ACCOUNTING 1
Introductory Accounting I
5 UNITS (UC: CSU)
Lecture 5 hours
Students learn fundamental accounting principles and concepts. This is the study of accounting as an information system, examining why it is important and how it is used by investors, creditors and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus to the accounting cycle, applications of generally accepted accounting principles, financial statements and financial statements analysis. Includes issues relating to assets, liabilities, equity valuation, revenue and expense recognition, cash flows, internal controls and ethics. Note: Accounting 21 (3 units and Accounting 22 (3 unit) when taken together, are equivalent to Accounting 1 (5 units)

ACCOUNTING 2
Introductory Accounting II
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Accounting 1 with a satisfactory grade or better
Students learn how managers use accounting information in decision-making, planning, directing operations and controlling. Focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit-analysis. Includes issues relating to cost systems, cost control, profit planning and performance analysis in manufacturing and service environments.

ACCOUNTING 15
Tax Accounting I
3 UNITS (CSU)
Lecture 3 hours
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
Prerequisite: Accounting 21 or Accounting 6
Corequisite: Accounting 42
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. Note: Accounting 21 (3 units and Accounting 22 (3 unit) when taken together, are equivalent to Accounting 1 (5 units)

ACCOUNTING 22
Bookkeeping and Accounting II
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite:
Accounting 21 or Accounting 6
Corequisite: Accounting 42
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. Note: Accounting 21 (3 units and Accounting 22 (3 unit) when taken together, are equivalent to Accounting 1 (5 units)

ACCOUNTING 23
Recordkeeping for Small Business
3 UNITS
Lecture 3 hours
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
Automated Accounting Methods and Procedures II
3 UNITS
Lecture 2 hours Laboratory 2 hours
Students use computer applications in the preparation of special journals, payroll register, bank reconciliation, aging accounts receivable, inventory costing and depreciation, analysis of financial statements.

ACCOUNTING 31
Mathematics of Accounting
3 UNITS (CSU)
Lecture 3 hours
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 55
Accounting Computer Laboratory
1 UNITS
Laboratory 2 hours
Prerequisite: Accounting 21 or Accounting 6 or Accounting 41 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 1
Introduction to Administration of Justice
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory English 101
The student will be introduced to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped those principals and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the US justice system, particularly the structure and function of US police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies.

ADMINISTRATION OF JUSTICE 2
Concepts of Criminal Law
3 UNITS (UC: CSU)
Lecture 3 hours
Prequisite Administration Justic 1
Advisory English 101
The student will learn the doctrines of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course offers a foundation upon which upper-division criminal justice course will build. The course will also include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes.

ADMINISTRATION OF JUSTICE 3
Legal Aspects of Evidence
3 UNITS (CSU)
Lecture 3 hours
The student learns the categories of evidence and legal rules governing its admission and exclusion in the criminal process.

ADMINISTRATION OF JUSTICE 4
Principles and Procedures of the Justice System
3 UNITS (CSU)
Lecture 3 hours
Students learn, through examination and analysis, due process in criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional law precedents.

ADMINISTRATION OF JUSTICE 5
Criminal Investigation
3 UNITS (CSU)
Lecture 3 hours
Students learn the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, source of information, utility of evidence, scientific analysis of evidence and the role of the investigator in the trial process.
ADMINISTRATION OF JUSTICE 6
Patrol Procedures
3 UNITS (CSU)
Lecture 3 hours
Students learn the history and development of patrol philosophy and preparing for field activities. Topics covered include, but are not limited to, Ethics in Law Enforcement; Preparing for Duty; Basic Concepts of Patrol; Handling Calls for Service; Arrests; and Investigations and Reports.

ADMINISTRATION OF JUSTICE 8
Juvenile Procedures
3 UNITS (CSU)
Lecture 3 hours
Advisory English 101
Students learn about the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focus on Juvenile Law, courts and processes, and the constitutional protections extended to juveniles administered in the American Justice System.

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
Students learn of the selection process for employment with an agency in the criminal justice system. Topics will include a review of the minimum qualifications for employment as a peace officer as determined by the Commission on Peace Officer Standards & Training (POST) and/or Standards and Training for Corrections (STC). Specific topics will include the application, written examination, oral interview, background investigation, psychology exam, medical exam, polygraph exam, and physical fitness testing. Employment opportunities will be presented.

ADMINISTRATION OF JUSTICE 53
Forensic Fingerprint Evidence
3 UNITS
Lecture 3 hours.
Students learn the history of fingerprinting; fingerprint pattern types and classification; the searching and referencing of fingerprints; techniques for taking good fingerprints; the problems in taking inked fingerprints; the proper procedure for taking major case prints; and the preparation of fingerprint charts for court testimony.

ADMINISTRATION OF JUSTICE 60
Arrest, Search and Seizure
3 UNITS (CSU)
Lecture 3 hours
Students learn the laws of search and seizure. Students learn the interpretations of these laws by the U.S. Supreme Court. Topics include, but are not limited to, exceptions to warrant requirements; reasonable expectation of privacy; and probable cause.

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 (UC:CSU)
Lecture 3 hours
Students will learn the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics may include the consensus and conflicting values in Cultural, Religion, and Law.

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
Students will learn the role of forensics in criminal investigations. It examines the methods utilized in the forensic analysis of crime scenes, pattern evidence, instruments, firearms, questioned documents, and controlled substances.

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 6 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 390
Forensic Autopsy
3 UNITS
Lecture 3 hours

ADMINISTRATION OF JUSTICE 391
Firearms Evidence Analysis
3 UNITS
Lecture 3 hours
Students learn forensic firearms evidence through the study of topics including, but not limited to, firearms; ammunition; ballistics; forensic firearms examination; gunshot residue examination; and gun-handling tests.

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 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 State levels, African American political thought, ranging from early 18th and 19th emigrations 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 American culture as interpreted by African American writers.

AFRICAN-AMERICAN STUDIES 60
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 underscoring 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 1
American Sign Language I
4 UNITS (UC: CSU)
Lecture 4 hours
In this course students develop basic grammar and lexical proficiency in American Sign Language. Emphasis is placed on comprehension skills. Overview of topics include pronouns, colors, interrogatives, negations, schools, people, family relationships, work, life events, daily activities. transportsations, time/calendar, fingerspelling. Functional/notional discourse behavior are developed including conversational openers, greetings, identifying, introducing, asking/requesting, responding, comparing/contrasting. This course also incorporates vital aspects of the Deaf culture and community.

AMERICAN SIGN LANGUAGE 2
American Sign Language II
4 UNITS (UC: CSU)
Lecture 4 hours
Prerequisite: American Sign Language 1 with a satisfactory grade or better.
In this course students complete the study of elementary vocabulary and grammar begun in ASL 1. Emphasis is placed on the development of inflectional and non-manual behavior patterns. Students continue to examine selected aspects of Deaf culture and community within receptive and expressive conversations. An overview of topics includes: grammatical features, such as, syntax, pronominalization, verb aspect/modulation, tense, number incorporation, adverbials, adjectival, topicalization, spatialization; interactive behaviors, such as, requests, turn-taking, making suggestions, giving feedback, interrupting; and cultural topics, such as, myths, social and political organizations, signaling devices, and technology within the Deaf community.
AMERICAN SIGN LANGUAGE 3
American Sign Language III
4 UNITS (UC: CSU)
Lecture 4 hours
Prerequisite: American Sign Language 2 with a satisfactory grade.
Students continue the development of proficiency in American Sign Language grammar with special emphasis on idiomatic constructions. Conversational techniques with a focus on expressive skills is further developed. Students continue to expand the study of Deaf cultural issues.

AMERICAN SIGN LANGUAGE 25
Conversational American Sign Language
2 UNIT (CSU)
Lecture 2 hours.
Prerequisite: ASL 002 with a satisfactory grade or better.
Provides opportunities for practical conversation on everyday topics, cultural material, and expansion of vocabulary according to student interest or need.

AMERICAN SIGN LANGUAGE 30
Finger Spelling I
1 UNIT (CSU)
Lecture 1 hour Laboratory 1 hour.
Develops skills in expressive and receptive use of the Manual Alphabet. Deals with specific individual problems and techniques for corrections. (Overview of topics include: hand positioning (location and angle), handshapes, rhythm, fluency, spelling, and numbers; reception of fingerspelled handshapes, patterns and pauses/translations.)

ANATOMY 1
Introduction to Human Anatomy
4 UNITS (UC: CSU)
Lecture 3 hours Laboratory 3 hours
Advisory: English 28, Math 125 and Biology 3.
Structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization.

ANTHROPOLOGY 101
Human Biological Evolution
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Students learn about human evolution by examining evolutionary theory, human genetics, classification, primate behavior, the hominid fossil record and modern human variation. Students will be able to underline 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.

ANTHROPOLOGY 102
Human Ways of life: Cultural
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Students are introduced to the field of socio-cultural anthropology and will examine the diversity of human life around the world. Topics covered include the “culture” concept, ethnography, language, kinship, gender, religion, political and economic organization, globalization and culture change. 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.

ANTHROPOLOGY 103
Archaeology: Reconstructing the Human Past
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 and the rise of civilization using the archaeological record.

ANTHROPOLOGY 121
Anthropology of Religion, Magic and Witchcraft
3 UNITS (UC: CSU)
Lecture 3 hours
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 Laboratory .5 hour.
Advisory: Cinema 2 and Photo 7
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 1
Elementary Arabic I
5 UNITS (UC: CSU)
Lecture 5 hours
Advisory: English 28 and 67
Student learns the fundamentals of the Arabic pronunciation and grammar structure. The student receives practical material for simple conversation based on everyday experiences and basic facts on the geography, customs and culture of the Arabic speaking world.

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.

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 185
Directed Study - Art
1 UNIT (CSU)
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 apply elements and principles of design to the practice of drawing, employing a wide range of subject matter, drawing techniques and media. They develop observation based and technical drawing skills and hone their creative responses to materials and subject matter.

ART 202
Drawing II
3 UNITS (UC: CSU)
Lecture 2 hours; Laboratory 2 hours
Prerequisite: Art 201
Students explore artistic concepts, styles and creative expression related to intermediate drawing, focusing on complex subject matter and concepts using a variety of drawing media, techniques and methodologies. Students further develop technical and observational skills introduced in Drawing I, while arriving at personalized approaches to content and materials in exercises covering multiple historical and contemporary approaches to drawing.
ART 204
Life Drawing I
3 UNITS (UC: CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 201 with a satisfactory grade.
Co-requisite: Art 501.
Students draw the live model in various drawing media, employing foundational drawing principles and methods. They develop observation-based and technical drawing skills and hone their creative responses by drawing the human figure at the introductory level.

ART 205
Life Drawing II
3 UNITS (UC: CSU)
Lecture 2 hours; Laboratory 2 hours
Prerequisite: Art 204 with a satisfactory grade.
Students draw the live model in various drawing media, employing foundational drawing principles and methods. They develop observation-based and technical drawing skills and hone their creative responses by drawing the human figure at the intermediate level.

ART 206
Life Drawing III
3 UNITS (UC: CSU)
Lecture 2 hours; Laboratory 2 hours
Prerequisite: Art 205 with a satisfactory grade.
Students draw the live model in various drawing media at an advanced level, building upon techniques from Art 205. Different media, methods, and subject matter are employed to hone creativity and support the development of personal style.

ART 209
Perspective Drawing I
3 UNITS (UC: CSU)
Lecture 2 hours; Laboratory 2 hours
Prerequisite: Art 201 with a satisfactory grade.
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 250
Introduction to Digital Art
3 UNITS (CSU)
Lecture 1 hours. Laboratory 5 hours.
Corequisite: Art 501 with a satisfactory grade.
Note: Art 250 will combine and replace Art 633 and 639
Students are introduced to fundamental concepts, practices, and theories of digital art production. Topics include integration of traditional design, color, and compositional principles with contemporary digital tools.

ART 285
Directed Study- Art
2 UNITS (CSU)
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 hours; Laboratory 2 hours
Prerequisite: Art 201 and 501 with a satisfactory grade.
Students learn the principles, elements, and practices of painting. The course focuses on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter.

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 painting, focusing on composition and color techniques in watercolor media while continuing to explore art concepts, content, and imagery as applied to personal expression.

ART 302
Watercolor Painting II
3 UNITS (UC: CSU)
Lecture 2 hours; Laboratory 2 hours.
Prerequisite: Art 301 with a satisfactory grade.
Students apply advanced techniques and explore concepts in color, composition, and surfaces.
COURSE DESCRIPTIONS

ART 304
Acrylic Painting I
3 UNITS (UC: CSU)
Lecture 1 hour; Laboratory 5 hours
Prerequisite: Art 201 and 501 with a satisfactory grade.
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 1 hour; Laboratory 5 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 1 hour; Laboratory 5 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 501 with satisfactory grades or better
Students learn methods and techniques of painting using the medium of oil paint with its related grounds and tools. Different subjects are used to introduce a variety of stylistic approaches.

ART 308
Oil Painting II
3 UNITS (UC: CSU)
Lecture 1 hour; Laboratory 5 hours
Prerequisite: Art 307 with a satisfactory grade.
Students learn methods and techniques of painting using the medium of oil paint with its related grounds and tools at an intermediate level, building upon techniques from Art 307. Different subjects are used to support the development of stylistic approaches.

ART 309
Oil Painting III
3 UNITS (UC: CSU)
Lecture 1 hour; Laboratory 5 hours
Prerequisite: Art 308 with a satisfactory grade.
Students learn methods and techniques of painting using the medium of oil paint with its related grounds and tools at an advanced level, building upon techniques from Art 308. Different subjects are used to support the development of personal style.

ART 385
Directed Study- Art
3 UNITS (CSU)
Lecture 3 hours
Students pursue directed study in studio art on a contract basis under the direction of a supervising 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 501
Beginning Two-Dimensional Design
3 UNITS (UC: CSU)
Lecture 2 hours; Laboratory 2 hours
Students learn concepts, applications, and historical references related to the creation of two-dimensional art and design, utilizing the basic visual elements and design principles in studio art projects, developing a visual vocabulary for analysis and creative expression. The course includes problem-solving studio projects, lectures, presentations, and written assignments. This course is a prerequisite for many courses in studio art and graphic design.

ART 502
Beginning Three-Dimensional Design
3 UNITS (UC: CSU)
Lecture 2 hours; Laboratory 2 hours
Prerequisite: Art 501; Corequisite Art 201.
Students explore concepts, applications, and historical references related to three-dimensional design and spatial composition.

ART 604
Graphic Design I
3 UNITS (CSU)
Lecture 2 hours; Laboratory 2 hours
Prerequisite: Art 633 or Art 250 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 or Art 250 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 and Art 639 or 250 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 201 with a satisfactory grade.
Co-requisite: Art 501.
Students apply drawing, rendering and media techniques and composition skills to problems in commercial illustration, pictorial art for publications and advertising.

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 1: 3D Computer Graphics  
3 UNITS (CSU)  
Lecture 2 hours; Laboratory 2 hours  
Prerequisite: Art 633 or Art 250 with a satisfactory grade.  
Students explore three-dimensional digital design techniques, concepts and applications employed as tools in graphic design. Students focus on three-dimensional modeling and rendering techniques in the creation of objects and environments for graphics and multimedia.

ART 639  
Introduction to Digital Imaging  
3 UNITS (CSU)  
Lecture 2 hours; Laboratory 2 hours  
Prerequisite: Art 633 or Art 250 with a satisfactory grade.  
Students learn the fundamentals of still-image manipulation using Adobe Photoshop.

ART 645  
Introduction to Web Site Design  
3 UNITS (CSU)  
Lecture 2 hours; Laboratory 2 hours  
Prerequisite: Art 639 or Art 250 with a satisfactory grade.  
Students learn the basic concepts and techniques used in designing web sites employing the principles of design, color theory, typography, and composition. Software includes, but is not limited to the current versions of Adobe Dreamweaver and Photoshop.

ART 700  
Introduction to Sculpture  
3 UNITS (UC: CSU)  
Lecture 1 hour; Laboratory 5 hours  
Prerequisite: Art 501 and 502 with a satisfactory grade.  
Advisory: Art 201.  
Students practice three-dimensional sculptural principles, techniques and concepts utilizing a wide range of materials and practices. Various sculpting methods are practiced with attention to creative self-expression and historical context.

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 708  
Introduction to Ceramics  
3 UNITS (UC: CSU)  
Lecture 1 hour; Laboratory 5 hours  
Prerequisite: Art 501 and 708 with a satisfactory grade.  
Advisory: Art 502  
The student continues the study of ceramic processes, of the physical and chemical characteristics of clay, with an emphasis placed on ceramic design and glaze chemistry.

ART 709  
Ceramics I  
3 UNITS (UC: CSU)  
Lecture 1 hour; Laboratory 5 hours  
Prerequisite: Art 501 and 708 with a satisfactory grade.  
Advisory: Art 502  
The student continues the study of ceramic processes, of the physical and chemical characteristics of clay, with an emphasis placed on ceramic design and glaze chemistry.

ART HISTORY 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  
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
Survey of Western Art History II
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 101.
Students learn about the development of Art from the time of the Renaissance to Contemporary Art. 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 Modernism.

ART HISTORY 130
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 (UC: 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 (UC: 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 (UC: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 (UC: 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 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 1 or 10 or 11  
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 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 non-majors, 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 with a satisfactory grade or equivalent.  
Advisory: English 21 or equivalent.  
This class is 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: Biology 6 and Chemistry 60 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 non-science 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 1
Introduction to Business
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Students engage in a multidisciplinary examination of how culture, society, economic systems, legal, international, political, financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S. and a global society. The course demonstrates how these influences impact the primary areas of business including: Organizational structure and design; leadership, human resource management, risk management and insurance, organized labor practices, ethics and social responsibility, marketing, organizational communication, e-business/technology, entrepreneurship, legal, accounting, and financial practices, and the stock and securities market; and therefore how they affect a business' ability to achieve its organizational goals.

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
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 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 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.
BUSINESS 941
Cooperative Education - Business
4 UNITS (CSU)
Lecture 4 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 approved by the Department Chair. The internship course will assist students in acquiring desirable work habits, attitudes and career awareness. Students must work 300 paid hours or 240 volunteer hours during the semester.

CAOT 1
Computer Keyboarding and Document Applications I
3 UNITS (CSU)
Lecture 2 hours; Laboratory 3 hours
Students will develop a salable skill—computer keyboarding by touch; minimum speed at end of course, 30 wpm 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: CAOT 1 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 and CAOT 84 or equivalent.
Student 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. Keyboarding I, II, and III are sequential courses and should be completed in that order.

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 with a satisfactory grade or equivalent.
Students will improve 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
3 UNITS (CSU)
Lecture 2 hour; laboratory 3 hours
Prerequisite: CAOT 82 with a satisfactory grade or equivalent.
Develops proficiency in the operation of Microsoft PowerPoint. Provides an overview of presentation design principles. Develops the skill to create, modify, and retrieve various presentations, the skill to integrate PowerPoint with other programs, the skill to use PowerPoint templates, fonts, graphics, transitions, sound, and animation. Students will learn to outline presentations, create dynamic slides, and develop slide shows based on business topics. Prepares students for certification exam.

CAOT 20
Medical Office Procedures
5 UNITS (CSU)
Lecture 5 hours
Prerequisites: CAOT 2 or 31 with a satisfactory grade and 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
Students develop the basic language skills needed to communicate effectively in today’s workplace. Students will learn fundamental English grammar and punctuation rules as they relate to written and oral communication in business. After successful completion of this course, students will be prepared for CAOT 32, Business Communications.

