# • SPRING 2019 •

# What Are Online, Hybrid and Web-enhanced Classes?

- Online classes are taken exclusively over the Internet; there are no oncampus meetings required. However, some online classes require proctored exams, either on an RCCD campus or by an off-site proctor approved by the instructor.
- Hybrid classes meet both on campus and online; think of them as traditional
  face-to-face classes where some of the on-campus class meetings are replaced
  with online assignments. In a hybrid class, you will attend meetings on campus
  during the dates and times listed in thischedule of classes. Since the on-campus
  portion of hybrid classes could take place at any of our three colleges (Riverside
  City, Norco or Moreno Valley), hybrid classes are listed according to the campus
  where the on-campus meetings take place. So, for example, if you'd like to
  take a hybrid class at Norco, you'd look under the Norco college section of this
  schedule.
- Web-Enhanced classes are traditional face-to-face classes that are augmented with course websites. Unlike hybrid classes, all webenhanced class meetings take place on campus. The course website is an extra value!

### Are You Ready for Online Learning?

To take an online, hybrid, or web-enhanced class, here are a few things to keep in mind:

- You should have regular access to a personal computer that is connected to the Internet. Not sure whether your computer measures up? Go to <a href="https://www.opencampus.com/students.html">www.opencampus.com/students.html</a> and click on the "Blackboard's Browser and System Requirements" link.
- You should be familiar with basic computer operations: for example, using a word processing program, logging onto the Internet, using a browser, and sending e-mail.
- You should be self-disciplined and have strong study skills. It's easier to fall behind in an online class.
- Lastly, you shouldn't believe the myth that online or hybrid classes are "easier" than face-to-face classes. In fact, online classes cover the same material as faceto-face classes, and many students say that their online classes actually require more of their time than their face-to-face classes. Set aside a few minutes and take the Open Campus Distance Learning quiz to help you decide.

Please note: To enable online-based students to communicate more effectively with their instructors, students need to activate and use their RCCD e-mail account. Personal e-mail addresses will not be used so the RCCD account is the only approved method of formal communication from RCCD to the student. For information on accessing your RCCD email account, please see page 8 in the Information Pages portion of the schedule, or go to mail.office365.com to sign in with your RCCD email address.

### What's An Online Class Like?

Sample an online class: go to <a href="www.opencampus.com/students.html">www.opencampus.com/students.html</a>. Click on the "Visit the Sample Class" link.

**Our distance education courses** are currently undergoing a change in learning management systems (LMS) from Blackboard to Canvas. Certain course sections are now being taught in Canvas. To find a list of these courses and how this affects your online, hybrid, or web-enhanced class, please go to the Distance Education Website, students' page for RCCD at: http://www.opencampus.com/students.html.

# Questions? Visit <u>www.opencampus.com</u>.

This website provides:

- Computer settings and requirements
- · Information about registration
- · Log in information
- Student and faculty help files
- · Course syllabi and textbook information
- · A sample online class

If you've visited our website and still have questions, please call the Open Campus Help Line at (866) 259-7271.

### Are Open Campus Distance Learning Classes for Me?

### 1. Holding weekly class meetings face-to-face is:

- a. Not particularly necessary for me;
- b. Somewhat important to me;
- c. Very important to me;

#### 2. I would classify myself as someone who:

- a. Often gets things done ahead of time;
- b. Needs reminding to get things done on time;
- c. Puts things off until the last minute or doesn't complete them;

# 3. When an instructor hands out directions for assignments, I prefer:

- a. Figuring out the instructions myself;
- b. Trying to follow the directions on my own, then asking for help as needed;
- c. Having the instructions explained to me;

# 4. Considering my professional and personal schedule, the amount of time I have to work on a Distance Learning class is:

- a. More than enough time for an on-campus class;
- b. The same as for a class on campus;
- c. Less than for a class on campus;

### 5. As a reader, I would classify myself as:

- a. Good I have no problem understanding textbook material;
- b. Average I sometimes need help to understand the text;
- c. Slower than average;

### 6. Commuting to campus on a regular weekly schedule is:

- a. Extremely difficult for me I have commitments;
- b. A little difficult, but I can rearrange my priorities for regular attendance on campus;
- c. Easy for me;

### 7. When I need help understanding the subject:

- a. I am comfortable approaching the instructor;
- b. I am uncomfortable approaching the instructor, but I do it anyway;
- c. I never approach an instructor to admit I don't understand something;

**SCORING:** Are Distance Learning classes for you? Score your responses: 3 points for each "a", 2 points for each "b", and 1 point for each "c". 14 or over--a Distance Learning class is a real possibility for you. Between 8 and 13--Distance Learning classes may work for you, but you may need to make adjustments in your schedule and study habits to succeed. 7 or less--Distance Learning classes may not currently be the best alternative; talk with your counselor.

The District takes student and instructor privacy seriously. When you register for an Open Campus class, the District provides students and faculty with a secure log in and password. This password is issued to and is intended for the student who has enrolled in the Open Campus course section. The password and log in are required each time the student and faculty member logs into their Open Campus course section(s). At that time, the student will affirm that he/she is the individual signing in and completing the work for his/her online courses. Finally, anti-plagiarism software is used by faculty member to ensure academic honesty. Some online classes require proctored exams, either at one of the RCCD colleges or by an off-site proctor approved by the instructor. For additional information, please visit www.opencampus.com/students.html.

# • SPRING 2019 •

# **ACCOUNTING**

#### ACC-1A **Principles of Accounting I**

3 UNITS

Prerequisite: None Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture. 32002 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ONTINE

The above section is a online class that requires an on-site proctored final exam. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: P Worsham

#### **Principles of Accounting I** ACC-1A

3 UNITS

Prerequisite: None Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture. 32003 Last day to add: 02/19/19

02/11/19 04/05/19 0L

ON LINE

The above section is a short term online class that requires an on-site proctored final exam. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: D White

#### ACC-1A **Principles of Accounting I**

3 UNITS

Prerequisite: None Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture. 32005

04/15/19 06/07/19

Last day to add: 04/23/19

ONTINE

The above section is a short term online class that requires an on-site proctored final exam. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: D White

#### **Principles of Accounting I** ACC-1A

**3 UNITS** 

Prerequisite: None Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture. 42004 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: F Stearns

#### **Principles of Accounting I** ACC-1A

**3 UNITS** 

Prerequisite: None Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.

42005 0L 02/11/19 06/07/19 Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: F Stearns

#### **Principles of Accounting I** ACC-1A

**3 UNITS** 

Prerequisite: None Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.

42006 02/11/19 06/07/19 Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: F Stearns

#### ACC-1A **Principles of Accounting I**

**3 UNITS** 

Prerequisite: None Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.

42007 0L 02/11/19 06/07/19 Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: F Stearns

#### ACC-1B **Principles of Accounting II**

**3 UNITS** 

Prerequisite: ACC-1A

Description: A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture.

