with safety rules are mastered. Students enrolling in Advanced Weight Training are required to take a skills test.

KINESIOLOGY 251-1
(FORMERLY PHYS ED 225)
YOGA SKILLS - 1 (SAME AS DANCETQ 221)
1 UNIT (UC:CSU)
Students learn the physical practice of Yoga, connecting body, mind and spirit. The students are introduced to its origins, asanas(positions) and terminology.

KINESIOLOGY 251-2
YOGA SKILLS - 2 (SAME AS DANCETQ 222)
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 251-1
Students learn the physical practice of Yoga, connecting body, mind and spirit. The students are introduced to its origins, asanas(positions) and terminology.
KINESIOLOGY 251-3
YOGA SKILLS -3 (SAME AS DANCETQ 223)
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 251-2
Students learn the physical and psychological aspects of Yoga through the practice of connecting body, mind and spirit. The students are introduced to its origins, asanas (positions) and terminology.

KINESIOLOGY 265
CROSS COUNTRY CONDITIONING SKILLS
(CSU) - 1.00 UNIT
Students learn basic biomechanics pertaining to jogging, running and race walking. Students will improve their cardiovascular system through various conditioning programs. Students learn a variety of concepts pertaining to pacing, nutrition, cross training and weight management that help enable them to increase their quantity and quality of life.

KINESIOLOGY 266-1
BADMINTON -1
(CSU) - 1.00 UNIT
Students learn the basic novice level skills and knowledge necessary to play badminton such as the serve, clear, drop and smash shots, rules and basic strategies for the games of singles and doubles.

KINESIOLOGY 266-2
(FORMERLY PHYS ED 203)
BADMINTON -2
(CSU) - 1.00 UNIT
Prerequisite: Kinesiology 266-1
Students learn the intermediate level skills and knowledge necessary to play badminton such as the serve, clear, drop and smash shots, deception, rules and intermediate strategies for the games of singles and doubles as played at the intermediate level.

KINESIOLOGY 271-1
(FORMERLY PHYS ED 212)
TENNIS SKILLS 1
(CSU) - 1.00 UNIT
Students learn the fundamental skills and knowledge necessary to play tennis such as serve, forehand and backhand ground strokes and volleys, singles and doubles rules, and basic court positioning and strategy.

KINESIOLOGY 271-2
TENNIS SKILLS -2
(CSU) - 1.00 UNIT
Prerequisite: Kinesiology 271-1
Students learn intermediate level skills and knowledge to play tennis. Essential aspects of the game are presented through lecture, demonstration, group and individual drills, stroke analysis, theory and application of singles and doubles play. Emphasis is also placed on physical fitness. This skill level articulates with United States Tennis Association’s level 2.5 to 3.0.

KINESIOLOGY 287-1
(FORMERLY PHYS ED 304)
BASKETBALL SKILLS 1
(UC:CSU) - 1.00 UNIT
Students practice, at a beginning level, the fundamental skills of basketball (dribbling, shooting, passing) and basic offensive and defensive team strategies through instruction and drills.

KINESIOLOGY 287-2
BASKETBALL SKILLS 2
(UC:CSU) - 1.00 UNIT
Prerequisite: Kinesiology 287-1
Students practice, at an intermediate level, the fundamental skills of basketball (dribbling, shooting, and passing) and improve their ability to perform these skills under game conditions. They learn how to be a contributing team member on offense and defense by setting screens, playing various zone defenses, and running a half-court press.

KINESIOLOGY 289-1
(FORMERLY PHYS ED 313)
SOCCER SKILLS-1
(UC:CSU)- 1.00 UNIT
Students learn basic soccer skills of passing, dribbling, shooting, and goal keeping. The course will also introduce individual and team offense and defense, as well as the rules, proper etiquette, terminology, and the components of fitness. Students will learn proper soccer techniques with practice skills and feed back.

KINESIOLOGY 289-2
SOCCER SKILLS-2
(UC:CSU)- 1.00 UNIT
Prerequisite: Kinesiology 289-1
Students learn fundamental skills, team strategies, rules of the games, refereeing, and active participation of game play also learn how activities can lead to active healthy lifestyles by developing a personal fitness plan.

KINESIOLOGY 290
SOFTBALL SKILLS
(CSU) - 1.00 UNIT
Students learn the fundamental skills and rules of softball. Students learn proper techniques and strategies for playing softball. Upon completion, students should be able to participate in recreational softball.

KINESIOLOGY 291-1
(FORMERLY PHYS ED 322)
VOLLEYBALL SKILLS - 1
(UC:CSU) - 1.00 UNIT
Students learn basic volleyball skills and techniques. Skills learned are passing, serving, setting, blocking and hitting. Students learn game strategy and rules of the sport.
KINESIOLOGY 291-2  
VOLLEYBALL SKILLS – 2  
(UC:CSU) - 1.00 UNIT  
Prerequisite: Volleyball Skills - 1  
Students learn volleyball skills and techniques. Skills learned are passing, serving, hitting and blocking. The students also learn strategy used for games and the rules of the sport.

KINESIOLOGY 200  
SWIMMING/ NON-SWIMMER  
(CSU) - 1.00 UNIT  
Students learn primary swimming skills, the beginning locomotion skills of various swimming strokes and improve water safety awareness.

KINESIOLOGY 307  
SWIM AND RUN FOR FITNESS  
(CSU) - 1.00 UNIT  
Students develop an understanding of cardiovascular endurance and fitness through running and swimming instruction. Students will learn proper swimming and running technique with practice drills and feedback. The emphasis will be to provide safe and effective training progressions to improve health and skill acquisition. This class promotes the appreciation of outdoor fitness and all abilities are welcomed.

KINESIOLOGY 326  
(FORMERLY PHYS ED 630)  
AEROBIC SUPER CIRCUIT LAB  
(UC:CSU) - 1.00 UNIT  
The student develops muscular strength, muscular endurance and cardiovascular endurance by rotating through a series of weight training and cardiovascular exercises/machines at short, timed intervals for a challenging form of conditioning.

KINESIOLOGY 327  
(FORMERLY PHYS ED 640)  
BEGINNING LIFELONG FITNESS LABORATORY  
(UC:CSU) - 1.00 UNIT  
Students develop flexibility, muscular strength, muscular endurance, cardiovascular endurance, and body composition. Students learn how to achieve a healthy lifestyle, proper fitness balance, nutrition, cardiovascular disease prevention and education is a main component of this course.

KINESIOLOGY 328  
BICYCLE SPINNING ACTIVITY  
(CSU) - 1.00 UNIT  
Students develop and improve both cardiovascular endurance and leg strength through cycling, interval training and hill climbing. Cycling safety, bike fit, and heart rate training will be emphasized throughout the course. Incorporates a choreographed workout on a specially designed stationary bicycle, using music and fundamental cycling techniques.

KINESIOLOGY 331  
CROSS TRAINING LAB  
(CSU) - 1.00 UNIT  
Students learn a variety of cross training activities to achieve their personal fitness goals. Includes lecture on nutrition, exercise physiology concepts, and participation in a workout designed to improve cardiovascular conditioning and body composition, increase muscle strength/endurance and flexibility.

KINESIOLOGY 333  
STEP AEROBICS AND WEIGHT TRAINING  
(CSU) - 1.00 UNIT  
Students use a combination of strength training machines, free weights, step aerobics, and low impact aerobics to increase overall fitness and knowledge of personal health. These activities are utilized to gain fitness, emphasizing flexibility, muscular strength, and cardiovascular endurance. Students learn safety training, biomechanics, nutrition, weight management and other nutrition and fitness concepts and skills.

KINESIOLOGY MAJOR 100  
(FORMERLY P.E. 712)  
Introduction to Kinesiology  
(UC:CSU) - 3.00 UNITS  
Lecture 3 hours.  
Students learn about the study of human movement through an interdisciplinary approach that includes discussing the importance of the sub-disciplines in kinesiology and the variety of career opportunities in the areas of teaching, allied health, and fitness professions.

KOREAN  
One year of high school study in Korean corresponds to one college semester or one semester of college Korean equals one full year of high school study.

KOREAN 1  
Elementary Korean I  
5 UNITS – (UC:CSU)  
Lecture 5 hours. Laboratory 1 hour.  
Advisory: English 28 and 67.  
Fundamentals of pronunciation and grammar, basic vocabulary, useful phrases; develops the ability to understand, read, write and speak simple Korean. The course includes basic facts on the geography, customs and cultures of Korea.

KOREAN 2  
Elementary Korean II  
5 UNITS – (UC:CSU)  
Lecture 5 hours. Laboratory 1 hour.  
Prerequisite: Korean 1 with a satisfactory grade or equivalent.  
The student expands from Elementary Korean I emphasizing the reading of elementary texts and the spoken language.
KOREAN 3
Intermediate Korean I
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Advisory: Korean 2 with a satisfactory grade.
Corresponds to the second year of college level Korean. A review of grammar and idiomatic expression. Intensive and extensive reading and discussion of Korean tradition and contemporary culture and social issues.

KOREAN 4
Intermediate Korean II
3 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Korean 3 with a satisfactory grade or equivalent.
Corresponds to the second year of college level Korean. Completes Intermediate Korean I emphasizing reading of intermediate texts and the spoken language.

KOREAN 8
Conversational Korean
2 UNITS – (UC:CSU)
Lecture 2 hours.
Prerequisite: Korean 2 with a satisfactory grade or equivalent.
Students will practice conversation on everyday topics, current events, and cultural material.
UC maximum credit 4 units.

KOREAN 10
(SAME AS HUMANITIES 45)
Korean Civilization
3 UNITS - (UC: CSU)
Advisory: English 28 and 67 or equivalent.
Students are introduced to the geography, history, government and institutions of Korea; the life and customs of the Korean people; Korean literature, arts, and sciences; and Korea’s contribution to world civilization. Same as Humanities 45.

LAW
LAW 1
Business Law I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Students examine the U.S. legal system, focusing on the legal aspects of business; court procedures relating to business law; torts and criminal laws as related to various business practices; elements of a valid contract; breach of contracts and its remedies; sales and lease contracts.

LAW 2
Business Law II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Students learn about the fundamental principles of law as they apply in the business world. Topics include, but are not limited to, Bankruptcy Law; Employment and Labor Law; Employment Discrimination; Corporations; Administrative Law; Environmental Law; Real Property and Landlord-Tenant Relationships; and Wills, Trusts, and Elder Law. This course is necessary for a well-rounded knowledge of business law.

LAW 3
Civil Rights and the Law
3 UNITS - (UC:CSU)
Lecture 3 hours.
The student examines the law and related problems concerning civil rights, due process, freedom of expression, freedom of religion, racial equality, and democratic processes. The emphasis is on recent court decisions and international trends.

LAW 4
Directed Field Work in Legal Assisting
3 UNITS - (CSU)
Lecture 1 hour. Laboratory 6 hours.
Prerequisite: Law 10 with a satisfactory grade or equivalent.
Students gain practical experience by working in a law office or other legal environment. Students are supervised by an attorney, paralegal supervisor, or other legal personnel. These unpaid internship positions are available in a variety of legal fields and legal settings. Through weekly seminars, students also gain and share information on preparing for permanent employment. Students must complete 108 hours in their internship assignments.

LAW 10
Introduction to Legal Assistant I
3 UNITS - (CSU)
Corequisite: English 101 or equivalent.
The students learn about careers in the paralegal profession; the inner workings of the law office; ethics and professional responsibility; sources of American law; the court system and alternative dispute resolution; and conducting interviews and investigations. This is an introductory course in understanding the role of the paralegal in the legal field.
LAW 11
Introduction to Legal Assistant II
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Law 10 with a satisfactory grade or equivalent.
Students study a detailed examination of civil cases, the methods used in trial preparations and are introduced to legal drafting and writing.

LAW 12
Tort Law and Claims Investigation
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Law 10 with a satisfactory grade or equivalent.
This course will provide an introduction to the broad area of civil wrongs and their appropriate remedies as well as Tort Law principles in the traditional areas of intentional torts, negligence, strict liability, nuisance and the commonly employed defenses.

LAW 13
Wills, Trusts, and Probate Administration
3 UNITS
Lecture 3 hours.
This course will provide a study of the fundamental principles of the law of wills and trusts, including simple will and trust forms and formation; an examination of the organization and jurisdiction of the California Probate Court, with an overview of the administration of estates in probate.

LAW 14
Law Office Management
3 UNITS - (CSU)
Lecture 3 hours.
Students learn comprehensive, up-to-date information on the use of technology by paralegals in all types of legal organizations. This course describes basic computer concepts as well as more complex skills and software programs, with coverage and assignments for Word, Excel, Adobe Acrobat, AbacusLaw, CaseMap, HotDocs, Summation iBlaze, Tabs3, TimeMap, TrialDirector, and more. This course covers important topics such as electronic discovery, Internet legal/factual research, legal timekeeping and billing, litigation support software, and case management and docket control software. A variety of other topics are covered including mobile computing, document management, security, ethics, the electronic courthouse and many other trends in legal computing.

LAW 17
Legal Writing
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Law 10 and English 101 with satisfactory grades or equivalent.
Students study advanced legal drafting and writing, including special research projects.

LAW 18
Marriage and Family Law
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Law 10 with satisfactory grades or equivalent.
This course presents fundamental common law and statutory concepts of family law with emphasis on California’s Community Property Laws.

LAW 19
Property and Creditor Rights
3 UNITS
Lecture 3 hours.
An introduction to California real property law. Students learn the following subject matter: Forms of Ownership; Estates in Real Property; Property Title in California; Agency Law; The Rights and Duties of Landowners; Disputes Between Neighbors in California; Involuntary Liens in California; Foreclosure Law in California; California Real Estate Sales Contracts; Tenant—Landlord Law; Fair Housing; Transfers of Real Property; Common Interest Developments in California; Restrictions on Land Use; Environmental Law; Litigating a Real Property Case in California; Negotiation; and Personal Property.

LAW 33
Law and the Media
3 UNITS - (CSU)
Lecture 3 hours.
The student examines the federal, state, and local laws that most directly affect mass communication in the United States, focusing on: a basic understanding of the American legal system, its institutions, and some of its terminology; a broad understanding of First Amendment principles as they relate to mass communication; and a working knowledge of the laws that directly restrict or enhance information gathering and message dissemination in the mass media, and an understanding of the rationales behind those laws.

LAW 35
Immigration Law for Paralegals
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: Law 10 and English 101 with satisfactory grades or equivalent.
Students learn the fundamental concepts of immigration law including grounds of exclusion, defenses to deportation, petitions and visa applications. Research and writing will be emphasized in the areas of amnesty, naturalization, citizenship, international law, criminal aspects of immigration, and various types of immigration applications.
LA 37
Bankruptcy Law
3 UNITS
Lecture 3 hours.
Students learn the basics of bankruptcy law and procedure. The course focuses predominantly on Chapter 7 and Chapter 13 Bankruptcy, including preparing the necessary forms for these types of bankruptcy. Other topics include, but are not limited to, the evolution of bankruptcy law, researching bankruptcy law, the roles of various individuals in the bankruptcy process, and information gathering and counseling.

LA 38
Criminal Law and Procedure
3 UNITS
Lecture 3 hours.
Students learn substantive criminal law and the procedural rights of criminal defendants. The two essential elements of a crime - mens rea and actus reus - will be covered in detail. Other topics that will be covered include, but are not limited to, crimes against the person, crimes against property and habitation, crimes against the public, parties and inchoate offenses, and factual and statutory defenses.

LA 51
Legal Research for Paralegals
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Law 10 and English 101 with a satisfactory grade or equivalent.
Students learn how to perform library and computer-assisted legal research. Topics include finding the law by using legal encyclopedias; treatises; legal periodicals; A.L.R. annotations; Restatements; case reporters, digests, and their alternatives; case citators; constitutions and statutes; regulations; agency decisions; and looseleaf services. Students also receive hands-on training in Westlaw and LexisNexis.

LEARNING SKILLS 1
Reading Comprehension
3 UNITS - NDA
Laboratory 9 hours.
The student learns individualized reading for English as a Native Language (ENL) or English as a Second Language (ESL) students from beginning to advanced college level. Students progress from reading sentences and paragraphs to short selections and excerpts from novels. Based upon a preliminary diagnostic assessment, students are placed in an appropriate Learning Skills reading course in which the Learning Skills Department staff utilizes a system of texts, testing, tutoring and personalized instruction to help students increase comprehension skills and vocabulary development. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 2
English Fundamentals
3 UNITS
Laboratory 9 hours.
The student learns beginning-to-advanced grammar. Students receive instruction in the basic structure of the sentence, parts of speech, phrases, clauses, and agreement; using verbs, pronouns, and modifiers correctly; punctuation, clear reference, a glossary of usage, and capital letters. After an initial diagnostic assessment, students are placed in an appropriate Learning Skills grammar course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 3
Vocabulary Development
5 UNITS - NDA
Laboratory 15 hours.
The student learns to develop vocabulary definition and context skills at the beginning, intermediate and advanced level. Depending upon the diagnostic assessment, students will be placed in an appropriate Learning Skills vocabulary program. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 4
The Mechanics of Spelling
1 UNIT - NDA
Laboratory 3 hours.
The student learns intensive spelling designed for non-spellers. Emphasis is placed upon the use of phonics, focusing on additive doubling, ie or ei, finding silent e, pronunciation aids, tricky endings, words often confused, plurals, capitals, apostrophes, and basic principles. Depending upon the diagnostic assessment, students are placed in an appropriate Learning Skills spelling course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

All Learning Skills courses are offered on a Pass/ No Pass basis.
LEARNING SKILLS 6
Academic Study Skills
1 UNIT
Laboratory 9 hours.
The student learns academic study skills. Students are introduced to making transitions to higher learning, first steps to self-discovery, time management, discovering how to learn, memorization, and reading. Depending upon the diagnostic assessment, students are placed in an appropriate Learning Skills study skills course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 7
Basic Composition
3 UNITS
Laboratory 9 hours.
The student learns beginning writing skills. Learning Skills 7A focuses upon basic sentence structures and paragraph development. Depending upon the diagnostic assessment, students will be placed in an appropriate Learning Skills writing course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 8
Résumé Preparation and Job Search Skills
1 UNIT - NDA
Laboratory 3 hours.
The student learns how to write a résumé and cover letter. In addition, job search techniques and job interview skills are explored. Depending upon the diagnostic assessment, students will be placed in an appropriate Learning Skills résumé preparation course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are on a Pass/Non-Pass basis.

LEARNING SKILLS 9
The Metric System
1 UNIT - NDA
Laboratory 3 hours.
This course will introduce students to the concepts of the metric system such as length, perimeter, and area. Depending upon the diagnostic assessment, students will be placed in an appropriate metric system program. Students may enroll through the twelfth week of semester. This course is open to all students. Grades are on a pass/no-pass basis.

LEARNING SKILLS 10
Mathematics Fundamentals
3 UNITS - NDA
Laboratory 9 hours.
Individualized review of basic mathematics skills involving whole number properties, order of operations, exponents, prime numbers, fractions, decimals, percents, ratio and proportion, simple geometry, statistical graph analysis, and signed numbers. Depending upon the diagnostic assessment, students will be placed in an appropriate program. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are on a pass/no-pass basis.

LEARNING SKILLS 11
Elementary Algebra
5 UNITS - NDA
Laboratory 15 hours.
The student learns an individualized review of basic algebra skills involving the language of algebra and equations and inequalities. Depending upon the diagnostic assessment, students are placed in an appropriate Learning Skills elementary algebra course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/no-Pass basis.

LEARNING SKILLS 15
Overcoming Math Anxiety
3 UNITS - NDA
Laboratory 9 hours.
The student learns to reduce math anxiety and build self-confidence so that math concepts of addition, subtraction, multiplication, division, fractions, decimals, word problems, ratios and proportions and squares/square roots will be comprehensible. A placement test will be given to prescribe an appropriate math module. Depending upon the diagnostic assessment, students are placed in an appropriate Learning Skills math anxiety course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 17
Individualized Intermediate
3 UNITS - NDA
Laboratory 15 hours.
The student learns individualized instruction in intermediate algebra including number properties and linear equations in one variable. Depending upon the diagnostic assessment, students are placed in an appropriate Learning Skills intermediate algebra course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 20
Effective Note Taking
1 UNIT - NDA
Laboratory 3 hours.
LS 20 teaches the elements of effective note taking skills. Depending upon the diagnostic assessment, students will be placed in an appropriate note taking program. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are on a pass/no-pass basis.

LEARNING SKILLS 24
Theory & Practice of Tutoring
3 UNITS - NDA
Laboratory 9 hours.
The student learns theory and practice in tutoring sessions. Emphasis is placed upon the tutoring process, tutees' academic needs, recordkeeping, and learning styles. Also, tutor training is provided in each tutor's discipline. Depending upon the diagnostic assessment, students are placed in an appropriate Learning Skills theory and practice of tutoring course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.
LEARNING SKILLS 40
Introduction to Learning Disabilities
1 UNIT - NDA
Laboratory 3 hours.
The student learns about learning disabilities and the laws, accommodations, and services available for academic improvement. Through assessment, the student discovers personal learning strengths and weaknesses in order to develop a plan for academic success. Eligibility for support services will be determined. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 41
Study Strategies for the Learning Disabled
1 UNIT - NDA
Laboratory 3 hours.
Students learn study skills utilizing multi-sensory techniques and strategies for coping with the demands of the college’s academic curriculum. This study skills class is specifically designed for students with learning disabilities. Enrollment is intended for students with current functional limitations that impede or prevent the student from benefiting from their academic classes without this foundation and support. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 43
Adaptive Word Processing Operations
1 UNIT - NDA
Laboratory 3 hours.
Offered on a Pass/no-pass basis only.
Students with disabilities learn how to use adaptive computer modifications and/or assistive technology utilizing keyboarding, word processing, database management and other appropriate software applications. Enrollment is intended for students with current functional limitations that require individually-paced training.

LEARNING SKILLS 49
Introduction to Computer Assisted Instruction Application
0.5 UNITS
Laboratory 1 hour.
The student learns to use the computer as a tool for learning by using hands-on computer interactive programs. Depending upon the diagnostic assessment, students are placed in an appropriate computer-assisted application (CAI) course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 50
Introduction to CAI Applications Language Arts
0.5 UNITS
Laboratory 1 hour.
The student learns to use hands-on interactive instructional applications programs. Depending upon the diagnostic assessment, students are placed in an appropriate computer-assisted instruction (CAI) language arts course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/No-Pass basis.

LEARNING SKILLS 52
Test Preparation for the General Education Development (GED) Literature and Arts
1 UNIT - NDA
Laboratory 4 hours.
The student learns skills to pass the General Educational Development (GED): Literature and the Arts Test. It includes critical thinking skills - reading comprehension skills, interpret graphs, analysis in literature and the arts, tone and style/prose fiction, interpret poetry, interpret drama, interpret plays, interpret non-fiction and commentaries. Depending upon the diagnostic assessment, students are placed in an appropriate Learning Skills GED preparatory course. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are awarded on a Pass/Non-Pass basis.