CAOT 32
Business Communications
3 UNITS (CSU)
Lecture 3 hours
Prerequisites: CAOT 31 and English 101 with a satisfactory grade or equivalent.
Advisory: CAOT 1
The course begins with the theory of written and oral communication. Students analyze business situations and plan, organize, write, and revise business letters, interoffice memorandums, business reports, business presentations, plus improve their general and business vocabularies. This includes the application of business communications and principles of writing. Messages are broken into their component parts for a critical analysis of organization and content, style, tone, grammar, format, and appearance.

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 introduction to database records 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 1 and CAOT 31 with satisfactory grades or better.
Students develop knowledge of automated office skills and develop 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
Laboratory 5 hours
Prerequisite: CAOT 1 with a satisfactory grade.
The student will learn 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 or CAOT 82 and with satisfactory grades or equivalent.  
Students develop further skill in preparing a variety of business documents on a personal computer. Includes advanced techniques using Microsoft Word. Covers formats for letters, memos, reports, tables, outlines, form documents, graphics, desktop publishing, and merged documents. Prepares students for certification exam.

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.  
Students learn to use 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 5A and completion of CAOT 1 with a satisfactory grade or equivalent.  
Students 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, charts and merge documents and use document collaboration and integration tools. Use desktop publishing features to create newsletters, brochures, fliers, résumés, and online forms.

CAOT 85  
**Microcomputer Office Applications: Spreadsheet**  
*3 UNITS (CSU)*  
Lecture 2 hours; laboratory 3 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  
The student gains knowledge and skills necessary to use personal computers, printers and various desktop publishing software and produces camera ready, near typeset quality reports, newsletters, brochures, flyers, 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*  
Student will learn an overview of the use of the Internet for the office professional. It covers Internet tools used in business such as electronic mail, browsers, search engines, virtual meetings, messaging, research, file sharing, remote access, social networking in business, and the creation of Web pages.

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.  
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*  
Students will learn the most important topics of Web page design. The course emphasizes creating a new website, integrating a database, styles, and working with HTML code.

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 work site 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 work site 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 (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 work site will be approved by the Department Chair. Students must work 300 hours paid or 240 hours non-paid.

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:  
AJI 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; Math 125.  
A student learns nomenclature of elements and inorganic compounds, ionic and covalent bonding, atomic structure, molecular geometry, chemical reactions, problem solving, measurements, stoichiometry, states of matter and related energy concepts, gas laws, aqueous and solution chemistry, quantum theory, periodic properties, colligative properties, and acid base concepts. This course is a survey of basic chemistry topics with laboratory, emphasizing fundamental principles of inorganic and physical chemistry. Laboratory exercises are quantitative in nature and are related to the lecture topics. This course serves as preparation for major’s chemistry, allied health, and general education, and meets the IGETC and CSU general education requirements for physical science with laboratory. This course prepares students for Chemistry 101 and satisfies the chemistry requirement for the LACC Nursing Program.
CHEMISTRY 101
General Chemistry I
5 UNITS (UC: CSU)
Lecture 3 hours. Laboratory 6 hours.
Prerequisite: Chemistry 60 or 65 or 68 and Mathematics 125
Advisory: English 28 and 67.
The student learns 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. This is the first semester of a one-year course in chemistry intended for majors in the natural sciences (chemistry, biochemistry, biology, physics, pre-medicine), mathematics, and engineering.

CHEMISTRY 102
General Chemistry II
5 UNITS (UC: CSU)
Lecture 3 hours. Laboratory 6 hours.
PREREQUISITE: Chemistry 101 with a satisfactory grade or better.
ADVISORY: Eligibility for English 28 and 67 or 31.
DESCRIPTION: The students receive in lectures the theory and application of chemical kinetics, general and aqueous equilibria, thermodynamics, electrochemistry, nuclear chemistry, descriptive chemistry, 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 185
Directed Study - Chemistry
1 UNIT (CSU) (RPT 2)
Lecture 1 hour.
Prerequisite: Chemistry 102. Advisory: English 28 and 67.
Students pursue Directed Study in Chemistry on a contract basis under the direction of a supervising instructor. Laboratory and literature research is performed.

CHEMISTRY 211
Organic Chemistry for Science Majors I
5 UNITS (UC: CSU)
Lecture 3 hours. Laboratory 6 hours
Prerequisites: Chemistry 102 with a satisfactory grade or better.
In this the first part of a two-course sequence students learn structure, nomenclature, stereochemistry, preparation and mechanisms of reactions of aliphatic and aromatic hydrocarbons and their derivatives. Students also learn a mechanistic approach to reactions and a focus on multistep synthesis throughout the course. The laboratory presents the techniques of preparation, where students learn isolation and analysis of organic compounds employing standard and modern instrumental methods.

CHEMISTRY 212
Organic Chemistry for Science Majors II
5 UNITS (UC: CSU)
Lecture 3 hours. Laboratory 6 hours
Prerequisite: Chemistry 211.
Students complete the study begun in Chemistry 211. Students will learn more about the organic functional groups of alcohols, aldehydes, ketones, carboxylic acids, carboxylic acid derivatives and amines. They will also learn 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. The students will learn further mechanistic approaches to reactions and a focus on multistep synthesis will be emphasized throughout the course. The laboratory presents more techniques of preparation, students will learn isolation and analysis of organic compounds employing modern instrumental analysis.
CHEMISTRY 221
Biochemistry for Science Majors
5 UNITS (UC: CSU)
Lecture 3 hours Laboratory 6 hours
Prerequisite: Chemistry 211.
Advisory English 28 and 67; or English 31.
Students receive the principles of biochemistry, with an emphasis on the structure and function of biomolecules, the role of metabolism in energy production and biosynthesis, and common biochemical laboratory techniques. Topics relate to the chemistry and metabolism of biological compounds. Topics include the structure and function of biomolecules, including proteins, lipids, carbohydrates, nucleic acids and their precursors. The course also presents enzyme catalysis, and the details of the central metabolic pathways (glycolysis, gluconeogenesis, glycogenolysis, the citric acid cycle, electron transport and oxidative phosphorylation, lipid degradation and biosynthesis, and nitrogen metabolism) including their regulation and integration. Laboratory work includes electrophoresis, chromatography, spectroscopy, and enzyme purification and kinetics. This course prepares students for careers in the physical and biological sciences, pharmacy, medical and dental professions, veterinary and agricultural science, nutrition and food chemistry, and related fields.

CHEMISTRY 285
Directed Study - Chemistry
2 UNIT (CSU)
Lecture 2 hours.
Prerequisite: Chemistry 102. Advisory: English 28 and 67.
Students pursue Directed Study in Chemistry on a contract basis under the direction of a supervising instructor. Laboratory and literature research is performed.

CHEMISTRY 385
Directed Study - Chemistry
3 UNITS (CSU)
Lecture 3 hours.
Prerequisite: Chemistry 102. Advisory: English 28 and 67.
Students pursue Directed Study in Chemistry on a contract basis under the direction of a supervising instructor. Laboratory and literature research is performed.

CHICANO STUDIES 7
The Mexican American in the History of the United States I
3 UNITS (UC: CSU)
Lecture 3 hours
Students survey United States history from early colonial period through the Civil War with special emphasis on the contribution of Mexican Americans. This course provides a background in the political and social development of both the United States and Mexico, and, in addition, is for those who wish to gain a better understanding of Mexican culture in the Southwestern United States. Included is a survey of the U.S. Constitution.

CHICANO STUDIES 8
The Mexican American in the History of the United States II
3 UNITS (UC: CSU)
Lecture 3 hours
Students survey the history of the Mexican people in the United States from 1848 to the present time. The content includes a discussion of the United States War with Mexico, the Treaty of Guadalupe-Hidalgo and the subsequent incorporation of Mexicans into the United States. Emphasis is placed on the politics of race, its origin in the colonial process and it’s impact on the historical development of a Mexican American ethnic identity in the United States.

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 1
Child Growth and Development
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Students examine 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-REQUISITES: Child Development 1. Verification of Mantoux test (or chest X-Ray) is required.
Advisory: English 28 and 67, or equivalent.
DESCRIPTION: An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics and professional identity.

CHILD DEVELOPMENT 3
Creative Experiences for Children I
3 UNITS (CSU)
Lecture 3 hours
Students develop and implement creative curriculum for young children. Activities include: sensory, motor, manipulative, art, music, movement, literacy, math, science, and dramatic play experiences. Emphasis is on environments that promote creativity and the role of the teacher.

CHILD DEVELOPMENT 7
Introduction to Curriculum in Early Childhood Education I
3 UNITS (CSU)
Lecture 3 hours
Prerequisite: CH DEV 2, English 28 and 67; or equivalent.
Students learn and develop the knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 6. Students examine a teacher’s role in supporting development and engagement for all young children. Students learn strategies for developmentally-appropriate practice based on observation and assessments across the curriculum, including 1) academic content areas, 2) play, art, and creativity, and 3) development of social-emotional, communication, and cognitive skills.

CHILD DEVELOPMENT 10
Health, Safety and Nutrition
3 UNITS (CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Students learn about the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health, safety and nutrition. The key components that ensure physical health, mental health, and safety for children and staff are identified along with importance of collaboration with families and health professional. The interrelationship of health, safety and nutrition and the impact on children’s growth and development are key focuses.

CHILD DEVELOPMENT 11
Child, Family and Community
3 UNITS (CSU)
Lecture 3 hours
Advisory: English 28 and 67 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 6 hours
Prerequisite: Child Development 1, 7 and 11
Note: Verification of annual Mantoux test (or chest x-ray) and immunizations: MMR and Pertussis, 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) and immunizations: MMR and Pertussis, 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 28 and 67; 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 28 and 67; 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.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisites / Advisories</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHILD DEVELOPMENT 39</td>
<td>Administration and Supervision of Early Childhood Programs II</td>
<td>3</td>
<td>Prerequisite: Child Development 3 or 4 or 7, and 11 or equivalent.</td>
<td>Students learn how to administrate 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.</td>
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<tr>
<td>CHILD DEVELOPMENT 42</td>
<td>Teaching in a Diverse Society</td>
<td>3</td>
<td></td>
<td>Students examine the development of social identities in diverse societies including theoretical and practical implications affecting young children, families, programs, teaching, education and schooling. Culturally relevant and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society. The course involves self-reflection of one’s own understanding of educational principles in integrating anti-bias goals in order to better inform teaching practices and/or program development.</td>
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<tr>
<td>CHILD DEVELOPMENT 44</td>
<td>Early intervention for Children with Special Needs</td>
<td>3</td>
<td></td>
<td>This course is designed for students intending to work 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 for including children with special needs in early childhood programs.</td>
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<tr>
<td>CHILD DEVELOPMENT 45</td>
<td>Programs for Children with Special Needs</td>
<td>3</td>
<td>Advisory: English 28 and 67; or equivalent. Note: Verification of Mantoux test (or chest x-ray) is required.</td>
<td>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.</td>
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<tr>
<td>CHILD DEVELOPMENT 48</td>
<td>Positive Guidance in Early Childhood Settings</td>
<td>3</td>
<td></td>
<td>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.</td>
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<tr>
<td>CHILD DEVELOPMENT 65</td>
<td>Adult Supervision and Early Childhood Mentoring</td>
<td>2</td>
<td>Prerequisite: Child Development 22 and 38 or 39.</td>
<td>The class focuses on the principles and practices of supervision and evaluation of staff in Early Childhood Programs. Emphasis is placed on the role of experienced teachers who mentor or supervise new teachers and student teachers. This meets supervision requirement for the Child Development Permit.</td>
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<tr>
<td>CHILD DEVELOPMENT 84-1</td>
<td>Child Development Lab 1: Curriculum Development</td>
<td>0.5</td>
<td>Co-requisite: One of the following Child Development 2, 3, 7, 10, 22, 42, or 44; or equivalent.</td>
<td>This course allows students interested in working in the field of Child Development, or taking Child Development classes, to use lab materials, curriculum resource books, to design lesson plans, games, and other curricular activities. A $20 lab fee is required.</td>
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</tbody>
</table>
CHILD DEVELOPMENT 84-2
Child Development Lab 1: Technology For The Early Childhood Educator
0.5 UNITS (CSU)
Lab 1 hour
Prerequisite: 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.

CHILD DEVELOPMENT 85-1
Child Development Literacy I
0.5 UNITS (A)
Laboratory 1 hour
Students enrolled in Child Development classes who are interested in an Early Literacy Lab experience focus on quality literacy experiences such as exposure to age-appropriate literacy materials and modeling library habits under the supervision of a literacy expert. Students design curricular activities and select quality literature that foster children's language and literacy development.

CHILD DEVELOPMENT 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 1
Elementary Chinese I
5 UNITS (UC: CSU)
Lecture 5 hours
Advisory: English 28 and 67.
The student learns Mandarin Chinese that 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
Prerequisite: Chinese 1 with a satisfactory grade or equivalent.
The student learns and completes the elementary Mandarin Chinese grammar. 180 Chinese characters will be introduced. Continues to introduce Chinese culture and custom of China. Introduces reading and writing of elementary texts.

CHINESE 3
Intermediate Chinese I
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Chinese 2 with a satisfactory grade.
The student learns and reviews grammar with vocabulary building for conversational fluency, written composition and advanced reading.

CHINESE 4
Intermediate Chinese II
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Chinese 3 with a satisfactory grade.
The student learns and completes the study of grammar, advanced writing and reading of everyday and literary subjects to study Chinese idiomatic expressions.

CHINESE 10
Chinese Civilization
3 UNITS (UC: CSU)
Lecture 3 hours.
Advisory: English 28 and 67.
The students learn in English 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 of the world.

CHINESE 21
Fundamentals of Chinese I
3 UNITS (UC: CSU)
Advisory: English 28 and 67.
Lecture 3 hours.
Introduces the fundamentals of Mandarin Chinese pronunciation, grammar, and practical vocabulary. The student learns basic facts on the geography, customs, and culture of China. Chinese 21 and Chinese 22 together are equivalent to Chinese 1. Advisory: English 28 or equivalent.
CINEMA 1
Introduction to Motion Picture Production
3 UNITS (UC: CSU)
Lecture 2 hours Laboratory 2 hours
A comprehensive introduction to movie production, film/video techniques and equipment. Proper procedures are explained for the use of cameras, lenses, filters, lights, microphones, audio recorders and other motion picture equipment. Attention is also given to production planning, editing and post-production as well.

CINEMA 2
Beginning Motion Picture Workshop
3 UNITS (UC: CSU)
Lecture 1 hour Laboratory 4 hours
Introductory workshop in practical filmmaking. Each student will be responsible for making several short films in digital video. This course provides an introduction to the theory, terminology and operation of single camera video production, including composition and editing techniques, camera and recorder operation, portable lighting, audio control and basic editing. This course focuses on the aesthetics and fundamentals of storyboarding, producing, directing for location single camera production as well as postproduction and exhibition.

CINEMA 3
History of Motion Pictures
3 UNITS (UC: CSU)
Lecture 2 hours Laboratory 2 hours
Students study the 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
Reality and Documentary Film History
3 UNITS (UC: CSU)
Lecture 2 hours Laboratory 2 hours
Students examine the development of films dealing with the truth. Nonfiction 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
Students will write two 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
This course is an introduction to cinematography, including optics, photo emulsion, camera operation, laboratory procedures, terminology, and aesthetics. Students complete individual and group projects using 16mm 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 9 -1
Beginning Motion Picture Sound Production
3 UNITS (CSU)
Lecture 2 hours; Laboratory 2 hours
Prerequisite: Cinema 1, 2, 3, 4 with satisfactory grades or better.
Students learn the basics of motion picture production and post-production sound. Hands-on work includes the use of digital audio recorders, microphones, fishpoles and booms and audio editing software.
CINEMA 9-2
Intermediate Motion Picture Sound and Post Production Sound Design
3 UNITS (CSU)
Lecture 2 hours; Laboratory 2 hours
Prerequisite: Cinema 9 or 9-1 with satisfactory grades or better.
Intermediate television and cinema students are introduced to audio production, post-production software and other elements of sound design to create final soundtracks for media productions. This course explores in depth aesthetic concepts and real world audio craftsmanship.

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. Students will produce and direct a scene in class using competent, well-rehearsed actors cast and rehearsed by the student director for their roles. Students will be able to choose a script, cast it, rehearse the actors and present a scene in class, along with a production package, including script notes, scene goals, character analysis, storyboard and shot list.

CINEMA 18
Introduction to Film Genres
3 UNITS (CSU)
Lecture 2 hours, Laboratory 2 hours
Students explore the main film genres along with the specific contributions of the major filmmakers in each genre, and the style and practices of studio production, marketing, and distribution. Each class includes the screening of a significant feature-length film that typifies or exemplifies that genre.

CINEMA 20
Business Aspects of Motion Picture Production
3 UNITS (CSU)
Lecture 3 hours
The student surveys cinema business practices including financing, production and distribution.

CINEMA 25
Producing Digital Video Features
3 UNITS (A)
Lecture 3 hours
Students research and prepare independent motion picture projects. Activities include: developing screenplays, researching state of the art media and business issues, analyzing professional production solutions and creating business plans. Students will learn professional standards for intellectual property, privacy and publicity rights as well as financing, contracts, production issues, capture, distribution formats/outlets and marketing. Students do case studies of contemporary “independent film” projects, including micro-budget films as well as low-budget films.

CINEMA 32
Editing Fundamentals
3 UNITS (A)
Lecture 3 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 (CSU)
Lecture 1 hour Laboratory 4 hours
Prerequisite: Cinema 1, 2, 3, and 4 with satisfactory grades or better.
Intermediate film and television students produce short video projects using digital video cameras and editing systems.

CINEMA 33-2
Digital Video Production Workshop II
3 UNITS (CSU)
Lecture 1 hour Laboratory 4 hours
Prerequisite: Cinema 33 or 33-1 with satisfactory grades or better.
Intermediate film and television students will extensively plan, shoot and edit two short or one longer advanced digital video project(s). Special emphasis will be on preproduction planning.
CINEMA 38-1
Motion Picture Stage Grip A
3 UNITS (A)
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
Motion Picture Stage Grip B
3 UNITS (A)
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, mentoring or post-production study project as agreed upon by the student and a supervising instructor.

CINEMA 501
Media Aesthetics and Design for Film and Digital Media
3 UNITS (CSU)
Lecture 2 hours Laboratory 2 hours.
Advisory: Photo 7 with a satisfactory grade or better.
The student learns the analysis of film and modern visual media, including the cinema, television, the internet, advertising, social networking and fine art. The student learns to examine the broad questions of form and content, aesthetics and meaning, and history and culture, exploring the diverse possibilities presented by the cinematic art form through an examination of a wide variety of productions, national cinemas, and film movements. Topics include modes of production, narrative and non-narrative forms, visual design, editing, sound, genre, ideology and critical analysis. This course is recommended for all cinema and photography majors, and is open to graphic artists as well as the general public.

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 60A
LISTENING AND SPEAKING LABORATORY
0.25 UNIT NDA
Lab 0.75 hour
Co- requisite: Communication Studies 71
Advisories: ESL 3A, 3B, and 3C
This level four course is co-requisite of Communication Studies 71. Students practice usage of the most common words in English, their accurate pronunciation of selected vowels and consonants and their usage in a speech laboratory setting.