32009

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is a online class that requires an on-site proctored final exam. Computer with Internet access required. See www.opencampus.com. Please note the start and end

Instructor: P Worsham

# • SPRING 2019 •

### ACC-1B Principles of Accounting II

**3 UNITS** 

Prerequisite: ACC-1A

Description: A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture.

32010

Last day to add: 04/23/19

OL 04/15/19 06/07/19

ON LINE

The above section is a short term online class that requires an on-site proctored final exam. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: P Worsham

ACC-1B Principles of Accounting II

3 UNITS

Prerequisite: ACC-1A

Description: A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture.

42013

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: F Stearns

# ACC-55 Applied Accounting/Bookkeeping (same As Cat-55)

**3 UNITS** 

Prerequisite: None

Description: This is an introductory course for students who are non-accounting majors. The focus is basic bookkeeping and accounting principles for both merchandising and service oriented small business enterprises. Emphasis is on the development of skills to record business transactions for cash and accrual methods, as well as the procedures to prepare financial statements and complete an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and banking procedures. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42015

04/15/19 06/07/19

Last day to add: 04/23/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Morris

# ACC-62 Payroll Accounting

3 UNITS

Prerequisite: ACC-1A or ACC-55

Description: Studies accounting for payroll and examines aspects of the Social Security Act, California Unemployment Insurance Act and the California Workers Compensation Insurance Act. Payroll principles applied through the use of microcomputers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**32014** 0L

02/11/19 04/05/19

Last day to add: 02/19/19 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: M Scott

### ACC-62 Payroll Accounting

**3 UNITS** 

Prerequisite: ACC-1A or ACC-55

Description: Studies accounting for payroll and examines aspects of the Social Security Act, California Unemployment Insurance Act and the California Workers Compensation Insurance Act. Payroll principles applied through the use of microcomputers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

32015

Last day to add: 04/23/19

OL 04/15/19 06/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: M Scott

### ACC-200 Accntg Work Experience

1 UNIT

Prerequisite: None.

Advisory: Students should have paid or voluntary employment.

Description: Course is designed to coordinate the student's occupational on-thejob training with related classroom instruction.

32759

Last day to add: 02/22/19

WRK 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required. Seewww.open-campus.com. In addition to the online lecture, students are required to attend an orientation at Norco College the first week of the semester, dates and times will be posted in Blackboard Students must also meet on-campus for an instructor conference and for final exams. Please see Blackboard for specific dates and times.

Instructor: Staff

# **ADMINISTRATION OF JUSTICE**

# ADJ-1 Introduction to the Administration of Justice 3 UNITS

Prerequisite: None

Description: The history and philosophy of administration of justice in America; recapitulation of the system; identifying the various subsystems, role expectations, and their interrelationships; theories of crime, punishment, and rehabilitation; ethics, education, and training for professionalism in the system. 54 hours lecture.

22695

Last day to add: 02/22/19

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Internet access is required. See www.opencampus.com. **Instructor**: N Aquirre

# ADJ-1 Introduction to the Administration of Justice (same As Jus-1) 3 UNITS

Prerequisite: None

Description: The history and philosophy of administration of justice in America; recapitulation of the system; identifying the various subsystems, role expectations, and their interrelationships; theories of crime, punishment, and rehabilitation; ethics, education, and training for professionalism in the system. 54 hours lecture.

42019

Last day to add: 02/22/19

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: 0 Thompson

# • SPRING 2019 •

# ADJ-1 Introduction to the Administration of Justice (same As Jus-1)

**3 UNITS** 

Prerequisite: None

0L

Description: The history and philosophy of administration of justice in America; recapitulation of the system; identifying the various subsystems, role expectations, and their interrelationships; theories of crime, punishment, and rehabilitation; ethics, education, and training for professionalism in the system. 54 hours lecture.

42021 Last day to add: 02/22/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: M Matuszak

ADJ-2 Principles and Procedures of the Justice System

02/11/19 06/07/19

**3 UNITS** 

ON LINE

ONTINE

Prerequisite: None

Description: This course provides an examination and analysis of due process in criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional precedents. 54 hours lecture.

22693 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Internet access is required. See www.opencampus.com. Instructor: R King

ADJ-2 Principles and Procedures of the Justice System (same As Jus-2) 3 UNITS

Prerequisite: None

0L

Description: This course provides an examination and analysis of due process in criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state and constitutional precedents. 54 hours lecture.

42029 Last day to add: 02/22/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.
Instructor: 0 Thompson

02/11/19 06/07/19

ADJ-3 Concepts of Criminal Law (same As Jus-3) 3 UNITS

Description: Historical development, philosophy of law and constitutional provisions; definitions, classification of crimes, and their application to the system of administration of justice; legal research, study of case law, methodology, and concepts of law as a social force. 54 hours lecture.

42032 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: O Thompson

# **AMERICAN SIGN LANGUAGE**

AML-22 American Deaf Culture (same As Soc-20) 3 UNITS

Prerequisite: None

0L

Description: An introduction to culture and values of Deaf people in North America as reflected in language, literature, art, history, political and social events. Class conducted in American Sign Language with English translation. 54 hours lecture.

42078 Last day to add: 02/19/19

ON LINE

ON LINE

The above section is a short term online class. Computer with Internt access required.

See www.opencampus.com.

**ANTHROPOLOGY** 

02/11/19 04/05/19

ANT-1 Physical Anthropology 3 UNITS

Prerequisite: None

Instructor: T Korn

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

22014 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

 $See \ www.open campus.com.$ 

Instructor: L Gudiel

ANT-1 Physical Anthropology 3 UNITS

Prerequisite: None

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

22018 Last day to add: 02/19/19

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

02/11/19 04/07/19

**Instructor**: L Broyles

0L

0L

ANT-1 Physical Anthropology 3 UNITS

Prerequisite: None

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

22019 Last day to add: 04/23/19

04/15/19 06/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Instructor**: L Broyles

# • SPRING 2019 •

#### **Physical Anthropology** ANT-1

**3 UNITS** 

Prerequisite: None

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

32027

0L

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: A Gray

#### ANT-1 **Physical Anthropology**

**3 UNITS** 

Prerequisite: None

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

32031

0L

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: A Gray

#### ANT-1 **Physical Anthropology**

3 UNITS

Prerequisite: None

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

42096

0L

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: L Greathouse

#### **Physical Anthropology** ANT-1

02/11/19 06/07/19

**3 UNITS** 

Prerequisite: None

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

42097

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: L Greathouse

#### ANT-2 **Cultural Anthropology**

**3 UNITS** 

Prerequisite: None

Description: An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures. Cultural practices and institutions are examined using perspectives that enhance effective participation in a culturally diverse world. 54 hours lecture.

22020

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: L Broyles

#### ANT-2 **Cultural Anthropology**

**3 UNITS** 

Prerequisite: None

Description: An introduction to the anthropological concept of culture and to the methods and theories used in the comparative analysis of cultures. Cultural practices and institutions are examined using perspectives that enhance effective participation in a culturally diverse world. 54 hours lecture.