LEARNING SKILLS 53
Test Preparation for the General Education Development (GED): Writing Skills
1 UNIT - NDA
Advisory: English 20 or Learning Skills 1A, 1B, 1C-Basic Composition or LS 2A, 2B, 2C, English Fundamental.
Laboratory 4 hours.
This course is designed to prepare students to pass the General Education Development Test (GED): Writing Skills Test. It will include basics grammar and usage skills, sentence structure, capitalization, punctuation, spelling, and the essay. Depending upon the diagnostic assessment, students will be placed in an appropriate program. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are on a pass/no-pass basis.

LEARNING SKILLS 54
Test Preparation for the General Education Development (GED): Science Test
1 UNIT - NDA
Advisory: English 20 or Learning Skills 1A, 1B, 1C - Reading.
Lecture 1 hour. Laboratory 4 hours.
This course is designed to prepare students to pass the General Education Development (GED): Science Test. It will include biology, earth science, astronomy, geology, meteorology, chemistry, and physics. Depending upon the diagnostic assessment, students will be placed in an appropriate program. Students may enroll through the twelfth week of the semester. This course is open to all students. Grades are on a pass/no-pass basis.

LEARNING SKILLS 55
Test Preparation for the General Education Development (GED): Mathematics
1 UNIT - NDA
Advisory: Math 105 or Learning Skills 1A, 1B, & 1C.
Laboratory 4 hours.
This course is designed to prepare students to pass the GED: Math Test. Concepts covered include basic arithmetic, metrics, algebra, geometry, statistics, and probability.
LEARNING SKILLS 56
Test Preparation for the General Education Development (GED): Social Studies
1 UNIT - NDA
Advisory: English 20 or Learning Skills 1A, 1B, & 1C - Reading.
Laboratory 4 hours.
This course is designed to prepare students to pass the GED: Social Studies Test. It will include thirteen English Colonies, the Revolutionary War, inflation and its effects, various branches of government, time zones, anthropology, sociology, and psychology.

LEARNING SKILLS 485
Internet Research
1 UNIT
Laboratory 2 hours.
The Internet Research course teaches students how to use search engines; basic and advanced searches with Boolean operators; how to locate, store, and retrieve materials in various content fields; how to critically evaluate these sources; and how to use cite electronic resources. Depending upon the diagnostic assessment, students will be placed in an appropriate program. Students may enroll through the twelfth week of the semester. Grades are on a pass/no-pass basis.

LIBERAL ARTS

(TRANSFER MAJOR-See a Counselor for Information Interdisciplinary Program)

LIBRARY SCIENCE

The Library department is designed to help students succeed in their college classes. The course gives students confidence in doing research using standard library resources as well as the Internet.

LIBRARY SCIENCE 101
Library Research Methods
1 UNIT – (UC:CSU)
Lecture 1 hour.
Advisory: CAOT 1
The student learns basic research skills. This is a self-paced course in the use of the Library, its print and selected on-line resources and the rudiments of research.

LINGUISTICS

LINGUISTICS 1
Introduction to Language and Linguistics
3 UNITS – (UC:CSU)
Lecture 3 hours.
Prerequisite: English 28 and 67 or equivalent.
Introduction to the scientific study of language to gain an understanding of language structures, functions, linguistic universals, and the relationship between language and cognition.

LINGUISTICS 2
Introduction to Sociolinguistics
3 UNITS – (UC:CSU)
Lecture 3 hours.
Prerequisite: English 28 and 67 or equivalent.
Advisory: Linguistics 1
Students will study the processes of linguistic variation and its relationship to geography and socio-cultural identity in both monolingual and multilingual settings. Students will gain an understanding of language as a communicative, semiotic, and cognitive tool in society.

LINGUISTICS 3
Introduction to Psycholinguistics
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: Linguistics 1
In this general introduction to psycholinguistics course, students focus on speech, perception, language processing, language production, and language acquisition. Students study the relationship between the theories proposed by linguistics and data as observed in everyday life. Students also review related areas such as processes of reading, language and the brain, and language and thought.
MANAGEMENT 2
Organization and Management Theory
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Business 1 or equivalent.
The course is an analytical study of the basic process of the management of an organization. The course presents the process of achieving set goals and objectives in a formal organization. The course objectives include: (a) To provide the student with a basic framework of the subject matter through an overview of how an enterprise is organized and managed. (2) To develop student sensitivity to the four key tools of management - planning, organizing, influencing, controlling. (3) To introduce learning tracks by which students will appreciate the essence of management activities throughout the process and activities related to production, distribution, finance and administration, and decision-making.

MANAGEMENT 13
Small Business Entrepreneurship
3 UNITS - (CSU)
Lecture 3 hours.
Students receive the fundamentals of how to organize and operate a small business.

MANAGEMENT 31
Human Relations for Employees
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
The students learn to recognize and develop those traits necessary for good relations with fellow workers, supervisors, subordinates, customers, and other business associates.

MANAGEMENT 33
Personnel Management
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
This course covers the essentials of human resource management. Topics include recruitment, selection, training, appraisals, compensations, benefits, labor relations and collective bargaining.

MARKETING
MARKETING 1
Principles of Selling
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students learn about careers in selling, ethics in selling, the psychology of selling and benefit selling. They learn prospecting methods, the approaches to customers, using questions in selling, techniques for meeting objections to buying and techniques for closing the sale. This course is one of a series of classes which lead to the Marketing Certificate and the AA Degree with a major in marketing.

MARKETING 11
Fundamentals of Advertising
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent. Open to all students.
Students have an opportunity to explore the planning process, the strategies and the techniques used by corporations and small businesses to stimulate sales.

MARKETING 21
Principles of Marketing
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students learn the importance of making decisions with the customer in mind and the need to select target markets for products and services. The course covers decision making relative to product development and management, trademarks, wholesaling, retailing, selling, sales promotion, advertising and pricing. It is the first in a series of courses which lead to the Certificate in Marketing and the AA Degree with a major in marketing.

MARKETING 31
Retail Merchandising
3 UNITS - (CSU)
Lecture 3 hours.
The student receives a working knowledge of the principles and procedures in retailing, including a study of store location, store layout, store organization, buying, pricing, stock planning, and retail sales promotion.

MATHEMATICS
Placement Information
High school courses are not accepted as equivalent to college courses. Every new incoming student will be required to take the math assessment unless he/she has satisfied the prerequisite by a college level course or a comparable assessment process from another college (must not be based on high school transcripts). The result of the assessment test is valid for one year. The student is encouraged to start his or her mathematics sequence as soon as possible after the assessment is taken.

If you place in a 200 level math course, you should review the Mathematics Course Sequence flowchart to determine which track best fits your circumstance and discuss your choice with a counselor. UC maximum limit: Refer to www.assist.org

MATHEMATICS 10
Math as a Second Language (MSL)
1 UNIT
Lecture 1 hour.
Students study the basic mathematics sequence. The course introduces mathematical language and notation, along with fundamental concepts necessary for successful completion of the mathematics sequence. Topics include writing and speaking mathematical language, understanding how to determine what a problem is asking, and a multi-step program for solving problems. Also included are techniques that will enable students to have a positive outlook toward future mathematics classes.
# MATHEMATICS COURSE SEQUENCE

The LACC Assessment Center Testing places student at the proper level in this sequence.

<table>
<thead>
<tr>
<th>Track 1</th>
<th>Track 2</th>
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<td><strong>Math/Science</strong></td>
<td><strong>Liberal Arts/Business</strong></td>
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<td>Math 105</td>
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<td>Math 112</td>
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<td>Math 115</td>
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<td>Math 121 and 125</td>
<td>Math 125</td>
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<tr>
<td><strong>Math 124A, 124B</strong></td>
<td><strong>Math 124A, 124B</strong></td>
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</tbody>
</table>

Math courses at level 100 or below do not transfer to UC or CSU but are prerequisites to higher level courses as shown in this flow chart.

The requirement for AA degree is Math 125 or the 124A, 124B sequence and the prerequisite for first level transfer courses: Math 215, 236, 227, 230, or 245.

### College Level Transfer Courses.
Math/Science/Engineering Majors need Math 240.
UC Transfers may need Math 261 and 262.

**Specialty Transfers:**
Teachers: Math 215 and 216
Business Majors: Math 236 and 237

### Higher Level Math Courses

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<tbody>
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<td>Math 272</td>
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<td>Math 275</td>
<td>Math 270</td>
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### Math Tutoring Lab (π Shop)
Math 100 or 202
Concurrent enrollment with any math course

<table>
<thead>
<tr>
<th>Math 105 - Basic Mathematics</th>
<th>Math 230 - Mathematics for Liberal Arts</th>
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<td>Math 236 - Calculus for Business and Social Science I</td>
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<td>Math 113 - Elementary Algebra A</td>
<td>Math 237 - Calculus for Business and Social Science II</td>
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<tr>
<td>Math 114 - Elementary Algebra B</td>
<td>Math 240 - Trigonometry</td>
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<tr>
<td>Math 115 - Elementary Algebra</td>
<td>Math 245 - College Algebra</td>
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<tr>
<td>Math 121 - Essentials of Geometry</td>
<td>Math 260 - Precalculus</td>
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<tr>
<td>Math 124B - Intermediate Algebra B</td>
<td>Math 262 - Calculus II</td>
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<tr>
<td>Math 125 - Intermediate Algebra</td>
<td>Math 263 - Calculus III</td>
</tr>
<tr>
<td>Math 215 - Principles of Mathematics I</td>
<td>Math 270 - Linear Algebra</td>
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<tr>
<td>Math 216 - Principles of Mathematics II</td>
<td>Math 272 - Methods of Discrete Mathematics</td>
</tr>
<tr>
<td>Math 227 - Statistics</td>
<td>Math 275 - Ordinary Differential Equations</td>
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</tbody>
</table>
MATHEMATICS 100
Mathematics Workshop
1 UNIT - NDA
Lecture 3 hours.
Co-require: MATH 105 or 111 or 113 or 114 or 124, or 215 or 216 or 227 or 230 or 236 or 240 or 245 or 260.
Students can supplement and enhance learning in mathematics through tutorial and self-help assistance, calculators, computers, programmed texts and other learning aids.

MATHEMATICS 112
Pre-Algebra
3 UNITS - NDA
Lecture 3 hours.
Prerequisite: Appropriate score on the math placement test.
The student can, in this course, bridge the gap between arithmetic and algebra. Topics include operations with signed numbers, order of operations, evaluating expressions and formulas, rules of integer exponents, distributive property, working with polynomials, solving simple equations, working with graphs, linear equations, word problems, and basic geometry.

MATHEMATICS 113
Elementary Algebra A
3 UNITS
Lecture 3 hours.
Prerequisite: Mathematics 112 with a satisfactory grade or equivalent.
Mathematics 113 and 114 together are equivalent to Mathematics 115 (see course description for Mathematics 115). Credit for Elementary Algebra can only be earned once, either through Mathematics 115, or through the Mathematics 113 and 114 sequence. Simultaneous enrollment in Math 113 and 114 is not permitted.

MATHEMATICS 114
Elementary Algebra B
3 UNITS
Lecture 3 hours.
Prerequisite: Mathematics 113 with a satisfactory grade or equivalent.
Mathematics 113 and 114 together are equivalent to Mathematics 115 (see course description for Mathematics 115). Credit for Elementary Algebra can only be earned once, either through Mathematics 115, or through the Mathematics 113 and 114 sequence. Simultaneous enrollment in Math 113 and 114 is not permitted.

MATHEMATICS 115
Elementary Algebra
5 UNITS
Lecture 5 hours.
Prerequisite: Mathematics 112 with a satisfactory grade or equivalent.
For students who have had no algebra or whose preparation in algebra is deficient, topics in this course include variables, polynomials, equations, factoring, system of linear equations, graphs, inequalities and quadratic equations.

MATHEMATICS 121
Essentials of Geometry
3 UNITS – (A)
Lecture 3 hours.
Prerequisite: Mathematics 115 with a satisfactory grade or equivalent.
This course covers the definitions, axioms and theorems of geometry relating to angles, lines, circles and polygons. Basic constructions are introduced. The meaning and techniques of logical proofs are heavily emphasized. This is a required prerequisite for Math 240.

MATHEMATICS 124
Intermediate Algebra
5 UNITS
Lecture 4 hours. Laboratory 2 hours.
Prerequisite: Mathematics 115 with satisfactory grade or equivalent.
The student learns the first part of Mathematics 125. Mathematics 124A and 124B together are equivalent to Mathematics 125. Topics include linear functions, systems of equations, inequalities, polynomials, rational functions, and exponents. Credit is allowed in only one Mathematics 125, or the Mathematics 124A and 124B combination. Simultaneous enrollment in Math 124A and 124B is not permitted. Simultaneous enrollment in Math 124A and 124B is not permitted.

MATHEMATICS 125
Intermediate Algebra
5 UNITS
Lecture 5 hours.
Prerequisite: Mathematics 115 with satisfactory grade or equivalent.
Note: A maximum of 8 units may be earned by any combination of Mathematics 125, 240, and 245.
Students study the laws of exponents, equations in one variable (linear, quadratic, and some of higher degree), systems of linear and non-linear equations, graphical representations, exponential and logarithmic functions, complex numbers, and binomial theorem.

MATHEMATICS 202
Mathematics Workshop II
1 UNIT - (CSU)
Laboratory 3 hours.
This course is designed to supplement and enhance learning in mathematics by providing tutorial and self-help assistance, calculators, computers, programmed text, and other learning aids for baccalaureate level mathematics courses. Simultaneous enrollment in Mathematics 100 and Mathematics 202 is not permitted.

MATHEMATICS 215
Principles of Mathematics I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.
This course is the first of two in a sequence designed for prospective elementary school teachers. Topics include sets and relations, numbering systems, and elementary number theory. The main emphasis, however, will be understanding the structure of systems of whole numbers, integers, and rational numbers.
MATHEMATICS 216  
Principles of Mathematics II  
3 UNITS - (UC:CSU)  
Lecture 3 hours.  
Prerequisite: Mathematics 215 with a satisfactory grade or equivalent.  
This course is the second of two in a sequence for prospective elementary school teachers. Topics include decimal and real numbers, rational numbers, abstract mathematical systems, geometry and the metric system.

MATHEMATICS 227  
Statistics  
4 UNITS - (UC:CSU)  
Lecture 4 hours.  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
This course is an introduction to probability, descriptive and inferential statistics including measures of central tendency and dispersion, sampling, and estimation. Hypothesis testing, analysis of variance, test of independence, linear correlation and regression analysis also are covered.

MATHEMATICS 230  
Mathematics for Liberal Arts Students  
3 UNITS - (UC:CSU)  
Lecture 3 hours.  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
This course is intended for liberal arts majors. Topics include sets and counting, probability, linear systems, linear programming, statistics and mathematics of finance with applications for liberal arts majors, and logic.  
NOTE: This course will satisfy the high school Mathematics requirement for admission to the UC.

MATHEMATICS 236  
Calculus for Business and Social Sciences  
5 UNITS - (UC:CSU)  
Lecture 5 hours.  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
Calculus: limits, derivatives, optimization, antiderivatives, and definite integrals and their applications in Business, Economics, and Social Sciences. (This course contains some topics of Precalculus: Analysis of polynomial, rational, exponential and logarithmic functions, including their graphs.).

MATHEMATICS 237  
Advanced Calculus for Business and Social Sciences  
3 UNITS - (UC:CSU)  
Lecture 3 hours.  
Prerequisite: Mathematics 236 with a satisfactory grade or equivalent.  
Students learn advanced calculus topics with emphasis on business and social science applications. Topics include definite integrals, probability, techniques of integration, improper integrals, numerical integration, elementary differential equations, functions of several variables, partial derivatives, chain rule, total differentials, optimization of functions of several variables without and with constraints, method of Lagrange multipliers, double integrals.  
NOTE: This course is not offered every semester. See Class Schedule.

MATHEMATICS 240  
Trigonometry  
3 UNITS - (CSU)  
Lecture 3 hours.  
Prerequisite: Both Mathematics 125 and Mathematics 121 with satisfactory grades or equivalent.  
A maximum of 8 units of credit may be earned by any combination of Mathematics 125, 240 and 245.  
The student applies analytical trigonometry to solve right and oblique triangles. Topics include inverse trigonometric functions and trigonometric equations. This course is a required prerequisite for Math 260.

MATHEMATICS 245  
College Algebra  
3 UNITS - (UC: CSU)  
Lecture 3 hours.  
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.  
This course is an introduction to probability, descriptive and inferential statistics including measures of central tendency and dispersion, sampling, and estimation. Hypothesis testing, analysis of variance, test of independence, linear correlation and regression analysis also are covered.

MATHEMATICS 260  
Pre-calculus  
5 UNITS - (UC:CSU)  
Lecture 5 hours.  
Prerequisite: Mathematics 240 with a satisfactory grade or equivalent.  
Students prepare for calculus, which covers the properties of polynomial, rational, algebraic, trigonometric, inverse trigonometric, exponential and logarithmic identities and equations, trigonometric form of complex numbers and DeMoivre’s Theorem, conic sections with translation and rotation of axes, nonlinear systems of equations and inequalities, vector algebra with dot and cross products, polar coordinates and graphs of polar functions, partial fractions and mathematical induction.

MATHEMATICS 261  
Calculus I  
5 UNITS - (UC:CSU)  
Lecture 5 hours.  
Prerequisite: Mathematics 260 with a satisfactory grade or equivalent.  
The student receives instruction in functions and their graphs, limits, continuity, derivatives of functions in one variable, Mean Value Theorem, integrals, the Fundamental Theorem of Calculus (Part 1 and Part 2). Applications include optimization problems, and finding the area between curves, the volumes of bodies with non-rotational cross sections and with rotational cross sections (shell method and disk method), work of a force, and average value of a function.

MATHEMATICS 262  
Calculus II  
5 UNITS - (UC:CSU)  
Lecture 5 hours.  
Prerequisite: Mathematics 261 with a satisfactory grade or equivalent.  
Students learn the differentiation of transcendental functions, techniques of integration, sequences, infinite series, and curves in polar coordinates.
MATHEMATICS 263
Calculus III
5 UNITS - (UC:CSU)
Lecture 5 hours.
Prerequisite: Mathematics 262 with a satisfactory grade or equivalent. Topics include: vector calculus, and parametric equations, surfaces, partial differentiation, gradient, maxima and minima for functions of several variables, multiple integrals, surface integrals, line integrals, Green’s Theorem, Divergence Theorem, and Stokes’ Theorem.

MATHEMATICS 270
Linear Algebra
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Mathematics 261 with a satisfactory grade or equivalent. Advisory: Simultaneous enrollment in Mathematics 262. Students study vector spaces, linear transformation, matrices, matrix algebra, and solutions of systems of equations.

MATHEMATICS 272
Methods of Discrete Mathematics
5 UNITS – (UC:CSU)
Lecture 5 hours.
Prerequisite: Mathematics 262 with a satisfactory grade or equivalent. Students study logic, algorithms, number systems, mathematical induction, sets, counting principles, probability, Boolean algebra, logic network, Pigeonhole principle, cardinality and computability, recurrence relations and recursion, graph theory, switching circuits, trees.

MATHEMATICS 275
Ordinary Differential Equations
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Mathematics 262 with a satisfactory grade or equivalent. Students learn to categorize different types of differential equations. Students learn to use techniques such as separation of variables, exact differentials, homogeneity, and change-of-variable (substitution) to solve first-order equations as well as first-order Initial Value Problems (IVPs). Students apply this knowledge to solve real-world problems such as population growth and mixture problems. Students learn to solve higher-order linear differential equations using constant coefficient technique, the method of undetermined coefficients and variation of parameters. Students apply this knowledge to physics applications such as simple harmonic motion. Students solve equations of higher-order with variable coefficients applying specific techniques based on the type of the given equations. Topics include: Cauchy-Euler Equations, Power Series solutions, Bessel’s Equations, and Legendre's Equation. Students learn the Laplace transform and its properties and apply this knowledge to solving various differential equations as well as IVP’s. If time permits, students are exposed to techniques for solving Systems of Linear Differential Equations.

MICROBIOLOGY
UC Limit: Microbiology 1 and 20 combined: maximum credit allowed, one course.

MICROBIOLOGY 1
Introductory Microbiology
5 UNITS – (UC:CSU)
Lecture 3 hours. Laboratory 6 hours.
Prerequisite: Biology 3 or Physiology 1; and Chemistry 60 or ANY Chemistry and AND Biology with a satisfactory grade of better or equivalent. Advisory: Eligibility for English 21 or equivalent. Students examine and learn: bacterial physiology, cytology, genetics, growth and reproduction, and the effects of physical and chemical agents on the bacterial cell. Applied fields covered are food, water, milk, air, soil and industrial microbiology. The immune response, diseases and bacteriologic techniques are stressed.

MICROBIOLOGY 20
General Microbiology
4 UNITS – (UC:CSU)
Lecture 3 hours. Laboratory 3 hours. Advisory: English 21 or equivalent and Chemistry 60. Students examine diseases produced by microorganisms including an introduction to bacterial classification, cytology, physiology, growth, reproduction, sterilization, disinfection and the applied fields of bacteriology. Bacteriological techniques are emphasized in the laboratory.

MICROBIOLOGY 40
Microbiology Laboratory Preparations
1 UNIT – (RPT 2) (CSU)
Laboratory 3 hours. Corequisite: Microbiology 1 or Microbiology 20 Students prepare media and reagents normally used in a bacteriological laboratory with emphasis on safety and proper use and care of laboratory equipment and supplies.
MUSIC

COURSE DESCRIPTIONS

AUDITIONS TO MEET THE PREREQUISITE
Students enrolling in music classes with a performance level prerequisite who have not taken the prerequisite may audition as directed by the instructor at the first meeting.

AUDITIONS FOR MUSIC ENSEMBLE
Students enrolling in Music Ensemble classes where the description indicates a need for an audition will audition as directed by the instructor at the first class meeting.

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade (C or better) or equivalent.

CHANGE IN REPEATABILITY
As of Fall 2013, our ensembles will no longer have extended repeatability (you will be able to take the following classes four times; retroactive):
- Piano Ensemble (Music 351)
- College Choir (Music 501)
- Philharmonic Choir (Music 531)
- Chamber Chorale (Music 561)
- Chamber Music (Music 705)
- Rehearsal Orchestra (Music 711)
- Community Orchestra (Music 725)
- Wind Ensemble (Music 751)
- Percussion Ensemble (Music 765)
- Guitar Ensemble (Music 771)
- Studio Jazz Band (Music 781)

INSTRUMENT/VOICE FAMILIES

As of Fall 2013, students will be able to take only a total of four (4) classes within each family.