COMMUNICATION STUDIES 60B
Listening and Speaking Laboratory
0.25 UNIT NDA
Lab 0.75 hour
Prerequisites: Communication 60A, 71
Co- requisite: Comm 72
Advisories: ESL 4A, 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
Listening and Speaking Laboratory
0.25 UNIT NDA
Lab 0.75 hour
Prerequisites: Communication Studies 60B, 72
Co- requisite: 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
Listening and Speaking Laboratory
0.25 Unit NDA
Lab 0.75 hour
Prerequisites: 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
Speaking English as a Second Language I
3 UNITS NDA
Lecture 3 hours
Co- requisite: Communication Studies 60A
Advisories: ESL 3A, 3B, and 3C or appropriate placement score.
Students enrolled in Communication Studies 71 practice using English as a Second Language. They supplement usage of the most common level four words in English, their accurate pronunciation, their usage in idiomatic expressions and figurative language. This level four course is taken concurrently with co-requisite Communication Studies 60A.

COMMUNICATION STUDIES 72
Speaking English as a Second Language II
3 UNITS NDA
Lecture 3 hours
Prerequisite: Communication Studies 71 and 60A or appropriate placement score.
Co- requisite: Communication Studies 60B.
Advisories: ESL 4A, 4B
Students practice English as a Second Language. They supplement usage of the most common level five words in English, their accurate pronunciation, their usage in idiomatic expressions and figurative language. This level five course is taken concurrently with Communication Studies 60B.
COMMUNICATION STUDIES 73
Speaking English as a Second Language III
3 UNITS NDA
Lecture 3 hours
Prerequisite: Communication Studies 72 and 60B
Co-requisite: Communication Studies 60C.
Advisories: ESL 5A, 5B
Students practice English as a Second Language. They increase skills in articulation, pronunciation, fluency and oral composition. This level six course is taken concurrently with Communication Studies 60C.

COMMUNICATION STUDIES 76
English Speech as a Second Language
3 UNITS (CSU) (RPT 1)
Lecture 3 hours
Prerequisite: COMM 73 COMM 60C or appropriate placement score.
Co-requisite: COMM 60D.
Advisories: ESL 6A, 6B
Students accomplish speaking English as a second language fluently during in-class discussions and presentations. They 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 course is taken concurrently with Communication Studies 60D

COMMUNICATION STUDIES 91
Speech Laboratory I
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 cerebration. 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 within a speech rate range of 60-89 words per minute and 90% mastery of the assigned speech tasks.

COMMUNICATION STUDIES 92
Speech Laboratory II
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 the results of a second level evaluation. 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
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 level evaluation. 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 produce the integrated speech patterns within a speech rate range of 120-149 words per minute and 90% mastery of the assigned speech tasks.

COMMUNICATION STUDIES 94
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 level evaluation. 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 90% mastery of the assigned speech tasks.
COURSE DESCRIPTIONS

TRANSFER COURSES

COMMUNICATION STUDIES 101
Public Speaking
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 101 or appropriate score on the College Placement
Students study the theory and techniques of public speaking in a democratic society. Students will apply rhetorical principles to topic selection and audience analysis, research and reasoning of information, speech composition and outlining, presentation aids and delivery, and listening and evaluation of public discourse. Students practice effective communicative strategies for various types of original speeches including informative and persuasive speeches. Focus will be on developing credibility as a speaker and demonstrating confidence before an audience. This course meets AA degree and transfer requirements in oral communication.

COMMUNICATION STUDIES 104
Argumentation and Debate
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: Comm 101 or 130 or 104
Students explore methods of critical inquiry, advocacy and argumentation. Students will analyze, present and evaluate oral and written arguments, identify fallacies in reasoning and language, test evidence and evidence sources, advance a reasoned position, and defend and refute arguments orally and in writing. This course meets AA degree and transfer requirements in critical and analytic thinking.

COMMUNICATION STUDIES 106
Forensics
2 UNITS (RPT 3) (CSU)
Lecture 1 hour Laboratory 3 hours
Advisory: Comm 101 or 130 or 104
Students participate in competitive speaking in public address, interpretation and/or debate as part of the LACC Forensics Team. Students develop the skills to research and prepare for intercollegiate forensics tournaments outside of regularly scheduled class hours. Students practice effective verbal and nonverbal communicative techniques, develop speaker credibility, and demonstrate confidence before an audience. This course is repeatable up to three times and meets AA degree requirements.

COMMUNICATION STUDIES 111
Voice and Articulation
3 Units (CSU)
Lecture 3 hours
Advisories: English 28 and 67 or Comm 76
Students study methods of voice development and demonstrate improved speech production. Focus will be on the respiration process, phonation, resonation, and articulation and their coordination in pronunciation and effective vocal expression. Students practice accuracy of sound production for Standard American English through use of the International Phonetic Alphabet. This course is suited for any major or career where speaking clearly is a requirement.

COMMUNICATION STUDIES 121
Interpersonal Communication
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or COMM 76 with a satisfactory grade.
Students explore communication in a variety of interpersonal relationships. Students will study communication behaviors in dyads (pairs) and their impact on personal and professional relationships, developing effective communication skills in areas such as verbal and nonverbal communication, listening, emotional intelligence, and conflict management. This course meets AA degree and transfer requirements.

COMMUNICATION STUDIES 122
Intercultural Communication
3 UNITS(UC: CSU)
Lecture 3 hours
Advisories: Communication Studies 121; English 101
Students analyze dynamics of culture within a variety of communication contexts. Students will explore cultural worldviews and values, verbal and nonverbal communication styles, and barriers to intercultural communication. Focus will be on recognizing and appreciating cultural differences and improving intercultural communication competence for more effective interactions with others in a diverse society. This course meets AA degree and transfer requirements.
COMMUNICATION STUDIES 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 study the theory, principles, and techniques of oral interpretation of literature. Texts include prose, poetry, drama, and other forms of performance text drawn from a diverse range of cultural viewpoints and voices. Students will focus on selection, analysis, editing, performance, and evaluation; developing an appreciation for and an understanding of oral interpretation as a communication medium. This course meets AA degree and transfer requirements.

COMMUNICATION STUDIES 185
DIRECTED STUDY - 1 UNIT (CSU) (RPT 2)
COMMUNICATION STUDIES 285
DIRECTED STUDY - 2 UNITS (CSU)
COMMUNICATION STUDIES 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.

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 SC/103.
Students receive instruction in computer hardware, software, terminology, ethics, and social impact, 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
Prerequisite: 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 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.

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  
4 UNITS (UC: CSU)  
Lecture 3 hours Laboratory 2 hours  
Prerequisite: CO SCI 139/141  
The student learns about organization and operation of real computer systems at the assembly-language level; mapping statements and constructs in a high-level language onto sequences of machine instructions as well as the internal representations of simple data types and structures; investigates basic principles of operating systems and programming language translation process; the various data representation errors and potential procedural errors.

CO SCI 133  
Micro Database Programming  
3 UNITS (CSU)  
Lecture 2 hours; laboratory 3 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 138 or 139 or 141 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, dequesues, 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 or 103 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.  
The 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 3 hours  
Prerequisite: CO SCI 103 with a satisfactory grade or better or equivalent.  
Students learn the basics of procedural programming, plus the concepts of Object Oriented Programming.
CO SCI 142
Advanced JAVA
3 UNITS (CSU)
Lecture 2 hours Laboratory 3 hours
Prerequisite: CO SCI 103 and 141 with a satisfactory grade or better or equivalent.
The student learns about: UML, MultiThreading, Networking, Exception handling, Recursion, Files & Streams, JDBC, RMI, Inheritance, Polymorphism. This course is a sequel to CS 141. This course will prepare a student to sit for 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 3 hours
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 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 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 166
Discrete Structures with Applications
3 UNITS (CSU)
Lecture 2 hours Laboratory 2 hours
Prerequisite: Math 125 and CO SCI 104 with a satisfactory grade or better or equivalent.
Corequisite: CO SCI 141 or 139
This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Topics covered include: functions, relations and sets, basic logic, proof techniques, basics of counting, graphs, trees, and discrete probability.

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 PUSQL
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 189
Oracle DBA (Database Administration) Part 2: Performance and Tuning
3 UNITS

CO SCI 198
PUSQL 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 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.

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
Students learn technology of Microsoft Windows operating systems, troubleshooting and maintenance of Windows, essentials of computer security, networking, Internet, and features of portable computers and mobile devices. This course is one of two courses on the computer hardware and operation to prepare students for CompTIA A+ certification exam.

COMPUTER TECHNOLOGY 15
NEt-Plus 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 17
Healthcare IT Technician Certification Preparation
3 UNITS
Lecture 2 hours Laboratory 2 hours
Students learn concepts of Healthcare IT systems and gain skills necessary to apply knowledge to implement, deploy, and support IT systems in the healthcare field. Students will also learn the concepts of code of conduct policies and security best practices in medical facilities in order to support Electronic Health Records (EHR) systems. At the end of the course, students are prepared to take the CompTIA Healthcare IT Technician certification exam.

COMPUTER TECHNOLOGY 20
Computer Logic and Arithmetic
4 UNITS (CSU)
Lecture 3 hours. Laboratory 3 hours
Prerequisites: Electronics 4 and Electronics 10.
The student learns the essential number and logic theory upon which digital computers today are based.

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 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 196
Work Experience - General II
1 UNIT (RPT 1) (CSU)
Lecture 1 hour
Students receive credit for an approved internship with an employer in a field that is not their college major.

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 296
Work Experience - General II
2 UNITS (CSU)
Lecture: 2 hours
Students receive credit for an approved internship with an employer in a field that is not their college major.

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.

COOPERATIVE EDUCATION 396
Work Experience - General II
3 UNITS (CSU)
Lecture: 2 hours
Students receive credit for an approved internship with an employer in a field that is not their college major.

CORRECTIONS 1
Introduction to Corrections
3 UNITS (CSU)
Lecture 3 hours
The student learns a history of and critical analysis of punishment, the various types of punishment, alternatives to punishment, and the impact of punishment on the Criminal Justice System, corrections, a critical examination of the types of correctional institutions and the clients housed in each institution, and an examination of contemporary correctional issues.

COUNSELING 40
College Success Seminar
3 UNIT - (UC: CSU)
Lecture: 3 hours.
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.
DANCE SPECIALTIES 311
Flamenco and Spanish Dance
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
Social Dance Techniques I
1 UNIT (UC: CSU)
Laboratory 2 hours.
Students learn basic social dance steps and combinations,
terminology, music, and appreciation of dance as an art
form.

DANCE SPECIALTIES 331
Tap Dance Techniques I
1 UNIT (UC: CSU)
Laboratory 2 hours.
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)
Lecture 1 hour
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
Choreography I
1 UNIT (UC: CSU)
Laboratory 2 hours.
Prerequisite: Dance Technique 111 or 121 or 141
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
Choreography II
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
Choreography III
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
Choreography IV
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
(BEFOREMELY DANCETQ 434)
Ballet Techniques I
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
Jazz Dance Techniques I
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
Modern Dance Techniques I
1 UNIT (UC: CSU)
Laboratory 2 hours.
Students learn basic Modern Dance steps and combinations, terminology, music, and appreciation of dance as a performing art.

DANCE TECHNIQUES 142
Modern Dance Techniques II
1 UNIT (UC: CSU)
Laboratory 2 hours.
Prerequisite: Dance Techniques 141
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
Prerequisite: Dance Techniques 143
Students perform advanced level modern dance combinations with an emphasis on complexity in dance technique, rhythmic phrasing, duel 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
Yoga Skills I
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
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 (sanding/seated inversions) and extended flow/vinyasa sequences.

DANCE TECHNIQUES 241
Stress Management Techniques Through Dance and Movement I
1 UNIT (UC: CSU)
Laboratory 2 hours.
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
1 UNIT (UC: CSU)
Laboratory 2 hours.
Prerequisite: Dance Techniques 241 or 249.
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 100
Introduction to the Dental Laboratory
2 UNITS (A)
Lecture 1 hour Lab 3 hours
Students learn 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 28 and 67 or equivalent.  
The students learn about dental terminology, oral cavity including morphology and function of the primary and secondary human dentition, occlusion concepts and anatomical landmarks. Additionally, the students learn the significance of: skull 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 an 102  
Students learn the art and science of creating natural looking complete dentures. The course will include anatomy, concepts of a natural smile, selecting teeth, setting denture teeth in balanced occlusion, waxing to duplicate natural tissue, processing, finishing and polishing dentures.

DENTAL TECHNOLOGY 105  
Complete Denture Prosthetics II  
2 UNITS (A)  
Lecture 1 hour Laboratory 3 hours  
Prerequisite: Dental Technology 103  
Construction of maxillary and mandibular dentures in lingualized occlusion. Students reline and repair complete dentures.

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

DENTAL TECHNOLOGY 108  
Gnathological Concepts  
3 UNITS (A)  
Lecture 2 hours Lab 2 hours  
Prerequisite: Dental Technology 109.  
Students learn about gnathological concepts of morphology and functional occlusion. Understanding and reconstructing ideal and functional contacts. Organic waxing of the maxillary and mandibular teeth occlusal surfaces is accomplished on fully adjustable articulators.

DENTAL TECHNOLOGY 109  
Fixed Prosthetics I  
4 UNITS (A)  
Lecture 2 hours Lab 6 hours  
Prerequisite: Dental Technology 100 and 102  
Advisory: English 28 and 67 or equivalent.  
The student learns morphological and functional waxing anterior and posterior single units by using Productivity Training Corporation techniques and methodology based on establishing fundamentals and skills step learning system along with ongoing evaluation methods of student learning outcomes. Learning and understanding concepts such as: tooth contour alignment, functional and morphological occlusion. Introduction to clinical impressions and full contour wax-up. The student learns 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  
Students learn to wax 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. Students learn fundamental concepts in metal and ceramic substructure designs applied to single units. Students learn techniques in spruing, investing and casting including soldering applications.

DENTAL TECHNOLOGY 112  
Removable Partial Denture Prosthetics I  
5.5 UNITS (A)  
Lecture 3 hours Laboratory 5 hours  
Prerequisite: Dental Technology 103  
An introductory to the study of removable partial denture construction. Use of the dental surveyor, design of the partial and waxing and casting finishing and polishing techniques.
DENTAL TECHNOLOGY 202
Laboratory Management
4 UNITS (A)
Lecture 2 hours Lab 6 hours
Co-requisite: Dental Technology 207 or 208
The students learn to observe and work with a skilled dental technician in a dental office, clinic or dental laboratory. The student applies the knowledge and skills learned in the classroom in a dental office, clinic or dental laboratory. The students learn about production, operation, and management of dental laboratory business including; Human Resource Management, Various types of business financing, Identify various marketing strategies. Business ownership and current professional topics.

DENTAL TECHNOLOGY 203
Metal Ceramic Restorations
2 UNITS (A)
Lecture 1 hour Lab 3 hours DENTAL TECHNOLOGY 207 Advanced Complete Dentures
10 UNITS (A)
Lecture 1 hour. Laboratory 3 hours
Prerequisite: Dental Technology 111
The student learns about dental ceramic restorations, including: materials proprieties and manipulation, tooth morphologic design, feldsphatic materials sintering, contouring staining, glazing, polishing, as well as science of color and esthetic design.

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 paced 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 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.

ADVANCED PROSTHODONTICS, IMPLANTS AND MAXILOFACIAL PROGRAM
DENTAL TECHNOLOGY 401
Dental Implants
4 UNITS
Lecture 2 hours Laboratory 6 hours
Prerequisite: Dental Technology 207 and 208.
The students will learn about dental implants including: history, surgical overview, types of implants and implant restorations, case planning, prosthodontic procedures, laboratory procedures, restorative materials, case finalization.

EARTH SCIENCE 1
Earth Science
3 UNITS (UC: CSU)
Lecture 3 hours.
Advisory: English 28 and 67 or equivalent.
Students learn a general introduction to the study of earth’s rocks, landforms, atmosphere, and oceans. Students learn interrelationships between the land, atmosphere, and oceans and relate these subjects to global climate change.

ECONOMICS 1
Principles of Economics I
3 UNITS (UC: CSU)
Lecture 3 hours.
PREREQUISITES: Mathematics 115
ADVISORIES: English 28 and 67 or equivalent and Mathematics 125.
Students learn the principles and methods of economic analysis; topics include the analysis of the laws of supply and demand, price theory, economic analysis of the firm and resource allocation, market structures of the American economy, and other topics relevant to microeconomic analysis.

ECONOMICS 2
Principles of Economics II
3 UNITS (UC: CSU)
Lecture 3 hours.
PREREQUISITES: Mathematics 115
ADVISORIES: English 28 and 67 or equivalent and Mathematics 125.
Students learn the principles and methods of aggregative macroeconomic analysis; topics include money and banking, national income determination, business fluctuations, and other topics relevant to macroeconomic analysis.

ELECTRONICS 2
Introduction to Electronics and Computer Technology
3 UNITS (CSU)
Lecture 2 hours Laboratory 2 hours
Prerequisite: Electronics 12.
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 12.
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 Co-requisite: Electronics 12.
The student receives a detailed study of alternating current theory and applications, including reactance, impedance, resonance, transformers, coupling, filters, bandpass, and time constants. The laboratory emphasizes skills in the use of test equipment in AC circuits.

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 Kirchhoff’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 use them. Includes topics in electronic music, computers, robotics, digital communication, and a variety of existing technologies. Social, political, and economic impact of electronic technology are explored.

ELECTRONICS 155
Electronics V
4 UNITS (A)
Lecture 3 hours Laboratory 3 hours
Prerequisite: Electronics 20
Students learn the advanced theory related to electronic devices and their analog applications. Topics include oscillators, regulated power supplies, analog-digital and digital-analog-converters, introduction to radio frequency theory, modulation, transmission line, antennas, and analog systems as in audio and video analog systems. The laboratory provides hands-on skills in the design, construction, and troubleshooting of typical circuits and the use of test equipment.

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.

ELECTRICAL ENGINEERING 220
Electrical Circuits I
4 UNITS (UC: CSU)
Lecture 3 hours Laboratory 3 hours
Prerequisites: 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.

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 students learn 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
Introduction to Engineering Design
3 UNITS (RPT 3) (UC: CSU)
Lecture 1 hour Laboratory 6 hours
Students develop 3-0 representations of engineering components and assemblies using SolidWorks 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 3-0 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 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 28
Intermediate Reading and Composition
3 UNITS (A)
Lecture 3 hours
Prerequisite: ESL 6A or English 21 or 73 or 97 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 NDA
Laboratory 1 hour.
Co-requisite: English 28
Students practice the writing skills presented in English 28.

ENGLISH 68
Reading Laboratory
0.5 UNIT NDA
Laboratory 1 hour.
Students can improve their reading comprehension and develop critical reading skills through individual help from instructor, one-to-one tutoring conferences, group workshops, and computer instruction by practicing previewing, paraphrasing, drawing inferences, and summarizing a chosen text.

ENGLISH 69
Writing and Revising on the Computer
1 UNIT 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 (A)
Lecture 3 hours
Advisory: English 97, ESL 6A, or equivalent.
Students read full-length memoirs by published writers and outline and compose their own memoirs. Students read full-length memoirs by published writers create an outline and compose their own memoir.

ENGLISH 94
Intensive Grammar Review
3 UNITS NDA
Lecture 3 hours
Advisory: English 21 or 97.
Students learn the parts of speech, grammar, mechanics, sentence style, punctuation, and word usage in English. The 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.
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.