32036

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: A Gray

# **ART**

#### ART-6 **Art Appreciation**

**3 UNITS** 

Prerequisite: None

Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

22064

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. Please see www.opencampus.com.

Instructor: A Cachia

#### ART-6 **Art Appreciation**

**3 UNITS** 

Prerequisite: None Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

22858

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required. Please see www.opencampus.com.

Instructor: A Cachia

# • SPRING 2019 •

#### ART-6 **Art Appreciation**

**3 UNITS** 

ART-6 **Art Appreciation** Prerequisite: None

**3 UNITS** 

Prerequisite: None Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

32054 0L 02/11/19 06/07/19 Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: K Skiba

ART-6 **Art Appreciation** 

02/11/19 06/07/19

**Art Appreciation** 

**3 UNITS** 

Prerequisite: None Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

32057

0L

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: K Skiba

Prerequisite: None Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42183

0L

ART-6

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: R Taube

#### ART-6 **Art Appreciation**

02/11/19 06/07/19

**3 UNITS** 

3 UNITS

Prerequisite: None Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42184

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: A Herrera

42188 0L

Advisory: ENG-1A

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

Description: An introductory course for the non-art major. The creative process and

the diversity of style, technique and media, evident in various art forms throughout

history and culture. Students may not receive credit for both ART-6 and ART-6H. 54

The above section is an online class. Computer with Internet access required.

hours lecture. (Letter Grade, or Pass/No Pass option.)

See www.opencampus.com.

Instructor: K Duffield

ART-6 **Art Appreciation**  **3 UNITS** 

Prerequisite: None Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42189

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: R Taube

# **BUSINESS ADMINISTRATION**

#### **Computer Applications for Business** BUS-3 (same As Cat/Cis-3)

**3 UNITS** 

Prerequisite: None

Description: This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

42273 Last day to add: 02/19/19 ON LINE

0L 02/11/19 04/07/19 0LL 02/11/19 04/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Bainum

#### **BUS-10 Introduction to Business**

**3 UNITS** 

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

22079

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: J Duran

# • SPRING 2019 •

#### **BUS-10 Introduction to Business**

**3 UNITS** 

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

22081

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: R Loya

0L

**BUS-10 Introduction to Business** 

02/11/19 06/07/19

3 UNITS

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

22082

0L

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: L Dunphy

**BUS-10** Introduction to Business

02/11/19 06/07/19

**3 UNITS** 

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

32076

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: G Zwart

**BUS-10 Introduction to Business**  **3 UNITS** 

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

32077

Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: G Zwart

**BUS-10 Introduction to Business**  **3 UNITS** 

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

32078

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ONTINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: V Mixson

**BUS-10 Introduction to Business**  3 UNITS

Prerequisite: None.

Description: Scope, function and organization of contemporary business: fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

42257

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: R Pardee

**BUS-10 Introduction to Business**  **3 UNITS** 

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

42258

0L 03/11/19 06/07/19 Last day to add: 02/22/19 ONTINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: R Pardee

**Introduction to Business** BUS-10

**3 UNITS** 

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

44152

Last day to add: 04/29/19

04/22/19 06/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: D Wilcoxson

BUS-18A **Business Law I**  **3 UNITS** 

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

32080 0L 02/11/19 06/07/19 Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: S Johnson

# • SPRING 2019 •

### BUS-18A Business Law I

**3 UNITS** 

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

32083 0L 02/11/19 06/07/19 Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Pentis

BUS-18A Business Law I **3 UNITS** 

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

32084

0L

Last day to add: 04/23/19

ON LINE

04/15/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: Staff

BUS-18A Business Law I

**3 UNITS** 

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture

42260

0L

02/11/19 06/07/19

ONTINE

Last day to add: 02/22/19

The above section is an online class. Computer with Inernet access required.

See www.opencampus.com.

Instructor: L Judon

BUS-18A Business Law I

3 UNITS

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

42263

0L

02/11/19 04/07/19

Last day to add: 02/19/19 ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: L Judon

BUS-18A **Business Law I**  **3 UNITS** 

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

42264

Last day to add: 04/23/19

04/15/19 06/07/19 0L

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end date.

Instructor: L Judon

BUS-18B **Business Law II**  **3 UNITS** 

Prerequisite: None

Description: Commercial paper, secured transactions, bankruptcy, agency and employment, business organizations, governmental regulations, international law, real and personal property and trusts and estates. 54 hours lecture.

42266 0L

Last day to add: 02/19/19 ON LINE

02/11/19 04/07/19 The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: L Judon

**BUS-18B Business Law II**  3 UNITS

Prerequisite: None

Description: Commercial paper, secured transactions, bankruptcy, agency and employment, business organizations, governmental regulations, international law, real and personal property and trusts and estates. 54 hours lecture.

42267

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See. www.opencampus.com. Please note the start and end dates.

Instructor: L Judon

**BUS-20 Business Mathematics**  **3 UNITS** 

Prerequisite: None

Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

22087

0L 02/11/19 06/07/19 Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

Instructor: R Hernandez

**BUS-20 Business Mathematics**  **3 UNITS** 

Prerequisite: None

Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

32088

Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: P Worsham

# • SPRING 2019 •

#### **BUS-20 Business Mathematics**

**3 UNITS** 

Prerequisite: None

Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

32089

Last day to add: 04/23/19

04/15/19 06/07/19 0L

0L ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: P Worsham

**BUS-20 Business Mathematics** 

03/11/19 06/07/19

**3 UNITS** 

Prerequisite: None

Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

42270 01

Last day to add: 03/04/19

ONTINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: R Pardee

**BUS-22 Management Communications**  3 UNITS

Prerequisite: None Advisory: CAT-30

Description: Examines the dynamics of organizational communication including a cross cultural emphasis. Practical experience is attained in verbal, non-verbal and interpersonal communication. Includes business report writing, letter writing and resume writing. 54 hours lecture.

42271 0L

Last day to add: 02/19/19

ON LINE

02/11/19 04/07/19

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Ishihara

**BUS-30 Entrepreneurship:** 

> **Foundations and Fundamentals** 3 UNITS

Prerequisite: None

Description: An introductory course designed to explore, identify and evaluate business opportunities with an emphasis on starting and managing a small or existing business: investigating tools and best practices associated with identifying and creating new venture opportunities; explore ways to shape and evaluate the viability of opportunities; understanding key industry factors, market, competitive factors, and customer needs.

22089

Last day to add: 02/22/19

02/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com

Instructor: R Mason

**BUS-30 Entrepreneurship:** 

**Foundations and Fundamentals** 

**3 UNITS** 

Prerequisite: None

Description: An introductory course designed to explore, identify and evaluate business opportunities with an emphasis on starting and managing a small or existing business: investigating tools and best practices associated with identifying and creating new venture opportunities; explore ways to shape and evaluate the viability of opportunities; understanding key industry factors, market, competitive factors, and customer needs.