BRASS INSTRUMENTAL FAMILY
- MUSIC 601 BRASS INSTRUMENT INSTRUCTION I
- MUSIC 602 BRASS INSTRUMENT INSTRUCTION II
- MUSIC 603 BRASS INSTRUMENT INSTRUCTION III
- MUSIC 604 BRASS INSTRUMENT INSTRUCTION IV

STRING INSTRUMENTAL FAMILY
- MUSIC 611 STRING INSTRUMENT INSTRUCTION I
- MUSIC 612 STRING INSTRUMENT INSTRUCTION II
- MUSIC 613 STRING INSTRUMENT INSTRUCTION III
- MUSIC 614 STRING INSTRUMENT INSTRUCTION IV

WOODWIND INSTRUMENTAL FAMILY
- MUSIC 621 WOODWIND INSTRUMENT INSTRUCTION I
- MUSIC 622 WOODWIND INSTRUMENT INSTRUCTION II
- MUSIC 623 WOODWIND INSTRUMENT INSTRUCTION III
- MUSIC 624 WOODWIND INSTRUMENT INSTRUCTION IV

PERCUSSION INSTRUMENTAL FAMILY
- MUSIC 631 PERCUSSION INSTRUMENT INSTRUCTION I
- MUSIC 632 PERCUSSION INSTRUMENT INSTRUCTION II
- MUSIC 633 PERCUSSION INSTRUMENT INSTRUCTION III
- MUSIC 634 PERCUSSION INSTRUMENT INSTRUCTION IV

PIANO FAMILY
- MUSIC 311 PIANO I
- MUSIC 312 PIANO II
- MUSIC 313 PIANO III
- MUSIC 314 PIANO IV
- MUSIC 341-1 INTERMEDIATE PIANO I
- MUSIC 341-2 INTERMEDIATE PIANO II
- MUSIC 341-3 INTERMEDIATE PIANO III
- MUSIC 341-4 INTERMEDIATE PIANO IV

CLASSICAL GUITAR FAMILY
- MUSIC 650 BEGINNING GUITAR
- MUSIC 651 CLASSICAL GUITAR I
- MUSIC 652 CLASSICAL GUITAR II
- MUSIC 653 CLASSICAL GUITAR III
- MUSIC 654 CLASSICAL GUITAR IV
- MUSIC 655 CLASSICAL GUITAR V

CLASSICAL VOICE FAMILY
- MUSIC 400 VOICE FUNDAMENTALS
- MUSIC 401 CLASSICAL VOICE I
- MUSIC 402 CLASSICAL VOICE II
- MUSIC 403 CLASSICAL VOICE III
- MUSIC 404 CLASSICAL VOICE IV

MUSIC 101
Fundamentals of Music
3 UNITS - (UC:CSU)
Lecture 3 hours.
(For the non-Music major.)
A study of the fundamentals of music including notation, meter signatures and rhythms, major and minor scales and key signatures, intervals, triads, terms and symbols. Some sight reading and ear training is included. Satisfies Humanities requirement for graduation.

MUSIC 111
Music Appreciation I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Required of all Music majors. Open to all students.
The student learns about masterpieces of western music from the Middle Ages to the present day with an emphasis on perceptive listening. Topics include the elements of music, musical forms, music periods, styles, and the role of music and musicians in the western world. Fulfills humanities requirements for graduation.
MUSIC 121
Music History and Literature I
3 UNITS - (UC:CSU)
Lecture 3 hours.
The student studies music history and literature from earliest times to
1750, including music of the ancient Greeks, early Christians, Middle
Ages, Renaissance and Baroque periods, through the music of Bach
and Handel.

MUSIC 122
Music History and Literature II
3 UNITS - (UC:CSU)
Lecture 3 hours.
This course is a survey of music history and music literature from
1750 to the present time, including music of the Pre-Classic, Classic,
and Romantic periods, as well as Contemporary 20th Century music.

MUSIC 135
African-American Music
3 UNITS - (UC:CSU)
Lecture 3 hours.
A study of African and African-American music and their influence on
folk, spirituals, gospels, concert music, opera, ballet, blues and jazz
underscoring styles, characteristics, origin and contributions by African-
American artists. (Credit allowed for only one of Music 135 and African-
American Studies 60.) Satisfies Humanities requirement for graduation.

MUSIC 137
Music as a Business
3 UNITS – (A)
Lecture 3 hours.
The student learns the skills and knowledge necessary for success in
the many careers available in the music industry. Covers the roles of
personal managers, agents and attorneys; the process of producing,
publishing and copyrighting songs; and record production and marketing.

MUSIC 152-1
(FORMERLY MUSIC 152)
Current Musical Events I
1 UNIT - (CSU)
Laboratory 2 hours.
The student observes live concert performances, developing
an understanding of the basic elements of music and acceptable
audience behavior.

MUSIC 152-2
Current Musical Events II
1 UNIT - (CSU)
Laboratory 2 hours.
Prerequisite: Music 152-1
The student observes and critiques live concert performances, developing
an understanding of more advanced elements, styles and forms of music.

MUSIC 161
Introduction to Electronic Music
3 UNITS – (CSU)
Lecture 2 hours. Laboratory 2 hours.
The student learns electro-acoustic, MIDI and computer assisted
music techniques for both the MAC and PC platforms. Emphasis is
in computer-assisted sequencing, digital and MIDI recording, mixing,
sound reinforcement and CD production.

MUSIC 180-1
(APPLIED MUSIC LABORATORY I)
1.5 UNITS
Laboratory 5 hours.
Co-requisite: Music 181
The student uses departmental practice rooms to enhance
appropriate techniques and repertoire for the specific instrument
or voice being studied in the co-requisite music course, with an
emphasis on the progressive development of skills needed for
solo performance. The focus is on playing or singing with precise
rhythms, correct pitches and accurate intonation.

MUSIC 180-2
Applied Music Laboratory II
1.5 UNITS – (CSU)
Laboratory 5 hours.
Prerequisite: Music 180-1
Co-requisite: Music 182
The student uses departmental practice rooms to further enhance
appropriate techniques and repertoire for the specific instrument
or voice being studied in the co-requisite music course, with an
emphasis on the progressive development of skills needed for solo
performance. The focus is on playing or singing with the articulation,
dynamics, phrasing, and expression appropriate to the literature being
studied, and if singing, diction appropriate to texts of the literature.

MUSIC 180-3
Applied Music Laboratory III
1.5 UNITS – (CSU)
Laboratory 5 hours.
Prerequisite: Music 180-2
Co-requisite: Music 183
The student uses departmental practice rooms to further enhance
appropriate techniques and repertoire for the specific instrument or
voice being studied in the co-requisite music course, with an emphasis
on the progressive development of skills needed for solo performance.
The focus is on demonstrating appropriate blend and balance when
performing with an accompanist, and playing or singing in a manner
suitable to the genre, period, and style of the literature.
MUSIC 180-4
Applied Music Laboratory IV
1.5 UNITS – (CSU)
Laboratory 5 hours.
Prerequisite: Music 180-3
Co-requisite: Music 184
The student uses departmental practice rooms to further enhance appropriate techniques and repertoire for the specific instrument or voice being studied in the co-requisite music course, with an emphasis on the progressive development of skills needed for solo performance. The focus is on memorizing performance literature and development of repertoire for exit recital and auditions for transfer.

MUSIC 181
Applied Music I
0.5 UNIT – (UC:CSU)
Laboratory 1 hour.
Co-requisite: Music 180-1.
The student studies appropriate techniques and repertoire for the specific instrument or voice being studied, with an emphasis on the progressive development of skills needed for solo performance. The focus is on playing or singing with precise rhythms, correct pitches and accurate intonation. Achievement is evaluated through a juried performance. For transfer-oriented music majors as determined by the Music Department. (Confirmation of enrollment subject to audition.)

MUSIC 182
Applied Music II
0.5 UNIT – (UC:CSU)
Laboratory 1 hour.
Prerequisite: Music 181 with a satisfactory grade or equivalent.
The student studies appropriate techniques and repertoire for the specific instrument or voice being studied, with an emphasis on the progressive development of skills needed for solo performance. The focus is on playing or singing with the articulation, dynamics, phrasing, and expression appropriate to the literature being studied, and if singing, diction appropriate to texts of the literature. Achievement is evaluated through a juried performance. For transfer-oriented music majors as determined by the Music Department. (Confirmation of enrollment subject to audition.)

MUSIC 183
Applied Music III
0.5 UNIT – (UC:CSU)
Laboratory 1 hour.
Prerequisite: Music 182 with a satisfactory grade or equivalent.
Co-requisite: Music 180-3.
The student studies appropriate techniques and repertoire for the specific instrument or voice being studied, with an emphasis on the progressive development of skills needed for solo performance. The focus is on demonstrating appropriate blend and balance when performing with an accompanist, and playing or singing in a stylistically appropriate manner suitable to the genre, period, and style of the literature. Achievement is evaluated through a juried performance. For transfer-oriented music majors as determined by the Music Department. (Confirmation of enrollment subject to audition.)

MUSIC 184
Applied Music IV
0.5 UNIT – (UC:CSU)
Laboratory 1 hour.
Prerequisite: Music 183 with a satisfactory grade or equivalent.
The student studies appropriate techniques and repertoire for the specific instrument or voice being studied, with an emphasis on the progressive development of skills needed for solo performance. The focus is on memorizing performance literature and development of repertoire for exit recital and auditions for transfer. Achievement is evaluated through a juried performance. For transfer-oriented music majors as determined by the Music Department. (Confirmation of enrollment subject to audition.)

MUSIC 185
Directed Study
1 UNIT - (CSU)
Lecture 1 hour.
Vocal and instrumental students pursue directed study on a contract basis under the direction of a supervising instructor.

MUSIC 200
Introduction to Music Theory
4 UNITS - (UC:CSU)
Lecture 2 hours. Lab 4 hours.
The student writes and recognizes rhythm and meter, basic properties of sound, intervals, diatonic scales and triads, diatonic chords, basic cadential formulas and phrase structure, dominant seventh chords, figured bass symbols, and non-harmonic tones. The student applies and develops these materials through ear training, sight singing, analysis, and dictation. The student also develops skills in handwritten notation.

MUSIC 201
Harmony I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Music 200 with a satisfactory grade or equivalent.
The student writes and analyzes diatonic harmony including primary and secondary triads and the dominant seventh chord. Also includes figured bass and non-harmonic tones, as well as introducing two-part counterpoint, non-dominant seventh chords, secondary dominants and modulation. Students taking this class should also enroll in Music 217-2.

MUSIC 202
Harmony II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Music 201 with a satisfactory grade or equivalent.
Corequisite: Music 218-2.
The student writes and analyzes advanced diatonic and beginning chromatic harmony using seventh chords, modally borrowed chords, sequences, secondary dominants, simple modulations, basic musical forms, and the writing of original compositions. Students enrolling in this class should also enroll in Music 218-2.
MUSIC 203
Harmony III
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Music 202 with a satisfactory grade or equivalent.
Co-requisite: Music 219-2
The student writes and analyzes advanced chromatic harmony using augmented chords, linear chromatic chords, Neapolitan chords, augmented-sixth chords, chromatic mediants, tall chords, altered chords, and enharmonic and chromatic modulation. The student also writes and analyzes jazz and modal harmony as well as twentieth century techniques including Impressionism, tone rows, set theory, polytonality/pandiatonicism, and advanced meter/rhythm. Students enrolling in this class should also enroll in Music 219-2.

MUSIC 217-2
MUSICIERSHIP 2
1 Unit - (CSU)
Laboratory 3 hours
Prerequisite: Music 200 with a satisfactory grade or equivalent.
The student applies and develops the rhythmic, melodic, and harmonic materials of Harmony I (diatonic harmony) through ear training, sight singing, analysis, and dictation.

MUSIC 218
Sight Reading I
1 UNIT
Lecture 1 hour.
Prerequisite: Music 200 with a satisfactory grade or equivalent.
The student will acquire basic skills in sight reading rhythms and melodies. The goal is to acquire sight reading skills necessary for reading, performing, composing and producing music.

MUSIC 218-2
MUSICIERSHIP 3
1 Unit - (CSU)
Laboratory 3 hours
Prerequisite: Music 201 with a satisfactory grade or equivalent.
Corequisite: Music 202
The student applies and develops the rhythmic, melodic, and harmonic materials of Harmony II (advanced diatonic and beginning chromatic harmony) through ear training, sight singing, analysis, and dictation.

MUSIC 219-2
MUSICIERSHIP 4
1 Unit - (CSU)
Laboratory 3 hours
Prerequisite: Music 202 with a satisfactory grade or equivalent.
Corequisite: Music 203
The student applies and develops the rhythmic, melodic, and harmonic materials of Harmony III (advanced chromatic harmony and twentieth century techniques) through ear training, sight singing, analysis, and dictation.

MUSIC 221
Counterpoint I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Music 202 with a satisfactory grade or equivalent.
The student studies 18th-century contrapuntal techniques in two, three and four voices, including species counterpoint, invertible counterpoint, motive development and canon and resulting in analysis and composition of two-part inventions, binary dance forms and three and four-part fugue expositions.

MUSIC 223
Twentieth Century Compositional Techniques
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Music 202 with a satisfactory grade or equivalent.
The student learns melodic, harmonic and rhythmic techniques of the Twentieth Century, resulting in the writing of original compositions.

MUSIC 224
Composition
3 UNITS
Lecture 3 hours.
Prerequisite: Music 201 with a satisfactory grade or equivalent.
The student composes instrumental works based on specific compositional techniques. The student will establish a solid technique in counterpoint, harmony, and instrumentation, resulting in a greater awareness of new compositional ideas and aesthetics. The goal is to apply those techniques and ideas to the development of a personal approach to composition.

MUSIC 231
Orchestration and Arranging I
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Music 202 with a satisfactory grade or equivalent.
Advisory: Music 241.
The student studies instrumentation and beginning orchestration, including writing for various instrumental groups.

MUSIC 232
Orchestration and Arranging II
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Music 231 with a satisfactory grade or equivalent.
The student studies intermediate to advanced orchestration and arranging.

MUSIC 241
Music Notation and Copying I
1 UNIT - (CSU)
Lecture 1 hour.
Instruction and practical experience in the techniques and materials required for music preparation to create both handwritten and computer generated scores. This course does not deal with music composition, but only with how to copy existing music in a professional manner.
MUSIC 242
Music Notation and Copying II
1 UNIT – (CSU)
Lecture 1 hour.
Prerequisite: Music 241 with a satisfactory grade or equivalent.
Continued instruction and practical experience in the techniques and materials required for music preparation to create both handwritten and computer generated scores.

MUSIC 243
Music Notation and Copying III
1 UNIT – (CSU)
Lecture 1 hour.
Prerequisite: Music 242 with a satisfactory grade or equivalent.
Continued instruction and practical experience in the techniques and materials required for music preparation to create both handwritten and computer generated scores.

MUSIC 250-1
(FORMERLY MUSIC 250)
Music Performance Workshop I
1 UNIT - (CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs or records selected musical works, focusing on rhythm, intonation, articulation, expression, and professional standards of conduct. Additional emphasis is on basic microphone technique and monitoring. (Confirmation of enrollment is subject to audition).

MUSIC 250-2
Music Performance Workshop II
1 UNIT - (CSU)
Laboratory 3 hours.
Prerequisite: Music 250-1
The student prepares, rehearses and performs or records selected musical works, focusing on performance practice, blend and balance, and professional standards of conduct. Additional emphasis is on overdubbing, using headphones with signal processing, and performing with prerecorded tracks. (Confirmation of enrollment is subject to audition).

MUSIC 251-1
(FORMERLY MUSIC 251)
Jazz Improvisation Workshop I
1 UNIT - (CSU)
Laboratory 3 hours.
Prerequisite: Music 101
The student improvises and performs level one standard repertoire in a jazz combo setting. Focus is on swing, bebop and blues. For intermediate to advanced jazz instrumentalists only. (Confirmation of enrollment is subject to audition).

MUSIC 251-2
Jazz Improvisation Workshop II
1 UNIT - (CSU)
Laboratory 3 hours.
Prerequisite: Music 251-1
The student improvises and performs level two standard repertoire in a jazz combo setting. Focus is on modal and pentatonic scales and hard bop style. For intermediate to advanced jazz instrumentalists only. (Confirmation of enrollment is subject to audition).

MUSIC 251-3
Jazz Improvisation Workshop III
1 UNIT - (CSU)
Laboratory 3 hours.
Prerequisite: Music 251-2
The student improvises and performs level three standard repertoire in a jazz combo setting. Focus is on modern jazz style. For intermediate to advanced jazz instrumentalists only. (Confirmation of enrollment is subject to audition).

MUSIC 251-4
Jazz Improvisation Workshop IV
1 UNIT - (CSU)
Laboratory 3 hours.
Prerequisite: Music 251-3
The studentImprovises and performs level four standard repertoire in a jazz combo setting. Focus is on Afro-Cuban and Brazilian jazz styles. For intermediate to advanced jazz instrumentalists only. (Confirmation of enrollment is subject to audition).

MUSIC 261-1
(ELECTRONIC MUSIC 261)
Electronic Music Workshop I
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Music 161 and Music 101 with a satisfactory grade or equivalent.
The student learns advanced electro-acoustic MIDI and computer assisted music techniques for both the Mac and PC platforms. Emphasis is on MIDI and audio sequencing in Pro Tools.

MUSIC 261-2
Electronic Music Workshop II
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Music 261-1
The student learns advanced electro-acoustic MIDI and computer assisted music techniques for both the Mac and PC platforms. Emphasis is on advanced editing, beat detective and elastic audio automation.
MUSIC 261-3
Electronic Music Workshop III
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Music 261-2
The student learns advanced electro-acoustic MIDI and computer assisted music techniques for both the Mac and PC platforms. Emphasis is on advanced bussing, mastering and signal processing.

MUSIC 271
Songwriter’s Workshop
3 UNITS – (CSU)
Lecture 3 hours.
Prerequisites: Music 201 and Music 312 or Music 651
Students learn the conventions of songwriting including lyrics, melody the relationship of lyrics and music, harmony, and song structure. Students analyze a wide variety of songs and apply the conventions of songwriting in the composition and performance of original songs.

MUSIC 281
COMMERCIAL MUSIC TECHNIQUES I
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Music 161 and Music 201 with a satisfactory grade or equivalent.
This is the first in a sequence of courses offering opportunity to develop the techniques of music for commercial applications. Skills in the preparation of music for compact disc production, multimedia applications, audio production techniques, songwriting and stage performance will be emphasized.

MUSIC 282
Commercial Music Techniques II
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Music 281 with a satisfactory grade or equivalent.
The student continues developing techniques of music for commercial applications. Advanced skills in the preparation of music for compact disc and DVD production, multimedia applications, audio production techniques, songwriting, score realization, stage performance and talent promotion will be emphasized.

MUSIC 285
DIRECTED STUDY
3 UNITS - (CSU)
Lecture 2 hour.
Vocal and instrumental students pursue directed study on a contract basis under the direction of a supervising instructor.

MUSIC 291
MIDI Instrument Instruction I
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 161 with a satisfactory grade or equivalent.
Advisory: Music 261.
The student develops functional skills to utilize synthesizers, digital keyboards, sequencers, digital audio interface, MIDI controllers, computers and other MIDI equipment.

MUSIC 292
MIDI Instrument Instruction II
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 291 with a satisfactory grade or equivalent.
The student continues to develop functional skills to utilize MIDI instruments. Emphasis is on advanced MIDI instrument techniques and applications in creative music technology using both MAC and PC computers.

MUSIC 293
MIDI Instrument Instruction III
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 292 with a satisfactory grade or equivalent.
The student continues to develop functional skill to utilize MIDI instruments. Emphasis is on advanced techniques in MIDI data, channel-voice messages, MIDI automation and non-registered parameters.

MUSIC 294
MIDI Instrument Instruction IV
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 293 with a satisfactory grade or equivalent.
The student continues to develop functional skills to utilize MIDI instruments. Emphasis is on advanced techniques in MIDI synchronization with digital audio files and their use.

MUSIC 311
Piano I
1 UNIT - (UC:CSU)
Laboratory 2 hours.
Open to all students.
The student receives instruction in basic piano skills with an emphasis on learning to read music, play finger-patterns, scales, chords, and beginning pieces. Students are required to furnish their own headphones.

MUSIC 312
Piano II
1 UNIT - (UC:CSU)
Laboratory 2 hours.
Prerequisite: Music 311 with a satisfactory grade or equivalent.
The student receives continued instruction in basic piano skills emphasizing note reading, simpler major and minor scales in quarter and eighth note patterns, triads, repertoire and memorization. (If prerequisite is not met, enrollment is subject to audition.)
MUSIC 313
Piano III
1 UNIT - (UC:CSU)
Laboratory 2 hours.
Prerequisite: Music 312 with a satisfactory grade or equivalent.
The student receives continued instruction in developing piano skills with increasing emphasis on note reading, major and minor scale techniques, cadences, triads, repertoire from major historical periods, and memorization. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 314
Piano IV
1 UNIT - (UC:CSU)
Laboratory 2 hours.
Prerequisite: Music 313 with a satisfactory grade or equivalent.
The student receives instruction in piano skills emphasizing major and minor scales; major and minor arpeggios; repertoire from the Baroque, Classical, Romantic, and 20th Century; and memorization. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 341-1
(formerly music 341)
Intermediate Piano I
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 314 with a satisfactory grade or equivalent.
The student studies, practices, and performs level one intermediate piano repertoire from the Baroque, Classical, Romantic, and Twentieth Century periods selected by the instructor. Repertoire to include the equivalent of Bach inventions, Diabelli sonatinas, Schumann Kinderszenen, and Kabalevsky Op. 27. Technique to include the equivalent of Hanon 60 exercises #1-19, Czerny Op. 100 #10-20, and all melodic minor scales in four octaves with cadences. Public performances are required. For the piano student who has studied for two or more years of private or class piano. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 341-2
Intermediate Piano II
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 341-1
The student studies, practices, and performs level two intermediate piano repertoire from the Baroque, Classical, Romantic, and Twentieth Century periods selected by the instructor. Repertoire to include the equivalent of Bach sinfonias, Haydn early sonatas, Chopin mazurkas and Bartok Mikrokosmos Book #3. Technique to include the equivalent of Hanon 60 exercises #20-29, Czerny Op. 100 #20-30, and all major scales in thirds in four octaves with cadences. Public performances are required. For the piano student who has studied for two or more years of private or class piano. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 341-3
Intermediate Piano III
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 341-2
The student studies, practices, and performs level three intermediate piano repertoire from the Baroque, Classical, Romantic, and Twentieth Century periods selected by the instructor. Repertoire to include the equivalent of Bach Well Tempered Clavier Book 1, Mozart early sonatas, Mendelssohn Songs without Words Book 1, Shostakovich Preludes, Op. 34. Technique to include the equivalent of Hanon 60 exercises #30-39, Czerny Op. 299 #1-9, and all harmonic minor scales in thirds and arpeggios in four octaves with cadences. Public performances are required. For the piano student who has studied for two or more years of private or class piano. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 341-4
Intermediate Piano IV
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 341-3
The student studies, practices, and performs level four intermediate piano repertoire from the Baroque, Classical, Romantic, and Twentieth Century periods selected by the instructor. Repertoire to include the equivalent of Bach French Suites, Beethoven early sonatas, Schubert impromptus and Prokofiev Visions Fugitives. Technique to include the equivalent of Hanon 60 exercises #40-60, Czerny, Op. 299 #10-20, all melodic minor scales in thirds and arpeggios in four octaves with cadences. Public performances are required. For the piano student who has studied for two or more years of private or class piano. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 351
Piano Ensemble
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 2 hours.
The student prepares, rehearses and performs selected musical works for one piano four-hands and two pianos, focusing on rhythm, articulation, expression, blend and balance, appropriate performance practice, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 361-1
(formerly music 361)
Commercial Piano Techniques Workshop
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 201 and 313 with a satisfactory grade or equivalent.
The student learns chords and chord progressions used in jazz and popular music styles as applied to the keyboard, focusing on ii7-V7-I progressions and diatonic seventh chords, as well as their applicable commercial chord symbols. (If prerequisites are not met, enrollment is subject to audition.)
MUSIC 361-2
Commercial Piano Techniques Workshop II
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 361-1
The student learns chords and chord progressions used in jazz and popular music styles as applied to the keyboard, focusing on chromatic seventh chords and sequences, chord extensions and the blues scale. (If prerequisites are not met, enrollment is subject to audition.)