ENGLISH 101
College Reading and Composition I
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: English 67 and 28 or appropriate placement score.
Advisory: English 108
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 and ESL Course Sequence

English 127 (Creative Writing), 203 (World Lit I), 204 (World Lit II), 205 (English Lit I), 206 (English Lit II), 207 (American Lit I), 208 (American Lit II), 211 (Fiction), 212 (Poetry), 214 (Contemporary Lit.), 215 (Shakespeare I), 216 (Shakespeare II), 218 (Children ’ s Lit.), 219 (Lit. of Amer. Ethnic Groups), 239 (Women in Lit.), 240 (Literature & the Motion Picture I), 252 (The English Bible as Lit.), 255 (Latin Amer. Lit.), and 270 (Sci. Fi. - Fantasy), Linguistics 1 (Intro. To Ling.), Linguistics 2 (sociolinguistics.), Linguistics 3 (psycholinguistics)

The above are all 3-unit courses that are transferable to the Universities of California and the California State Universities (UC/CSU)

English 101 (3 units) UC/CSU
English 102 (3 units) UC/CSU

English 103 (3 units) UC/CSU

E.S.L. 8 (6 units) UC/CSU

English 28 (3 units) and co-req. English 67 (0.5 unit: Writing Lab)
Degree Applicable but non-transferable

E.S.L. 6A (6 units) CSU
E.S.L. 6B (6 units) CSU
E.S.L. 6C (3 units) CSU

E.S.L. 5A (6 units) CSU
E.S.L. 5B (3 units) CSU
E.S.L. 5C (3 units) CSU

E.S.L. 4A (6 units) Non-transferable
E.S.L. 4B (3 units) Non-transferable
E.S.L. 4C (3 units) Non-transferable

E.S.L. 3A (6 units)
E.S.L. 3B (3 units)
E.S.L. 3C (3 units)

E.S.L. 2A (6 units) Non-transferable
E.S.L. 2B (6 units) Non-transferable

Eng. 67 (0.5 unit)
Writing Lab
Non-Transferable

Eng. 68 (0.5 unit)
Writing Lab
Non-Transferable

Eng. 108 (1 unit)
Writing Lab
Transferable to CSU
ENGLISH 102
College Reading and Composition II
3 UNITS (UC: CSU)
Lecture 3 hours
PREREQUISITE: English 101 or equivalent.
ADVISORY: English 108.
Students study representative works from major genres, to develop close reading and analytical writing skills, and have appreciation and critical understanding of the cultural, historical, and aesthetic qualities of literature. Students study literature and literary criticism in order to develop critical thinking and 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 102 or equivalent.
This is an advanced writing course where students further develop their logical, argumentative and analytical thinking, and writing skills. The course will utilize various fiction and non-fictional readings.

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 102 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 207
American Literature I: Nineteenth Century to the Present
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: English 101 or equivalent.
Students read American writers and analyze themes from colonial times to 1865. Besides reading the literary works of major writers, students become acquainted with writers who suggest the diversity of subject, and opinion, in American literature.

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, and investigate multicultural influences within national identity.

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 century poetry. Students gain a historical sense and literary appreciated shaped by readings which include reading stylistically and culturally diverse works.

ENGLISH 214
Contemporary Literature
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: English 101 or equivalent.
Students read key literary works and ideas of 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.
Students read Shakespeare to develop an understanding of and appreciation for his sonnets and representative comedies, histories, and tragedies, focusing primarily on the spectrum of his earlier work to his career’s midpoint.

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.
A study of children’s literature with an emphasis on the nature and development of the genre and why this literature takes so many different forms. Some consideration of the various concepts of the “child” will be included.
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. Students read and analyze the diversity of conflicting perspectives in novel, autobiography, essay, and poetry in the context of how these writers have defined or challenged concepts of identity, society, and power in past and contemporary American cultures. Students read literary works by African American, American Indian, Asian American, Arab American, Chicano/Latino, and Euro-American writers.

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.
The student will examine the comparative arts of literature and the motion picture, analyzing the inherent conflicts of translation between two different mediums. This includes readings of literary works, both classic and modern, screenings of film versions based upon these literary sources, discussion, and writing of critical papers. The course explores the variations in mediums and the act of translation across mediums.

ENGLISH 252
The English Bible as Literature
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: English 101 or equivalent.
Students study the principle achievements of the Hebrew and Greek Testaments, analyzing the numerous literary and cultural influences within and of the Bible.

ENGLISH 255
Latin American Literature
3 UNITS (UC: CSU)
Lecture 3 hours Prerequisite: English 101 or equivalent.
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, Galeno, 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 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 UNITS (CSU)
Lecture 2 hours
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.

ENGLISH 385
Directed Study-English
3 UNITS (CSU)
Lecture 3 hours
Allows students to pursue directed study on a contract basis under the direction of a supervising instructor.
ESL 2A
College ESL II: Writing and Grammar
6 UNITS NDA
Lecture 6 hours
Prerequisite: Appropriate placement level demonstrated through the assessment process.
Advisory: ESL 2B. (Pass/No Pass)
Students in this high-beginning ESL course learn reading, writing, and grammar skills to prepare them for academic work. The course content emphasizes vocabulary, grammar, and writing through guided and free writing of multi-sentence compositions on common subjects. Reading, speaking, and listening activities reinforce writing and grammar development. Required: Eight to ten writing assignments, including at least four compositions of 100-150 words.

ESL 2B
College ESL II: Reading, Listening, and Speaking
6 UNITS NDA
Lecture 6 hours
Prerequisite: Appropriate score on the ESL placement assessment.
Advisory: ESL 2A. (Pass/No Pass)
Students in this high-beginning ESL course learn listening, speaking, and reading comprehension and vocabulary skills to prepare for their academic work across the curriculum. This course is designed to start building academic vocabulary and reading skills.

ESL 3A
College ESL III: Writing and Grammar
6 UNITS
Lecture 6 hours
PREREQUISITES: ESL 2A or Appropriate Score on the English Placement Exam. A
ADVISORIES: ESL 3B or ESL 3C. (Credit/No Credit)
Students in this low-intermediate ESL course learn written composition, grammar, and critical reading skills to prepare them for college work. The emphasis is on writing based on critical reading and personal experience. Grammar skills and mechanics are emphasized throughout each lesson. Required: Eight to ten writing assignments, including at least four paragraphs of 150-250 words. Prerequisite: Completion of ESL 2A with credit, or appropriate ESL placement level demonstrated through the assessment process.

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 in this low-intermediate ESL course learn reading comprehension, critical reading, and vocabulary skills to prepare for their academic work across the curriculum. This course is designed to build academic language fluency including academic vocabulary.

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.

ESL 4C
College English as a Second Language IV: Listening and Speaking
3 UNITS
Prerequisite: ESL 3C or Placement Exam.
Students in this intermediate ESL course improve their listening comprehension and oral fluency to prepare for academic work across the curriculum. Speaking practice includes level-appropriate activities such as presentations, discussions, and interviews using academic vocabulary.

ESL 5C
College English as a Second Language V: Listening and Speaking
3 UNITS
Prerequisite: ESL 4C or Placement Exam.
Students in this high-intermediate ESL course improve their listening comprehension and oral fluency to prepare for academic work across the curriculum. Speaking practice includes level-appropriate activities such as presentations, discussions, and interviews using academic vocabulary.
ESL 6C
College English as a Second Language VI: Listening and Speaking
3 UNITS
Prerequisite: ESL 5C or Placement Exam
Students in this low-advanced ESL course improve their listening comprehension and oral fluency to prepare for academic work across the curriculum. Speaking practice includes level-appropriate activities such as presentations, discussions, and debates using academic vocabulary.

E.S.L. 4A
College ESL IV: Writing and Grammar
6 UNITS
Lecture 6 hours
Prerequisite ESL 3A or appropriate score on the ESL placement assessment.
Advisory: ESL 4B.
(Pass/ No Pass)
Students in this intermediate ESL course learn written composition, grammar, and critical reading skills to prepare them for college work. The emphasis is on writing based on critical reading and personal experience. Students will be introduced to summarizing skills. Grammar skills and mechanics are emphasized throughout each lesson. Required: Eight to ten writing assignments, each of at least four paragraphs of 200-300 words. Prerequisite: Completion of ESL 3A with credit, or appropriate ESL placement level demonstrated through the assessment process.

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.
Students in this high-intermediate ESL course learn written composition, grammar, and critical reading skills to prepare them for college work. The emphasis is on writing based on critical reading, interpretation/analysis, and personal experience. Students will develop paraphrasing and summarizing skills. Grammar skills and mechanics are emphasized throughout each lesson. Required: Eight to ten writing assignments, including at least four compositions of 300-500 words. Prerequisite: Completion of ESL 4A with credit, or appropriate ESL placement level demonstrated through the assessment process.

E.S.L. 4B
College ESL IV: Reading and Vocabulary
3 UNITS
Lecture 3 hours
Prerequisite: ESL 3B or appropriate score on the ESL placement assessment.
Advisory: ESL 4A. (Pass/ No Pass)
Students in this intermediate ESL course learn reading comprehension, critical reading, and vocabulary skills to prepare for and support their academic work across the curriculum. This course is designed to build academic language fluency including academic vocabulary.

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 in this high-intermediate ESL course learn reading comprehension, critical reading, and vocabulary skills to prepare for and support their academic work across the curriculum. This course is designed to build academic language fluency including academic vocabulary.

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 this advanced ESL course learn written composition, grammar, and critical reading skills to prepare them for college work. The emphasis is on writing based primarily on critical reading and interpretation/analysis. Students will be introduced to appropriate citation and basic bibliographic conventions in their writing. Advanced grammar skills and mechanics are emphasized throughout each lesson. Required: Eight to ten writing assignments, including at least four essays of 400-600 words. Prerequisite: Completion of ESL 5A with a grade of 'C' or better, or appropriate placement level demonstrated through the assessment process.
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 in this low-advanced ESL course learn reading comprehension, critical reading, and vocabulary skills to prepare for and support their academic work across the curriculum. This course is designed to build academic language fluency including advanced academic vocabulary.

E.S.L. 008
Advanced ESL Composition
6 UNITS (UC: CSU)
Prerequisite: ESL 6A or appropriate placement level demonstrated through the assessment process.
This is a course in written composition, grammar, and critical reading skills tailored for the ESL 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.

FAMILY AND CONSUMER STUDIES 24
Food Preparation
3 UNITS (CSU)
Lecture 2 hours Laboratory 3 hours
Advisory: English 28 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, and 56
Co-requisite: Family and Consumer Studies 127 required.
Advisory: English 101 and Biology 25.
Students learn about nutritional problems of patients with cancer, HIV/AIDS, heart disease, diabetes, gastrointestinal diseases, renal diseases, and liver diseases. Development and implementation of the nutrition care process is 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 an 29 required.
The student will study the nutritional needs at each stage of the life cycle. Cultural food preferences are studied and incorporated into nutrition education and counseling of clients. Popular weight control programs are assessed for effectiveness.

FAMILY AND CONSUMER STUDIES 29
Dietetic Seminar
1 UNIT (CSU)
Lecture 1 hour.
Co-requisite: Concurrent enrollment in Family and Consumer Studies 129 and 28 required.
The student will learn about the role of the dietetic technician in the dietetics profession and health care delivery system where methods for quality improvement and marketing are emphasized.
STATE AND FEDERAL REGULATORY GUIDELINES FOR FOOD SERVICE ARE STUDIED.

FAMILY AND CONSUMER STUDIES 50
SANITATION AND SAFETY
3 UNITS (CSU)
Lecture 3 hours
Advisory: English 28 and 67 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: Family and Consumer Studies 151
Advisory: Math 105 (or LS 10) and English 28
Students are introduced to 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.
Advisory: English 28 and 67 or equivalent.
Current concepts in food service management are presented in a lecture/discussion format. The course focuses on the systems approach to food service management, including the menu, food purchasing, personal management, facility management, fiscal management, marketing, and information systems.

FAMILY AND CONSUMER STUDIES 55
Dietetic Education
3 UNITS (CSU)
Lecture 3 hours
Advisory: English 28 or equivalent.
Students will be introduced to careers in dietetics and food service. The application of communication skills to training, counseling, and education will be studied.

FAMILY AND CONSUMER STUDIES 56
Nutrition Delivery Systems
3 UNITS (CSU)
Lecture 3 hours
Co-requisite: Family and Consumer Studies 156.
Advisories: English 28 or equivalent, and Mathematics 105 or higher, Learning Skills 10ABC or higher.
The student learns an introduction to nutrition delivery systems and institutional menu diet modifications. The student will study medical nutrition therapy and how to modify diets for particular diseases. State and federal regulatory guidelines for food service are studied.

FAMILY AND CONSUMER STUDIES 127
NUTRITION CARE LABORATORY
2 UNITS (A)
LABATORY 6 HOURS.
Prerequisite: FCS 21, 55 and 56
Co-requisite: Family and Consumer Studies 27.
Advisory: English 101 and Biology 28
In this clinical laboratory setting, students receive supervised practice in the 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.
The student will practice community nutrition, management and marketing for food service facilities in a supervised practice setting.
FAMILY AND CONSUMER STUDIES 151
Food Production Management Laboratory
2 UNITS (A)
Laboratory 5 hours
Co-requisite: Family and Consumer Studies 51 required.
Advisory: English 28 and 67; and Math 105 or LS 10
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 exam, negative TB test within previous
6 months, student liability insurance, fingerprinting, social
security criminal background verification and drug screen
Co-requisite: Family and Consumer Studies 56 required.
Advisory: English 28 and 67 or equivalent; Math 105 or
LS 10
The student completes supervised practice at a long
term care facility in nutritional services. Nutrition delivery
systems are evaluated according to state and federal
regulatory guidelines. Student shadows a Dietetic
Service Supervisor and increasingly contributes as a
supervised member of the health care team.

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)
Laboratory 6 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.

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
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
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
Prerequisite: French 3 with a satisfactory grade or equivalent.
Students will speak, read and understand spoken French at an intermediate (semi-fluent) to advanced (near-fluent or completely fluent) level. Students will discuss cultural, artistic, literary and historical traditions of the French-speaking world.

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
French Civilization
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: 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 underlines the role of France in Europe and the world.

FRENCH 21
Fundamentals of French I
3 UNITS (CSU)
Lecture 3 hours
The students build basic competencies in French through intensive practice of the sound system and study of grammatical patterns and expressions that prepare students to function within the contexts relevant to everyday life. Students learn to greet people, compare tastes and preferences in music, film, art, and other activities, tell time, and make plans with others. Students will gain knowledge of France and other French-speaking cultures of the world through readings and multimedia. French 21 is the first half of French 1. Credit can not be earned for both French 1 and for French 21.

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, climate, water, plate tectonics, landforms, soil, and the biosphere. Emphasis is on the interrelationships among physical systems and processes and their resulting patterns and distributions. Tools of geographic inquiry are also briefly covered; they may include: maps, remote sensing, Geographic Information Systems (GIS) and Global Positioning Systems (GPS). Optional field trips are offered.

GEOGRAPHY 2
Cultural Elements of Geography
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Students learn about diverse human populations in the context of the globe, including the description, analysis, and explanation of demography, 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.
This course is designed to provide supplemental exercises in topics covered in Physical Geography lecture (Geography 1). Students learn to analyze and interpret maps, including weather maps and topographic maps, as well as perform hands-on exercises that explore Earth-Sun relationships, atmospheric energy transfer, pressure and moisture, climate and biogeography, plate tectonics and volcanoes, and landforms.
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<th>COURSE DESCRIPTIONS</th>
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| **GEOLOGY 1**  
*Physical Geology*  
3 UNITS (UC: CSU)  
Lecture 3 hours  
Advisory: English 28 and 67 or equivalent.  
Students learn: the scientific method and significant historical developments in geological sciences; formation of Earth materials, including minerals, igneous rocks, sedimentary rocks, and metamorphic rocks; geological time, including relative dating, absolute dating, and fossil correlation; Earth's internal processes, including plate tectonics, earthquakes, volcanism and magmatism, mountain building, geological structures, and metamorphism; Earth's external processes, including weathering, erosion, sedimentation, mass wasting, groundwater, surface water, and climate systems; and renewable and nonrenewable resources, including water and fossil fuels. |
| **HEALTH 2**  
*Health and Fitness*  
3 UNITS (UC: CSU)  
Lecture 2 hours Laboratory 2 hours  
Course explores physical fitness as related to The students will determine the components of a healthy physical and psychological lifestyle, with an emphasis on disease prevention, including violence/abuse, nutrition, sexuality, reproduction, drugs, alcohol, tobacco, aging, stress management, and weight control. During the physical fitness segment, students participate in aerobic, flexibility, and strengthening activities, focusing on individual improvement. Students assess their fitness status to build their own fitness plan. |
| **GEOLOGY 002**  
*Earth History*  
3 UNITS (UC: CSU)  
Lecture 3 hours  
Advisory: English 28 and 67 or equivalent.  
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. |
| **HEALTH 8**  
*Women's Personal Health*  
3 UNITS (UC: CSU)  
Lecture 3 hours  
The student will investigate both physiological and psychological health issues that are unique to women, including, nutrition, hygiene, sexuality, reproduction, drug use, violence and abuse, and diseases common to women. |
| **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.  
Students learn: identification of minerals and rocks; topographic and geologic map skills, including changing map scales using dimensional analysis and interpretation of geological structures in map view and cross-section; stratigraphic interpretation of sea level change; coastal sedimentary processes; determination of the location and magnitude of earthquakes; geological time and important geological events; the scale of the Earth and its place in the solar system; and energy and mineral resources. Field trips may be taken. |
| **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
Students learn about the development of western culture and civilization to the Reformation.

HISTORY 2
Introduction to Western Civilization II
3 UNITS (UC: CSU)
Lecture 3 hours
The student learns the history of Western Civilization 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 learns the history of 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 learns the history of British culture, emphasizing social, political, and economic issues from 1500 to the present.

HISTORY 7
The World’s Great Religions
3 UNITS (UC: CSU)
Lecture: 3 hours.
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
UC limit: Credit allowed for only one of African-American Studies 4 or History 11 or Chicano Studies 7.
Students learn 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
Students survey study of the social and political history of the United States from the Reconstruction era to the present, focusing not only on political and social developments in the history of the United States but also on economic and cultural developments, and analyzing changes in both the United States’ domestic policies and its ongoing and changing role in international affairs. Note: HIST 11 is not a prerequisite for this course. Students may take HIST 12 without taking HIST 11.

HISTORY 13
The United States in the Twentieth Century
3 UNITS (UC: CSU)
Lecture 3 hours
Students learn to explain and analyze 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 on United States history, (i.e. cultural, political, and social movements), including a discussion of the country’s central institutions.

HISTORY 59
Comparative History of Genocide and War Crimes
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67
The student learn 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
Prerequisite: English 21 or equivalent.
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 81  
A History of Working People in the United States I  
3 UNITS (UC: CSU)  
Lecture 3 hours  
Advisory: English 101 and 67  
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  
Advisory: English 101 or 67  
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 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)  
Lecture 3 hours  
Prerequisite: English 28 and 67 or equivalent.  
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)  
Lecture: 3 hours.  
Prerequisite: English 28 and 67 or equivalent.  
Traces the development of interrelationships of the major world civilizations and their cultural traditions and contributions for the earliest times to the era of European expansion to the sixteenth century.

HISTORY 385  
Directed Study - History  
3 UNITS (CSU)  
Lecture: 3 hours.  
Students study History on a contract basis under the direction of a supervising instructor.

HUMANITIES 6  
Great People, Great Ages  
3 UNITS (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 30  
The Beginnings of Western Civilization  
3 UNITS (UC: CSU)  
Lecture 3 hours  
Advisory: English 28 and 67.  
Students are introduced to the contemporary cultural encounters between the various world cultures including Europe, the Americas, Asia, and Africa. Rather than a historical survey, specific historical case studies are examined.