33006

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: A Martin

#### **BUS-47 Applied Business and Management Ethics** 3 UNITS

Prerequisite: None

Description: An examination of ethical concerns in business decision making. Includes corporate, personal, global, governmental, public, environmental, product, and job-related issues. Case studies and corporate ethics programs and audits also covered. 54 hours lecture. (Letter Grade, or Pass/No Pass option)

32092

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: D Dokter

#### **BUS-47 Applied Business and Management Ethics** (same As Mag-47)

**3 UNITS** 

Prerequisite: None

Description: An examination of ethical concerns in business decision making. Includes corporate, personal, global, governmental, public, environmental, product, and job-related issues. Case studies and corporate ethics programs and audits also covered. 54 hours lecture. (Letter Grade, or Pass/No Pass option)

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: R Pardee

#### **BUS-51 Principles of Electronic Commerce**

**3 UNITS** 

Prerequisite: None

Advisory: BUS-10 and CIS-1A

Description: An introduction to electronic commerce focusing on business, technological, and social issues in todays global market. Provides the theory and practice of conducting business over the Internet and the World Wide Web. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

22090

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: J Gonzales

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# • SPRING 2019 •

#### **BUS-51 Principles of Electronic Commerce**

**3 UNITS** 

Prerequisite: None

Advisory: BUS-10 and CIS-1A

Description: An introduction to electronic commerce focusing on business, technological, and social issues in todays global market. Provides the theory and practice of conducting business over the Internet and the World Wide Web. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42278

0L

Last day to add: 04/23/19

04/15/19 06/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

**BUS-80 Principles of Logistics** 

**3 UNITS** 

Prerequisite: None

Description: An introduction to the management of business logistics functions including purchasing, inventory management, transportation, warehousing and their related technologies. Focus is on integration of logistics functions to improve overall supply chain customer service and cost performance. 54 hours lecture. 32093 Last day to add: 02/19/19

0L 02/11/19 04/05/19 ONTINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

#### **BUS-80 Principles of Logistics**

3 UNITS

**3 UNITS** 

Prerequisite: None

Description: An introduction to the management of business logistics functions including purchasing, inventory management, transportation, warehousing and their related technologies. Focus is on integration of logistics functions to improve overall supply chain customer service and cost performance. 54 hours lecture. 32094

0L 04/15/19 06/07/19 Last day to add: 04/23/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

#### **BUS-86 Transportation and Traffic Management**

Prerequisite: None

Description: A study of the freight transportation system including the demand for freight movement, laws, regulations, pricing, and policies, traffic management and international transportation issues. Focuses on how transportation collaborates with other supply chain functions to optimize cost and customer service. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

32096

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: C Pentis

#### **BUS-87 Purchasing and Supply Management**

**3 UNITS** 

Prerequisite: None

Description: Study of the purchasing and supply manager's responsibilities including the identification, acquisition, positioning and management of materials, services and equipment that organizations needs to attain their goals. Emphasis is on decision making, integration with suppliers, critical internal relationships, and customer (end user) service. 54 hours lecture. (Letter Grade, or Pass/No Pass option.) Last day to add: 02/19/19 32097

0L 02/11/19 04/05/19

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

#### **BUS-200 Business Admin Work Exp**

1 UNIT

Prerequisite: None.

Advisory: Students should have paid or voluntary employment.

Description: Course is designed to coordinate the student's occupational on-thejob training with related classroom instruction.

32760

Last day to add: 02/22/19

WRK 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. Seewww.opencampus.com. In addition to the online lecture, students are required to attend an orientation at Norco College the first week of the semester, dates and times will be posted in Blackboard Students must also meet on-campus for an instructor conference and for final exams. Please see Blackboard for specific dates and times.

Instructor: Staff

# **COMMUNICATION STUDIES**

#### **Intercultural Communication** COM-12

**3 UNITS** 

Prerequisite: None

Advisory: COM-51 and qualification for ENG-1A

Description: This course provides an introduction to the factors affecting intercultural communication. This course focuses on the communication behaviors and values common to all cultures and ethnic groups, as well as the differences that may insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, gender roles, values, beliefs, verbal and nonverbal communication patterns, conflict styles and much more. Students will learn to overcome the communication problems that may result when members of other cultures and/or ethnic groups communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. 54 hours lecture. (Letter Grade or Pass/No Pass option) 32157 Last day to add: 02/19/19

02/11/19 04/07/19 0L

ONTINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: A Olaerts

# • SPRING 2019 •

### COM-12 Intercultural Communication

**3 UNITS** 

Prerequisite: None

Advisory: COM-51 and qualification for ENG-1A

Description: This course provides an introduction to the factors affecting intercultural communication. This course focuses on the communication behaviors and values common to all cultures and ethnic groups, as well as the differences that may insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, gender roles, values, beliefs, verbal and nonverbal communication patterns, conflict styles and much more. Students will learn to overcome the communication problems that may result when members of other cultures and/or ethnic groups communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. 54 hours lecture. (Letter Grade or Pass/No Pass option) 42451

**42451** OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: J Gibbons-Anderson

### COM-12 Intercultural Communication

**3 UNITS** 

Prerequisite: None

Advisory: COM-51 and qualification for ENG-1A

Description: This course provides an introduction to the factors affecting intercultural communication. This course focuses on the communication behaviors and values common to all cultures and ethnic groups, as well as the differences that may insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, gender roles, values, beliefs, verbal and nonverbal communication patterns, conflict styles and much more. Students will learn to overcome the communication problems that may result when members of other cultures and/or ethnic groups communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. 54 hours lecture. (Letter Grade or Pass/No Pass option) 42452

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: J Gibbons-Anderson

### **COM-13** Gender and Communication

**3 UNITS** 

Prerequisite: None

Advisory: COM-51 and qualification for ENG-1A

Description: A study of theories that address communication styles including similarities and differences between masculine and feminine gender types. Integrates theories to heighten students' awareness of the importance of gender as a communication variable. Theoretical approaches to the development of gender are discussed. Gender communication issues are addressed with an emphasis on listening, perception, verbal, nonverbal communication, and conflict management in interpersonal, small group and various other contexts. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42456

Last day to add: 02/22/19

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: E Romero

### COM-20 Introduction to Communication Theory

Prerequisite: None

Advisory: COM-51 and/or qualification for ENG 1A

Description: A survey of the discipline of communication studies with emphasis on multiple epistemological, theoretical, and methodological issues relevant to the systematic inquiry and pursuit of knowledge about human communication. This course explores the basic history, assumptions, principles, processes, variables, methods, and specializations of human communication as an academic field of study. 54 hours lecture. (Letter Grade, or Pass/No Pass Option)

32159 Last day to add: 04/23/19

OL 04/15/19 06/07/19

ONTINE

**3 UNITS** 

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Muto

## COM-20 Introduction to Communication Theory 3 UNITS

Prerequisite: None

Advisory: COM-51 and/or qualification for ENG 1A

Description: A survey of the discipline of communication studies with emphasis on multiple epistemological, theoretical, and methodological issues relevant to the systematic inquiry and pursuit of knowledge about human communication. This course explores the basic history, assumptions, principles, processes, variables, methods, and specializations of human communication as an academic field of study. 54 hours lecture. (Letter Grade, or Pass/No Pass Option)