MUSIC 361-3
Commercial Piano Techniques Workshop III
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 361-2
The student learns chords and chord progressions used in jazz and popular music styles as applied to the keyboard, focusing on comping chords and rhythms, walking bass lines, chord substitutions, and various song forms. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 361-4
Commercial Piano Techniques Workshop IV
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 361-3
The student learns chords and chord progressions used in jazz and popular music styles as applied to the keyboard, focusing on comping chords and rhythms, walking bass lines, chord substitutions, and various song forms. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 385
DIRECTED STUDY
3 UNITS - (CSU)
Lecture 1 hour.
Vocal and instrumental students pursue directed study on a contract basis under the direction of a supervising instructor.

MUSIC 400
Voice Fundamentals
1 UNIT - (UC:CSU)
Laboratory 2 hours.
This course concentrates on general, basic fundamentals of singing, using vocal exercises and simple songs. Emphasis is placed on developing an understanding of the singing voice, the body as a musical instrument, and the vocal potential of each student.

MUSIC 401
Classical Voice I
1 UNIT - (UC:CSU)
Laboratory 2 hours.
Prerequisite: Music 400 with a satisfactory grade or equivalent.
The student concentrates on general basic fundamentals of singing using vocal exercises and simple arias and art songs in Italian. Italian pronunciation and vocal style will be studied. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 402
Classical Voice II
1 UNIT - (UC:CSU)
Laboratory 2 hours.
Prerequisite: Music 401 with a satisfactory grade or equivalent.
The student learns the basic fundamentals of singing using vocal exercises, simple arias and art songs in German. German pronunciation and vocal style are studied. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 403
Classical Voice III
1 UNIT - (UC:CSU)
Laboratory 2 hours.
Prerequisite: Music 402 with a satisfactory grade or equivalent.
The student learns the basic fundamentals of singing using vocal exercises, simple arias and art songs in Italian. French pronunciation and vocal style are studied. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 404
CLASSICAL VOICE IV
1 UNIT - (CSU)
Laboratory 2 hours
Prerequisite: Music 403 with a satisfactory grade or equivalent.
The student learns the fundamentals of singing using more advanced vocal exercises, arias and art songs in French, German and Italian. Focus is on interpretation and pronunciation. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 431
Commercial Voice I
1 UNIT - (CSU)
Laboratory 2 hours.
Prerequisite: Music 400 with a satisfactory grade or equivalent.
The student concentrates on the basic fundamentals of singing using vocal exercises and songs selected from the commercial song literature. Course includes coaching sessions with class accompanist. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 432
Commercial Voice II
1 UNIT - (CSU)
Laboratory 2 hours.
Prerequisite: Music 431 with a satisfactory grade or equivalent.
The student concentrates on the singing voice using more difficult vocal exercises and songs from the many areas of commercial vocal music. Stylistic interpretation and performance practices are emphasized. Coaching sessions with class accompanist are included. (If prerequisite is not met, enrollment is subject to audition.)
MUSIC 433
Commercial Voice III
1 UNIT – (CSU)
Laboratory 2 hours.
Prerequisite: Music 432 with a satisfactory grade or equivalent.
The more advanced singer concentrates on the study through performance of the stylistic interpretations and performances practices of the many areas of commercial vocal music. Course includes coaching sessions with class accompanist. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 434
COMMERICAL VOCIE IV
1 UNIT – (CSU)
Laboratory 2 hours.
Prerequisite: Music 433 with a satisfactory grade or equivalent.
The advanced singer concentrates on the stylistic interpretations and performance practice of commercial vocal music, focusing on mic technique and the development of a unique personal style. Course includes coaching sessions with class accompanist. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 453
Musical Theater Repertoire For Singers
1 UNIT - (UC:CSU)
Laboratory 3 hours.
Prerequisite: Either Music 401 or 431 with a satisfactory grade or equivalent.
The student concentrates on general basic fundamentals of vocal techniques as utilized in musical theater. Additional instruction will include basic body movement, acting techniques and musical theater song literature interpretation. (If prerequisite is not met, enrollment is subject to audition. Bring the music of a prepared song to the first class meeting.)

MUSIC 501
College Choir
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected musical works for beginning choir, focusing on rhythm, intonation, articulation, expression, blend and balance, following the conductor, appropriate performance practice, and professional standards of conduct.

MUSIC 531
Philharmonic Choir
1 UNIT – (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected musical works for a large intermediate choir, focusing on rhythm, intonation, articulation, expression, blend and balance, following the conductor, appropriate performance practice, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 561
Chamber Chorale
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected musical works for a small advanced choir, focusing on rhythm, intonation, articulation, expression, blend and balance, following the conductor, appropriate performance practice, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 601
Brass Instrument Instruction I
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
The student receives basic instruction on the brass instruments, including trumpet, French horn, trombone and tuba. Some instruments available to loan to enrolled students. Open to all students.

MUSIC 602
Brass Instrument Instruction II
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 601 with a satisfactory grade or equivalent.
The student continues brass instrument instruction with emphasis on the development of embouchure, range, endurance and music reading skills. Some instruments available to loan enrolled students. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 603
Brass Instrument Instruction III
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 602 with a satisfactory grade or equivalent.
The student continues brass instrument instruction with increased emphasis in all areas covered. Primary emphasis is on interpretation of more complex rhythmic notation and performance skills. Some instruments available to loan to enrolled students. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 604
Brass Instrument Instruction IV
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 603 with a satisfactory grade or equivalent.
The student continued brass instrument instruction with increased emphasis in all areas covered. Primary emphasis is on interpretation of solo and small ensemble literature. Some instruments available to loan to enrolled students. (If prerequisite is not met, enrollment is subject to audition.)
MUSIC 611
String Instrument Instruction I
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
The student receives basic instruction on the string instruments, either violin, viola, cello or bass. Some instruments available to loan to enrolled students. Open to all students.

MUSIC 612
String Instrument Instruction II
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 611 with a satisfactory grade or equivalent.
The student learns more advanced string instrument techniques with increased emphasis in all areas covered. Primary emphasis is on development of bow and fingering techniques and music reading skills. Some instruments available to loan to enrolled students. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 613
String Instrument Instruction III
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 612 with a satisfactory grade or equivalent.
The student learns more advanced string instrument techniques with increased emphasis in all areas covered. Primary emphasis is on development of bow and fingering technique in third position and music reading skills. Some instruments available to loan to enrolled students. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 614
String Instrument Instruction IV
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 613 with a satisfactory grade or equivalent.
The student learns more advanced string instrument techniques with increased emphasis in all areas covered. Primary emphasis is on interpretation of advanced solo and small ensemble literature. Some instruments available to loan to enrolled students. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 621
Woodwind Instrument Instruction I
2 UNITS - (UC:CSU)
Lecture 1 hour.
Laboratory 2 hours.
The student learns basic woodwind instrument techniques. Includes flute, oboe, clarinet, bassoon and saxophone. Some instruments available to loan to enrolled students. Open to all students.

MUSIC 622
Woodwind Instrument Instruction II
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 621 with a satisfactory grade or equivalent.
The student learns more advanced woodwind instrument techniques with increased emphasis in all areas covered. Primary emphasis is on embouchure development, range, endurance and music reading skills. Some instruments available to loan to enrolled students. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 623
Woodwind Instrument Instruction III
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 622 with a satisfactory grade or equivalent.
The student learns more advanced woodwind instrument techniques with increased emphasis in all areas covered. Primary emphasis is on interpretation of more complex rhythmic notation and performance skills. Some instruments available to loan to enrolled students. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 624
Woodwind Instrument Instruction IV
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 623 with a satisfactory grade or equivalent.
The student learns more advanced woodwind instrument techniques with increased emphasis in all areas covered. Primary emphasis is on interpretation of advanced solo and small ensemble literature. Some instruments available to loan to enrolled students. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 631
Percussion Instrument Instruction I
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
The student learns basic rhythms, rudiments, beginning notation and meters as applied to the snare drum and related percussion instruments.

MUSIC 632
Percussion Instrument Instruction II
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 631 with a satisfactory grade or equivalent.
The student continues with basic rhythms, rudiments, beginning notation and meters as applied to the snare drum and related percussion instruments. (If prerequisite is not met, enrollment is subject to audition.)
MUSIC 633
Percussion Instrument Instruction III
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 632 with a satisfactory grade or equivalent.
The student receives intermediate instruction on percussion instruments and develop greater skill in the reading of percussion notation and in the playing of drum set. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 634
Percussion Instrument Instruction IV
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 633 with a satisfactory grade or equivalent.
The advanced student develops greater skill in the reading of percussion notation and in the playing of drum set as it relates to contemporary funk styles. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 650
Beginning Guitar
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
(Student must provide own guitar.)
The student learns basic positioning of body and hands, music notation and reading, finger picking and chord accompaniment. Designed for students with no previous musical training. Student must provide own guitar.

MUSIC 651
Classical Guitar I
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 650 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
The student reinforces fundamental music reading, right and left hand playing techniques and performance of elementary solo guitar compositions. For students who wish to continue beyond the beginning level. Student must provide own guitar. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 652
Classical Guitar II
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 651 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
The student performs intermediate level exercises and solos. For students who want to progress further into more technically demanding compositions. Student must provide own guitar. (If prerequisite is not met, enrollment is subject to audit.)

MUSIC 653
Classical Guitar III
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 652 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
The student performs compositions of greater harmonic and technical complexity. For intermediate to advanced students who wish to probe deeper into analysis and performance practices of the classical guitarist. Student must provide own guitar. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 654
Classical Guitar IV
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 653 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
The student analyzes, prepares and performs advanced compositions for classical guitar, incorporating the full range of classical guitar techniques. Musicianship and aesthetics of music are considered in depth. Ensembles of various sizes prepare and perform music from all eras.

MUSIC 655
Classical Guitar V
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Music 654 with a satisfactory grade or equivalent.
(Student must provide own guitar.)
The student performs advanced compositions of greater harmonic and technical complexity. For advanced students who wish to probe deeper into analysis and performance practices of the classical guitarist. Student must provide own guitar.

MUSIC 670
Fingerboard Harmony
2 UNITS - (CSU)
Laboratory 2 hours.
Students further their understanding of chord construction and progressions on the guitar. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 705
Chamber Music
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected musical works for chamber music, focusing on rhythm, articulation, expression, blend and balance, appropriate performance practice, and professional standards of conduct.(Confirmation of enrollment subject to audition.)
MUSIC 711
Rehearsal Orchestra
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected musical works for orchestra, focusing on rhythm, intonation, articulation, expression, blend and balance, following the conductor, appropriate performance practice, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 725
Community Orchestra
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected large musical works for orchestra, focusing on rhythm, intonation, articulation, expression, blend and balance, following the conductor, appropriate performance practice, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 751
Wind Ensemble
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected musical works for wind ensemble, focusing on rhythm, intonation, articulation, expression, blend and balance, following the conductor, appropriate performance practice, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 765
Percussion Ensemble
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected musical works for percussion ensemble, focusing on rhythm, articulation, expression, blend and balance, following the conductor, appropriate performance practice, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 771
Guitar Ensemble
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 3 hours.
The student prepares, rehearses and performs selected musical works for guitar ensemble, focusing on rhythm, intonation, articulation, expression, blend and balance, following the conductor, appropriate performance practice, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 781
Studio Jazz Band
1 UNIT - (RPT 3) (UC:CSU)
Laboratory 4 hours.
The student prepares, rehearses and performs selected musical works for jazz band, focusing on rhythm, intonation, articulation, expression, blend and balance, following the conductor, improvisation of solos, and professional standards of conduct. (Confirmation of enrollment subject to audition.)

MUSIC 911
Cooperative Education - Music
1 UNIT - (CSU)
Lecture 1 hour.
Advisories: Music 101 and 161
Students receive credit for approved internships with an employer in the music industry. The work site must be approved by the Department Chair.

MUSIC 921
Cooperative Education - Music
2 UNITS - (CSU)
Lecture 2 hours.
Advisories: Music 101 and 161
Students receive credit for approved internships with an employer in the music industry. The work site must be approved by the Department Chair.

MUSIC 931
Cooperative Education - Music
3 UNITS - (CSU)
Lecture 3 hours.
Advisories: Music 101 and 161
Students receive credit for approved internships with an employer in the music industry. The work site must be approved by the Department Chair.

MUSIC 941
Cooperative Education - Music
1 UNIT - (CSU)
Lecture 4 hours.
Advisories: Music 101 and 161
Students receive credit for approved internships with an employer in the music industry. The work site must be approved by the Department Chair.
NURSING

NURSING, REGISTERED 103
Nursing Pharmacology
1 UNIT – (CSU)
Lecture 1 hour.
Prerequisite: Admission to Nursing program.
Co-requisite: Nursing, Registered 104.
First semester nursing students acquire introductory knowledge about the most frequently prescribed medications, their side effects, and possible interactions that are used in health care setting today.

NURSING, REGISTERED 104
Nursing Foundations
4 UNITS – (CSU)
Lecture 2 hours. Laboratory 6 hours.
Prerequisite: Math 115, English 101, Sociology 1, Communication Studies 101, Psych 1, 41, Physiology 1, Anatomy 1 and Microbiology 20.
Students acquire introductory knowledge about theoretical concepts and fundamental skills in nursing that are required for safe patient care. Students also learn and apply the Roy Adaptation Model nursing process as the conceptual framework for practice. Then students develop enhanced critical thinking and psychomotor skills during the clinical component.

NURSING, REGISTERED 105
Beginning Medical-Surgical Nursing
5 UNITS – (CSU)
Lecture 2.5 hours. Laboratory 7.5 hours.
Prerequisite: Nursing, Registered 104 with a satisfactory grade.
Students acquire enhanced knowledge about the Roy Adaptation Model nursing process and implement this as the framework for nursing care. Students also develop introductory knowledge and understanding of common medical-surgical health problems. Additionally, students apply theoretical concepts and nursing skills in a clinical setting.

NURSING, REGISTERED 106
Nursing Care of the Childbearing Family
4 UNITS – (CSU)
Lecture 2 hours. Laboratory 6 hours.
Prerequisite: Nursing, Registered 105 with a satisfactory grade.
Utilizing the Roy Adaptation model and the nursing process, the students in Nursing Care of the Childbearing Family focus on nursing care of culturally diverse families experiencing reproductive health, childbearing, and breast and reproductive cancers. The students apply concepts that include disease process, medical treatments, nursing responsibilities, and interventions, cultural, ethical, and legal issues to the childbearing family.

NURSING, REGISTERED 107
Nursing Care of the Pediatric Client
4 UNITS – (CSU)
Lecture 2 hours. Laboratory 6 hours.
Prerequisite: Nursing, Registered 105 with a satisfactory grade.
Utilizing the Roy Adaptation Model and the nursing process, students will focus on the nursing care of children of various ages and their families. The student applies concepts that include disease process, medical treatments, nursing responsibilities, and interventions, cultural, ethical, and legal issues to the pediatric population.

NURSING, REGISTERED 108
Nursing Care of the Client with Psychosocial Needs
4 UNITS – (CSU)
Lecture 2 hours. Laboratory 6 hours.
Prerequisite: Nursing, Registered 107 with a satisfactory grade and approved second year status in RN program.
The student correlates theoretical knowledge and clinical experience in the care of the psychiatric patient in the acute care facility. Emphasis will be on the holistic care of clients with mental health problems, cognitive disorders, and/or difficulties in coping with problems of daily living.

NURSING, REGISTERED 109
Intermediate Medical-Surgical Nursing
5 UNITS – (CSU)
Lecture 2.5 hours. Laboratory 7.5 hours.
Prerequisite: Nursing, Registered 106 and Nursing, Registered 107 with a satisfactory grade and approved second year status in RN program.
Students identify and manage the needs of the older adult client possessing complex medical-surgical health problems. Students focus on the bio-psycho-social impact of illness across the life span and nursing interventions to promote client adaptation. Students also apply theoretical concepts during concurrent clinical experience.

NURSING, REGISTERED 110
Advanced Medical-Surgical Nursing
5 UNITS - (CSU)
Lecture 2.5 hours. Laboratory 7.5 hours.
Prerequisite: Nursing, Registered 108 and Nursing, Registered 109 with a satisfactory grade.
In this advanced nursing course, students understand and apply advanced theoretical and clinical concepts in the care of medical-surgical patients with complex problems. Student acquires translational knowledge about complex concepts that include ECG monitoring, beginning ventilatory management, hemodynamic monitoring, care of the client with multisystem failure, and nursing care in emergency situations. Students will apply theoretical knowledge across all specialty care settings.
NURSING, REGISTERED 111
Nursing Leadership and Management
4 UNITS - (CSU)
Lecture 1.36 hours. Laboratory 6 hours.
Prerequisite: Nursing, Registered 110 with a satisfactory grade.
Students explore, and apply the legal, ethical and current issues and trends that affect the Registered Nurse today within the context of the Roles of Practice. Students will complete a 108 clinical preceptorship in an acute care setting.

NURSING, REGISTERED 115
Nursing Skills Competency I
1 UNIT – (CSU)
Laboratory 3 hours.
Co-requisite: Nursing, Registered 104.
Students practice procedures and skills learned in concurrent Fundamentals and Beginning Medical-Surgical Nursing theory and clinical courses.

NURSING, REGISTERED 116
Nursing Skills Competency II
1 UNIT – (CSU)
Laboratory 3 hours.
Prerequisite: Nursing, Registered 105 with a satisfactory grade.
The student participates in this weekly 3 hour adjunct, laboratory course to practice procedures and skills learned in concurrent Fundamentals and Beginning Medical-Surgical Nursing theory and clinical courses.

NURSING, REGISTERED 117
Nursing Skills Competency III
1 UNIT – (CSU)
Laboratory 3 hours.
Prerequisite: Nursing, Registered 107 with a satisfactory grade and approved second year status in RN program.
Third semester nursing students practice and enhance both mental health and medical-surgical nursing skills.

RN RESIDENCY IN PEDIATRICS
NURSING, REGISTERED 150
Expanded Practice and Principles for Pediatric Nursing I
9 UNITS - (CSU)
Lecture 6 hours. Laboratory 9 hours.
Prerequisite: Nursing, Registered 111 with a satisfactory grade.
The student will participate in competency assessment in the progression from novice graduate to Registered Nurse in the Pediatric Nursing specialty.

NURSING, REGISTERED 151
Role Development in Pediatric Nursing
8 UNITS - (CSU)
Lecture 3 hours. Laboratory 15 hours.
Prerequisite: Nursing, Registered 150 with a satisfactory grade.
The student will progress in role development, under preceptor guidance, from novice toward increased clinical competency in the Pediatric Nurse Residency Program.

NURSING, REGISTERED 152
Expanded Practice and Principles of Pediatric Nursing II
7 UNITS - (CSU)
Lecture 3 hours. Laboratory 12 hours.
Prerequisite: Nursing, Registered 151 with a satisfactory grade. And Associate degree in nursing is a minimum.
The student applies leadership and management principles and progresses toward independent practice as a specialty Pediatric Nurse.

NURSING SCIENCE 100
Transition from LVN to RN
2 UNITS
Lecture 3 hours. Laboratory 6 hours.
Eligible Licensed Vocational Nurses (LVN) participate in this bridge course to prepare for transition to the Registered Nurse (RN) program. Students learn and apply theory and skills in the following areas: role transition from LVN to RN, Professional Nursing, Nursing Process, Roy Adaptation Model and Maslow’s Hierarchy of Needs, communication skills, ethical and legal issues affecting nursing practice, cultural assessment techniques, pharmacology, and dosage calculation.

OCEANOGRAPHY
TRANSFER INFORMATION:
Physical Science Requirement: Earth Science 1, Geology 1, and Oceanography 1 each satisfy the IGETC and CSU general education requirements for physical science.

Physical Science with Lab Requirement: Geology 1 taken with Geology 6 satisfies the IGETC and CSU general education requirements for a physical science with a laboratory.

OCEANOGRAPHY 1
Introduction To Oceanography
3 UNITS – (UC:CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
The student receives a general introduction to the origin of the universe, plate tectonics, ocean basins, water, beaches, tides, and the overall uses and abuses of the ocean by human beings.
PARALEGAL
(SEE LAW)

PERSONAL DEVELOPMENT

PERSONAL DEVELOPMENT 20
Post Secondary Education:
The Scope of Career Planning
3 UNIT – (CSU)
Advisory: Eligibility for ENGLISH 28 and 67 or equivalent
This course is designed to assist students with self-exploration, career transitions, career-life planning and employment readiness skills in order to achieve success in a diverse society. Critical thinking skills will be utilized through a systematic approach to career development by examining values, interests, skills, life roles, personality type, personal self-management, decision-making and goal-setting throughout the life span through the use of career assessments and various other introspective activities.

PERSONAL DEVELOPMENT 40
College Success Seminar
3 UNIT – (UC:CSU)
Advisory: Eligibility for English 28 and 67 or equivalent
This course will explore issues related to higher education that impact student success. Topics will include an overview of academic success skills, value and purpose of higher education, Los Angeles City College and Los Angeles Community College District policies and procedures, ethics and responsibility, diversity in higher education, learning strategies and educational planning, interpersonal communication, career development, health issues, and self-assessment techniques.