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

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. 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.
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
Prerequisite: Italian 1 with a satisfactory grade or equivalent.
The students learn the pronunciation, grammar, and culture of the Italian-speaking world.
JAPANESE 1
Elementary Japanese I
5 UNITS (UC: CSU)
Lecture 5 hours
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
Prerequisite: Japanese 1 with a satisfactory grade or equivalent.
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
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
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
Japanese Civilization
3 UNITS (UC: CSU)
Lecture 3 hours; Laboratory 3 hour.
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.

JAPANESE 69
Japanese Through Internet and Multimedia
2 UNITS (CSU)
Laboratory 4 hours
Prerequisite: Japanese 1
Japanese through Internet and Multimedia is a course designed to supplement and enhance students' skills in Japanese language by providing an introduction to tutorials, self-help websites, and other resource materials that enable students to perform everyday functions, translations, searches, and social interactions online in Japanese. Students will develop critical reading, writing, and computer skills in Japanese which will be necessary for their success in both Japanese language courses and future careers/vocations.

JOURNALISM 101
Collecting and Writing News
3 UNITS (CSU)
Lecture 3 hours
Prerequisite: English 28 and 67 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
Prerequisite: English 28 and 67 or equivalent.
Students examine America's mass communication systems and learn how they affect human behavior in relation to social, political and economic institutions. Students learn the structure and function of media in the digital age. Students learn and discuss media literacy and mass communication theories, as well as public relations practice, the history of advertising and the evolution of the Internet. Survey of factors that influence the creation and distribution of media messages, and the impact of those messages on society.

JOURNALISM 185
Directed Study - Journalism
1 UNIT (CSU)
Lecture 1 hour
The student learns to work independently and produce content in Directed Study under the direction of a supervising instructor.

JOURNALISM 217-1
Publication Laboratory I
2 UNITS (CSU)
Laboratory: 6 hours
In this beginning level course, students learn introductory newspaper production techniques through the publication of the campus newspaper, including newspaper design, layout, graphic techniques, and materials. Student reporters, editors, photographers and other visual journalists receive practical instruction in basic production and publication. Deadlines and real-world working conditions are stressed.

JOURNALISM 217-2
Publication Laboratory II
2 UNITS (CSU)
Laboratory: 6 hours
Prerequisite: Journalism 217-1
In this intermediate level course, students learn to identify relevant editorial topics and produce content for the opinion/editorial section, through the publication of the campus newspaper, the Collegian. Reporters, photographers and cartoonists learn to collaborate at the intermediate level in order to produce effective staff editorials and editorial cartoons or other images. Students also produce content for the news section, and learn to create style sheets and dummy pages for the graphic design of the op/ed section. Students adhere to strict deadlines.

JOURNALISM 217-3
Publication Laboratory III
2 UNITS (CSU)
Laboratory: 6 hours
Prerequisite: Journalisn 217-2
In this advanced course, students learn newspaper production techniques, and adapt print work to the Internet. Advanced students produce stories for the print edition of the campus newspaper and also contribute content to the newspaper's digital site, Collegian Wired. Students focus on introductory vertical reporting skills that may include photography, videography, broadcast editing, broadcast reporting and print reporting. Students learn to generate ideas for photo essays, graphics centerpieces and bar charts. Student reporters focus on series and investigative reporting techniques.

JOURNALISM 217-4
Publication Laboratory IV
2 UNITS (CSU)
Laboratory: 6 hours
Prerequisite: Journalism 217-3.
Students learn professional-level newspaper production techniques through the publication of the campus newspaper, the Collegian with an emphasis on mobile journalism and social media. At the professional level, students write for the Collegian and practice the skills necessary to work across social media, broadcast and print platforms. At the professional level, all students publish blogs, and create online portfolios.

JOURNALISM 218-1
Practical Editing I
3 UNITS (CSU)
Lecture 1 hour; Laboratory 6 hours
Prerequisite: Journalism 101 with a satisfactory grade or equivalent.
In this beginning course, students learn editing fundamentals through the publication of the campus newspaper, the Collegian. This includes basic copy editing, writing headlines and cropping photographs. Editors evaluate and discuss issues of the newspaper in regularly scheduled critique sessions following publication.

JOURNALISM 218-2
Practical Editing II
3 UNITS (CSU)
Lecture 1 hour; Laboratory 6 hours
Prerequisite: Journalism 218-1 with a satisfactory grade or equivalent.
Students learn intermediate newspaper editing skills through the publication of the campus newspaper, the Collegian. Editors check facts, spelling, grammar and Associated Press style for all copy. Students improve stories and oversee major revisions, and learn to collaborate with news design staff, photographers and reporters. Student editors learn to manage social media channels in the newsroom, and assign online/broadcast and multimedia stories to reporters, producers and photographers.
JOURNALISM 218-3  
Practical Editing III  
3 UNITS (CSU)  
Lecture 1 hour; Laboratory 6 hours  
Prerequisite: Journalism 218-2 with a satisfactory grade or equivalent.
In this course, students practice advanced newspaper editing skills through the publication of the campus newspaper, the Collegian. Students edit reporter work for grammar, punctuation, clarity and Associated Press Style. Student editors craft headlines and cutlines, and also practice editing skills across other platforms, including broadcast and the web. Editors learn front page design software, and focus on copy flow and newsroom organization. Published work is critiqued in regularly scheduled class meetings.

JOURNALISM 218-4  
Practical Editing IV  
3 UNITS (CSU)  
Lecture 1 hour; Laboratory 6 hours  
Prerequisite: Journalism 218-3 with a satisfactory grade or equivalent.
Students learn professional-level newspaper writing and copy editing through the publication of the campus newspaper, the Collegian. Students develop news management skills essential to the demands of evolving media. Editors master Associated Press Style and learn newsroom techniques to improve broadcast, online, multimedia and social media content. Editors review and critique all content in regularly scheduled class meetings.

JOURNALISM 219-1  
Techniques for Staff Editors I  
1 UNIT (CSU)  
Laboratory 3 hours  
Prerequisite: Journalism 101
In this beginning course, students learn practices in editorial writing and analysis, while working as editors on the campus newspaper, The Collegian. Students also learn newsroom leadership skills and how to formulate editorial policy. Student learn to be accountable for what they publish. They also learn to respond to feedback from readers, including letters to the editor.

JOURNALISM 219-2  
Techniques for Staff Editors II  
1 UNIT (CSU)  
Laboratory 3 hours to be arranged  
Prerequisite: Journalism 219-1
In this course, student editors receive intermediate instruction in editorial writing and analysis of editorial problems. Students survey research methods. Students learn newsroom leadership skills and how to formulate editorial policy. Students set advertising and editorial policy.

JOURNALISM 219-3  
Techniques for Staff Editors III  
1 UNIT (CSU)  
Laboratory 3 hours to be arranged  
Prerequisite: Journalism 219-2
In this course, students learn advanced techniques for managing and producing the student newspaper, the Collegian. Students focus on newsroom operations and staff hierarchy. Editors learn planning techniques and establish reporting guidelines. At this level, editors analyze coverage during regular meetings and implement changes to improve print and online content. Students master real newsroom techniques and practices, and learn to produce under intense deadline pressure.

JOURNALISM 220  
Magazine Production  
3 UNITS  
Lecture 2 hours. Laboratory 3 hours.  
Prerequisite: Journalism 101 with a satisfactory grade or better.
Students will learn the theory and practice of planning and producing a print magazine. This includes pre-press production, budgeting, writing, editing and publishing a magazine that includes social media, photography and broadcast components. Unity of design and artistic principles are stressed to produce compelling pages. Students also focus on the selection and use of typographic fonts in layout and design. Students learn to create production schedules, and to work closely with the printer to stay on budget to produce the most compelling edition possible of the Collegian Times.

JOURNALISM 285  
Directed Study  
2 UNITS (CSU)  
Advisory: English 28 and 67131 or equivalent.  
Conference: 1 hour per unit.
The student learns to work independently and produce content in Directed Study under the direction of a supervising instructor. Credit Limit: A maximum of 3 units in Directed Study may be taken for credit.

KINESIOLOGY 045  
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 (UC: 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
1 UNIT (CSU)
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)
Laboratory 2 hours
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 205
Water Polo
1 UNIT (UC: 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 (UC: 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 217
(FORMERLY PHYS ED 238)
Self-Defense Skills
1 UNIT (UC:CSU)
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 (UC: 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 237
Bootcamp I
1 UNIT (CSU)
Students learn and apply low intensity style boot camp class activities along with nutrition and diet assessments. Students learn training exercises like basic aerobic and anaerobic conditioning, muscular strength, resistance and endurance training, and also individual and team concepts. In addition, students are challenged to understand and apply basic fitness principles, basic anatomy and physiology, the prevention of training injuries, target heart rate and the intensity of exercise as well as nutrition for fitness. Students train individually, with a partner or in a team setting.

KINESIOLOGY 246
Body Sculpting
1 UNIT (UC: CSU)
LABORATORY 2 HOURS.
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 an 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’ progress in the physical practice of Yoga asana, moving beyond beginning level positions and sequences, developing balance in body alignment, flexibility, and strength. The students learn asana (positions), terminology, and gain greater understanding of yoga philosophy and its application to daily life.

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
1 UNIT (UC: CSU)
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 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
1 UNIT (UC:CSU)
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
1 UNIT (UC:CSU)
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
1 UNIT (UC:CSU)
Prerequisite: Kinesiology 271-1
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
1 UNIT (UC:CSU)
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 272
Track and Field Skills
1 UNIT (UC: CSU)
Lecture .5 hour; Laboratory 2.5 hours
Students learn instruction and practice in the events relevant to track and field. Topics include techniques, strategies, fitness conditioning, and rules pertaining to all aspects and events of track and field. Some of the topics include disk throwing, hurdles, sprinting, cross training and injury prevention. Emphasis will be put on proper biomechanics and injury prevention.
KINESIOLOGY 285
Directed Study - Kinesiology
2 UNITS (CSU)
Lecture 2 hours
Students learn to participate professionally in a variety of fitness environments. Areas of study include youth fitness, personal training, group fitness, senior classes and health, diabetes prevention, and etc. Students learn to work with clients, manage client care, and analyze results. They also pursue directed studies in the area of Kinesiology on a contract basis, under the direction of a supervising instructor.

KINESIOLOGY 287-1
(FORMERLY PHYS ED 304)
BASKETBALL SKILLS 1
1 UNIT (UC: CSU)
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
1 UNIT (UC: CSU)
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
1 UNIT (UC: CSU)
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
1 UNIT (UC: CSU)
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 289
SOFTWARE SKILLS
1 UNIT (UC: CSU) (RPT 3)
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
1 UNIT (UC: CSU)
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
1 UNIT (UC: CSU)
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 303
AQUA AEROBICS
1.00 UNIT (CSU)
Lecture .5 hour. Laboratory 2.5 hours
Students learn basic principles of water safety, nutrition and water aerobics exercises for conditioning. This class emphasizes cardiovascular endurance and strength training by the use of water resistance.

KINESIOLOGY 307
SWIM AND RUN FOR FITNESS
1 UNIT (UC: CSU)
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
1 UNIT (UC: CSU)
The student rotates through a series of weight training and cardiovascular exercises/machines at short, timed intervals for a challenging form of conditioning that develops muscular strength, muscular endurance and cardiovascular endurance concurrently. Students learn the importance of nutrition for peak performance and increased overall wellness along with issues pertaining to exercise physiology.

KINESIOLOGY 327
(FORMERLY PHYS ED 640)
BEGINNING LIFELONG FITNESS LABORATORY
1 UNIT (UC: CSU)
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
1 UNIT (UC: CSU)
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
1 UNIT (UC: CSU)
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
1 UNIT (UC: CSU)
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 334
Walking for Fitness
1 UNIT (UC: CSU)
Lecture .5 hour. Laboratory 2.5 hours.
Students focus on achieving cardiovascular fitness and a healthy lifestyle through walking programs and gate training. Course topics include shoe selection, posture, gait, walking styles, flexibility, clothing, creating a walking program, nutrition, BMI, cardiovascular disease prevention and assessing fitness level.

KINESIOLOGY MAJOR 100
(FORMERLY P.E. 712)
Introduction to Kinesiology
3 UNITS (CSU)
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.

KINESIOLOGY MAJOR 107
Preparation for Certification Personal Fitness Trainer
3 UNITS
Lecture 3 hours Laboratory 1 hour.
Prerequisites: Health 2 and KIN 250-1.
Students learn the knowledge, skills, and abilities to become a Certified Personal Trainer. Students study how the muscular, skeletal, and cardio-respiratory systems function. Topics include anatomy and physiology, principles and methods of cardiovascular training, strength training, safety, nutrition, and weight.

KINESIOLOGY MAJOR 134
Advanced Life Saving
2 UNITS
Lecture 1 hour. Laboratory 2 hours.
Prerequisites: Health 2 and KIN 250-1.
This class provides training in lifesaving skills and students are certified in the latest American Red Cross Lifeguarding program. Lifeguard program certification includes cardiopulmonary resuscitation, first aid, automated external defibrillator (AED), oxygen administration and Lifeguard Management procedures.
KOREAN 1
Elementary Korean I
5 UNITS (UC: CSU)
Lecture 5 hours
Advisory: English 28 and 67.
Students learn the fundamentals of pronunciation and grammar, basic vocabulary, useful phrases; reading and writing in Hangul, the Korean alphabet, basic facts on the geography, customs and culture of Korea. Advisory: English 28 or equivalent.

KOREAN 2
Elementary Korean II
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Korean 1 with a satisfactory grade or equivalent.
Students continue to learn the fundamentals of pronunciation and grammar. Korean geography, customs and culture are also included.

KOREAN 3
Intermediate Korean I
5 UNITS (UC: CSU)
Lecture 5 hours
Advisory: Korean 2 with a satisfactory grade.
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.

KOREAN 4
Intermediate Korean II
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Korean 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. Continues the reading of short narratives.

KOREAN 8
Conversational Korean
2 UNITS (UC: CSU)
Lecture 2 hours
Prerequisite: Korean 2 with a satisfactory grade or equivalent.
The students focus on conversational skills on everyday topics, current events, and cultural materials.

KOREAN 10
(SAME AS HUMANITIES 45)
Korean Civilization
3 UNITS (UC: CSU)
Lecture: 3 hours.
Advisory: English 28 and 67 or equivalent. Journal 101 or Journal 218.
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.

KOREAN 69
KOREAN THROUGH INTERNET AND MULTIMEDIA
2 UNITS (UC: CSU)
Laboratory 4 hours
Prerequisite: Korean 1 with a satisfactory grade or equivalent.
Korean through Internet and Multimedia is designed to supplement and enhance students’ Korean skills by providing tutorial, self-help assistance, computers, online resources, and other resource materials that enable the students to perform everyday function, search and translate resources, and socially interact online in Korean. Students develop critical reading, writing and computer skills necessary for success in Korean language courses, college, career, and vocations.

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
Students learn about the broad range of privileges and rights guaranteed by the United States Constitution and subsequent amendments and laws that guarantee fundamental freedoms to all individuals. These freedoms include the rights of free expression and action; the right to enter into contracts, own property, and initiate lawsuits; the right of due process and equal protections of the laws; opportunities in education and work; the freedom to live, travel, and use public facilities wherever one chooses; and the right to participate in the democratic political process.

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 7
Street Law
4 UNITS (UC:CSU)
Lecture 3 hours. Laboratory 3 hours.
Advisory: English 101.
Students develop a practical understanding of the U.S. legal system and students will engage in active community participation. Students learn about areas of the law that affect the daily lives of all Americans and U.S. residents. Particularly relevant are the areas of consumer, housing, family, and employment law, along with marriage, and parental rights. Additionally, students learn fundamental criminal law and constitutional law principles. This knowledge provides a platform for guided discussion of important public policy issues concerning crime, discrimination, health care, and immigration.

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 and English 101 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 and English 101 with a satisfactory grade or equivalent.
Students learn the academic and practical principles of tort law needed for a successful career as a paralegal. Special emphasis will be placed on the three major categories of tort law: Intentional Torts; Negligence; and Strict Liability. Other topics covered include, but are not limited to, Malpractice; Misrepresentation; Product Liability; Defamation; Vicarious Liability; and Joint Liability.

LAW 13
Wills, Trusts, and Probate Administration
3 UNITS
Lecture 3 hours
Students learn the fundamental principles of the law of wills and trusts, including simple will and trust forms and formation. Students learn 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
Students learn 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
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.

LAW 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.

LAW 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.
LAW 43
Elder Law
3 UNITS
Lecture 3 hours

LAW 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
Laboratory 9 hours
The student learns individualized reading for English as a Native Language (ENL) or English as a Second Language (ESL) students at the beginning 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 6
Academic Study Skills
3 UNITS
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 to advanced writing instruction. Learning Skills 7 focuses on basic sentence structures, paragraph development and essay organization. Depending upon the diagnostic assessment, students are 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 UNITS 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 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 basic algebra skills including the language of algebra; equations and inequalities, polynomials, factoring; rational expressions; graphing and inequalities; linear equations; exponents and radicals; quadratic equations. 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 are comprehensible. Depending upon the diagnostic assessment, students are placed in an appropriate Learning Skills math anxiety course: LS15A - Basic Mathematics, LS15B - Elementary Algebra, and LS15C - Intermediate Algebra. 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 24
Theory & Practice of Tutoring
3 UNITS NDA
Laboratory 9 hours
The student learns theory and practice in tutoring sessions. 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 NDA
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 NDA
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.

Test Preparation for the General Education Development (GED): Writing Skills
1 UNIT NDA
Advisory: English 20, LS 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.

Test Preparation for the General Education Development (GED): Social Studies
1 UNIT NDA
Advisory: English 20 or Learning Skills 1A, 18, & 1C-Reading. Laboratory 4 hours
The student learns skills to pass the General Educational Development (GED): Social Studies Test. It includes the thirteen English colonies, the Revolutionary War, inflation and its effects, the various branches of government, time zones, anthropology, sociology, and psychology. 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.

Internet Research
1 UNIT NDA
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)
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
Students conduct research using the library’s electronic and print resources, evaluate the differences between academic and popular sources, develop search strategies, apply citation rules, and analyze the basic requirements of academic integrity.

LINGUISTICS 1
Introduction to Language and Linguistics
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: English 28 and 67 or ESL 8 equivalent.
Students are introduced 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 ESL 8 or equivalent.
Advisory: Linguistics 1
Students study the processes of linguistic variation and its relationship to geography and socio-cultural identity in both monolingual and multilingual settings. Students gain an understanding of language as a communicative, semiotic, and cognitive tool in society.

LINGUISTICS 3
Introduction to Psycholinguistics
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: English 28 and 67 or ESL 8
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
Students learn 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
The student will learn the essentials of human resource management. Topics include recruitment, selection, training, appraisals, compensations, benefits, labor relations and collective bargaining.
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 13
Marketing Laboratory
1 UNIT (CSU)
Lab 3 hours Advisory: English 28 and 67 or equivalent; and Marketing 11.
Students receive instructions on how to formulate and evaluate an advertising plan.

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 will learn 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 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.
This is the first half of Mathematics 115. This course is for those who have had no algebra or whose preparation in algebra is deficient. Topics include inequalities, an introduction to polynomials and their operations, equations, factoring, and graphs of two variables.

MATHEMATICS 114
Elementary Algebra B
3 UNITS
Lecture 3 hours
Prerequisite: Mathematics 113 with a satisfactory grade or equivalent.
This is the second half of Mathematics 115. Mathematics 113 and Mathematics 114 together are equivalent to Mathematics 115 (see course description for Mathematics 115). Credit is allowed in only one Mathematics 115, or Mathematics 113 and 114 combination. Simultaneous enrollment in Mathematics 113 and Mathematics 114 is not permitted. Topics include factoring polynomials, manipulating rational expressions and equations, manipulating roots and radicals, solving and graphing quadratic equations.