**42459** 0L 02/11/19 0

Last day to add: 02/22/19

ON LINE

OL 02/11/19 06/07/19 Consider the above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Ruth

# **COMPUTER APPLICATIONS/OFFICE**

### **CAT-1A** Business Etiquette

1 UNIT

Prerequisite: None

Description: This course provides students with both the knowledge and the skills required to quickly apply business standards of acceptable behavior and etiquette to project a professional image. It addresses additional topics, such as financial planning, appropriate use of workplace technologies, and written business communications, that students need to know when transitioning from campus to the workplace. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

32098

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: Staff

# • SPRING 2019 •

#### CAT-1A **Business Etiquette**

1 UNIT

Prerequisite: None

Description: This course provides students with both the knowledge and the skills required to quickly apply business standards of acceptable behavior and etiquette to project a professional image. It addresses additional topics, such as financial planning, appropriate use of workplace technologies, and written business communications, that students need to know when transitioning from campus to the workplace. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

44061 0L 02/11/19 04/07/19 Last day to add: 02/19/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: P Bainum

CAT-3 **Computer Applications for Business** (same As Bus/Cis-3)

3 UNITS

Prerequisite: None

Description: This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

42280

Last day to add: 02/19/19

0L 02/11/19 04/07/19 0LL 02/11/19 04/07/19 ON LINE ONTINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Bainum

#### CAT-30 **Business English**

3 UNITS

Prerequisite: None

Advisory: Keyboarding skills or CAT-53 and CAT-34A or CIS-34A or familiarity with Microsoft Word

Description: Examines the mechanics of business communications. Includes a study of grammar fundamentals, sentence structure, punctuation, vocabulary, and spelling. 54 hours of lecture. (Letter Grade, or Pass/No pass option)

42281

0L

Last day to add: 02/19/19

02/11/19 04/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: S Torre

#### CAT-31 **Business Communications**

3 UNITS

Prerequisite: None Advisory: CAT-30

Description: This course is designed to teach the fundamentals of written and oral communications in business by providing specific practical applications. Emphasis will be on written and oral communications, stressing the most common forms of correspondence. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

22092

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with internet access is required.

See www.opencampus.com

Instructor: L Fiedler

#### CAT-31 **Business Communications**

**3 UNITS** 

Prerequisite: None

Advisory: CAT-30

Description: This course is designed to teach the fundamentals of written and oral communications in business by providing specific practical applications. Emphasis will be on written and oral communications, stressing the most common forms of correspondence. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

32099 0L

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: Staff

#### CAT-31 **Business Communications**

**3 UNITS** 

Prerequisite: None Advisory: CAT-30

Description: This course is designed to teach the fundamentals of written and oral communications in business by providing specific practical applications. Emphasis will be on written and oral communications, stressing the most common forms of correspondence. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42282

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

The above section is a short-term online class. Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: S Torre

#### CAT-37 **Legal Terminology**

**3 UNITS** 

Prerequisite: None

Advisory: Basic document creation and formatting skills using Microsoft Word or Corel WordPerfect, and keyboarding speed of 40 wpm.

Description: A comprehensive study of the meaning, spelling, pronunciation and current use of legal terms and their application to legal documents and procedure. Digital correspondence and legal documents will be developed, evaluated, and edited. 54 hours lecture and 18 hours laboratory.(TBA option)(Letter Grade, or Pass/ No Pass option.)

42283

Last day to add: 02/19/19 ON LINE

0L 02/11/19 04/07/19 0LL 02/11/19 04/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

**Instructor**: S Cortez

#### **Legal Word Processing and Forms** CAT-38

**3 UNITS** 

Prerequisite: None

Advisory: CAT-36A and Microsoft Word or Corel WordPerfect

Description: Preparing legal documents and computerized Judicial Council forms using a computer. Emphasis will be placed on the standards used in legal procedure for various areas of law. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

42284

Last day to add: 04/23/19

04/15/19 06/07/19 0L 04/15/19 06/07/19 ON LINE ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

**Instructor**: S Cortez

# • SPRING 2019 •

#### **Keyboarding/Typing Fundamentals** CAT-53

1 UNIT

Prerequisite: None

Description: Develops basic alpha/numeric keyboarding/touch typewriting skills on an electronic keyboard. Designed primarily for individuals needing basic keyboarding skill to input and retrieve information from a microcomputer. Develops a straight-copy rate of 25 gross words a minute. 18 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

42286

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

0LL 04/15/19 06/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: C Avala

#### CAT-55 Applied Accounting/Bookkeeping (same As Acc-55)

**3 UNITS** 

Prerequisite: None

Description: This is an introductory course for students who are non-accounting majors. The focus is basic bookkeeping and accounting principles for both merchandising and service oriented small business enterprises. Emphasis is on the development of skills to record business transactions for cash and accrual methods, as well as the procedures to prepare financial statements and complete an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and banking procedures. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42287 04/15/19 06/07/19

0L

Last day to add: 04/23/19

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Morris

#### **Professional Office Procedures** CAT-61

3 UNITS

Prerequisite: None

Advisory: CAT-3 and CAT/CIS/BUS-31 and CAT-51

Description: Mastering procedures for the office professional through the development of: business communications, team building, business ethics, word processing, data base management, spreadsheets, presentation techniques, and general office skills. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

42288 0L

Last day to add: 02/19/19

02/11/19 04/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Instructor**: S Huyssoon

#### CAT-62 **Records Management**

**3 UNITS** 

Prerequisite: None

Advisory: Knowledge of database management

Description: Examines the basic procedures for alphabetic, numerical, geographical, subject, and chronological filing. Introduces records and database management and the management, control and retention thereof, both manually and electronically. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

42289 Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE 0LL ON LINE 04/15/19 06/07/19

The above section is a short-term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: P Bainum

#### CAT-80 **Word Processing:**

Microsoft Word for Windows

**3 UNITS** 

Prerequisite: None

Advisory: Typing knowledge/skills with at least 40 wpm

Description: This course provides introductory, intermediate, and advanced skill levels necessary to produce a variety of professional documents using Microsoft Word word processing program. Students will develop skills in word processing techniques and tasks. 54 hours lecture and 18 hours laboratory. (TBA Option)

42290 Last day to add: 02/19/19

0L 02/11/19 04/07/19 ON LINE 0LL 02/11/19 04/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Huyssoon

#### CAT-90 Microsoft Outlook (same As Cis-90) **3 UNITS**

Prerequisite: None

Description: This course utilizes Microsoft Outlook to organize and plan personal and business information. Emphasis is placed on the use of Outlook for communication and sharing information with persons within a company or small business. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

42291 Last day to add: 03/02/19

0L 02/25/19 04/05/19 ON LINE 0LL 02/25/19 04/05/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: J Lehr

#### CAT-98A Introduction to Excel

**1.50 UNITS** 

Prerequisite: None.