PERSONAL DEVELOPMENT 41
Introduction to Higher Education
1 UNIT – (CSU)
This course introduces the Master Plan of Higher Education in California, as well as higher education systems in other states. Included will be discussions of general educational policies, requirements for transfer and the Associate of Arts degree, differences among various higher education systems, specifically in California. Students will develop a plan in order to accomplish their future educational goals.

PHILOSOPHY

PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent for Philosophy 1H and Philosophy 5. All classes fulfill the Humanities requirement for the Associate in Arts degree except Philosophy 6, 7, 8 and 9, which fulfill the Language and Rationality requirement.

PHILOSOPHY 1
Introduction to Philosophy I
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisories: English 28 and 67 or equivalent
This introductory course is open to all students. The following questions will be discussed: Does life have meaning? Does God exist? Do we have free will? Can we trust our senses?

PHILOSOPHY 5
Critical Thinking and Composition
3 UNITS – (UC:CSU)
Lecture 3 hours.
Prerequisite: ENGLISH 101 with a satisfactory grade or better or equivalent.
This class develops critical thinking skills necessary for evaluating and formulating argumentative/persuasive essays. Instruction in writing is a central focus of this course.

PHILOSOPHY 6
Logic in Practice
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisories: English 28 and 67 or equivalent
This course in critical thinking is intended to develop understanding of logical principles and their application to everyday life in such areas as advertising, news reports, editorials, etc.

PHILOSOPHY 8
Deductive Logic
3 UNITS – (UC:CSU)
Lecture 3 hours.
This introductory logic class, which is open to all students, is designed to develop the student’s ability to think critically and to reason correctly. Attention will be given to both formal and informal logic.

PHILOSOPHY 9
Symbolic Logic I
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisories: English 28 and 67 or equivalent
The student learns to translate, analyze and evaluate arguments in modern symbolic logic by employing the principles and methods of propositional and predicate logic.
PHILOSOPHY 14
History of Modern European Philosophy
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: Eligibility for English 28 and 67 or equivalent
This class traces the development of the ideas which shape the modern mind. The individual’s relationship to the state, to his fellow human beings and to the universe will be explored in the works of modern philosophers.

PHILOSOPHY 20
Ethics
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: Eligibility for English 28 and 67 or equivalent
This class offers a study of both historical and contemporary ethical theories as well as a discussion and analysis of current moral issues.

PHILOSOPHY 30
Asian Philosophy
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: Eligibility for English 28 and 67 or equivalent
This course explores the major philosophies of India, China and Japan, including Hinduism, Buddhism, Confucianism, Taoism and Zen Buddhism. Consideration is given to the differences between Eastern and Western thought.

PHILOSOPHY 32
Philosophy of Religion (formerly Philosophy 27)
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: Eligibility for English 28 and 67 or equivalent
Offers an exposition, discussion and analysis of significant philosophical questions which have been directed at religious beliefs.

PHILOSOPHY 40
Introduction To The Philosophy of Art
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: Eligibility for English 28 and 67 or equivalent
Various philosophical theories regarding the nature of art, “beauty”, and the aesthetic experience will be examined in this course.

PHOTOGRAPHY
PHOTOGRAPHY 1
Elementary Photography
6 UNITS - (CSU)
Lecture 3 hours, Laboratory 9 hours.
Prerequisite: Photography 33 or equivalent
Advisory: Photography 1 with a satisfactory grade.
This course offers a study of the use of professional digital cameras – film and digital – and a professional quality light meter is recommended. Owning a professional quality light meter is recommended. Owning medium format or 4x5 camera equipment is not essential.

PHOTOGRAPHY 3
Basic Commercial Fields
6 UNITS
Lecture 3 hours, Laboratory 9 hours.
Prerequisite: Photography 1 with a satisfactory grade.
Advisory: Photography 28.
This class trace the development of the ideas which shape the modern mind. The individual’s relationship to the state, to his fellow human beings and to the universe will be explored in the works of modern philosophers.

PHOTOGRAPHY 6
Advanced Commercial Photography
3 UNITS – (RPT 1) (CSU)
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: Photography 3 with a satisfactory grade.
Advisory: Photography 33 or equivalent
Students learn advanced professional lighting techniques for commercial photography. Specialized assignments related to current professional commercial photography requirements and practices will be assigned. Concept and design, and specialization in lighting for commercial advertising are emphasized. Introduction to professional studio strobes and accessories and current use of professional cameras – film and digital – will be used for assignments.

PHOTOGRAPHY 7
Exploring Digital Photography
3 UNITS (CSU)
Lecture 2 hours. Laboratory 3 hours.
The student learns the uses and applications of professional digital SLR cameras in this introductory course. Camera controls, elements of composition, and photographing with natural light will be stressed. Professional digital cameras may be provided by the department for student usage. Students may use their own cameras to supplement assignments.

Owning a digital camera is not a requirement but is highly recommended.
PHOTOGRAPHY 10
Beginning Photography
3 UNITS - (UC: CSU)
Lecture 2 hours. Laboratory 3 hours.
Advisory: Concurrent enrollment in Photography 28 and English 28 and 67 or equivalent.
Basic principles of photography from the mechanical creation of the image with camera and film to enlarging the photograph for display, while applying the guidelines of composition, communication and self-expression. 35mm single lens camera required. Automatic cameras are OK, but they must have manual shutter speed and lens opening capability. An approximate supply cost is $125. You must attend the first lecture meeting, or be replaced by students wishing to add. The first scheduled class is the first lecture meeting. Do not attend the first lab meeting. Labs will meet only after announced in lecture class.

PHOTOGRAPHY 15
Fundamentals of Portraiture
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: Photography 1 or Photography 7 with a satisfactory grade.
Advisory: Concurrent enrollment in Photography 28 or Photography 33.
Students learn to create individualized portraits utilizing a wide variety of traditional lighting styles both on location with available light, and in the studio with professional tungsten lighting and electronic strobes. Students learn how model selection, posing techniques, wardrobe, props, locations and other factors contribute to the total professional portrait. Students will make portraits of individuals, couples and groups. Students learn to make decisions regarding camera format including digital and film, printing and presentation.

PHOTOGRAPHY 17
Introduction to Color Photography
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: Photography 10 with a satisfactory grade. Advisory: Photography 28 and English 28 and 67 or equivalent.
This is a course in traditional color printing from color negatives. There is an emphasis on color correction and color theory. Natural light and available light and their characteristics are studied in order to better understand perception and the individual’s interpretation of color as seen and photographed. Students must have access to a 35mm manual camera. Estimated cost of materials is approximately $150.

PHOTOGRAPHY 20
Beginning Photojournalism
4 UNITS - (CSU)
Lecture 2 hours. Laboratory 6 hours.
Advisory: Photography 28 and Photography 7.
Students learn photography for publications, including magazines, wire services, print and online newspapers and campus publications. The primary emphasis is on digital photography and its use in the journalism and publication worlds. Students practice using cameras and computers, correctly applying the techniques of instruction to photo journalistic methods and visual news gathering.

PHOTOGRAPHY 22
Creative Photo-Vision
3 UNITS – (A)
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: Photography 1 with a satisfactory grade.
Advisory: Photography 28.
This is a course designed for the photography student who wishes to increase laboratory skills, relative to concurrent photography classes, through extended contact with equipment and faculty. Students will not be permitted to use any of the photo lab facilities if they drop or are excluded from the main photo lecture section.

PHOTOGRAPHY 28
Laboratory Processes
1 UNIT – (RPT 3) (A)
Laboratory 3 hours.
Pre-requisite Photo 10
This course is designed for the photography student who wishes to increase laboratory skills, relative to concurrent photography classes, through extended contact with equipment and faculty. Students must adhere to safety procedures and guidelines of the laboratory setting.

PHOTOGRAPHY 33
Advanced Laboratory Processes
1 UNIT – (A)
Laboratory 3 hours.
Prerequisite: Photography 28 with a satisfactory grade.
Co-requisite: Photography 3 or 6 or 15 or 22.
Students, while concurrently enrolled in an advanced primary lecture class, demonstrate the ability to follow directions and advanced technical recommendations of their photography instructors while working in the photography laboratory including black and white, color, and digital facilities. Students must adhere to safety procedures and guidelines of the laboratory setting.

PHOTOGRAPHY 34
History of Photography
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent
Students recognize and identify the major historical developments of in photography including major technological inventions and advancements, styles and movements, and important photographers from 1826 through 1960. Special attention is paid to the impact of the photographic image and how it has shaped modern art and culture worldwide.
PHOTOGRAPHY 46
Photographic Digital Imaging
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 3 hours.
Students learn introductory digital imaging which will incorporate the use of computers and photographic digital software to alter, enhance, and create new images that can be output to print and digital media. The basic operations, functions, and applications of Adobe Photoshop will be covered. Detailed instruction and specialized assignments integrate digital image manipulation, compositing/collaging, editing and other practical tools.

PHOTOGRAPHY 49
Advanced Photographic Digital Imaging
6 UNITS - (CSU)
Lecture 3 hours. Laboratory 9 hours.
Prerequisite: Photography 1 or 207 with a satisfactory grade.
(see “Health Advisory” under Certificate Programs)
Students learn advanced digital imaging/Photoshop techniques which will incorporate the use of computers and photographic digital software to alter, enhance, and create new images that can be output to print and digital media. Detailed instruction in the application of Adobe Photoshop will be covered. Development of concept and design, and the use of photographic images are emphasized. Creation of specialized projects will integrate digital image manipulation, compositing/collaging, retouching, editing and other specialized Photoshop techniques.

PHOTOGRAPHY 50
Specialty Fields
3 UNITS – (A)
Laboratory 9 hours.
Prerequisite: Photography 1 or 207 with a satisfactory grade or instructor’s approval of advanced level portfolio.
The advanced student contracts with the instructor to produce an independent study photography project that is the basis of a freelance, photo journalistic, commercial or fine art photographic portfolio. The student designs a portfolio based on individual concepts and goals under the guidance of the instructor.

PHOTOGRAPHY 107
Intermediate Digital Photography
3.00 UNITS (CSU)
Lecture 2 hours. Laboratory 3 hours.
Prerequisite: Photo 7 and Photo 46.
An in-depth course in the workflow of professional digital photography. RAW capture, processing, color management, archiving, transferring files, and printing will be stressed. Students will also explore studio lighting using tungsten lights and will develop a portfolio demonstrating technical and aesthetic proficiency. A limited number of professional digital cameras may be provided by the department for student usage. Owning a digital SLR camera is not a requirement but is highly recommended.

PHOTOGRAPHY 207
Advanced Digital Photography
3.00 UNITS (CSU)
Lecture 2 hours. Laboratory 3 hours.
PREREQUISITE: Photo 107.
Advisory: Photography 28
An advanced course in the technical and practical aspects of professional digital photography. Topics will include: advanced RAW processing, advanced archiving, advanced digital SLR techniques, electronic flash for the studio and on location, as well as digital tech training including Phase One software and the medium format digital back. Additionally, students will learn self-promotion techniques, practice professionalism in the photographic industry, and create a working portfolio.

PHYSICS

PHYSICS 6
General Physics I
4 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 3 hours.
Advisory: English 28 and 67.
This course is designed for majors in Health and Life Sciences, Architecture, and all those needing a one-year course in college physics requiring trigonometry but not calculus (see also Physics 21). The principal topics are mechanics, heat and sound.

PHYSICS 7
General Physics II
4 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Physics 6 with a satisfactory grade or equivalent.
Advisory: 28
This course is designed for majors in Health and Life Sciences, Architecture, and all those needing a one-year course in college physics requiring trigonometry but not calculus. This course examines the later developments of physics leading through electricity and magnetism to optics, relativity and quantum theory, atomic and nuclear physics.

PHYSICS 11
Introductory Physics
4 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Mathematics 240 with a satisfactory grade or equivalent.
Advisory: English 28 and 67.
Credit allowed for only one of Physics 11 or 12.
This general introductory course with laboratory serves as the prerequisite for Physics 101, 6, 21, and for the health career programs. It is aimed at developing physical intuition, problem solving techniques and laboratory procedures. It is not open to students who have had a college course in physics. Those needing only one semester of laboratory science should consider enrolling in Physics 12.
PHYSICS 12
Physics Fundamentals
3 UNITS - (UC:CSU)
Lecture 3 hours.
Open to all students.
Advisory: English 28 and 67 or equivalent. Credit allowed for only one of Physics 12 and 11.
A survey of the major insights of physics. No mathematical preparation is needed. If a student wishes to transfer this as a lab science course, the student must also complete Physics 14.

PHYSICS 14
Physics 14 Laboratory
1 UNIT - (UC:CSU)
Laboratory 3 hours.
Co-requisite: Physics 12. Advisory: English 21
This introductory laboratory course in general physics provides the liberal arts student with laboratory experience which supplements the instruction given in Physics 12. Taken with or after Physics 12, it completes the units requirement for a Natural Science course with laboratory.

PHYSICS 21
General Physics I with Calculus
4 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Physics 11 with a satisfactory grade or equivalent. Co-requisite: Mathematics 261.
Advisory: English 21 or equivalent.
Physics 21 is the first of a two-semester, calculus-based, sequence of general physics courses. (Physics 22 completes the sequence.) This sequence is recommended and designed for Pre-medical students, Life Science students and other students that require a two-semester, calculus based, sequence of physics courses. Topics covered in Physics 21 include mechanics, waves and fluids, with an emphasis on applications to the life sciences.

PHYSICS 22
General Physics II with Calculus
4 UNITS - (UC:CSU)
Prerequisites: Physics 21 with a satisfactory grade or equivalent. Co-requisite: Mathematics 262.
Lecture 3 hours. Laboratory 3 hours.
Physics 22 is the second of a two-semester, calculus-based, sequence of general physics courses. This sequence is recommended and designed for Pre-medical students, Life Science students and other students that require a two-semester, calculus based, sequence of physics courses. Topics covered in Physics 22 include thermodynamics, electricity and magnetism, optics, and atomic and nuclear physics. There will be an emphasis on applications to the life sciences.

PHYSICS 101
Physics for Engineers and Scientists I
5 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 6 hours.
Prerequisite: Physics 11 with a satisfactory grade or high school physics; and Mathematics 261.
Co-requisite: appropriate score on Math Placement test.
The student considers the fundamental principles and applications of Newton’s Laws in classical mechanics, including motion in one and two dimensions, gravitation, rotation, energy, momentum, periodic motion, and fluid mechanics at the beginning calculus level of mathematical sophistication. The laboratory includes both quantitative and qualitative experiments that permit students to verify, illustrate, and deduce various laws of physics.

PHYSICS 102
Physics for Engineers and Scientists II
5 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 6 hours.
Prerequisite: Physics 101 with a satisfactory grade or equivalent.
Co-requisite: Concurrent enrollment in Mathematics 262, unless taken previously.
Physics 102 continues the study of physics begun in PHYSICS 101. In PHYSICS 102 students learn the topics of introductory thermodynamics (temperature, heat, heat engines, entropy and other topics), and electricity and magnetism (electric forces, electric fields, potential, magnetism, magnetic forces and fields, capacitance, resistance, inductance, DC and AC circuits and other topics). The laboratory includes both quantitative and qualitative experiments which permit students to verify, illustrate and deduce the laws of physics related to the topics discussed.

PHYSICS 103
Physics for Engineers and Scientists III
5 UNITS - (UC:CSU)
Lecture 3 hours. Laboratory 6 hours.
Prerequisite: Physics 102 with a satisfactory grade or equivalent.
Co-requisite: Concurrent enrollment in Mathematics 263, unless taken previously.
Physics 103 concludes the introductory sequence begun in PHYSICS 101 and 102. In PHYSICS 103 students learn the topics of mechanical waves, electromagnetic waves, light and optics, relativity, introductory quantum mechanics, atomic and nuclear physics. Topics in molecular and condensed matter as well as particle physics may also be included. The laboratory includes both quantitative and qualitative experiments which enable students to verify, illustrate, and deduce some of the laws of physics that apply to the topics covered.

PHYSICS 185 DIRECTED STUDY —
1 UNIT (CSU)
PHYSICS 285 DIRECTED STUDY —
2 UNITS (CSU)
PHYSICS 385 DIRECTED STUDY —
3 UNITS (CSU)
Prerequisite: Signature of Instructor and Science and Mathematics classes appropriate to the research to be undertaken. Lecture 1 hour per unit. Allow students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the “Directed Study” section of this catalog for additional information. Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

PHYSIOLOGY

PHYSIOLOGY 1
Introduction to Human Physiology
4 UNITS – (UC:CSU)
Lecture 3 hours. Laboratory 3 hours.
Prerequisite: Anatomy 1 with a satisfactory grade or equivalent. Advisory: English 21 or equivalent. Students examine and learn the general principles of physiology with special emphasis upon the human body.

POLITICAL SCIENCE

POLITICAL SCIENCE 1
The Government of the United States
3 UNITS - (UC:CSU)
Lecture 3 hours.
Note: Meets Associate in Arts degree requirements in U. S. History. U.S. Constitution, California State and local government. Students study the U.S. Constitution and the major principles, institutions and policies of the American Federal system. Meets Associate in Arts degree requirements in U. S. History, and U. S. Constitution.

POLITICAL SCIENCE 2
Modern World Governments
3 UNITS – (UC:CSU)
Lecture 3 hours.
Students survey several countries around the world focusing on the ‘Third World’ and questions of globalization, democracy, political and economic development and major theories and concepts in comparative politics.

POLITICAL SCIENCE 5
The History of Western Political Thought
3 UNITS – (UC:CSU)
Lecture 3 hours.
Examination of various theoretical approaches to politics and of basic political problems and proposed solutions: Analysis of selected political theories, relevance of theory to contemporary problems, and new approaches to political thought.

POLITICAL SCIENCE 7
Contemporary World Affairs
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: Political Science 1 or equivalent. Students learn the major aspects and important issues of international relations and global politics, including but not limited to the study of war and conflict, international organizations and actors, and development and globalization.

POLITICAL SCIENCE 14
Government and Politics in the Middle East
3 UNITS – (UC:CSU)
Lecture 3 hours.
Students survey the domestic, regional, and international factors which shape the political landscape of the Middle East. They identify and explain sources of instability and violence in the region by focusing on the processes of state building and state disintegration. In addition, in a comparative context, they investigate particular experiences of Middle Eastern countries concerning the nature, roots, and historical evolution of the region’s regimes, nationalism, leadership, and institutions. The approach is thematic, not chronological.

POLITICAL SCIENCE 19
Women in Politics
3 UNITS – (UC:CSU)
Lecture 3 hours.
Students learn political theories and public policies which shape the various possibilities and strategies for women’s political participation in the United States and elsewhere. They also examine the political institutions, processes, and problems of the national, state, and local government.

PORTUGUESE

PORTUGUESE 1
Elementary Portuguese 1
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour
Students begin speaking, reading and writing Portuguese. Introduction to the culture and civilization of Brazil. Intended primarily for students with little or no knowledge of Portuguese.

PSYCHOLOGY

PSYCHOLOGY 1
General Psychology 1
3 UNITS - (UC:CSU)
Lecture 3 hours.
Students learn the psychological principles behind behaviors such as learning, motivation, intelligence, feelings and emotions, personality, abnormal behavior and methods of adjustment. Different psychological perspectives such as psychoanalysis, neuroscience, cognitive, behaviorism and humanism will be emphasized.
PSYCHOLOGY 2
Biological Psychology
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Psychology 1 with a satisfactory grade or equivalent.
Students learn to explain psychological behavior as a result and cause of events taking place in the brain, nervous systems, and genes. Students learn to explain the relationship of biological events to psychopathology, sexuality, motivation, sleep, stress, emotions, perception, and learning.

PSYCHOLOGY 3
Personality and Social Development
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Psychology 1 with a satisfactory grade or equivalent.
The student focuses on self-awareness and personality development. Topics considered include love, work, loneliness, death and loss, intimate relationships, sex roles and sexuality, and values in life.

PSYCHOLOGY 13
Social Psychology
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Psychology 1 with a satisfactory grade or equivalent.
Students learn how we are influenced by our society in the areas of persuasion, propaganda and brain washing, obedience and conformity, aggression and prejudice, sexism and interpersonal relationships.

PSYCHOLOGY 14
Abnormal Psychology
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Psychology 1 with a satisfactory grade or equivalent.
An overview of abnormal behavior from the perspective of contemporary medical, psychosocial, and socio-cultural approaches. Abnormal disorders are described, and their major causes and treatment are reviewed.

PSYCHOLOGY 27
Online and Software Resources for Human Services
1 UNIT
Lecture 1 hour.
Human Services majors receive a basic introduction to pertinent computer resources currently being utilized by human services professionals. Hands-on training will allow students to become familiar with software and online resources commonly being used.

PSYCHOLOGY 41
Life Span Psychology: From Infancy to Old Age
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Psychology 1 with a satisfactory grade.
Students learn about physical, cognitive and social growth and change affecting individuals during their many life stages. Students examine the prenatal, infancy, childhood, adolescent, and old age periods of development.

PSYCHOLOGY 43
Principles of Group Dynamics I
3 UNITS - (CSU)
Lecture 3 hours.
This is an introduction to the dynamics of group interactions with an emphasis upon the individual’s first hand experience as the group studies itself. Students are evaluated on a pass/no-pass basis.

PSYCHOLOGY 44
Principles of Group Dynamics II
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Psychology 43 with a satisfactory grade or equivalent.
This course covers the role of group processes in changing behavior, as well as the principle modes of counseling and therapy. Also covered are the principles of verbal and nonverbal communication, modes of learning, key concepts that enhance learning and significant communication.

PSYCHOLOGY 45
Issues in Human Service Careers
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Psychology 44 and Psychology 81 with satisfactory grades or equivalent.
This is a course in how to survive in the real world of work in Human Services. It will integrate the psychological theory learned in previous classes with practice. The course covers specialized areas of psychology such as crisis intervention, psychopharmacology, counseling ethics, and interviewing. Included are techniques for agency survival such as job interviewing, report writing and resource referral.

PSYCHOLOGY 52
Psychological Aspects of Human Sexuality
3 UNITS - (UC:CSU)
Lecture 3 hours.
This course explores psychological aspects of human sexuality. It emphasizes the effect of sexual development and functioning, on self concept and sexual identity. Topics included are: history of sexuality; myths and fallacies; physiology of sexuality; sexually transmitted diseases; paraphilias and sexual orientation.

PSYCHOLOGY 60
Stress Management
3 UNITS - (CSU)
Lecture 3 hours.
This course examines methods of identifying and managing environmental, organizational, social and internal stress in an effort to promote more effective coping on the part of the individual in occupational, interpersonal and everyday life situations.
PSYCHOLOGY 63
Alcohol/Drug Studies: Prevention and Education
3 UNITS - (CSU)
Lecture 3 hours.
Students learn the strategies of prevention and education necessary to work with various populations dealing with alcohol, drug, and STI(Sexually Transmitted Infection) related problems.