MATHEMATICS 115
Elementary Algebra
5 UNITS
Lecture 5 hours
Prerequisite: Mathematics 112 with a satisfactory grade or equivalent.
This course covers operations on real numbers and algebraic expressions, solving linear equations and inequalities in one variable, graphing linear equations and inequalities in two variables, solving systems of linear equations in two variables, exponents, operations on polynomials, factoring polynomials, operations on rational expressions, solving rational equations, simplifying radical expressions, solving radical equations, solving quadratic equations, and graphing quadratic equations.

MATHEMATICS 121
Elementary Geometry for College Students
3 UNITS (A)
Lecture 3 hours
Prerequisite: Mathematics 115 with a satisfactory grade or equivalent.
The student learns 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.

MATHEMATICS 124A
Intermediate Algebra - A
2.5 UNITS
Lecture 2 hours Laboratory 1 hour
Prerequisite: Mathematics 115 with a 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 linear equations, inequalities, polynomials, rational expressions and rational functions. 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.
MATHEMATICS 124 B
Intermediate Algebra - B
2.5 UNITS
Lecture 2 hours Laboratory 1 hour
Prerequisite: Mathematics 115 with satisfactory grade or equivalent.
The student learns the second part of Mathematics 125. Mathematics 124A and 124B together are equivalent to Mathematics 125. Topics include radical and rational exponents, quadratic functions and equations; composite functions, exponential and logarithmic functions, circles, and sequences, series, and binomial theorem. 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.

MATHEMATICS 125
Intermediate Algebra
5 UNITS
Lecture 5 hours
Prerequisite: Mathematics 115 with a satisfactory grade or equivalent.
Note: A maximum of 8 UNITS may be earned by any combination of Mathematics 125, 240, and 245.
Students learn techniques for solving compound linear inequalities as well as absolute value equations and inequalities, solving systems of linear equations in two and three variables, simplifying non-linear expressions and solving non-linear equations such as polynomial, rational, radical, exponential, and logarithmic. Students learn techniques for rewriting the equation in the standard form for parabola and circle, and graph. Students learn how to compute terms and sums of arithmetic and geometric series. Students will apply the binomial theorem to expand the binomial with given power. Applications are included in a wide variety of word problems.

MATHEMATICS 202
Mathematics Workshop II
1 UNIT (CSU)
Laboratory 3 hours
Students supplement and enhance their learning in mathematics by providing tutorial and self-help assistance, calculators, computers, programmed text, and other learning aids for baccalaureate level mathematics courses.

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. The student will learn topics including 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.
Students receive instruction in topics which include linear equations and functions, applications of linear functions, systems of linear equations, matrices, system of linear inequalities, linear programming using the graphical method, mathematics of finance, logic, set theory, probability, basic counting, and statistics.
COURSE DESCRIPTIONS

MATHEMATICS 236
Calculus for Business and Social Sciences
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.
This course consists of elementary differential and integral calculus of algebraic, exponential and logarithmic functions, as well as derivatives and the method of Lagrange multipliers. Applications to business and the social sciences are emphasized.

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 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.
Students in Math 240 study the sine, cosine, and tangent functions, including a study of their graphs, inverses of the functions, solution of triangles, models for periodic phenomena, identities, conditional equations, and polar coordinates. Students also learn the basic properties of the cotangent, secant, and cosecant function.

MATHEMATICS 245
College Algebra
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: Mathematics 125 with a satisfactory grade or equivalent.
Students receive instruction to solve linear, rational, polynomial, exponential, and logarithmic equations; graph linear, rational, polynomial, exponential, and logarithmic functions; solve linear and nonlinear systems of equations and inequalities; sequences and series.

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.
This is the first of a three-course sequence in calculus. Topics include limits and continuity, rates of change, derivatives, applications of differentiation, integrals, the Fundamental Theorem of Calculus, and applications of integration.

MATHEMATICS 262
Calculus II
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Mathematics 261 with a satisfactory grade or equivalent.
This is the second in a three-course sequence in calculus. Topics include differentiation and integration of logarithmic, exponential, circular and hyperbolic functions and their inverses, indeterminate forms, improper integrals, standard techniques of integration, applications of integration to problems from economics, biology and probability, parametric equations and polar coordinates, infinite sequences and series, and representation of functions as power series.

MATHEMATICS 263
Calculus III
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Mathematics 262 with a satisfactory grade or equivalent.
Students solve problems from vectors calculus, parametric equations, surfaces, partial differentiation, gradient, maxima and minima for functions of several variables, multiple integrals, surface integrals, and line integrals. Students consider physical and mechanical applications of 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.
This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. Investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included.

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 IVPs. Students use techniques for solving Systems of Linear Differential Equations.

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.
DESCRIPTION: 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 (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 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.

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 116
Survey and History of Rock, Pop, and Soul Music
3 UNITS (UC: CSU)
Lecture 3 hours
Introduction to rock, pop, and soul music styles covering their origins, stylistic development and cultural impact. This course is designed to increase student awareness of the relationship between popular music and society.

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 136
Music in American Culture
3 UNITS -
LEC 3 (UC:CSU)
A COMPARATIVE AND INTEGRATIVE STUDY OF THE MULTI-CULTURAL MUSIC STYLES OF THE UNITED STATES. EMPHASIS IS GIVEN TO THE MUSIC OF NATIVE AMERICANS, EUROPEAN AMERICANS, AFRICAN AMERICANS, CHICANO/LATINO AMERICANS, AND ASIAN AMERICANS, TRACING THE DEVELOPMENT OF THESE VARIOUS MUSICAL TRADITIONS FROM THEIR HISTORICAL ROOTS TO THEIR INFLUENCE ON CONTEMPORARY AMERICAN MUSIC.

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
The student observes and critiques live concert performances, developing an understanding of more advanced elements, styles and forms of music.

MUSIC 161
Introduction to Music Technology
3 UNITS (CSU)
Lecture 2 hours Laboratory 2 hours
Advisory: Music 311 and 101
A hands-on introduction to the MIDI and audio technology and software used to record, produce, and notate music in the digital age.

MUSIC 180-1
(FORMERLY MUSIC 180)
Applied Music Laboratory I
1.5 UNITS
Laboratory 5 hours
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
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
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.
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 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.
Co-requisite: Music 217-2
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.
Co-requisite: 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 mediant, 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  
MUSICIANSHIP 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  
MUSICIANSHIP 3  
1 Unit (CSU)  
Laboratory 3 hours  
Prerequisite: Music 217-2 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  
MUSICIANSHIP 4  
1 Unit (CSU)  
Laboratory 3 hours  
Prerequisite: Music 218-2 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 (UC: CSU)  
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 251-1
(FORMERLY MUSIC 251)
Jazz Improvisation Workshop I
1 UNIT (UC: 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 (UC: 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 (UC: 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 (UC: CSU)
Laboratory 3 hours
Prerequisite: Music 251-3
The student improvises 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
(FORMERLY 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.
### COURSE DESCRIPTIONS

**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 hours  
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 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 (UC: 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 (UC: 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 (UC: 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 (UC: 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 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 chopmic 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 French. French pronunciation and vocal style are studied. (If prerequisite is not met, enrollment is subject to audition.)

MUSIC 404  
CLASSICAL VOICE IV  
1 UNIT (UC: 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
Commercial Voice 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 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. (Confirmation of enrollment subject to audition.)

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 fingerling 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 fingerling 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 audition.)

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
(Student must provide own guitar.)
Prerequisite: Music 654 with a satisfactory grade or equivalent.
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 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 auditon.)

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 SCIENCE 100
Transition from LVN to RN
2 UNITS
Lecture 2 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.

NURSING 100
Certified Nursing Assistant
5 UNITS
Lecture 3 hours. Laboratory 6 hours.
This course is approved by the State of California. Students will be prepared to perform basic nursing tasks and educated about the roles and responsibilities of the Certified Nurse Assistant. Students perform skill that include principles of safety, infection control and basic patient care practices. Students who successfully complete the course are eligible to take the State Certification Examination.

NURSING 101
Home Health Aide
2 UNITS
Lecture 1.5 hours. Laboratory 1.25 hours.
Prerequisite: Nursing 100.
Students learn to provide comfort, hygiene, nutrition, elimination, sleep and rest care activities to clients. Emphasis is on the role of the home health aide, interpretation of client needs, personal-care services, nutrition and cleaning and care tasks in the home. The Certified Nursing Assistant (CNA) will be prepared as a Home Health Aide (HHA) to perform in-home care to patients and assist them with activities of daily living. This course is approved by the State of California.

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 will develop introductory knowledge and understanding of common medical-surgical health problems, using knowledge about the Roy Adaptation Model nursing process. This framework will be used for implementing nursing care. Theoretical concepts and nursing skills will be applied by the students 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.
Students learn to assess and care for women through the lifespan and newborns, with emphasis on reproductive health and the childbearing years, healthy neonates, and women’s health. Utilizing the Roy Adaptation model, the nursing process, and QSEN competencies, family-centered care is emphasized, including identification of the bio-psycho-social needs, as well as cultural diversity, of patients and families. Students will apply concepts that include the 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) (RPT 1)
Lecture 2 hours Laboratory 6 hours
Prerequisite: Nursing, Registered 105 with a satisfactory grade.
Utilizing the Roy Adaptation Model and the nursing process, students in pediatric nursing 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, 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 will learn to understand and apply advanced theoretical and clinical concepts in the care of critically ill adult, older adult, and pediatric medical-surgical patients with complex problems. Student acquires translational knowledge about complex concepts that include ECG monitoring, beginning ventilator 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 2 hours Laboratory 6 hours
Prerequisite: Nursing, Registered 110 with a satisfactory grade.
Nursing students will explore, 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 96 hours of clinical preceptorship and 12 hours of community home health.
NURSING, REGISTERED 115
Nursing Skills Competency I
1 UNIT - (CSU)
Laboratory 3 hours
Co-requisite: Nursing, Registered 104.
Updated- The students will participate in this weekly three-hour adjunct laboratory course to practice procedures and skills learned in concurrent Fundamentals and Beginning Medical-Surgical Nursing theory and clinical lab 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 Childbearing Family and Pediatric 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.

OCEANOGRAHY 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.

PHILOSOPHY 1
Introduction to Philosophy I
3 UNITS (UC: CSU)
Lecture 3 hours
Advisories: English 28 and 67 or equivalent
Students discuss questions, including their relevance to our daily lives, such as the following: 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.
The student 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
Students apply logical principles and critical thinking to everyday life in such areas as advertising, news reports, and editorials.

PHILOSOPHY 8
Deductive Logic
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67; and Philosophy 6
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; and Philosophy 6.
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: Philosophy 1 and Eligibility for English 28 and 67 or equivalent
Students receive instruction in the development of the ideas which shape the modern mind. The individual’s relationship to the state, to his/her 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
The student learns the major 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
Students distinguish between the major philosophies of India, China and Japan, including Hinduism, Buddhism, Confucianism and Taoism. 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: Philosophy 1 and Eligibility for English 28 and 67 or equivalent
The student learns the significant philosophical issues and theories, both historical and contemporary. The course emphasizes the exposition, discussion and analysis of the rationality of 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
Students learn various philosophical theories regarding the nature of art, ‘beauty’ and the aesthetic experience.

PHOTOGRAPHY 1
Elementary Photography
6 UNITS (CSU)
Lecture 3 hours, Laboratory 9 hours
Prerequisite: Photography 10 with a satisfactory grade.
The student learns all phases of professional techniques, emphasizing view camera operation, exposure and development control of film, printing for optimum technical and aesthetic values, basic lighting techniques, theory of photographic processes, and basic sensitometry. Estimated material cost is approximately $300. Owning a professional quality light meter is recommended. Owning medium format or 4x5 camera equipment is not essential. This is a required course for photography majors.

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
The student learns the basic principles of black and white analog 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 $175. Student must attend the first lecture meeting, or be replaced by students wishing to add. The first scheduled class is the first lecture meeting. Labs will meet only after announced in lecture class. This is a traditional darkroom class.

PHOTOGRAPHY 15
Fundamentals of Portraiture
3 UNITS (CSU)
Lecture 2 hours Laboratory 3 hours
Prerequisite: Photography 1 or Photography 107 with a satisfactory grade.
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 20
Beginning Photojournalism
4 UNITS (CSU)
Lecture 2 hours Laboratory 6 hours.
Advisory: 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 photojournalistic 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 107
The student learns sensitive seeing through avenues of self-expression in nontraditional photographic techniques including non-silver processes, collage, hand-coloring, serial imagery and other alternative processes. The student explores the creative and artistic applications of the materials and processes of silver and non-silver photography. Emphasis is placed on the combining of technical skill with the aesthetic and expressive use of the media.

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
In this beginning course, students will utilize Adobe Photoshop tools to solve practical photographic problems such as color and tonal correction and retouching. Students will also learn non-destructive image editing techniques to maintain the highest quality images possible and will correctly prepare files for both print and web output.

PHOTOGRAPHY 49
Advanced Photographic Digital Imaging
6 UNITS (CSU)
Lecture 3 hours Laboratory 9 hours
Prerequisite: Photography 46 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 107 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 free-lance, photojournalistic, 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.
The student learns all levels of digital imagery workflow, from image ingestion through pre-production, production, delivery and archiving while working on course projects. Prerequisites: Photo 7 and Photo 46 with a grade of C or better.

PHYSICS 6
General Physics I
4 UNITS (UC: CSU)
Lecture 3 hours Laboratory 3 hours
Prerequisite: Math 240
Students learn the fundamentals of Newtonian physics, such as mechanics, heat and sound. 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.

PHYSICS 7
General Physics II
4 UNITS (UC: CSU)
Lecture 3 hours Laboratory 3 hours
Prerequisite: Physics 6 with a satisfactory grade or equivalent.
Students learn the later developments of physics leading through electricity and magnetism to optics, relativity and quantum theory, atomic and nuclear physics. 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.

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
Advisory: English 28 and 67 or equivalent.
Students learn a practical and historical overview of basic physics, including laws of motion, properties of matter, heat, sound, electricity and magnetism, light, atomic and nuclear physics, and relativity, and is reminded of their role in technology and culture today. 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
The student will learn to use basic laboratory techniques to understand and apply simple physical laws and concepts, including the use of graphs, calculators and simple measurements to understand and measure the speed of sound, forces, densities, velocities, indexes of refraction, specific heats, and verify Hooke’s Law, Boyle’s law, and Ohm’s Law. When 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.
Lecture 3 hours Laboratory 3 hours
Life-sciences students, premedical students, and other students that require a two-semester calculus-based sequence of physics courses can benefit from this course. Topics covered in Physics 22 include thermodynamics, electricity and magnetism, optics, and atomic and nuclear physics. There is 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: Mathematics 261.
Advisory: Physics 11.
The student learns 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 mathematics. 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 161
Astrophysics and Cosmology
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: Physics 101 with a satisfactory grade or equivalent.
Co-requisite: Concurrent enrollment in Physics 102.
Students learn various aspects of astrophysics and cosmology, including elements of general relativity, the physics of pulsars, cosmic rays, and black holes. Topics include the cosmological distance scale, elementary cosmological models, and the mass density and age of the universe. Evidence for dark matter and concepts of the early universe and of galaxy formation are also presented. The student reflects on astrophysics as a probe of the extremes of physics.

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 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
Students examine and learn the general principles of physiology with special emphasis upon the human body.

POLITICAL SCIENCE 1
The Government of the United States
3 UNITS (UC: CSU)
Lecture 3 hours
An introduction to United States and California government and politics, including their constitutions, political institutions and processes, and political actors. Examination of political behavior, political issues, and public policy.

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: English 28 or equivalent.
An introduction to international relations theory with an examination of national, international, transnational, and sub-national actors and their institutions, interactions and processes as they relate to global issues.

POLITICAL SCIENCE 14
Government and Politics in the Middle East
3 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: English 28 and 67.
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
Advisory: English 28 or equivalent.
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.

PSYCHOLOGY 1
General Psychology I
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67
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.
Advisory: English 28 and 67
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.
Students learn about abnormal behavior from the perspective of contemporary medical, psychosocial, and socio-cultural approaches. Students analyze abnormal disorders, evaluate their major causes, and identify treatment modalities. Topics will include criteria used for defining abnormal behavior, an overview of the basic psychological perspectives, explanations of DSM standards, and testing and assessment procedures.

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
Prerequisite: Psychology 43 with a satisfactory grade or equivalent.
Students learn group dynamics principles including active listening, communication models, body language principles and factors that influence group cohesion.

PSYCHOLOGY 44
Principles of Group Dynamics II
3 UNITS (CSU)
Lecture 3 hours
Prerequisite: Psychology 43 with a satisfactory grade or equivalent.
Students learn the role of group processes in changing behavior, the principal modes of counseling and therapy, principles of verbal and nonverbal communication, and modes of learning.

PSYCHOLOGY 45
Issues in Human Service Careers
3 UNITS (CSU)
Lecture 3 hours
Prerequisite: Psychology 81 or Psychology 84 with satisfactory grades or equivalent.
Students learn how to survive in the real world of work in Human Services. This course integrates 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
Students learn information about different psychological aspects of sexual expression such as the biochemical factors, childhood experiences, gender influences and societal influences. Topics include attraction, love, marriage, the sexual response cycle, sexual orientation, paraphilias, prostitution, rape and pornography.
PSYCHOLOGY 60  
Stress Management  
3 UNITS (CSU)  
Lecture 3 hours  
Students learn to explain stress as a result of biological, interpersonal, environmental, and everyday life events. Students learn effective stress management techniques.

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  
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  
Prerequisites: Psych 1, Math 227 and English 101.  
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)  
Lecture 1 hour. Laboratory 6 hours  
Co-requisite: Psychology 1 and Psychology 43.  
The student is introduced to the field of Human Services. Students will achieve basic counseling and communication skills and be able to apply these skills in diverse human services organizations. Students learn the 12 core functions of the human services career, and apply these skills, at a beginning level, in diverse human services organizations. Fieldwork internships at human services organizations are required.
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. Students will achieve intermediate counseling and communication skills and be able to apply these skills in diverse human service organizations. Students continue to develop their knowledge of the 12 core functions of the human services career, and apply these skills, at an intermediate level, in diverse human services organizations. Fieldwork internships at human services organizations are required.

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. Students build on the skills they learned in Field Work I, and Field Work II by participating, under supervision, at various facilities in the community that offer Human Services. Students will achieve advanced counseling and communication skills and be able to apply these skills in diverse human service organizations. Students continue to develop their knowledge of the 12 core functions of the human services career, and apply these skills, at an advanced level, in diverse human services organizations. Fieldwork internships at human services organizations are required.

PSYCHOLOGY 84
FIELDWORK I - DRUG/ALCOHOL
3 UNITS (CSU)
Lecture 1.5 hours. Laboratory 4.5 hours
Co-requisite: Psychology 1 and Psychology 43.
The student is introduced to the field of Drug and Alcohol Studies. Students will achieve basic counseling and communication skills and be able to apply these skills in diverse drug and alcohol treatment programs. Students learn the 12 core functions of the human services career, and apply these skills, at a beginning level, in diverse drug and alcohol treatment programs. Fieldwork internships at drug and alcohol treatment programs are required.