Description: Skill development in electronic spreadsheets using Excel for business and scientific related applications. 27 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

32101 Last day to add: 02/22/19

02/11/19 06/07/19 0L ON LINE 02/11/19 06/07/19 ON LINE 0LL

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: B Fuller

# • SPRING 2019 •

# CAT-98A Introduction to Excel (same As Cis-98a) 1.50 UNITS

Prerequisite: None.

Description: Skill development in electronic spreadsheets using Excel for business and scientific related applications. 27 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

42294 Last day to add: 05/03/19

 OL
 04/28/19
 06/07/19
 ON LINE

 OLL
 04/28/19
 06/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

**Instructor**: S Torre

# CAT-98A Introduction to Excel (same As Cis-98a) 1.50 UNITS

Prerequisite: None.

Description: Skill development in electronic spreadsheets using Excel for business and scientific related applications. 27 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

44064 Last day to add: 02/19/19

 OL
 02/11/19
 04/07/19
 ON LINE

 OLL
 02/11/19
 04/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Instructor**: Staff

### CAT-98A Introduction to Excel (same As Cis-98a) 1.50 UNITS

Prerequisite: None.

Description: Skill development in electronic spreadsheets using Excel for business and scientific related applications. 27 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

44066 Last day to add: 03/03/19

 OL
 02/25/19
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 04/07/19
 ON LINE

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See www.opencampus.com. Please note the start and end dates.

Instructor: L Zamora

### CAT-98B Advanced Excel 1.50 UNITS

Prerequisite: CAT/CIS-98A

Description: Advanced concepts of MS-Excel including managing large spreadsheets, creating and working with databases, creating and using templates, and macro creation. Spreadsheet manipulation with advanced macro techniques, customizing Excel screen and toolbars and solving problems with goal seeker and solver. 27 hours lecture and 18 hours of laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

32103 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: B Fuller

### CAT-98B Advanced Excel (same As Cis-98b)

**1.50 UNITS** 

Prerequisite: CAT/CIS-98A

Description: Advanced concepts of MS-Excel including managing large spreadsheets, creating and working with databases, creating and using templates, and macro creation. Spreadsheet manipulation with advanced macro techniques, customizing Excel screen and toolbars and solving problems with goal seeker and solver. 27 hours lecture and 18 hours of laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

42295 Last day to add: 04/23/19

 OL
 04/15/19
 06/07/19
 ON LINE

 OLL
 04/15/19
 06/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: Staff

# **COMPUTER INFORMATION SYSTEMS**

# CIS-1A Intro to Comp Info Sys

Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

22111 Last day to add: 02/22/19

 OL
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 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: S Marlo

### CIS-1A Intro to Comp Info Sys

3 UNITS

**3 UNITS** 

Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

22113 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is a short-term online class. Computer with internet access is required.

See www.opencampus.com

Instructor: M Fast

### CIS-1A Intro to Comp Info Sys

3 UNITS

Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

32128 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE OLL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: J Perry

# • SPRING 2019 •

### CIS-1A Intro to Comp Info Sys

### **3 UNITS**

### Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

32130 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: J Perry

### CIS-1A Intro to Comp Info Sys

#### 3 UNITS

### Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

32132 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

**Instructor**: C Brotherton

### CIS-1A Intro to Comp Info Sys

# **3 UNITS**

### Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

32133 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: C Brotherton

### CIS-1A Intro to Comp Info Sys

### **3 UNITS**

### Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

42393 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE
OLL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: S McLeod

### CIS-1A Intro to Comp Info Sys

### 3 UNITS

### Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

42394 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: S McLeod

### CIS-1A Intro to Comp Info Sys

### **3 UNITS**

### Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

42395 Last day to add: 03/02/19
0L 02/24/19 04/05/19 0N LINE

OLL 02/24/19 04/05/19 ON LINE
The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: J Lehr

### CIS-1A Intro to Comp Info Sys

### 3 UNITS

### Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

42396 Last day to add: 04/23/19

 OL
 04/15/19
 06/07/19
 ON LINE

 OLL
 04/15/19
 06/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

**Instructor**: J Cregg

### CIS-1A Intro to Comp Info Sys

### 3 UNITS

### Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

42397 Last day to add: 04/23/19

 OL
 04/15/19
 06/07/19
 ON LINE

 OLL
 04/15/19
 06/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: H Ashby

# • SPRING 2019 •

### CIS-1B **Advanced Concepts in**

**Computer Information Systems** 

**3 UNITS** 

Prerequisite: CIS-1A

Description: Advanced computer applications. Advanced concepts and skills of word processing, spreadsheets, presentation graphics, the Internet and databases with an emphasis on multitasking, integrating applications, linking, and embedding are covered. 54 hours lecture and 18 hours laboratory. (TBA option)

Last day to add: 04/23/19 42398

0L 04/15/19 06/07/19 ONTINE 0LL 04/15/19 06/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: D Thompson

#### CIS-2 **Fundamentals of Systems Analysis** (same As Csc-2)

**3 UNITS** 

Description: The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages. 54 hours lecture and 18 hours laboratory.(TBA option) (Letter Grade, or Pass/No Pass option.)

42399

Last day to add: 02/19/19

0L 02/11/19 04/07/19 ON LINE 0LL 02/11/19 04/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Bhatia

#### CIS-3 **Computer Applications for Business** (same As Bus/Cat-3)

3 UNITS

Prerequisite: None.

Description: Introductory to intermediate concepts covering Windows operating system, file management, and various aspects of typical office applications for business and office professionals. (Same as BUS/CAT-3)

42408 Last day to add: 02/19/19

0L 02/11/19 04/07/19 ON LINE 0LL 02/11/19 04/07/19 ONTINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Bainum

### CIS-5 **Programming Concepts and**

Methodology I: C++ **4 UNITS** 

Prerequisite: None

Advisory: CIS-1A

Description: Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

32139 Last day to add: 02/22/19

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The above section is a hybrid class. Computer with Internet access required.

See www.opencampus.com. The designated 54-hour lecture requirement is completed

Instructor: J Perry

#### CIS-5 **Programming Concepts and** Methodology I: C++

4 UNITS

Prerequisite: None

Advisory: CIS-1A

Description: Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

32140 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE 0LL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: J Perry

#### CIS-5 **Programming Concepts and** Methodology I: C++

**4 UNITS** 

Prerequisite: None Advisory: CIS-1A

Description: Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

32141 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE ON LINE 0LL 02/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

**Instructor**: Staff

# • SPRING 2019 •

# CIS-5 Programming Concepts and Methodology I: C++ (same As Csc-5)

4 UNITS

Prerequisite: None

Advisory: CIS-1A

Description: Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

42409

Last day to add: 02/22/19

OL 02/11/19 06/07/19 OLL 02/11/19 06/07/19 ON LINE ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 54-hour laboratory requirement, are completed online.

Instructor: M Lehr

CIS-5 Programming Concepts and Methodology I: C++ (same As Csc-5)

4 UNITS

Prerequisite: None

Advisory: CIS-1A

Description: Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

42410

Last day to add: 02/22/19

OL 02/11/19 06/07/19 OLL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 54-hour laboratory requirement, are completed online.