PSYCHOLOGY 64
Introduction to Alcohol and Drug Abuse and Physiological Effects
3 UNITS - (CSU)
Lecture 3 hours.
The student learns the physiology and psychopharmacology of drugs and alcohol, theories of addiction, historical overview of treatment, drug classification, social policy and drug abuse, and the issues of relapse, rehabilitation and recovery.

PSYCHOLOGY 65
Chemical Dependency, Intervention, Treatment and Recovery
3 UNITS - (CSU)
Lecture 3 hours.
Students learn the processes of treatment and recovery of alcohol and drug abuse among various populations. An overview of the causes, treatment, models, and recovery, relapse, rehabilitation, and aftercare is emphasized.

PSYCHOLOGY 66
Introduction to Critical Thinking
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: Eligibility for English 28 and 67.
Students apply the theories and research evidence in cognitive psychology to enhance the ability to effectively solve problems, make decisions and think creatively. Practice with a variety of problems and simulations take place to ensure these critical thinking skills.

PSYCHOLOGY 67
Counseling Techniques for Chemically Addicted
3 UNITS - (CSU)
Lecture 3 hours.
This course will focus on the environment of chemical dependency counseling and the issues of the paraprofessional in alcohol and drug abuse treatment facilities. Case management in a multi-discipline team will be emphasized. All aspects of modern treatment techniques will be covered in class.

PSYCHOLOGY 68
Biopsychology of Chemical Dependency: Drugs, behavior, and health
3 UNITS - (CSU)
Lecture 3 hours.
The student learns pharmacological and behavioral effects of all major categories of both legal and illegal psychoactive substances, including an overview of contemporary and historical drug regulation and abuse, and a detailed review of the nervous system.

PSYCHOLOGY 74
Research Methods in the Behavioral Sciences
3 UNITS - (UC:CSU)
Lecture 3 hours.
The student surveys various research methods with an emphasis on research design, experimental procedures, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be illustrated through a selected review of research in the field of psychology.

PSYCHOLOGY 81
Field Work I
3 UNITS – (CSU)
Co-requisite: Psychology 1 and Psychology 43.
Lecture 1 hour. Laboratory 5 hours.
This course is designed to orient the student to the field of Human Services. The primary emphasis is on observations of the application of interpersonal relationship skills in community settings. This class is intended for students new to Human Services fieldwork. Basic counseling and communication skills will be taught.

PSYCHOLOGY 82
Field Work II
3 UNITS - (CSU)
Lecture 1 hour. Laboratory 6 hours.
Prerequisite: Psychology 81 with a satisfactory grade or equivalent.
Students build on the skills they learned in Field Work I by participating, under supervision, at various facilities in the community that offer Human Services.

PSYCHOLOGY 83
FIELD WORK III
3 UNITS - (CSU)
Lecture 1 hour. Laboratory 6 hours.
Prerequisite: Psychology 82 with a satisfactory grade or equivalent.
Students learn more specialized skills in Human Services. This class is intended for the advanced student of the generalist option of Human Services.

PSYCHOLOGY 84
FIELDWORK I – DRUG/ALCOHOL
3 UNITS - (CSU)
Lecture 1.5 hours. Laboratory 5.5 hours.
Co-requisite: Psychology 1 and Psychology 43.
This course is designed to orient the student to the field of Human Services, Drug/Alcohol Studies. The primary emphasis is on the observations of the application of interpersonal relationship skills in drug/alcohol treatment and community settings. This class is intended for students new to Human Services field work. Basic counseling and communication skills will be taught.
PSYCHOLOGY 85
FIELD WORK II: DRUG/ALCOHOL
3 UNITS - (CSU)
Lecture 1.5 hours. Laboratory 6 hours.
Prerequisite: Psychology 84 with a satisfactory grade or equivalent.
The student receives more specialized participation in Human Services, Drug/Alcohol Studies. The primary emphasis is on the observations of the application of interpersonal relationship skills in drug/alcohol treatment and community settings. This class is intended for students with some experience of the Human Services field work. Basic counseling and communication skills will be taught.

PSYCHOLOGY 86
FIELD WORK III: DRUG/ALCOHOL
3 UNITS - (CSU)
Lecture 1.5 hours. Laboratory 5.5 hours.
Prerequisite: Psychology 85 with a satisfactory grade or equivalent.
This course is designed to orient the student to the field of Human Services, Drug/Alcohol Studies. The primary emphasis is on the observations of the application of interpersonal relationship skills in drug/alcohol treatment and community settings. This class is intended for students new to Human Services field work. Basic counseling and communication skills will be taught.

PSYCHOLOGY 185
DIRECTED STUDY— 1 UNIT (CSU)

PSYCHOLOGY 385
DIRECTED STUDY — 3 UNITS (CSU)
Prerequisite: Psychology 1 with a satisfactory grade plus one additional course in Psychology and signature of instructor.
Lecture 1 hour per unit.
Allows students to pursue Directed Study on a contract basis under the direction of a supervising instructor. Refer to the “Directed Study” section of this catalog for additional information.
Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

RADIOLOGIC TECHNOLOGY
NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

RADIOLOGIC TECHNOLOGY 103
Radiographic Anatomy and Positioning - Skeletal System
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 2 hours.
Prerequisite: Radiologic Technology 102 with a satisfactory grade.
Admission to the Radiologic Technology Program.
Students learn radiographic anatomy, positioning and selected pathology of the musculoskeletal system. Laboratory experience is included.

RADIOLOGIC TECHNOLOGY 104
Radiographic Anatomy and Positioning - Cranial and Visceral Organs
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 2 hours.
Prerequisite: Radiologic Technology 101 and 103 with a satisfactory grade.
Students learn radiographic anatomy, positioning and selected pathology of the visceral organs and cranium. Laboratory experience is included.

RADIOLOGIC TECHNOLOGY 110
Radiographic Mathematics
2 UNITS - (CSU)
Laboratory 2 hours.
Prerequisite: Radiologic Technology 100, 101, and 102 with satisfactory grade.
Students learn the principles of mathematics encountered in Radiologic Technology. This course complements Radiologic Technology 105 and 106.

RADIOLOGIC TECHNOLOGY 160
Introduction to Clinical Education
4 UNITS - (CSU)
Lecture 4 hours.
Prerequisite: Radiologic Technology 101 and 103 with a satisfactory grade or equivalent.
Students begin the clinical education phase of the program. The student is assigned 16 hours per week in a clinical education center.

RADIOLOGIC TECHNOLOGY 180
Clinical Education in Radiologic Technology I
6 UNITS - (CSU)
Laboratory 18 hours.
Prerequisite: Radiologic Technology 160. Enrolled in the Radiologic Technology program.
Students apply radiographic theory in their clinical training site under direct supervision of qualified clinical personnel and college instructors.
Emphasis is on completing the 58 imaging competencies that include: chest, upper and lower extremities and abdominal imaging. The LACC Clinical Coordinator will serve as a resource for hospital based preceptor experience.

RADIOLOGIC TECHNOLOGY 200
(FORMERLY RAD TEC 100)
Introduction to Radiologic Technology
3 UNITS - (CSU)
Lecture 3 hours.
Students learn the history of radiography, organization of the hospital, the medical practitioner’s who work in medical facilities, and careers in the radiological sciences.
RADIOLOGIC TECHNOLOGY 201
(FORMERLY RAD TEC 101)
Medical Terminology For Radiologic Technology
3 UNITS - (CSU)
Lecture 3 hours.
Students learn the origins of medical terminology, word-building systems, abbreviations, symbols, diagnostic and therapeutic terms. Students review simulated patient charts in order to understand radiographic orders and diagnostic report interpretation.

RADIOLOGIC TECHNOLOGY 202
(FORMERLY RAD TEC 102)
Introduction to Electromagnetic Radiation Image Recording and Processing
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 2 hours
Prerequisite: English 28 and 67, Radiologic Technology 200 and 201, and Math 115
Students learn atomic structure, characteristics of radiation, x-ray production, radiation protection and photon interaction with matter.

RADIOLOGIC TECHNOLOGY 205
(FORMERLY RAD TEC 105)
Fundamentals of X-Ray Physics
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 2 hours
Prerequisite: Radiologic Technology 202.
Students learn the physical principles of x-ray generation, Electrostatics, Electromagnetism, Electrodynamics, electrical circuitry of radiographic equipment, interactions of X-ray radiation and matter.

RADIOLOGIC TECHNOLOGY 206
(FORMERLY RAD TEC 106)
Radiographic Exposure
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 2 hours
Prerequisite: Radiologic Technology 205.
Students learn the factors that affect radiographic exposure and the basic principles and components of digital imaging. Laboratory experience is provided including: Computer applications in diagnostic medical imaging.

RADIOLOGIC TECHNOLOGY 207
(FORMERLY RAD TEC 107)
Patient Care Management
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 2 hours.
Prerequisite: Radiologic Technology 202.
Students learn the principles of patient care management for radiographers. Routine and emergency care procedures are discussed. The role of the Radiographer in patient education will also be explained. Laboratory experience is included.

RADIOLOGIC TECHNOLOGY 208
Cross Sectional Anatomy and Pathology
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Radiologic Technology 201.
Students learn to identify normal anatomy through a variety of imaging formats. Students learn how to identify normal and pathologic organ structures.

RADIOLOGIC TECHNOLOGY 209
Pharmacology and Venipuncture with Basic Life Support (BLS)
3 UNITS - (CSU)
Lecture 1 hour; Laboratory 1 hour.
Prerequisite: Radiologic Technology 207.
Students learn the concepts of pharmacology, venipuncture, contrast administration and intravenous medications used in the treatment of adverse effects from contrast agents.

RADIOLOGIC TECHNOLOGY 210
Quality Management
3 UNITS - (CSU)
Lecture 1 hour. Laboratory 4 hours
Prerequisite: Radiologic Technology 202.
Students learn the responsibilities of quality management which entails performing quality control tests, assessing film density, monitoring accuracy, and identifying and solving issues associated with producing medical images.

RADIOLOGIC TECHNOLOGY 211
Computed Tomography
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: Radiologic Technology 205 with satisfactory grade.
Students learn the principles and operation of CT Instrumentation, procedures, ancillary devices and radiation protection.

RADIOLOGIC TECHNOLOGY 240
(FORMERLY RAD TEC 140)
Radiation Protection and Biology
4 UNITS - (CSU)
Lecture 3 hours. Laboratory 2 hours
Prerequisite: Radiologic Technology 202.
Students learn the principles of radiation protection and federal and state laws pertaining to radiography.

RADIOLOGIC TECHNOLOGY 243
Principles and Practices of Fluoroscopy
3 UNITS (CSU)
Lecture 2.5 hours. Laboratory 1 hour.
Prerequisite: Radiologic Technology 202.
Students learn the factors that influence patient and operator radiation dose during fluoroscopic procedures, fluoroscopic equipment, components and ancillary equipment.
RADIOLOGIC TECHNOLOGY 280  
(FORMERLY RAD TEC 180)  
Clinical Education in Radiologic Technology  
6 UNITS - (CSU)  
Laboratory 18 hours.  
Prerequisite: Radiologic Technology 260. Enrolled in the Radiologic Technology program.  
Students apply radiographic theory in their clinical training site under direct supervision of qualified clinical personnel and college instructors. Emphasis is on completing the 58 imaging competencies that include: chest, upper and lower extremities and abdominal imaging. The LACC Clinical Coordinator will serve as a resource for hospital based preceptor experience.

RADIOLOGIC TECHNOLOGY 281  
Clinical Education in Radiologic Technology II  
12 UNITS - (CSU)  
Laboratory 36 hours.  
Prerequisite: Radiologic Technology 280. Enrolled in the Radiologic Technology program.  
Students apply radiographic theory in their clinical training site under direct supervision of qualified clinical personnel and college instructors. Emphasis is on completing the 58 imaging competencies that include: abdominal, thoracic viscera, spine, common contrast exams, and generalized skull radiography. The LACC Clinical Coordinator will serve as a resource for hospital based preceptor experience.

RADIOLOGIC TECHNOLOGY 282  
Clinical Education in Radiologic Technology III  
4 UNITS - (CSU)  
Laboratory 12 hours.  
Prerequisite: Radiologic Technology 281. Enrolled in the Radiologic Technology program.  
Students apply radiographic theory in their clinical training site under direct supervision of qualified clinical personnel and college instructors. Emphasis is on completing the 58 imaging competencies that include: basic vascular procedures (angiograms), PICC and tunnel catheter line placement, pacemakers, lithotripsy, tube placement, myelograms, arthograms, hysterosalpingograms, E.R.C.P., sialogram, retrograde and advanced procedures. The LACC Clinical Coordinator will serve as a resource for hospital based preceptor experience.

RADIOLOGIC TECHNOLOGY 283  
Clinical Education in Radiologic Technology IV  
12 UNITS - (CSU)  
Laboratory 36 hours.  
Prerequisite: Radiologic Technology 282. Enrolled in the Radiologic Technology program.  
Students apply radiographic theory in their clinical training site under direct supervision of qualified clinical personnel and college instructors. Emphasis is on completing the 58 imaging competencies that include: other imaging modalities, therapeutic applications of radiation, tomosynthesis, mammograms, bone density, magnetic resonance imaging, computed tomography, nuclear medicine, ultrasound, and radiation therapy. The LACC Clinical Coordinator will serve as a resource for hospital based preceptor experience.

REAL ESTATE  
REAL ESTATE REAL ESTATE 1  
Real Estate Principles  
3 UNITS - (CSU)  
Lecture 3 hours.  
Open to all students.  
Advisory: English 28 and 67 or equivalent.  
Students study the principles, economic aspects, and laws of real estate, including the information needed to obtain a real estate sales/brokers license and/or for better management of personal real estate investments. Topics include legal descriptions and estates, encumbrances, agencies, contracts, financing, appraisal, escrow and title, leases, urban economics, taxation, and vocational careers.

REAL ESTATE 3  
Real Estate Practices  
3 UNITS - (CSU)  
Lecture 3 hours  
Open to all students.  
Advisory: English 28 and 67 or equivalent.  
Students solve the problems of establishing and conducting a real estate business, including establishing the office, securing listing and prospects, showing properties and closing sales, ethics and professional relationships, rentals and leases, appraising, and the California Real Estate Act. Preparation of documents used in real estate transactions, property transfers, and exchanges is included.

REAL ESTATE 5  
Legal Aspects of Real Estate  
13 UNITS - (CSU)  
Lecture 3 hours.  
Open to all students.  
Advisory: English 28 and 67 or equivalent.  
Students who plan to take the state examination, which is required in order to obtain a broker license (meets optional requirements for sales license), can receive the appropriate legal background, including principles of property ownership and management in their business aspects, with special reference to law of California as it applies to community property, deeds, trust deeds, mortgages, leases, brokerage, mechanic’s liens, homesteads, wills, and estates.

REAL ESTATE 6  
Legal Aspects of Real Estate II  
3 UNITS - (CSU)  
Lecture 3 hours.  
Advisory: English 28 and 67.  
The students learn advanced issues involving real estate legal matters, including an advanced and in-depth study of agency and sub-agency law, civil rights and fair housing laws in real estate practice, and real estate escrow and title insurance laws. Also included are the introductory studies of wills, trusts, and probate administration as they apply to real estate broker’s practice.
REAL ESTATE 7
Real Estate Finance I
3 UNITS - (CSU)
Lecture 3 hours.
Open to all students.
Advisory: English 28 and 67 or equivalent.
Students study the forms, and sources of financing real property, including purchase, construction, refinancing, and other creative permanent financing approaches. Also included is an assessment of the procedures for obtaining government-sponsored financing through FHA, DVA, and Cal-Vet. The various loan sources currently being used in the marketplace will be evaluated including banks, savings and loans, insurance companies, mortgage brokers/bankers, pensions, credit unions, and private parties.

REAL ESTATE 9
Real Estate Appraisal I
3 UNITS - (CSU)
Lecture 3 hours.
Open to all students.
Advisory: English 28 and 67 or equivalent.
The purpose of appraisals, the appraisal process, and the different approaches of valuation. The methods and techniques used to determine the value of various types of properties; The market comparison and cost approaches are emphasized, plus an introduction to investment property valuation by the income approach.

REAL ESTATE 11
Escrow Principles
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
The principles used in handling escrows involving real estate transactions and the transfer of land titles. The basic methods and techniques of escrow holders, as well as an introduction to the types of instruments and forms used by escrow holders from escrow opening through post-closing activities, will be covered. Title insurance, tax issues, prorations, vesting, securing of loans, recording of documents and settlement procedures will be examined. Students will be instructed in the completion of common forms utilized in a basic transaction.

REAL ESTATE 14
Property Management
3 UNITS - (CSU)
Lecture 3 hours.
Open to all students.
Advisory: English 28 and 67 or equivalent.
Students study the nature and types of property management, leases and contracts, rent scheduling, selling of space and techniques of renting, tenant selection and supervision, relations with owners and budgets, purchasing and accounts, reporting, ethics, and legal and professional relationships.

REAL ESTATE 18
Real Estate Investments I
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students study the principles of real estate investment with respect to identifying and understanding the language, basic procedures, financing, and facts essential to ownership, conveyance, environmental problems, business organization involvement, and evaluation with other investments. A comparison and assessment of commercial, industrial, and residential projects, including location, feasibility studies, zoning restrictions, financing options, sale and leaseback, and preferential tax benefits.

REAL ESTATE 21
Real Estate Economics
3 UNITS - (CSU)
Lecture 3 hours.
Open to all students.
Advisory: English 28 and 67 or equivalent.
This course covers the fundamentals of economic trends and factors which affect the real estate market. Topics covered include: urban structural relationships, real estate market analysis, supply and demand, economic forecasting, land use theory and problems of sub-division. Also studied is the government’s role in the economy and its influence upon the real estate market including the Federal Reserve System taxation and land use controls including zoning, planning and fair housing legislation.

REAL ESTATE 60
Real Estate Mathematics
3 UNITS - (CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students study typical real estate mathematics problems which are most common in actual practice, as well as those necessary for other real estate courses and for those found in the California Real Estate Licensing examinations.

RUSSIAN

RUSSIAN 1
Elementary Russian I
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Advisory: English 28 and 67.
The fundamentals of pronunciation and grammar, practical vocabulary, useful phrases; basic facts on the geography, customs and culture of Russia.

RUSSIAN 2
Elementary Russian II
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Russian 1 with a satisfactory grade or equivalent.
Completes elementary Russian I. Emphasis on reading and spoken language.
RUSSIAN 3
Intermediate Russian I
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Russian 2 with a satisfactory grade or equivalent.
Students continue their study of Russian grammar and vocabulary, advancing their conversation and writing skills. Reading of selected texts in Russian is also included.

RUSSIAN 4
Intermediate Russian II
5 UNITS – (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Russian 3 with a satisfactory grade or equivalent.
This course continues the review of grammar and vocabulary build-up. It continues to introduce students to Russian life through the reading of selected Russian authors.

RUSSIAN 8
Conversational Russian
2 UNITS – (UC:CSU)
Lecture 2 hours.
Prerequisites: Russian 2 with a satisfactory grade or equivalent.
Students develop and practice conversational skills in Russian pertaining to typical situations and topics a person may encounter when traveling or living among a Russian-speaking community. UC maximum credit: 4 units

RUSSIAN 10
Russian Civilization
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
Students learn various aspects of Russian Civilization, including historical, social and cultural developments from the early stages to the present, and Russia’s contribution to the world.

SOCIOLGY

SOCIOLGY 1
Introduction to Sociology
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
This course is designed to acquaint students with the major principles of sociology as they are applied to contemporary social issues. With the use of several theoretical perspectives it examines social structures within American society and other cultures from macro and micro perspectives. There are extensive references to contemporary research findings on social structure, group dynamics, social stratification, and social institutions.

SOCIOLGY 2
American Social Problems
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students apply sociological perspectives and concepts in analyzing contemporary social problems in the United States. Problems associated with drug abuse, poverty, racial, ethnic, and gender inequality, crime and violence, and the environment are some of the topics addressed.

SOCIOLGY 11
Ethnic and Racial Minorities in the United States
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Examines global racial and ethnic relations with an emphasis on the United States. There will be extensive use of several theoretical perspectives and an analysis of historical records in explaining minority/majority relations, prejudice and discrimination, and the political and economic status of various racial and ethnic groups. There will be extensive references to contemporary research findings on majority/minority group relations.

SOCIOLGY 12
Marriage and Family Life
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisory: ENGLISH 28 and 67.
Students learn to use theory and research to examine the family and other forms of intimate-partner relationships that exist within a diverse, multicultural society. The students analyze these structures and their functions along with historical changes, emerging variant patterns, and the influence of contemporary society on the family.

SOCIOLGY 32
Introduction to Criminology
3 UNITS – (UC:CSU)
Lecture 3 hours.
Advisories: ENGLISH 28 and 67; and Sociology 1
Students examine the basic elements of criminology - the scientific study of crime and criminal behavior. This will include, but not limited to, an analysis of the following concepts: social deviance, crime, delinquency, victimization, the criminal justice system, social control, and terrorism. There is an extensive review of the major sociological explanations on the causes of crime and criminality in addition to a consideration of the biological and psychological perspectives. An examination of the research methods employed by criminologists in the collection and analysis of data will also be undertaken.
SPANISH

One year of high school study in Spanish corresponds to one college semester or one college semester equals one full year of high school study. Required courses: Spanish 1*, 2*, 3, 4 and 8*. These courses are required only for students who plan to teach Spanish.

SPANISH 1
Elementary Spanish I
5 UNITS - (UC: CSU)
Lecture 5 hours. Laboratory 1 hour.
Advisory: English 28 and 67.
Student receives practice in the pronunciation, grammar, practical vocabulary, and useful phrases in Spanish. In addition, basic facts of the geography, customs and culture of the Spanish speaking world are presented.
UC accepts one of Spanish 1 or equivalent.

SPANISH 2
Elementary Spanish II
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Spanish 1 with a satisfactory grade or equivalent.
Completes elementary Spanish I with emphasis on reading and writing of elementary texts and emphasizes the spoken language.

SPANISH 3
Intermediate Spanish I
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Spanish 2 with a satisfactory grade or equivalent.
Students review grammar and composition while they build their vocabulary.

SPANISH 4
Intermediate Spanish II
5 UNITS - (UC:CSU)
Lecture 5 hours. Laboratory 1 hour.
Prerequisite: Spanish 3 with a satisfactory grade or equivalent.
Students review grammar and composition while they build their vocabulary.

SPANISH 5
Advanced Spanish I
5 UNITS - (UC:CSU)
Lecture 5 hours.
Prerequisite: Spanish 4 with a satisfactory grade or equivalent.
This course begins with an overall examination of the arts and the concept of aesthetics in preparation for the study of literature. The focus is on the narrative (short story and novel) and poetry in Spanish and Latin American literary traditions. The course also examines the translation to film of some of the works studied. Discussions generated by lectures and readings provide oral practice in the target language. Written expression and review of grammatical structures, orthography and punctuation is done through essays on selected themes.