PSYCHOLOGY 85
FIELD WORK II: DRUG/ALCOHOL
3 UNITS (CSU)
Lecture 1 hour Laboratory 6 hours
Prerequisite: Psychology 84 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 Drug and Alcohol Treatment programs. Students will achieve intermediate counseling and communication skills and be able to apply these skills in diverse drug and alcohol treatment settings. Students continue to develop their knowledge of the 12 core functions of drug and alcohol treatment, and apply these skills, at an intermediate level, in drug and alcohol treatment programs. Fieldwork internships at drug and alcohol treatment programs are required.

PSYCHOLOGY 86
FIELD WORK III: DRUG/ALCOHOL
3 UNITS (CSU)
Lecture 1.5 hours. Laboratory 4.5 hours
Prerequisite: Psychology 85 with a satisfactory grade or equivalent.
This course is designed to orient the student to the field Students learn more specialized skills in Human Services. This class is intended for the advanced student of the Drug/Alcohol option of Human Services. Students build on the skills they learned in Field Work I, and Field Work II by participating, under supervision, at various facilities in the community that offer Drug and Alcohol treatment programs. Students will achieve advanced counseling and communication skills and be able to apply these skills in diverse drug and alcohol treatment programs. Students continue to develop their knowledge of the 12 core functions of the human services career, and apply these skills, at an advanced level, in diverse drug and alcohol treatment programs. Fieldwork internships at drug and alcohol treatment programs are required.

PSYCHOLOGY 385
DIRECTED STUDY
3 UNITS (CSU)
Lecture 3 hours.
This course allows students to pursue directed study in Psychology on a contract basis under the direction of a supervising instructor.
RADIOLOGIC TECHNOLOGY 103
Radiographic Anatomy and Positioning - Skeletal System
4 UNITS (CSU)
Lecture 3 hours Laboratory 2 hours
Prerequisite: 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 - Cranium and Visceral Organs
4 UNITS (CSU)
Lecture 3 hours Laboratory 2 hours
Students learn radiographic anatomy, positioning and selected pathology of the visceral organs and cranium. Laboratory experience is included.

RADIOLOGIC TECHNOLOGY 180
Clinical Education in Radiologic Technology I
12 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 3 hours
Students learn the factors that influence patient and operator radiation dose during fluoroscopic procedures, fluoroscopic equipment, components and ancillary equipment.

RADIOLOGIC TECHNOLOGY 260
Introduction to Clinical Education
3 UNITS (CSU)
Lecture 1 hour. Laboratory 9 hours
Students are oriented to the hospital environment which includes the: reception area, surgery, general radiography, emergency room, and diagnostic imaging areas. Student interns are assigned 16 hours per week in a Clinical Education Center.

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.
COURSE DESCRIPTIONS

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, arthrograms, 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 application 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 1
Real Estate Principles
3 UNITS (CSU)
Lecture 3 hours
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
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 I
3 UNITS (CSU)
Lecture 3 hours
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
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
Advisory: English 28 and 67 or equivalent.
The student learns the purpose of appraisals, the appraisal process, and the different approaches of valuation. Additionally, the student learns 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.
Students study real estate escrow responsibilities, procedures and management, such as preparing escrow instructions, loan documentation, and closing statements. Topics covered in this course also include the basics of escrow accounting, financing procedures for real property and title transfer and title insurance procedures.

REAL ESTATE 14
Property Management
3 UNITS (CSU)
Lecture 3 hours
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, environment 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
Advisory: English 28 and 67 or equivalent.
The student learns fundamentals of economic trends and factors which affect the real estate market. Topics include urban structural relationships, real estate market analysis, supply and demand, economic forecasting, land use theory and problems of sub-division. Additionally, the student learns 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 1
Elementary Russian I
5 UNITS (UC: CSU)
Lecture 5 hours
Advisory: English 28 and 67.
Students study the fundamentals of Russian pronunciation, grammar, practical vocabulary, and sentence structure. Basic facts on the geography, customs and the culture of Russia are also covered.

RUSSIAN 2
Elementary Russian II
5 UNITS (UC: CSU)
Lecture 5 hours
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.
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
Prerequisite: Russian 3 with a satisfactory grade or equivalent.
Students continue their review of grammar plus more vocabulary build-up. They also learn more of Russian life and culture.

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.

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.

SOCIOLOGY 1
Introduction to Sociology
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
The students learn 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.

SOCIOLOGY 2
American Social Problems
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
The student applies 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.

SOCIOLOGY 11
Race and Ethnic Relations in the United States
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67 or equivalent.
Students examine 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.

SOCIOLOGY 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.

SOCIOLOGY 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 1
Elementary Spanish I
5 UNITS (UC: CSU)
Lecture 5 hours
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.

SPANISH 2
Elementary Spanish II
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Spanish 1 with a satisfactory grade or equivalent
Students complete Elementary Spanish I emphasizing reading of elementary texts and the spoken language.

SPANISH 3
Intermediate Spanish I
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Spanish 2 with a satisfactory grade or equivalent
Students receive review of grammar, composition and vocabulary building. Introduction to Spanish and Latin-American authors.

SPANISH 4
Intermediate Spanish II
5 UNITS (UC: CSU)
Lecture 5 hours
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.
The student participates in 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 student studies the 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 reading 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.
The student practices the oral expression in Spanish as 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
Civilization of Spain
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
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 28 and 67.
The student learns the history, 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.
SPANISH 35
Spanish for Spanish Speakers I
5 UNITS (UC: CSU)
Lecture 5 hours
Prerequisite: Spanish 2
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
Prerequisite: 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 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 1
Introduction to Television
3 UNITS (CSU)
Lecture 3 hours Open to all students.
Students study what’s on Television and why, including the history of Radio and Television Broadcasting. They also learn costs, ratings, profits, the FCC rules, cable and pay Television. Recommended elective for Journalism, Theater and Public Relations.

TELEVISION 4
Television Camera Lighting and Sound
3 UNITS (A)
Lecture 3 hours
Students learn the basic techniques, aesthetic conventions and practical use of lighting and sound equipment in a multi-camera television production environment.

TELEVISION 6
Studio and Remote Production
3 UNITS (A)
Lecture 2 hours Laboratory 3 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 2 hours Laboratory 3 hours
Students produce news packages and interviews and perform the role of reporter as part of training in Television announcing for broadcast news, sports, weather, and entertainment. They participate as on-camera talent and writers for the production of a half hour in-studio live-to-tape production of a local news broadcast.

TELEVISION 9
TV Equipment
3 UNITS (CSU)
Lecture 3 hours Advisory: Television 4
Students learn the principles and operation of a multi-camera television control room and studio equipment leading to the production of their own live-switched one-minute public service announcement. Sound control, studio lighting, control room procedures, camera operation, directing, script writing, storyboarding, and production design are emphasized.
TELEVISION 25-1
Television and Film Dramatic Writing I
3 UNITS (CSU)
Lecture 2 hours Laboratory 2 hours
Students learn professional methods and techniques of creating characters and stories to develop film and TV scripts are studied, including drama and for comedy, in both the single- and multi-camera formats. Class also deals with getting an agent and how scripts are sold.

TELEVISION 25-2
Television and Film Dramatic Writing II
3 UNITS (CSU)
Lecture 2 hours Laboratory 2 hours
Prerequisite: TV 25-1 with a satisfactory grade or better
Students learn professional methods and techniques of advanced television and film writing for drama and comedy for single and multiple camera. 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 or 4 with a satisfactory grade.
Students write, produce, and direct a series of live-switched video productions. Each student functions as talent or crew in productions produced by classmates. Production protocol learned will include: operation of studio cameras; lighting instruments and control; and operation of control room equipment including switcher, audio mixer, video recording, and character generator as well as directing, writing and producing.

TELEVISION 48
Television Programming and Video Tape Production Workshop
3 UNITS (CSU)
Lecture 2 hour Laboratory 2 hours
Prerequisite: Television 46 with a satisfactory grade.
Advanced production course that focuses on above the line production responsibilities for live-to-tape multi-camera television productions. Positions for this course include: Producer, Director, Writer, Segment Producer, Assistant Director and Talent. TV 48&49 meet together at the same time. You can not take both classes in the same semester.

TELEVISION 49
TV Production Workshop
3 UNITS (A)
Lecture 2 hours. Laboratory 2 hours
Prerequisites: Television 46 with a satisfactory grade.
Advanced television production course that focuses on below the line production responsibilities for live-to-tape multi-camera television productions. Production positions for this course include: Camera Operator, Lighting Director, Set Designer, Graphics, Audio Engineer, Technical Director, Floor Director, Field Shooter, Segment Editor. There is no Producing or Directing in this course. TV 48&49 meet together at the same time. You can not take both classes in the same semester.

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 will extensively plan, shoot and edit two short or one longer advanced digital video project(s).

THEATER 100
Introduction to the Theater
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 Theater. Subjects range from origins of primitive drama to contemporary structure and direction of our modern Theater.
THEATER 105-1
Theater Survey-Literature
1 UNIT (CSU)
Lecture 1 hour
The student learns about theater literature through an introduction and survey or 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 II-Performance
1 UNIT (CSU)
Lecture 1 hour
The student learns theater performance 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 III - Design
1 UNIT (CSU)
Lecture 1 hour
The student learns theater performance 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 105-4
Theater Survey IV- Audience Experience
1 UNIT (CSU)
Lecture 1 hour
The student learns theater performance 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 110
History of the World Theater
3 UNITS (UC: CSU)
Lecture 3 hours
Advisory: English 101 or equivalent.
Students read, discuss and analyze major works of dramatic literature from the Golden Age of Greece through contemporary. They develop an understanding and appreciation of the dramatic form, story arc, character development throughout major artistic movements in dramatic literature and within the social and political context they were written and to express that appreciation in reasoned analyses.

THEATER 114
Script Study for Theater Performance, Production and Appreciation
3 UNITS (CSU)
Lecture 3 hours
The student studies and learns principles, theories, and techniques of play script analysis for theatrical production. Topics covered will include the exploration of social and political context of the literature, character development, story arc, and theatrical conceits used in live productions.

THEATER 185
Directed Study - Theater
1 UNIT (CSU)
Theater students pursue directed study on a contract basis under the direction of a supervising instructor. Please refer to the 'Directed Study' section of this catalog for additional information.

THEATER 200
Introduction to Acting
3 UNITS (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 Theater
2 UNITS (CSU)
Lecture 1 hour Laboratory 2 hours
Prerequisite: 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 UNITS (UC: CSU)
Lecture 3 hours
The student studies the techniques of oral interpretation - including phrasing, inflection, word relish, verse scansion, tempo and rhythm - designed to develop the actor's interpretative skills.

THEATER 212
Introduction to Oral Interpretation of Shakespearean Literature
3 UNITS (UC: CSU)
Lecture 3 hours
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 UNITS (UC: CSU)
Lecture 3 hours
Prerequisite: Theater 274 with a satisfactory grade.
The student learns fundamental concepts in stage direction as explored through lecture, exercise and demonstration. 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 onstage.

THEATER 232
Play Production II
2 UNITS (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, management, costuming or technical theater. Students must be prepared to work irregular hours.

THEATER 235
Play Production and Company Performance
5 UNITS (UC:CSU) (RPT 3)
Laboratory 10 hours
Theater students study the rehearsal and performance practices of performing in theater productions assigned as lead actors, character actors, or bit parts. Theater students study the real practices of managerial and technical theater while participating in college public performances, technical shops and theater spaces. Production work may consist of the following: Acting, carpentry, costumes, painting, lighting, sound, props and stage management. Study culminates in a college public performance entered in the American College Theater Festival.

THEATER 240
Voice and Articulation for the Theater
3 UNITS (UC: CSU)
Lecture 3 hours
Developing 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 theater speech.

THEATER 242-1
Vocal and Physical Development - Level I
3 UNITS (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
Vocal and Physical Development - Level II
3 UNITS (CSU)
Laboratory 6 hours
Prerequisite: Theater 242-1
The student learns and demonstrates knowledge, as well as skill, in vocal and physical development at a beginning level with specific emphasis on resonance, precision & dynamics, and enhanced expressiveness.
THEATER 242 -3
Vocal and Physical Development - Level III
3 UNITS (CSU)
Laboratory 6 hours
Prerequisite: Theater 242-2
The student learns and demonstrates knowledge, as well as 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
Vocal and Physical Development - Level IV
3 UNITS (CSU)
Laboratory 6 hours
Prerequisite: Theater 242-3
The student learns and demonstrates knowledge, as well as 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
Vocal Performance Workshop - Level I
2 UNITS (CSU)
Laboratory 6 hours
Prerequisite: Theater 242-3
The student actor learns and applies correct vocal performance skills to the acting of a role(s) in a Theater Academy production with special focus on the ability to vocally 'land the specific meaning of the text' with precision, clarity, and awareness - through varied introductory vocal exercises, techniques, warm-ups, and coaching sessions.

THEATER 246-2
Vocal Performance Workshop - Level II
2 UNITS (CSU)
Laboratory 6 hours
Prerequisite: Theater 246-1
The student learns through detailed vocal exercises, techniques, warm-ups, and coaching sessions to apply correct beginning vocal performance skills to the acting of a role(s) in a Theater Academy production with special focus on building & sustaining powerful breath support which creates rich resonance and extended range for singing on stage and also for playing characters who are in vocal conflict.

THEATER 246-3
Vocal Performance Workshop- Level III
2 UNITS (CSU)
Laboratory 6 hours
Prerequisite: Theater 246-2
The pre-professional student actor learns and demonstrates the correct application of intermediate vocal performance skills to the acting of role(s) in a Theater Academy production from contemporary/ modern full length play - with focus on the vocal exercises, techniques, and coaching sessions that create authentic 'character voices' through pitch variation, inflection, placement, physicality, tempo, and subtext.

THEATER 246-4
Vocal Performance Workshop - Level IV
2 UNITS (CSU)
Laboratory 6 hours
Prerequisite: Theater 246-3
The student learns through advanced vocal exercises, techniques, warm-ups, and coaching sessions to demonstrate advanced application of vocal performance skills to the acting of a role(s) in a Theater Academy production from classical literature such as Shakespeare - with detailed focus on the unique challenge of authentically speaking heightened text with powerful meaning and dynamic vocal expressiveness and subtlety.

THEATER 262
Special Projects
2 UNITS (CSU)(RPT 3)
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
Prerequisite: Theater 270
The student receives 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. The main focus of the work will be 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. You will receive an introductory appreciation of how an actor trains for a career in theater, film and television as you develop your 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
Prerequisite: Theater 270.
The student learns to apply the acting principles introduced in Theater 270 in staged scenes. The student incorporates fundamental and basic techniques of acting into meaningful dramatic action on stage. The actor’s self-awareness is explored and developed before a classroom audience in scenes and exercises.

THEATER 274-1
Advanced Applied Acting - Level I
3 UNITS (UC: CSU)
Lecture 2 hours Laboratory 4 hours
Prerequisite: Theater 272 with a satisfactory grade.
The student learns to engage 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 II
3 UNITS (UC: CSU)
Lecture 2 hours Laboratory 4 hours
Prerequisite: Theater 272 with a satisfactory grade.
The student learns to engage 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 learns about the similarities and differences in acting techniques applied when studying and performing scenes from Theater, Film, Television, Commercials, and New Media.

THEATER 276-1
Actors’ Workshop- Level I
3 UNITS (CSU)
Lecture 2 hours Laboratory 4 hours
Prerequisite: Theater 274-2.
The student learns 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
Actors’ Workshop- Level II
3 UNITS (CSU)
Lecture 2 hours Laboratory 4 hours
Prerequisite: Theater 276-1.
The student learns 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 character preparatory for rehearsal and performance.

THEATER 285
Directed Study - Theater
2 UNITS (CSU)
Lecture 2 hours
TA 285 allows students to pursue Directed Study on a contract basis under the supervision of a supervising instructor. Please refer to the 'Directed Study’ section of this catalog for additional information.

THEATER 294
Rehearsals and Performances IV
4 UNITS (RPT 3)
Laboratory 12 hours
Prerequisite: Theater 270
Students perform a role (or roles) in a public performance of a play in the Theater Academy season integrating principles and techniques of acting, character analysis, voice and movement. Students will be introduced to rehearsal disciplines and professional work habits during the preparation for public performance and will experience audience response to their acting skills.
THEATER 300
Introduction to Stage Craft
3 UNITS (UC: CSU)
Lecture 3 hours
The student studies the theory and professional practices of design and technical play production for; scenery, properties, lighting, sound, costuming, and stage management.

THEATER 302
Introduction To Stage Management
3 UNITS (UC: CSU)
Lecture 3 hours
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
Students develop skills used in theatrical lighting including- use of lighting instruments, accessories, control systems, as well as safety procedures. Students will light projects that develop foundational skills- placement of appropriate lights, magic sheets, patching as well as accuracy in the reproduction of light plots.

THEATER 313
Scenic Painting for the Theater
3 UNITS (CSU)
Lecture 2 hours Laboratory 2 hours
Students develop skills used in theater scene painting, including--use of equipment and materials, preparation of paint surfaces, paint application techniques as well as safety practices. Students will paint projects that develop foundational skills-- cartooning and layout, color theory, paint mixing, brushwork (lining, lay-in, wet blend) as well as accuracy in the reproduction of paint elevations.

THEATER 314
Theatrical Sound Design Fundamentals, Procedures/ 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 study and develop a graphic vocabulary in order to express design concepts for scenic environments. Students analyze specific text or events and create design 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 321
Computer Aided Drafting and Design - III
3 UNITS (UC: CSU)
Lecture 3 hours
Students create design plans for theater disciplines on various computer applications including Auto CAD, Sketchup, and Sketchbook. The design student will be introduced to the necessary skills to create professional design documentation and paperwork for scenic, lighting, and costume design.

THEATER 325
Advanced Stage Craft
3 UNITS (RPT 3) (UC: CSU)
Lecture 2 hours Laboratory 2 hours
This course will provide the student with instruction in advanced methods, physical techniques, and crew responsibilities of the theater technician in all the speciality areas. The process will include emphasis on practical solutions and leadership in crew and equipment management. Use of state-of-the-art stage equipment and show operation forms to execute a production in multiple entertainment medias is covered. The direct outcome is to prepare the student for work in the behind the scenes of the entertainment industry.

THEATER 335
Applied Stage Management and Production IV
4 UNITS (RPT 3) (UC: CSU)
Laboratory 12 hours
Technical Theater students study the real and theoretical practices of managerial and technical theater while constructing an actual production in college shops. Production work will consist of; carpentry, painting, lighting, sound editing and or stage management.
COURSE DESCRIPTIONS

THEATER 336
Applied Stage Management and Production Lab
1 UNIT
Laboratory 3 hours
Technical Theater 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: Theater, Film, and Television
3 UNITS (UC: CSU)
Lecture 3 hours
The student studies the design process for theater, film, and TV. Specific topics include the relationship between text and design choices, recognition of basic compositional elements; color, mass, line, texture, rhythm, balance as used in story telling, and the creation of design presentations through collage. Additional lecture topics include, architectural spaces of story telling, from the proscenium arch to the sound stage, business practices of design, union affiliations for professional designers and typical business vocabulary.

THEATER 345
Technical Stage Production IV
4 UNITS (RPT 3) (UC: CSU)
Laboratory 12 hours
Co-requisite: Theater 270 or 272
Theater Academy Advanced Acting Students study the real and theoretical practices of managerial and technical theater 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.
Note: Students must audition and be admitted into the advanced acting academy to be eligible to enroll in this class. Concurrent enrollment in Theater Arts 270, 272, and 345 is required

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
The student studies the changes in dress from ancient to modern times, relating social and political forces influencing costuming for stage, film, and television.