Instructor: P Conrad

CIS-12 Php Dynamic Web Site Programming (same As Csc-12)

**3 UNITS** 

Prerequisite: None

Advisory: CIS/CSC-5 and CIS-72A and CIS/CSC-14A

Description: Dynamic web site programming using PHP. Fundamentals of server-side web programming. Introduction to database-driven web sites, using PHP to access a database such as MySQL. Web applications such as user registration, content management, and e-commerce. This course is intended for students already familiar with the fundamentals of programming and HTML. 54 hours lecture and 18 hours laboratory. (TBA Lab)(Letter Grade, or Pass/No Pass option.)

42376

Last day to add: 02/22/19

OL 02/11/19 06/07/19

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OLL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: I Lasky

# **CIS-17A** Programming Concepts and

Methodology Ii: C++ (same As Csc-17a)

**3 UNITS** 

Prerequisite: CIS/CSC-5

Description: The application of software engineering techniques to the design and development of large programs; data abstraction, structures, and associated algorithms. A comprehensive study of the syntax and semantics of the C++ language and the methodology of Object-Oriented program development. 54 hours lecture and 18 hours laboratory. (TBA option)

44082

Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE
OLL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: M Lehr

# CIS-18A Java Programming: Objects (same As Csc-18a)

3 UNITS

**Prerequisite**: None Advisory: CIS/CSC-5

Description: An introduction to Java programming for students already experienced in the fundamentals of programming. An emphasis will be placed upon object-oriented programming. Other topics include graphical interface design and typical swing GUI components. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

42380

Last day to add: 03/25/19

OL 03/10/19 06/07/19 OLL 03/10/19 06/07/19 ON LINE ON LINE

The above section is an short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Conrad

# CIS-18A Java Programming: Objects (same As Csc-18a)

3 UNITS

Prerequisite: None

Advisory: CIS/CSC-5

Description: An introduction to Java programming for students already experienced in the fundamentals of programming. An emphasis will be placed upon object-oriented programming. Other topics include graphical interface design and typical swing GUI components. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

**42381** 

Last day to add: 03/25/19

OL 03/10/19 06/07/19

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ON LINE

The above section is an short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Conrad

# • SPRING 2019 •

# CIS-56A Designing Web Graphics

**3 UNITS** 

Prerequisite: None

Advisory: Competency in the use of a computer and familiarity with the Internet recommended, such a s CAT/CIS-95A

Description: This course provides students with the knowledge and skills required to create, modify and prepare visual elements for placement within web pages. Focus on the understanding of file compression, color palettes, visual design and layout principles. The course uses Adobe Photoshop. 54 hours lecture and 18 hours laboratory. (TBA option)

42414 Last day to add: 02/22/19

 OL
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 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: J Beck

# CIS-62 Ms Access Dbms: Comprehensive (same As Csc-62)

**3 UNITS** 

Prerequisite: None.

Description: Use of Microsoft Access DBMS applications including database design, development of queries, forms, reports and macros. (Same as CSC-62)

42415 Last day to add: 04/23/19

 OL
 04/15/19
 06/07/19
 ON LINE

 OLL
 04/15/19
 06/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

**Instructor**: S Ruiz

# CIS-72A Introduction to Web Page Creation

**1.50 UNITS** 

Prerequisite: None

Advisory: CAT/CIS-95A or competency in the use of a computer, familiarity with the Internet.

Description: An introduction to Web page creation using Extensible Hypertext Markup Language (XHTML). Use XHTML and CSS to design and create Web pages with formatted text, hyperlinks, lists, images, tables, frames, and forms. 27 hours lecture and 18 hours laboratory. (Letter Grade, or Pass/No Pass option.)(TBA option)

42416 Last day to add: 02/19/19

 OL
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 04/07/19
 ON LINE

 OLL
 02/11/19
 04/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S McLeod

# CIS-72B Intermediate Web Page Creation Using Cascading Style Sheets (CSS)

**1.50 UNITS** 

Prerequisite: None

Advisory: Knowledge of HTML and the Internet and CIS-72A and CIS-95A

Description: Intermediate Web page creation using cascading style sheets (CSS) to format and lay out web page content. CSS works with HTML, so HTML knowledge is recommended. Inline styles, embedded styles, and external style sheets are covered. CSS is used to format text, links, set fonts, colors, margins, and position text and graphics on a page. CSS is also a component of Dynamic HTML. 27 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

42417 Last day to add: 04/23/19

OL 04/15/19 06/07/19 ON LINE
OLL 04/15/19 06/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S McLeod

# CIS-80 Word Processing: Microsoft Word for Windows (same As Cat-80) 3 UNITS

Prerequisite: None

Advisory: Typing knowledge/skills with at least 40 wpm

Description: This course is designed to provide introductory, intermediate, and advanced skill levels necessary to produce a variety of professional documents using Microsoft Word word processing program. Students will develop skills in word processing techniques and tasks. 54 hours lecture and 18 hours laboratory.

42418 Last day to add: 02/19/19

 OL
 02/11/19
 04/07/19
 ON LINE

 OLL
 02/11/19
 04/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

**Instructor**: S Huyssoon

### CIS-90 Microsoft Outlook (same As Cat-90) 3 UNITS

Prerequisite: None.

Description: Communication, information sharing and collaboration using Microsoft Outlook. (Same as CAT-90)

42419 Last day to add: 03/02/19

OL 02/25/19 04/05/19 ON LINE OLL 02/25/19 04/05/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: J Lehr

# • SPRING 2019 •

# CIS-93 Computers for Beginners (same As Cat-93) 3 UNITS

### Prerequisite: None

Description: This course is designed as a practical step-by-step introduction to computer literacy topics including computer hardware and software, application skills, the Internet and Internet searching, Web page creation and computer ethics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

42420 Last day to add: 02/19/19

 OL
 02/11/19
 04/07/19
 ON LINE

 OLL
 02/11/19
 04/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

**Instructor**: S Ruiz

### CIS-98A Introduction to Excel

**1.50 UNITS** 

Prerequisite: None.