SPANISH 6
Advanced Spanish II
5 UNITS - (UC:CSU)
Lecture 5 hours.
Prerequisite: Spanish 5 with a satisfactory grade or equivalent.
The thrust of the course is a study of theater as a literary and performing art, and the essay as a non-fictional form of expression. Through lectures and readings, students will learn about the trajectory of the theater and the essay in Spanish and Latin American literary traditions. Discussions generated by lectures and readings provide for oral practice in the target language. Written expression and review of grammatical structures, orthography and punctuation is done through essays on selected themes.

SPANISH 8
Conversational Spanish
2 UNITS - (UC:CSU)
Lecture 2 hours.
Prerequisite: Spanish 2 with a satisfactory grade or equivalent.
Oral expression in Spanish is the main thrust of the course. The focus is on conversational skills revolving around everyday situations that a person may encounter when traveling or living in Spanish-speaking countries, or when interacting with Spanish-speaking people in the United States.

SPANISH 9
Hispanic Civilization (Same as Humanities 47)
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
The student learns the history, cultures, traditions and arts of Spain. Beginning with prehistory and progressing through the different epochs to the present day, an overview of the identity of Spain and its peoples will be the focus. Furthermore, comparisons to the histories and cultures of other European countries will clarify Spain’s similarities to them as well as highlight its stark uniqueness. The course is taught in English.

SPANISH 10
Latin American Civilization (Same as Humanities 48)
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
The histories, cultures, and arts of Latin America are explored. Differences and similarities between the countries that comprise Latin America, noting forces that unify as well as divide, is the focus of the course. Students explore the relationship between Latin America and the United States throughout their histories. This course is taught in English.
SPANISH 35  
Spanish for Spanish Speakers I  
5 UNITS – (UC:CSU)  
Lecture 5 hours. Laboratory 1 hour.  
Advisory: English 28 and 67.  
(Equivalent to Spanish I)  
The bilingual student practices written Spanish with an emphasis on the acquisition of a solid grammatical base, vocabulary enrichment, and spelling. Addresses all four skills in Spanish, but focuses on reading and writing. Includes readings on the geography, customs and culture of Spain and Latin America.

SPANISH 36  
Spanish for Spanish Speakers II  
5 UNITS – (UC:CSU)  
Lecture 5 hours. Laboratory 1 hour.  
Prerequisite: Spanish 35.  
(Equivalent to Spanish 2)  
In this continuation of Spanish 35, the student completes the study of grammar and continues the development of reading and writing skills. Further study of Spanish and Latin American culture and civilization is included.

SUPERVISION  
SUPERVISION 1  
ELEMENTS OF SUPERVISION  
3 UNITS - (CSU)  
Lecture 3 hours.  
Open to all students.  
Advisories: English 28 and 67 or equivalent.  
Students develop leadership abilities used in supervisory positions in business and industry.

SUPERVISION 12  
Written Communications for Supervisors  
3 UNITS  
Lecture 3 hours.  
Advisory: English 28 and 67 or equivalent.  
Students learn to improve their writing ability and write professional email messages, memorandums and a wide range of business letters, including direct requests for information, replies to information requests, direct claims, adjustment letters, letters of recommendation, persuasive requests, refusing routine requests and breaking bad news to customers and to employees. This course is one in a series that applies to the college’s Certificates in Business Administration, Marketing and Management, and the Western Association of Food Chains’ Marketing Management Certificate.

TELEVISION  
TELEVISION 1  
Introduction to Television  
3 UNITS - (CSU)  
Lecture 3 hours.  
Open to all students.  
A required basic course for all first semester Television majors. Recommended elective for Journalism, Theatre and Public Relations. Students study what’s on Television and why, including the history of Radio and Television Broadcasting. They also learn costs, ratings, the FCC rules, cable and pay Television.

TELEVISION 4  
Camera Lighting and Sound for Television and Cinema  
3 UNITS  
Lecture 3 hours.  
Open to all students.  
Students learn to operate basic camera, lighting and audio recording equipment for both video and film media in studio and on location.

TELEVISION 6  
Studio and Remote Production  
3 UNITS  
Lecture 1 hour; Laboratory 4 hours.  
Prerequisite: Television 46 with a satisfactory grade or better.  
Advisory: Cinema 2  
Students light and shoot remote setups then edit those pieces for inclusion into a half hour live-to-tape production in the studio.

TELEVISION 7  
Television Announcing I  
3 UNITS - (CSU)  
Lecture 1 hour; Laboratory 4 hours.  
Students create and write a number of stories as part of training in Television announcing for broadcast news, sports, weather, and commercials. They act as on-camera talent in the production of a half hour in-studio live-to-tape production.

TELEVISION 9  
Introduction to TV Equipment Procedures  
3 UNITS - (CSU)  
Lecture 3 hours.  
Advisory: Television 4  
A required basic course for all first semester TV majors. Open to all students.  
Students learn the principles and operation of a television control room and studio equipment leading to the production of their own live-switched one-minute commercial. Sound control, studio lighting, control room procedures, video camera operation, directing, script writing, storyboarding, and production design are emphasized.
TELEVISION 25-1
Television and Film Dramatic Writing
3 UNITS - (CSU)
Lecture 3 hours.
Open to all students.
Professional methods and techniques of television writing for drama or comedy for single and multiple camera are studied. Class also deals with getting an agent and how scripts are sold.

TELEVISION 25-2
Television and Film Dramatic Writing
3 UNITS - (CSU)
Lecture 3 hours.
Prerequisite: TV 25 or 25-1 with a satisfactory grade or better.
Open to all students.
Professional methods and techniques of advanced television writing for drama comedy for single and multiple camera are studied. Scripts begun in TV 25-1 may be worked on for completion and/or revision.

TELEVISION 46
Television Production
3 UNITS - (CSU)
Lecture 2 hour. Laboratory 2 hours.
Prerequisite: Television 9 with a satisfactory grade.
Advisory: Television 4
Required of all Television majors.
Students write, produce, and direct a series of three live-switched productions beginning with a 30-second commercial followed by two longer and more complex television programs.

TELEVISION 48
Television Programming and Video Tape Production Workshop
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Prerequisite: Television 46 with a satisfactory grade. Required of all Television majors.
Advanced work in pre-producing, directing, producing, writing, operating remote equipment, and special effects.

TELEVISION 49
TV Production Workshop
3 UNITS
Lecture 2 hour. Laboratory 2 hours.
Prerequisites: Television 46 with a satisfactory grade.
Students train in the technical aspects of television production, including lighting, camera, videotape and character generator. No script writing or producing, this class is for studio technical crew only.

TELEVISION 55
Digital Video Production Workshop I
3 UNITS - (A)
Lecture 1 hour. Laboratory 4 hours.
Prerequisite: Cinema 1, 2, and Television 4, 9.
Intermediate film and television students produce short video projects using digital video cameras and editing systems.

TELEVISION 185
Directed Study
1 UNIT
Lecture 1 hour per unit.
Prerequisite: Television 46 with satisfactory grades or better.
Note: Courses limited to advanced LACC Television Students.
Courses offered on a Pass/no-pass basis. Credit Limit: A maximum of 3 units in Directed Study may be taken for credit
Allows students to pursue directed study in Television on a contract basis under the direction of a supervising instructor. Refer to the “Directed Study” section of this catalog for additional information.

THEATER
Note: that some courses offered may be offered every other semester, or less frequently. Students must receive a satisfactory grade in all Theater courses taken and have completed those courses within eight years to meet requirements.

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.
PREREQUISITES: Specified prerequisites must be completed with a satisfactory grade or equivalent.

THEATER 100
Introduction to the Theatre
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 101 or equivalent.
A survey study and analysis of the various elements that make up the institution called the Theatre. Subjects range from origins of primitive drama to contemporary structure and direction of our modern Theatre.

THEATER 105-1
(FORMERLY THEATER 105)
Theater Survey, Literature
1 UNITS - (CSU)
Lecture 1 hour.
Enrollment required of Theater majors each semester of attendance.
The student is introduced to theater literature and is enriched through the survey and observation of regularly scheduled programs consisting of acting scenes and exercises from the various theater classes. The basic program is augmented by the appearance of guest artists and theater groups. Students are required to attend live events outside campus and report on their observations of theater literature through journal and essay writing assignments.

THEATER 105-2
Theater Survey, Performance
1 UNITS - (CSU)
Lecture 1 hour.
Enrollment required of Theater majors each semester of attendance.
The student is introduced to theater performance by the actor and is enriched through the survey and observation of regularly scheduled programs consisting of acting scenes and exercises from various theater classes. The basic program is augmented by the appearance of guest artists and theater groups. Students are required to attend live events outside campus and report on their observations of acting performance through journal and essay writing assignments.
THEATER 105-3  
Theater Survey, Design  
1 UNIT - (CSU)  
Lecture 1 hour.  
Enrollment required of Theater majors each semester of attendance.  
The student is introduced to theater design and is enriched through  
the survey and observation of regularly scheduled programs  
consisting of acting scenes and exercises from the various theater  
classes. The basic program is augmented by the appearance of  
guest artists and theater groups. Students are required to attend live  
events outside campus and report on their observations of theater  
design through journal and essay writing assignments.

THEATER 105-4  
Theater Survey, Audience Experience  
1 UNIT - (CSU)  
Lecture 1 hour.  
Enrollment required of Theater majors each semester of attendance.  
The student is introduced to the audience experience and is enriched  
through the survey and observation of regularly scheduled programs  
consisting of acting scenes and exercises from the various theater  
classes. The basic program is augmented by the appearance of guest artists and  
theater groups. Students are required to attend live events outside campus  
and report on their observations of their audience experience in journal and  
essay writing assignments.

THEATER 110  
History of the World Theatre  
3 UNIT - (UC:CSU)  
Lecture 3 hours.  
Advisory: English 101 or equivalent.  
A history study and exploration of Western theatre and its traditions  
from its primitive beginnings up to the present.

THEATER 185  
Directed Study -  
1 UNIT (CSU)  
Allows students to pursue Directed Study on a contract basis  
under the supervision of a instructor. Please refer to the "Directed  
Study" section of this catalog for additional information.

THEATER 200  
Introduction to Acting  
3 UNIT - (UC:CSU)  
Lecture 3 hours.  
Through lecture, discussion, demonstration, and various participation  
exercises, the student is introduced to the art and craft of acting.

THEATER 205  
Actor 's Orientation to  
Professional Theatre  
2 UNIT - (CSU)  
Lecture 1 hour. Laboratory 2 hours.  
Co-requisite: Theater 270.  
The student learns about a career as a professional actor in the American  
entertainment industry including methodology and techniques for seeking  
and gaining employment in Theater, Film, Television, Commercials, and  
New Media, which includes all forms of electronic performance.

THEATER 210  
Introduction to Oral  
Interpretation of Dramatic Literature  
3 UNIT - (UC:CSU)  
Lecture 3 hours.  
A study of the techniques of oral interpretation including phrasing, inflection,  
work relish, verse scansion, tempo and rhythm – designed to develop the actor's interpretive skills.

THEATER 212  
Introduction to Oral Interpretation of Shakespearean Literature  
3 UNIT - (CSU)  
Students study and practice techniques of oral interpretation -  
including phrasing, inflection, word relish, verse scansion, tempo and  
rhythm - designed to develop the actor's interpretative skills of  
Shakespearean text at an introductory level.

THEATER 225  
Beginning Direction  
3 UNIT - (UC:CSU)  
Lecture 3 hours.  
Prerequisite: Theater 270 with a satisfactory grade.  
Beginning with play analysis from a director's point of view to creating  
a directorial vision, the course includes an introduction to the basic  
principles of stage directing and the fundamental working techniques  
for the realization of the values of a play on stage. Also covered is  
development of an organizational methodology and study of the  
professional protocols for the direction of a one act play. This is  
done through lectures, reading assignments, class exercises and  
demonstrations and the preparation of a complete director's prompt book.

THEATER 232  
Play Production  
2 UNIT – (RPT 3) (UC:CSU)  
Laboratory 6 hours.  
The student is given the opportunity to work intensely in one or  
more areas associated with production: acting, voice, movement,  
mangement, costuming or technical theatre. Students must be  
prepared to work irregular hours.

THEATER 240  
Voice and Articulation for the Theatre  
3 UNIT - (UC:CSU)  
Lecture 3 hours.  
Note: Credit allowed for only one of Theater 240 or Communication Studies 111.  
Developing of voice and speech skills, emphasizing clarity, precision,  
tone, dynamics and imaginative use of language. Individual goals will be  
set for performance and standards of improvement to help the student  
acquire the basics of good theatre speech.

THEATER 242 -1  
(FORMERLY THEATER 242)  
Voice Development Workshop - Level 1  
3 UNIT - (CSU)  
Laboratory 6 hours.  
The student actor studies, practices, and demonstrates knowledge and  
skill in vocal and physical development at an introductory level with  
specific emphasis on proper breath support, alignment, and vocal &  
physical clarity, freedom, and strength.
THEATER 242 - 2
Voice Development Workshop - Level 2
3 UNITS - (CSU)
Laboratory 6 hours.
The student actor studies, practices, and demonstrates knowledge and skill in vocal and physical development at a beginning level with specific emphasis on resonance, precision & dynamics, and enhanced expressiveness.

THEATER 242 - 3
Voice Development Workshop - Level 3
3 UNITS - (CSU)
Laboratory 6 hours.
The student actor studies, practices, and demonstrates knowledge and skill in vocal and physical development at an intermediate level with specific emphasis on diction, International Phonetic Alphabet (IPA), and dance choreographed movement.

THEATER 242 - 4
Voice Development Workshop - Level 4
3 UNITS - (CSU)
Laboratory 6 hours.
The student actor studies, practices, and demonstrates knowledge and skill in vocal and physical development at an advanced level with specific emphasis on elevated speech & language, rhythm & gestural expressiveness, and stage combat.

THEATER 246-1
(VFORMERLY THEATER 246)
Vocal Performance Workshop - Level I
2 UNITS - (CSU)
Laboratory 6 hours.
The student actor learns and applies correct vocal performance skills to the acting of a role(s) in a Theatre Academy production with special focus on landing the specific meaning of the text with precision and clarity - through varied introductory vocal exercises, techniques, warm-ups, and coaching sessions.

THEATER 246-2
Vocal Performance Workshop - Level 2
2 UNITS - (CSU)
Laboratory 6 hours.
Through detailed vocal exercises, techniques, warm-ups, and coaching sessions the student actor learns and applies correct beginning vocal performance skills to the acting of a role(s) in a Theatre Academy production with special focus on building & sustaining powerful breath support which creates rich resonance and extended range for speaking and singing on stage.

THEATER 246-3
Vocal Performance Workshop - Level 4
2 UNITS - (CSU)
Through advanced vocal exercises, techniques, warm-ups, and coaching sessions the pre-professional student actor learns and demonstrates advanced application of vocal performance skills to the acting of a role(s) in a Theatre Academy production from classical literature such as Shakespeare - with detailed focus on the unique challenge of authentically speaking heightened text with powerful, meaningful, dynamic vocal expressiveness and subtlety.

THEATER 246-4
Vocal Performance Workshop - Level 4
2 UNITS - (CSU)
Through advanced vocal exercises, techniques, warm-ups, and coaching sessions the pre-professional student actor learns and demonstrates advanced application of vocal performance skills to the acting of a role(s) in a Theatre Academy production from classical literature such as Shakespeare - with detailed focus on the unique challenge of authentically speaking heightened text with powerful, meaningful, dynamic vocal expressiveness and subtlety.

THEATER 262
Special Projects
2 UNITS - (CSU)
Laboratory 4 hours.
Prerequisite: Theater 270 with a satisfactory grade.
Advanced students are given the opportunity to plan, rehearse, stage and produce approved all student projects for presentation before an audience.

THEATER 270
Beginning Acting
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 4 hours.
The students receive an introduction to the art and craft of acting. This class is the first level of the Theater Academy's Professional Training Program's acting option.
Students perform on stage using the physical body and voice to experience the process of the actor. Topics covered include: basic stage technique, movement values, relaxation, body awareness, physical limbering and alignment, pantomimic dramatization, play and scene study. Students receive an introductory appreciation of how an actor trains for a career in theater, film and television as they develop their own skills of physical, verbal and emotional communication.

THEATER 271
Intermediate Acting
2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Theater 200
Acting principles are expanded and applied in staged scenes. The emphasis is on comprehension, translation into meaningful dramatic action, and creation. The actor's self awareness is explored and developed before a classroom audience.

THEATER 272
Intermediate Applied Acting
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 4 hours.
Requisite: Theater 270.
The acting principles applied to Theater 270 are expanded and applied in staged scenes. The emphasis is on comprehension, translation into meaningful dramatic action, and creation. The actor's self awareness is explored and developed before a classroom audience.
THEATER 274-1
(FORMERLY THEATER 274)
Advanced Applied Acting - Level 1
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 4 hours.
Prerequisite: Theater 272 with a satisfactory grade.
The student is engaged in greater in-depth analysis of staged scenes. Emphasis is placed upon the rehearsal process and rehearsal techniques.

THEATER 274-2
Advanced Applied Acting - Level 2
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 4 hours.
Prerequisite: Theater 272 with a satisfactory grade.
The student is engaged in character and text analysis of roles in staged scenes at an advanced level. Emphasis is placed upon the student's demonstration of advanced rehearsal processes and techniques.

THEATER 275
Scene Study
2 UNITS - (CSU)
Lecture 1 hour. Laboratory 2 hours.
Prerequisite: Theater 270 with a satisfactory grade.
The student is engaged in greater in-depth analysis of staged scenes. Emphasis is placed upon the rehearsal process and techniques.

THEATER 276-1
(FORMERLY THEATER 276)
Actor's Workshop - Level 1
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 4 hours.
Prerequisite: Theater 270.
The student demonstrates the ability to to analyze scenes and speeches from selected plays at an advanced level. Content emphasizes research, characterization, playing actions/reactions, vocal development, emotional centering, discoveries, release, control and physical expressiveness.

THEATER 276-2
Actor's Workshop - Level 2
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 4 hours.
Prerequisite: Theater 276-1.
The student demonstrates the ability to to analyze scenes and speeches from selected plays at an advanced level. Content emphasizes research, characterization, playing actions/reactions, vocal development, emotional centering, discoveries, release, control and physical expressiveness.

THEATER 277
Character Analysis
3 UNITS - (UC:CSU)
Lecture 3 hours.
Prerequisite: Theater 270.
The course covers the analytical steps involved in the study of a play and the development of a character preparatory to rehearsals and performances.

THEATER 278
Directed Study
2 UNITS - (CSU)
Prerequisite: Theater 270 with a satisfactory grade.
Allows students to pursue Directed Study on a contract basis under the supervision of an instructor. Please refer to the "Directed Study" section of this catalog for additional information.

THEATER 294
MIDI Instrument Instruction IV
2 UNITS – (RPT 3)
Lecture 1 hour
Laboratory 2 hours.
The student continues to develop functional skills to utilize MIDI instruments. Emphasis is on advanced techniques in MIDI synchronization with digital audio files and their use.

THEATER 300
Introduction to Stagecraft
3 UNITS - (UC:CSU)
Lecture 3 hours.
Survey of the technical phases of play production; for scenery, properties, lighting, sound, costuming, and stage management and organization of stage activity.

THEATER 302
Introduction To Stage Management
3 UNITS - (UC:CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students learn the function of stage managers in professional theater productions.

THEATER 311
Theatrical Lighting
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 2 hours.
This course will create an understanding of the basic methods, physical techniques, and work ethics of the lighting designer/technician. The process will include training in the creative concepts of design, how to create a light plot as well as in the practical use and operation of the equipment used to execute the design. Specific attention will be paid to entertainment industry safety standards that will prepare the student for work in the industry.
THEATER 313
Scenic Painting for the Theatre
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
This course will create an understanding of the basic methods, techniques, and work habits of the scenic artist. It will include training on equipment, utilization of materials, preparation of painting sequences, and application of processes as well as standard safety practices in the entertainment industry.

THEATER 314
Theatrical Sound Design: Fundamentals, Procedures and Operation
3 UNITS – (CSU)
Lecture 2 hours. Laboratory 2 hours.
Students interested in the study of theory and practices used to setup production and sound equipment related materials utilized in a professional sound design for the theater. Students will practice professional sound installations and design techniques.

THEATER 315
Introduction to Theatrical Scenic Design
3 UNITS - (UC:CSU)
Lecture 2 hours. Laboratory 2 hours.
Students develop a visual graphic vocabulary in order to express design concepts for scenic environments. Students analyze specific text or events and create graphic documentation in order to communicate ideas and visual concepts. Class projects focus on specific skills and forms of design presentations; script analysis, ground plan and section, elevations, details, model building and computer pre-visualization of virtual environments.

THEATER 325
Stage Management and Advanced Stagecraft
3 UNITS - (RPT 3) (UC:CSU)
Advisory: English 28 and 67/31 or equivalent.
Intensive study of all technical phases of the theatre. Major topics: scenic design, painting, lighting, construction and manipulation of stage scenery; topography and equipment of stages and auditoriums; duties of stage manager, company manager, and technical director.

THEATER 335
Applied Stage Management and Production
4 UNITS - (RPT 3) (UC:CSU)
Laboratory 12 hours.
Technical Theatre students study the real and theoretical practices of managerial and technical theatre while constructing an actual production in college shops. Production work will consist of; carpentry, painting, lighting, sound editing and or stage management.

THEATER 336
Applied Stage Management and Production Lab
1 UNIT – (RPT 3)
Laboratory 3 hours.
Co-requisite: Theater 335.
Technical Theatre Students study the real and theoretical practices of theater production while mounting an actual production in a college theater venue. Production crew work will consist of the collaborative synthesis of multiple departments in the creation of a theatrical performance and the techniques necessary in the management of resources towards a successful entertainment event.

THEATER 338
Introduction to Design: Theatre, Film, and Television
3 UNITS – (UC:CSU)
Lecture 3 hours.
An introduction to the design process for theatre, film, and television. Exploration of; the relationship between text and esthetic design choices, the recognition of basic compositional elements; color, mass, line, texture, rhythm, balance as used in story telling, and the creation of design presentations through collage as well as studying the architectural spaces of story telling, from the proscenium arch to the sound stage.

THEATER 345
Technical Stage Production
4 UNITS - (RPT 3) (UC:CSU)
Laboratory 12 hours.
Co-requisite: Theater 346 and 270 or 272
Theatre Academy Advanced Acting Students study the real and theoretical practices of managerial and technical theatre while mounting an actual production in a college theater venue. Production work will consist of the collaborative synthesis of multiple departments in the creation of a theatrical performance and the techniques necessary in the management of resources towards a successful entertainment event.