THEATER 411
Costuming For The Theater
3 UNITS (CSU)
Lecture 2 hours Laboratory 2 hours
Students study the 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 CSU
Lecture 2 hours Laboratory 2 hours
The student learns techniques of dyeing and surface design of fabric for theater and film and practices dyeing, tie dye, batik, stencil, screening, heat transfer, aging, antiquing and distressing.

THEATER 414
Costume Draping and Accessories
3 UNITS CSU
Lecture 2 hours Laboratory 2 hours
Students study the theory and practice of creating stage and film costumes and costume accessories through draping.

THEATER 415
Costume Design for the Theater
3 UNITS CSU
Lecture 2 hours Laboratory 2 hours
Students study the 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
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 418
Communicating Theatrical Design
3 UNITS
Lecture 2 hours Laboratory 2 hours
Students explore basic methods and techniques for the theatrical designer to communicate both scenic and costume design. Includes perspective drawing, ground plans, shading, textures, character bodies and illustration techniques using pencil and colored pencil.

THEATER 419
Advanced Costume Illustration
3 UNITS (RPT 1) (A)
Lecture 2 hours Laboratory 2 hours
The student studies advanced costume illustration for theater 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
Students study and practice techniques of on set costuming. Instructional activities include: interview with student directors, prepare for design conferences, prepare costumes, and work as an on-set costumer for a student film project. Completed film project will be viewed as part of final evaluation.

THEATER 425
Applied Costuming for the Theater
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 450
Beginning Stage Make Up
3 UNITS (UC: CSU)
Lecture 2 hour Laboratory 2 hours
The student learns techniques and practices of theatrical makeup design and application. The student analyzes faces and designs and performs makeups including; glamor, aging, beards, stylized, and impersonations on their own face. Topics include the use of makeup for film and television.

THEATER 941
Cooperative Education - Theater
4 UNITS (UC: CSU)
Lecture 4 hours

BASIC SKILLS 006CE
Review of Basic English
0 UNITS
This course is designed for students who need an overview of high school level English. Students review: grammar, reading comprehension, literary responses and writing skills. This course is modifiable for the LEP student.
Class Hours: 36 hours

BASIC SKILLS 007CE
Review of Basic Math
0 UNITS
This course is a review of High School Level Math. The curriculum is designed to assist a variety of students i.e., including those still in High School, in transition from high school to employment and dislocated workers returning back to school. The curriculum is also modifiable for the LEP student.
Class Hours: 36 hours

BASICSKILLS 034CE
*pending approval
High School Equivalency Test Preparation
0 UNITS
This course is designed to review test taking, math, reading, writing, science and social studies skills to prepare students to pass a California approved High School equivalency test.
Class Hours: 117 hours
BASIC SKILLS 035CE  
Basic Math Skills  
0 UNITS  
This course is designed to help build confidence and prepare individuals who are transitioning into a new career or need to brush up his/her skills. Upon successful completion of this class, students will be able to perform basic computations and solve relevant mathematical problems in a variety of occupations.  
Class Hours: 54 hours

BASIC SKILLS 052CE  
College Preparatory English A  
0 UNITS  
Students review material designed to prepare for a high school equivalency exam. Students review standards of reading comprehension, word analysis, literary response and analysis and language used at the High School English Level. The curriculum is modifiable to meet the needs of the Limited English Proficient (LEP) student.  
Hours: 36 hours

BASIC SKILLS 053CE  
College Preparatory English B  
0 UNITS  
Students continue to review material designed to prepare for a high school equivalency exam. Students review standards of reading comprehension, word analysis, literary response and analysis and language used at the High School English Level. The curriculum is modifiable to meet the needs of the Limited English Proficient (LEP) student.  
Class Hours: 36 hours

BASIC SKILLS 075CE  
Introduction to Post-Secondary Education  
INTRODUCTION TO POST SECONDARY EDUCATION  
This course introduces students to the opportunities and benefits of post-secondary education. This course provides students with essential information, strategies and tools that will help overcome real and perceived obstacles and successfully navigate their transition to college.  
Class Hours: 9 Hours

BASIC SKILLS 083CE  
GED PREPARATION: LITERATURE AND THE ARTS  
0 UNITS  
Students prepare for the General Educational Development(GED): Literature and the Arts Test, Hi-SET or any high school equivalency exam. The class includes critical thinking, reading comprehension, interpreting graphs, analyzing literature and the arts, tone and style/prose fiction, interpreting poetry, drama, plays, non-fiction and commentaries. This course is also modifiable for the LEP population.  
Class Hours: 54 hours

BASIC SKILLS 084CE  
GED PREPARATION: MATHEMATICS  
0 UNITS  
Mathematics Test. This class includes arithmetic, the metric system, algebra, geometry, statistics and probability problems. Depending upon the diagnostic assessment, students will be directed to an appropriate plan of study. This course is also modifiable for the LEP population.  
Class Hours: 54 hours

BASIC SKILLS 085CE  
GED PREPARATION: SCIENCE  
0 UNITS  
Students prepare for the General Education Development(GED): Science Test. This class includes biology, earth science, astronomy, geology, meteorology, chemistry and physics. This course is also modifiable for the LEP population.  
Class Hours: 54 hours

BASIC SKILLS 086CE  
GED PREPARATION: SOCIAL STUDIES  
0 UNITS  
Students prepare for the General Education Development(GED): Social Studies Test. This class enhances student's ability to read, understand, and use information in the context of social studies. Students focus on the five basic social studies content areas: United States history, civics and government, economics, and geography. This course is also modifiable for the LEP population.  
Class Hours: 54 hours
COURSE DESCRIPTIONS

ESL 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.
Class Hours: 54 hours

ESL 002CE
English as a Second Language Beginning II
0 UNITS
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.
Class Hours: 54 hours

ESL 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 at an introductory English as a Second Language (ESL) level.
Class Hours: 18 hours

ESL 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 continue to develop listening, speaking, reading and writing skills in preparation to take the United States Citizenship and Immigration interview at a beginning English as a Second Language (ESL) Level.
Class Hours: 18 hours

ESL AND CIVICS 012CE
ESL AND CIVICS 3
0 UNITS
Prerequisite: None
This competency-based, open-entry citizenship course introduces U.S. History and government with appropriate English vocabulary and grammar structure for low intermediate level English as a Second Language (ESL) students who are preparing to take the U.S. citizenship examination.
Class Hours: 54 hours

ESL AND CIVICS 013CE
ESL AND CIVICS 4
0 UNITS
Prerequisite: None
In this open-entry, noncredit course students will learn about integrated topics of Civics and Citizenship preparation. Students will prepare for the Citizenship test and interview. They will also learn skills to assist them with their immersion into a predominately-English speaking society at an intermediate English (ESL) level.
Class Hours: 54 hours

ESL AND CIVICS 014CE
ESL AND CIVICS 5
0 UNITS
Prerequisite: None
This competency-based, open-entry citizenship course introduces U.S. history and government with the appropriate English vocabulary and grammar structure for high intermediate English as a Second Language (ESL) students who are preparing to take the U.S. Citizenship examination.
Class Hours: 54 hours

ESL AND CIVICS 015CE
ESL AND CIVICS 6
0 UNITS
Prerequisite: None
Students discuss civics, U.S. history and government at an advanced English as a Second Language (ESL) level. Students prepare for the Citizenship test and interview. Students apply skills to assist them in their immersion into a predominately English speaking society by using advanced vocabulary.
Class Hours: 54 hours
ESL AND CIVICS 030 CE
English Literacy and Civics
0 UNITS
Students apply the content necessary to have a functioning understanding of the English language related to the citizenship test. Students practice a variety of English and grammar contexts to prepare them for basic survival skills in a predominately-English speaking society.
Class Hours: 108 hours

ESL AND CIVICS 031 CE
English Literacy and Civics Level 1
0 UNITS
Students at the Beginning-Low Level apply the content necessary to have a functioning understanding of the English language related to the citizenship test and similar civics objectives. Students practice a variety of English and grammar contexts to prepare them for basic life skills in a predominately-English speaking society.
Class Hours: 108 hours

ESL AND CIVICS 032 CE
English Literacy and Civics Level 2
0 UNITS
This is an open-entry/open-exit course for ESL students at the Beginning High Level. The skills of listening, speaking, reading, writing, and grammar are integrated and taught through the content of basic life, community, job and citizenship skills.
Class Hours: 108 hours

ESL AND CIVICS 033CE*(pending approval)
English Literacy & Civics Level 3
0 UNITS
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.
Class Hours: 108 hours

VOCATIONAL EDUCATION 002CE
In-Home Supportive Service Providers
0 UNITS
Prerequisite: None
Students gain the skills required to be an In-Home Supportive Services (IHSS) Provider so that they can promote health and independence for an IHSS client, thus enabling the client to live at home without danger to their health and safety. This training meets the State of California’s Home Care Services Consumer Protection Act.
Class Hours: 90 hours

VOCATIONAL EDUCATION 003CE
Workplace Computing for Limited English Populations
0 UNITS
The objective of this course is to provide students with hands-on experience using a computer for use in society, classroom, and the workplace. Fundamentals of computer hardware, software, and the internet for computer novices at the workplace, introducing basic computer components and functions, including hardware, operating systems, office applications, and web browsers. This course is modifiable for the Limited English Proficient (LEP) student.
Class Hours: 54 hours

VOCATIONAL EDUCATION 054CE
VESL for Child Development 1:
Specialized Vocabulary In Developmental Theories
0 UNITS
This course is specifically designed for limited English proficient students who are interested in taking Child Development courses, but need additional assistance with language before and during the course. In addition, students will be taught study skill strategies, reading strategies and test-taking tools contextualized for the Child Development I credit course offering.
Class Hours: 54 hours

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 and covers basic employee benefits and compensation; employee-centered practices and performance modes.
Class Hours: 54 hours

VOCATIONAL EDUCATION 056CE
VESL for Health Careers
0 UNITS
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. This course is designed for Limited English Proficient (LEP) students.
Class Hours: 36 hours
COURSE DESCRIPTIONS

VOCATIONAL EDUCATION 059CE
VESL for Home-Health Aide
0 UNITS
This course is designed for students who need to 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. This class is modifiable for the Limited English Proficient (LEP) student.
Class Hours: 18 hours

VOCATIONAL EDUCATION 078CE
Vocational English as a Second Language - B
0 UNITS
A short-term course designed for Limited English Proficient (LEP) students who need help in developing their 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 and covers conduct, communication styles and relations; health and safety issues.
Class Hours: 54 hours

VOCATIONAL EDUCATION 079CE
Vocational English as a Second Language - A
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 course focus is speaking, listening, reading, writing, and arithmetic as practiced in the workforce.
Class Hours: 54 hours

VOCATIONAL EDUCATION 084CE
Entrepreneur Training Program
0 UNITS
This course is designed to introduce students to basic concepts of Entrepreneurship. Topics covered include, but are not limited to: thinking like an entrepreneur, entrepreneurship vocabulary, ways to grow abusiness, leading organizational change, managing business financials and performance. Students learn and are informed of ways to grow a business and lead organizational change.
Class Hours: 36 hours

VOCATIONAL EDUCATION 230CE
30 Ways To Shine As A New Employee
0 UNITS
This short-term vocational education 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.
Class Hours: 6 hours

VOCATIONAL EDUCATION 231CE
Retailing Smarts 6: Building Sales
0 Units
This short-term vocational education course is designed to provide new and incumbent workers in building sales 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 giftgiving. After completing this course the student has an option to continue their education or become gainfully employed.
Class Hours: 18 hours

VOCATIONAL EDUCATION 232CE
Closing the Sale
0 Units
This short-term vocational education course is designed to provide new and incumbent workers with 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.
Class Hours: 18 hours

VOCATIONAL EDUCATION 233CE
The Sale Transaction
0 Units
This short-term vocational education course is designed to provide new and incumbent workers with 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. After completing this course the student has an option to continue their education or become gainfully employed.
Class Hours: 18 hours
VOCATIONAL EDUCATION 234CE  
Explaining Features and Benefits  
0 Units  
This short-term vocational education course is designed to provide new and incumbent workers with strategies in order to explain features and benefits 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. After completing this course the student has an option to continue their education or become gainfully employed.  
Class Hours: 18 hours

VOCATIONAL EDUCATION 235CE  
Customer Service Smarts: Going the Extra Mile  
0 UNITS  
This short-term customer service workshop is designed to provide new and incumbent workers with the strategies required in going the extra mile for a customer. The curriculum is modifiable for the LEP student and designed for incumbent workers and/or new employees. The topics covered but are not limited to: customer follow-up, artfully using business cards, business card etiquette, and personal services. After completion of this workshop the attendee will have two options 1) continue their education 2) become gainfully employed.  
Class Hours: 18 hours

VOCATIONAL EDUCATION 236CE  
Job Club  
0 UNITS  
This curriculum is 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: planning their job search, utilizing outside resources, the “hidden” job market, and job market research. After completing this course the student has an option to continue their education or become gainfully employed.  
Class Hours: 6 hours

VOCATIONAL EDUCATION 237CE  
Strategies in Meeting your Customers Needs  
0 UNITS  
This short-term vocational education course is designed to provide new and incumbent workers with the strategies required in understanding their customers or client’s needs. The curriculum is modifiable for the LEP student. The topics covered but are not limited to making shopping an enjoyable experience, accommodating customers with disabilities, in-store and phone customers, keeping commitments to your customer, and special orders.  
Class Hours: 18 hours

VOCATIONAL EDUCATION 238CE  
Blueprint for Workplace Success  
Prerequisite: None  
Students receive the necessary tools and skills to prepare for and achieve their career goals. The topics covered include, but are not limited to: interest and skills inventory, goal setting, career exploration, workplace etiquette and culture, workplace laws, effective communication, conflict resolution, time management, job market realities, workplace skills, contacting employers, preparing for the interview, getting hired and keeping your job. This course can be modified for Limited English Proficient (LEP) students.  
Class Hours: 36 hours

VOCATIONAL EDUCATION 239CE  
Blueprint for Customer Service  
0 UNITS  
This short-term vocational education course is designed to provide new and incumbent workers with customer service skills required in getting to know their customer or client in order to increase their employability. The topics covered but are not limited to know what customers want, listening to customers, and telephone customer service. After completing this course, the student has an option to continue their education or become gainfully employed. The curriculum is modifiable for the LEP students.

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.  
Class Hours: 18 hours
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 how to get 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 gratefully employed.

Class Hours: 18 hours

VOCATIONAL EDUCATION 242CE
*(pending approval)
Banquet Server Skills Training
0 UNITS
New and incumbent workers learn skills to prepare them to be the best in banquet services. Some of the topics covered include, but are not limited to: setting tables for banquets, providing beverage service, taking and serving orders, maintaining buffet tables and refreshing meeting rooms. Upon completion of this workshop, students will take a Knowledge Test with 100 multiple choice questions. Upon scoring 75% or better on this test students will qualify for the Banquet Server Skills Certificate provided by the Educational Institute of the American Hotel & Lodging Association. Students will also be awarded a Certificate of Completion by LA City College.

Class Hours: 18 hours

VOCATIONAL EDUCATION 243CE
*(pending approval)
Front Desk Representative
0 UNITS
New and incumbent workers learn skills to prepare them to provide superior guest service. Students will learn, among other skills, how to use effective sales techniques, conduct guest check-ins, serve guests with special needs and turn customer complaints into opportunities to build great relationships with their guests. After completing this workshop, students will take a Knowledge Test with 100 multiple choice questions. Upon scoring 75% or better on this test students will qualify for the Front Desk Representative Skills Certificate provided by the Educational Institute of the American Hotel & Lodging Association. Students will also be awarded a Certificate of Completion by LA City College.

Class Hours: 18 hours

VOCATIONAL EDUCATION 244CE
*(pending approval)
Laundry Attendant Skills Training
0 UNITS
New and incumbent workers learn skills to provide the best in guest services. Some topics covered include, but are not limited to: using washers & dryers, sorting and ironing linens, using mechanical flat-work iron and line-folding equipment, sewing & mending, and responding to housekeeping requests. Upon completion of this workshop, students will take a Knowledge Test with 100 multiple choice questions. Upon scoring 75% or better on this test students will qualify for the Laundry Attendant Skills Certificate provided by the Educational Institute of the American Hotel & Lodging Association. Students will also be awarded a Certificate of Completion by LA City College.

Class Hours: 18 hours

VOCATIONAL EDUCATION 245CE
*(pending approval)
Public Space Cleaner Skills Training
0 UNITS
New and incumbent workers learn skills to become an effective Public Space Cleaner. Some of the topics covered include, but are not limited to: preparing public spaces for cleaning, using various cleaning tools and agents, learning the different methods of cleaning. Upon completion of this workshop, students will take a Knowledge Test with 100 multiple choice questions. Upon scoring 75% or better on this test students will qualify for the Public Space Cleaner Skills Certificate provided by the Educational Institute of the American Hotel & Lodging Association. Students will also be awarded a Certificate of Completion by LA City College.

Class Hours: 18 hours

VOCATIONAL EDUCATION 246CE
*(pending approval)
Restaurant Server Skills Training
0 UNITS
The Restaurant Server course is designed to provide new and incumbent workers with the tools they need to provide the best in restaurant services. Some of the topics covered include, but are not limited to: setting up the restaurant for service, greeting and seating guests and taking beverage and food orders. Upon completion of this workshop, students will take a Knowledge Test with 100 multiple choice questions. Upon scoring 75% or better on this test students will qualify for the Restaurant Server Skills Certificate provided by the Educational Institute of the American Hotel & Lodging Association. Students will also be awarded a Certificate of Completion by LA City College.

Class Hours: 18 hours
VOCATIONAL EDUCATION 247CE  
*(pending approval)  
Kitchen Steward Skills Training  
0 UNITS  
The Kitchen Steward course is designed to provide new and incumbent workers with the tools they need to provide the best in guest services. Some of the topics covered include, but are not limited to: cleaning tools and surfaces, following a recycling program, washing dishes and silverware and cleaning and sanitizing working surfaces. Upon completion of this workshop, students will take a Knowledge Test with 100 multiple choice questions. Upon scoring 75% or better on this test students will qualify for the Kitchen Steward Skills Certificate provided by the Educational Institute of the American Hotel & Lodging Association. Students will also be awarded a Certificate of Completion by LA City College.  
Class Hours: 18 hours  

VOCATIONAL EDUCATION 248CE  
*(pending approval)  
Maintenance Attendant Skills Training  
0 UNITS  /New and incumbent workers learn skills to become an effective Kitchen Steward. This workshop is designed to provide the tools needed to provide the best maintenance services. Some of the topics covered include, but are not limited to: preventative maintenance, inspections, installations, repair and servicing and troubleshooting. Upon completion of this workshop, students will take a Knowledge Test with 100 multiple choice questions. Upon scoring 75% or better on this test students will qualify for the Kitchen Steward Skills Certificate provided by The American Hotel & Lodging Association (AH&LA). Students will also be awarded a Certificate of Completion by LA City College.  
Class Hours: 18 hours  

VOCATIONAL EDUCATION 250CE  
Guest Attendant Skills Training  
0 UNITS  
This short-term, one-day, six-hour Guestroom Attendant skills workshop is designed to provide new and incumbent workers with the tools they need to provide the best in guest services. Some of the topics covered include, but are not limited to: preparing guestrooms for cleaning, sanitizing rooms, replenishing supplies and keep work areas organized. Upon completion of this workshop, students will take a knowledge test with 30 multiple choice questions. Upon scoring 75% or better on this test and completing 90 hours of on-the-job training, students will qualify for the Guestroom Attendant Skills Certificate provided by the Educational Institute of the American Hotel & Lodging Association. Students will also be awarded a Certificate of Completion by LA City College.  
Class Hours: 18 hours