THEATER 346
Technical Stage Production Lab
1 UNIT – (RPT 3)
Laboratory 3 hours.
Co-requisite: Theater 345 and either Theater 270 or 272.
Theatre Academy Advanced Acting students study the real and theoretical practices of managerial and technical theatre while mounting an actual production in a college theater venue. Production work will consist of the collaborative synthesis of multiple departments in the creation of a theatrical performance and the techniques necessary in the management of resources towards a successful entertainment event.
THEATER 385
Directed Study - Theater
3 UNITS -
Lecture 3 hours.
Theater students pursue on their own an in-depth study of a subject of special interest in the field of theater. Consultation with the instructor on a weekly basis, plus independent work is required.

THEATER 400
Costume Periods and Styles
3 UNITS - (UC:CSU)
Lecture 3 hours.
A study of the changes in dress from ancient to modern times, social and political forces influencing costuming for stage, film and television.

THEATER 401
Costuming For The Theatre
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Intensive study of techniques and practices of theatrical costuming. Topics include: choice, use and manipulation of patterns, textiles, jewelry and accessories to imitate historical appearances meeting the needs of performance costume rather than clothing. Practical solutions to budget limits and camera media.

THEATER 413
Costume Dyeing and Painting
3 UNITS
Lecture 2 hours. Laboratory 2 hours.
Practical application of fabric surface design techniques for theatre: various dyes, tie dye, batik, stencil, screening, aging, antiquing and distressing.

THEATER 414
Costume Draping and Accessories
3 UNITS
Lecture 2 hours. Laboratory 2 hours.
Theory and practice of creating stage and film costumes and costume accessories through draping.

THEATER 415
Costume Design for the Theater
3 UNITS – (A)
Lecture 2 hours. Laboratory 2 hours.
Beginning study of techniques and practices of theatrical costume design and illustration. Topics include: analyzing the play script, research techniques, creating the costume plot, choice and use of media, illustrating costume design for needs of theatrical performance.

THEATER 416
Materials and Methods for the Costumer
3 UNITS - (CSU)
Lecture 2 hours. Laboratory 2 hours.
Advisory: English 28 and 67/31 or equivalent.
Lecture and laboratory study of the properties of various non textile materials used by the costumer including latex, leather, plastics, dyes, glues, foam, rubber and molds.

THEATER 417
Costuming for Film
3 UNITS – (CSU)
Lecture 2 hours. Laboratory 2 hours.
Techniques and practices of costuming for film; analyzing and breaking down the script using computer spreadsheet, creating character boards, design conferences, budgeting, preproduction planning and resourcing.

THEATER 419
Advanced Costume Illustration
3 UNITS – (RPT 1) (A)
Lecture 2 hours. Laboratory 2 hours.
Advanced costume illustration for theatre and film, including; advanced figure drawing, sketch artist techniques, computer illustration, rendering textures and creating finished costume plates.

THEATER 420
Costuming on Set
3 UNITS
Lecture 2 hours. Laboratory 2 hours.
Theory and practical experience costuming for film: design conferences, preparation of costumes, and working on set as a costumer for student film project.

THEATER 425
Applied Costuming for the Theatre
4 UNITS - (RPT 3) (CSU)
Laboratory 12 hours.
Students receive practical experience in construction and maintenance of costumes for public theatrical presentation. Emphasis on professional wardrobe/dressing room practices, construction, alteration, maintenance, repair, cleaning and storage of costumes. Students must be available for rehearsals and performances.

THEATER 426
Applied Costuming for the Theater Lab
1 UNIT – (RPT 3)
Laboratory 3 hours.
Students learn professional maintenance of costumes for public theatrical presentation, professional wardrobe/dressing room practices, construction, alteration, maintenance, repair, cleaning and storage of costumes. Students must be available for rehearsals and performances.

THEATER 450
Beginning Stage Make Up 2 UNITS - (UC:CSU)
Lecture 1 hour. Laboratory 4 hours.
Techniques and practices of theatrical makeup design and application. Facial analysis, glamour, aging of the face, beards, stylized, and impersonation makeups are performed by the student on their own face. Topics include the use of makeup for film and television.
Workforce Education. The In-Home Supportive Services (IHSS) course is a 54-hour program that provides training on in-home care. Students are also given CPR/FA training as part of the curriculum. Upon successful completion of this course, students will receive an In-Home Supportive Services Skills Certificate of Competency.

Courses

- VOCED 002 CE In-Home Supportive Services Class Hrs. 70
- VOCED 059 CE VESL for Home Health Aide Class Hrs. 18

ENGLISH AS A SECOND LANGUAGE CIVICS I CERTIFICATE OF COMPLETION

This Skills Certificate packages the series of courses from our non-credit ESL department. You will be assessed, then placed in the accurate course and continue through the progression of the classes at your own pace to ensure a high-level of comprehension and positive learning outcomes. Upon completion of this series of courses, you will receive an English as a Second Language Skills Certificate of Completion.

Courses

- ESL 030 CE ESL 0 Class Hr. 108
- ESL 031 CE ESL 1 Class Hr. 108
- ESL 032 CE ESL 2 Class Hr. 108

JOB READINESS SKILLS CERTIFICATE OF COMPLETION

This Skills Certificate encompasses a series of specific non-credit courses designed to introduce and train new workers, incumbent workers, and dislocated workers to the realities of the workplace. Upon completion of these combined courses, you will receive a Job Readiness Certificate of Completion which will assist you in obtaining employment. This certificate is also recognized by the City of Los Angeles and the Los Angeles Chamber of Commerce as a credential.

Courses

- VOCED 238 CE Blueprint for Workplace Success Class Hrs. 36
- VOCED 239 CE Blueprint for Customer Service Class Hrs. 18
- VOCED 230 CE 30 Ways to Shine as a New Employee Class Hrs. 6
- VOCED 236 CE Job Club Class Hrs. 6

RETAIL SALES AND CUSTOMER SERVICE SKILLS CERTIFICATE OF COMPETENCY

This Skills Certificate encompasses all of the Retail courses provided by the National Retail Federation (NRF). Upon completion of this training, you will receive a Retail Skills Certificate of Competency in addition to Certification from the NRF in either Sales/Customer Service Skills or Supervisory/Management Skills once you pass the online exam with a 75% or higher.

Courses

- VOCED 241 CE Getting to Know your Customer Class Hrs. 6
- VOCED 237 CE Strategies in Meeting Your Customer’s Needs Class Hrs. 8
- VOCED 238 CE Strategies in Building a

The LACC Workforce Readiness Academy was voted “Best Workforce Development Program” at the LA Community College District’s Excellence in Workforce Development Awards. The District’s eighth annual event also honored the program with a first place trophy in the category “Successful Encouragement of Special Populations.” This academy is a vital part of LACC and its courses are taught on campus and throughout the community. The program is focused on non-credit workforce education and enables students to enter various career ladder pathways.

ALL COURSES ARE ALSO OFFERED ON A “STAND-ALONE” BASIS AS WELL**

on-Credit Courses by Skills Certificate Programs of Completion and Competency

Nelines Colon-Paladini
Coordinator of Non-Credit Programs
(323) 953-4000 ext. 2230

ENTREPRENEURSHIP SKILLS CERTIFICATE

This Skills Certificate encompasses two non-credit courses. Upon completion of this course, students will receive an Entrepreneurship Skills Certificate. Students will be given basic tools on how to start a small business.

Courses

- VOCED 083 CE Young Entrepreneur Class Hrs. 36
- VOCED 239 CE Blueprint for Customer Service Class Hrs. 18

IN-HOME SUPPORTIVE SERVICES SKILLS CERTIFICATE

This Skills Certificate includes one non-credit course from...
Continuous Relationship
• VOCED 235 CE Going the Extra Mile
• VOCED 234 CE Explaining Features and Benefits
• VOCED 231 CE Building Sales
• VOCED 232 CE Closing the Sale
• VOCED 233 CE Completing the Sales Transaction

Retailing Smarts Skills Certificate Of Competency
This Skills Certificate encompasses all the retail courses provided by the National Retail Federation (NRF). Upon completion of this training, you will receive a Retail Skills Certificate of Competency in addition to Certification from the NRF in either Sales/ Customer Service Skills or Supervisory/Management Skills once you pass the online exam with a 75% or higher.

Retail Supervisory and Management Certificate of Competency
DESCRIPTION:
The Retail Supervisory and Management Certificate of Competency includes four noncredit courses. The curriculum is provided by the National Retail Federation (NRF). Students will be introduced to strategies and skills in relation to explaining features and benefits, closing a sale, building sales, and completing sales transactions in a Retail environment. Upon completion of these combined courses, students have the unique opportunity to take the NRF online exam, free of charge. Contingent upon a passing score, students will become certified by the NRF in Supervisory and Management. This certification is nationally recognized and will increase candidates' chances of advancement.

Vocational English as a Second Language Skills Certificate of Completion
This Skills Certificate packages three non-credit courses. The below courses have been created to assist a student in transition from high-level ESL courses to vocational education programs towards a degree or career of their choosing. These three classes provide language skills training for our Limited English Proficient (LEP) population to help them achieve success in vocational education programs. Upon completion of these combined courses, you will receive a VESL Skills Certificate of Completion which will assist them in integrating into academic departments on campus and/or securing employment.

Workplace Literacy Skills Certificate
This Skills Certificate encompasses a series of specific non-credit courses. Upon completion of these combined courses, you will receive a Workforce Literacy Skills Certificate which will assist you in obtaining employment through improvement of core competency skills, and/or advance in your current occupation.
• VOCED 079 CE Vocational English as a Second Language  
  Class Hrs. 54
• VOCED 003 CE Workplace Computing for LEP Population  
  Class Hrs. 54
• Basic Skills 007CE Review of Basic Math  
  Class Hrs. 36
• Basic Skills 006 CE Review of Basic English  
  Class Hrs. 36

NOTE: Not every class is offered each semester. Refer to the current class schedule for current class offerings.

BASIC SKILLS 006CE  
Review of Basic English  
0 UNITS
In this course, LEP students will review grammar, reading comprehension, literary responses, writing skills and application.

BASIC SKILLS007CE  
Review of Basic Math  
0 UNITS
In this course, students will review basic math operations, number sense, functions and applications, measurements, and geometry, and algebra. This course is modifiable for LEP students.

BASIC SKILLS 052CE  
College Preparatory English A  
0 UNITS
Students review material specifically designed to prepare for the California High School Exit Exam (CAHSEE). Students cover in depth standards of the CASEE: reading comprehension, word analysis, literary response and analysis and specific language used at the High School English level. The curriculum is modifiable to meet needs of Limited English Proficient (LEP) and Individualized Education Plan (IEP) students.

BASIC SKILLS 053CE  
College Preparatory English B  
0 UNITS
Students review material specifically designed to prepare for the California High School Exit Exam (CAHSEE). Students cover in depth standards of the CASEE: writing conventions, writing strategies, writing applications and specific language used at the High School English level. The curriculum is modifiable to meet needs of Limited English Proficient (LEP) and Individualized Education Plan (IEP) students.

ENGLISH LITERACY AND CIVICS 001CE  
English as a Second Language Beginning I  
0 UNITS
Prerequisite: None
Designed for LEP students to identify time phrases in sentences demonstrating the correct use of verb tenses. Students follow this task by locating and recognizing the parts of speech including nouns, verbs and adjectives.

ENGLISH LITERACY AND CIVICS 002CE  
English as a Second Language Beginning II  
0 UNITS
Prerequisite: None
Students participate in basic communication and conversation exercises, providing the appropriate response to routine social situations. Students read simple passages, and formulate and write sentences describing transportation, employment, community resources, clothing, and interpersonal communication.

ENGLISH LITERACY AND CIVICS 010CE  
ESL AND CIVICS 1  
0 UNITS
Prerequisite: None
Students learn civic content and practice oral/aural skills necessary to begin the process of becoming a United States citizen. Students develop beginning listening, speaking, reading and writing skills.

ENGLISH LITERACY AND CIVICS 011CE  
ESL AND CIVICS 2  
0 UNITS
Prerequisite: None
Students learn civic content and practice oral/aural skills necessary to begin the process of becoming a United States citizen. Students will develop beginning listening, speaking, reading and writing skills in preparation to the United States Citizenship and Immigration citizenship review.

ENGLISH LITERACY AND CIVICS 012CE  
ESL AND CIVICS 3  
0 UNITS
Prerequisite: None
This is an open-entry/open-exit course. This course is intended for beginning English speakers at skill level 3, as recommended. Speaking, listening, reading, and writing skills are emphasized. Learners engage in discussions on city, county, and community services and topics related to United States history (Civil War and Civil Rights Movement).

ENGLISH LITERACY AND CIVICS 013CE  
ESL AND CIVICS 4  
0 UNITS
Prerequisite: None
This is an open-entry/open-exit course. This course is intended for English speakers at skill level 4, as recommended. Intermediate low listening, speaking, reading, and writing skills are emphasized. Learners engage in discussions on education and early United States history (Declaration of Independence, First Four Presidents, Constitution, etc.).
ENGLISH LITERACY AND CIVICS 014CE
ESL AND CIVICS 5
0 UNITS
Prerequisite: None
This is an open-entry/open-exit course. This course is intended for English speakers at skill level 5, as recommended. Intermediate listening, speaking, reading, and writing skills are emphasized. Learners engage in discussions and written assignments on becoming work ready, workplace safety, and interactions with co-workers, as well as the judicial branch of government and national symbols and holidays.

ENGLISH LITERACY AND CIVICS 015CE
ESL AND CIVICS 6
0 UNITS
Prerequisite: None
This is an open-entry/open-exit course. This course is intended for English speakers at skill level 6, as recommended. Intermediate high listening, speaking, reading and writing skills are emphasized. Learners engage in discussions and written assignments. The focus of the course is on the role of state and local governments, the U.S. electoral process, and living and working in the U.S.

ENGLISH LITERACY AND CIVICS 030 CE
English Literacy and Civics
0 UNITS
Prerequisite: None
Students apply the content necessary to have a functioning understanding of the English language related to citizenship test. Students practice a variety of English and grammar contexts to prepare them for basic survival skills in a predominately English speaking society.

ENGLISH LITERACY AND CIVICS 031 CE
English Literacy and Civics
0 UNITS
Prerequisite: None
Students apply the content necessary to have a functioning of the English language related to citizenship test. Students practice a variety of English and grammar contexts to prepare them for basic survival skills in a predominately English speaking society.

ENGLISH LITERACY AND CIVICS 032 CE
English Literacy and Civics
0 UNITS
Prerequisite: None
Students apply the content necessary to have an understanding of the United States Citizenship interview and test. Students practice a variety of advanced English and grammar contexts.

VOCATIONAL EDUCATION 002CE
In-Home Supportive Service Providers
0 UNITS
Prerequisite: None
This course is designed to provide students with the knowledge and necessary information required to apply skills, learned in the classroom and in the laboratory, within actual in-home nursing circumstances. Upon completion of this course students will be a full functioning IHSS.

VOCATIONAL EDUCATION 003CE
Workplace Computing for Limited English Populations
0 UNITS
Fundamentals of computer hardware, software, and the internet for computer novices at the work place, introducing basic computer components and functions including hardware, operating systems, software applications, (e.g. word processing, spreadsheets, email) and web browsers to access information on the world wide web. The focus of this course is to prepare limited English proficient students to be competitive in securing employment, as well as retaining a job once they have acquired a job.

VOCATIONAL EDUCATION 054CE
VESL for Child Development 1:
SPECIALIZED VOCABULARY IN DEVELOPMENTAL THEORIES
0 UNITS
This course is specifically designed for LEP students who are interested in taking Child Development courses, but need additional assistance with language before and during the course. Additionally, the students will be taught study skill strategies, and test-taking tools.

VOCATIONAL EDUCATION 055CE
Vocational English as a Second Language C
0 UNITS
A short-term vocational course designed for Limited English Proficient (LEP) students who need help with developing basic and content skills related to the world of work. The class focus is speaking, listening, reading, writing, and arithmetic as practiced in the workforce.

VOCATIONAL EDUCATION 056CE
VESL for Health Careers
0 UNITS
This course is designed for LEP students. Students learn English and acquire a general introduction to careers in the healthcare field and common medical practices. Emphasis is placed on vocabulary, medical terminology, pronunciation, grammar and the comprehension skills necessary for successful transition to health classes.
VOCATIONAL EDUCATION 059CE
VESL for Home-Health Aid
0 UNITS
This course is designed for LEP students who need to improve their English and acquire a general introduction to careers in the healthcare field and common medical practices. Emphasis is placed on vocabulary, medical terminology, pronunciation, and comprehension skills necessary for successful transition to health classes.

VOCATIONAL EDUCATION 078CE
Vocational English as a Second Language - B
0 UNITS
This short-term course is specifically designed for LEP students who need help with developing basic and content skills related to the world of work. The course focus is speaking, listening, reading, writing and arithmetic as practiced in the workplace.

VOCATIONAL EDUCATION 079CE
Vocational English as a Second Language - A
0 UNITS
A short-term vocational course designed for LEP students who need help with developing basic and content skills related to the world of work. The course focus is speaking, listening, reading, writing, and arithmetic as practiced in the workplace.

VOCATIONAL EDUCATION 084CE
Young Entrepreneur Training Program
0 UNITS
This course is designed for LEP students who need help in developing their basic and content skills related to the world of work. This first course is short-term and will focus on speaking, listening, reading, writing, arithmetic. Additionally, the course will introduce students to the world of work and language used in the workforce.

VOCATIONAL EDUCATION 092CE
Workplace Communication: Leadership Skills and Team Building
0 Units
This course will introduce you to the skills sets that everyone needs in order to be self-directed. You can be a powerful agent for change, an influencer during the adoption of a new initiative, or a model of productivity and commitment.

VOCATIONAL EDUCATION 093CE
Workplace Communication: Team Dynamics
0 Units
This open-entry/exit course is designed to reinforce the importance of communication in the workplace. The topics covered include but are not limited to: project communication, expectations, closeout reporting and easy templates. The curriculum is modifiable for incumbent workers and dislocated workers seeking employment.

VOCATIONAL EDUCATION 094CE
Retailing Smarts: Customer Service and Sales
0 Units
This course is designed to introduce prospective workers to the field of retail and/or reinforce skills and strategies necessary for achieving customer satisfaction by incumbent workers in the industry. The curriculum is provided by the National Retail Federation (NRF). After completing the training, you have the option to take an online exam provided by the NRF, upon a passing score, students will receive a Certification in Customer Service and Sales which is recognized nationally.

VOCATIONAL EDUCATION 230CE
30 WAYS TO SHINE AS A NEW EMPLOYEE
0 UNITS
This short-term vocational course is designed to provide new and incumbent workers “30 Ways to Shine as a New Employee” and increase their level of customer service and colleague relations. The curriculum is modifiable for the LEP student. The topics covered but are not limited to new beginners, understanding the workplace culture and dealing with change. After completing this course the student has an option to continue their education or become gainfully employed.

VOCATIONAL EDUCATION 231CE
Retailing Smarts 6: Building Sales
0 Units
New and incumbent workers learn sales building skills and techniques is required in getting to know their customer or client. The curriculum is modifiable for the LEP students. The topics covered but are not limited to suggesting additional merchandise, creating special promotions, and taking the guesswork out of gift giving.

VOCATIONAL EDUCATION 232CE
Closing the Sales
0 Units
New and incumbent workers learn the skills and strategies required in making a sale. The curriculum is modifiable for the LEP students. The topics include recognizing buying signals, asking for the sale and suggesting helpful Add-ons.

VOCATIONAL EDUCATION 233CE
The Sale Transaction
0 Units
New and incumbent workers learn the skills needed to efficiently complete sales transactions. The curriculum is modifiable for the LEP students. The topics covered but are not limited to accepting checks and credit cards, and completing sales transaction paperwork.

VOCATIONAL EDUCATION 234CE
Explaining Features and Benefits
0 Units
New and incumbent workers learn strategies to explain features and benefits for a variety of products to customers. The curriculum is modifiable for the LEP students. The topics covered but are not limited to: learning about the products you sell, identifying product features, and demonstrating product features.
VOCATIONAL EDUCATION 235CE  
Customer Service Smarts: Going the Extra Mile  
0 UNITS  
New and incumbent workers receive the strategies required in going the extra mile for a customer. The curriculum is modifiable for the LEP student. The topics covered but are not limited to: customer follow-up, artfully using business cards, business cards etiquette and offering personal services.

VOCATIONAL EDUCATION 236CE  
JOB CLUB  
0 UNITS  
This curriculum is an educational designed to provide prospective employees with a support system that will assist them in preparation for the workforce. The curriculum is modifiable for the LEP students. The topics covered but are not limited to: job search planning and job market research. After completing this course the student has an option to continue their education or become gainfully employed.

VOCATIONAL EDUCATION 237CE  
Strategies in Meeting your Customers Needs  
0 UNITS  
New and incumbent workers receive the strategies required in understanding their customers or client’s needs. The curriculum is modifiable for the LEP students. The topics covered but are not limited to learning how to greet customers, building relationships, determining a customer’s needs. This course can be offered as a stand-alone course or coupled within the eight modules that are related to this material. After completing this course the student has an option to continue taking classes in their field of choice, or become gainfully employed.

VOCATIONAL EDUCATION 238CE  
Blueprint for Workplace Success  
0 UNITS  
Prerequisite: None  
Students receive the necessary tools and skills to create a “blueprint” for workplace success. The topics covered include, but are not limited to, self-discovery, time management, job market realities, workplace skills (in-depth), effective communication, contacting employers, preparing for the interview, getting hired, and keeping your job. This course can be modified for LEP students.

VOCATIONAL EDUCATION 239CE  
Blueprint for Customer Service  
0 UNITS  
This accelerated non-credit course is designed to provide students with the necessary tools and skills in order for them to create a “blueprint” for themselves with respect to the workplace. The topics covered include, but are not limited to, self-discovery, time management, job market realities, workplace skills (in-depth), effective communication, contacting employers, preparing for the interview, getting hired, and keeping your job. Each week there will be two topics covered.

VOCATIONAL EDUCATION 240CE  
Strategies in Adapting to Your Customer  
0 UNITS  
This short-term vocational education course is designed to provide new and incumbent workers with the strategies required in getting to know their customer or client. The curriculum is modifiable for the LEP student. The topics covered but are not limited to learning how to greet customers, building relationships, determining a customer’s needs. This course can be offered as a stand-alone course or coupled within the eight modules that are related to this material. After completing this course the student has an option to continue taking classes in their field of choice, or become gainfully employed.

VOCATIONAL EDUCATION 241CE  
Get to Know Your Customer  
0 UNITS  
This short-term vocational education course is designed to provide new and incumbent workers the methods and skills in getting to know their customer. The curriculum is modifiable for the LEP students. The topics covered but are not limited to: greeting customers in a winning way, building relationships, and determining a customer’s needs. After completing this course the student has an option to continue their education or become gainfully employed.