Description: An introduction to electronic spreadsheets using Excel. (Same as CAT-98A)

 32143
 Last day to add: 02/22/19

 0L
 02/11/19
 06/07/19
 0N LINE

 0LL
 02/11/19
 06/07/19
 0N LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

**Instructor**: B Fuller

### CIS-98A Introduction to Excel (same As Cat-98a) 1.50 UNITS

### Prerequisite: None.

Description: An introduction to electronic spreadsheets using Excel. (Same as CAT-98A)

42422 Last day to add: 05/03/19

 OL
 04/28/19
 06/07/19
 ON LINE

 OLL
 04/28/19
 06/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Torre

### CIS-98A Introduction to Excel (same As Cat-98a) 1.50 UNITS

### Prerequisite: None.

Description: An introduction to electronic spreadsheets using Excel. (Same as CAT-98A)

44065 Last day to add: 02/19/19

OL 02/11/19 04/07/19 ON LINE
OLL 02/11/19 04/07/19 ON LINE
The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates. **Instructor**: Staff

### CIS-98B Advanced Excel

**1.50 UNITS** 

Prerequisite: CAT/CIS-98A

Description: Advanced concepts of MS-Excel including managing large spreadsheets, creating and working with databases, creating and using templates, and macro creation. Spreadsheet manipulation

**32146** Last day to add: **02/22/19** OL 02/11/19 06/07/19 ON LINE

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: B Fuller

### CIS-98B Advanced Excel (same As Cat-98b)

1.50 UNITS

Prerequisite: CAT/CIS-98A

Description: Advanced concepts of MS-Excel including managing large spreadsheets, creating and working with databases, creating and using templates, and macro creation. Spreadsheet manipulation

**42423**OL 04/15/19 06/07/19

Last day to add: 04/23/19
ON LINE

OLL 04/15/19 06/07/19 ON LINE
The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: Staff

### CIS-98B Advanced Excel (same As Cat-98b) 1.50 UNITS

Prerequisite: CAT/CIS-98A

Description: Advanced concepts of MS-Excel including managing large spreadsheets, creating and working with databases, creating and using templates, and macro creation. Spreadsheet manipulation

44067 Last day to add: 03/03/19

 OL
 02/25/19
 04/07/19
 ON LINE

 OLL
 02/25/19
 04/07/19
 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: L Zamora

# • SPRING 2019 •

# **COMPUTER SCIENCE**

#### CSC-2 **Fundamentals of Systems Analysis** (same As Cis-2)

**3 UNITS** 

### Prerequisite: None

Description: The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages. 54 hours lecture and 18 hours laboratory.(TBA option) (Letter Grade, or Pass/No Pass option.)

42516

Last day to add: 02/19/19

0L 02/11/19 04/07/19 ON LINE

0LL 02/11/19 04/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Bhatia

#### CSC-5 **Programming Concepts and** Methodology I:c++ (same As Cis-5)

4 UNITS

Prerequisite: None Advisory: CIS-1A

Description: Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

42517

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

0LL 02/11/19 06/07/19 ONTINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 54-hour laboratory requirement, are completed online.

Instructor: P Conrad

#### CSC-5 **Programming Concepts and** Methodology I:c++ (same As Cis-5)

4 UNITS

Prerequisite: None Advisory: CIS-1A

Description: Introduction to the discipline of computer science incorporating problem definitions, algorithm development, and structured programming logic for business, scientific and mathematical applications. The C++ language will be used for programming problems. 54 hours lecture and 54 hours laboratory.

42521

Last day to add: 02/22/19

0L 02/11/19 06/07/19 0LL 02/11/19 06/07/19 ON LINE ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: M Lehr

#### CSC-12 **Php Dynamic Web Site Programming** (same As Cis-12)

**3 UNITS** 

Prerequisite: None

Advisory: CIS/CSC-5 and CIS-72A and CIS/CSC-14A

Description: Dynamic web site programming using PHP. Fundamentals of serverside web programming. Introduction to database-driven web sites, using PHP to access a database such as MySQL. Web applications such as user registration, content management, and e-commerce. This course is intended for students already familiar with the fundamentals of programming and HTML. 54 hours lecture and 18 hours laboratory. (TBA Option)(Letter Grade, or Pass/No Pass option.)

42508

Last day to add: 02/22/19

0L 02/11/19 06/07/19 0LL 02/11/19 06/07/19 ON LINE ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: I Lasky

#### **Programming Concepts and** CSC-17A Methodology Ii: C++ (same As Cis-17a)

3 UNITS

Prerequisite: CIS-5 CSC-5

Description: The application of software engineering techniques to the design and development of large programs; data abstraction, structures, and associated algorithms. A comprehensive study of the syntax and semantics of the C++ language and the methodology of Object-Oriented program development. 54 hours lecture and 18 hours laboratory.(TBA option)

44083

Last day to add: 02/22/19

0L 02/11/19 06/07/19 0LL 02/11/19 06/07/19

ON LINE ONTINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: M Lehr

#### CSC-18A **Java Programming: Objects** (same As Cis-18a)

3 UNITS

Prerequisite: None

Advisory: CIS/CSC-5

Description: An introduction to Java programming for students already experienced in the fundamentals of programming. An emphasis will be placed upon objectoriented programming. Other topics include graphical interface design and typical swing GUI components. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

42512

Last day to add: 03/25/19

0L 03/10/19 06/07/19 ON LINE 011 03/10/19 06/07/19 ONTINE

The above section is an short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Conrad

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# • SPRING 2019 •

#### CSC-18A **Java Programming: Objects** (same As Cis-18a)

**3 UNITS** 

Prerequisite: None

Advisory: CIS/CSC-5

Description: An introduction to Java programming for students already experienced in the fundamentals of programming. An emphasis will be placed upon objectoriented programming. Other topics include graphical interface design and typical swing GUI components. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

42513

Last day to add: 03/25/19

0L 03/10/19 06/07/19 ON LINE

0LL 03/10/19 06/07/19 ON LINE

The above section is an short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Conrad

CSC-62 **MS Access DBMS: Comprehensive** (same As Cis-62)

3 UNITS

Prerequisite: None.

Description: Use of Microsoft Access DBMS applications including database design, development of queries, forms, reports and macros. (Same as CIS-62)

42522

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

0LL 04/15/19 06/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Ruiz

# **EARLY CHILDHOOD EDUCATION**

#### **EAR-20 Child Growth and Development** 3 UNITS

Prerequisite: None

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be 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. Outside observations required. 54 hours lecture.

22182 0L 02/11/19 06/07/19 Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with internest access is required.

See www.opencampus.com

Instructor: D Evans

#### **Child Growth and Development EAR-20**

**3 UNITS** 

Prerequisite: None

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be 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. Outside observations required. 54 hours lecture.

22183

Last day to add: 02/22/19

02/11/19 06/07/19 0L

ON LINE

The above section is an online class. Computer with internest access is required.

See www.opencampus.com Instructor: R Herbertson

#### EAR-20 **Child Growth and Development**

**3 UNITS** 

Prerequisite: None

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be 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. Outside observations required. 54 hours lecture.

32191

Last day to add: 02/22/19 ON LINE

0L 02/11/19 06/07/19 The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: S Burnett

#### **Child Growth and Development EAR-20**

**3 UNITS** 

Prerequisite: None

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be 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. Outside observations required. 54 hours lecture.

32192

Last day to add: 02/22/19

02/11/19 06/07/19

ONTINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: S Sumiati

#### **Child Growth and Development EAR-20**

**3 UNITS** 

Prerequisite: None

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be 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. Outside observations required. 54 hours lecture.

32772

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: H Alvarado

# • SPRING 2019 •

### **EAR-20** Child Growth and Development

**3 UNITS** 

Prerequisite: None

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be 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. Outside observations required. 54 hours lecture.

**42571** OL 02/11/19 06/07/19

Last day to add: 02/22/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: S Yates

**EAR-20** Child Growth and Development

**3 UNITS** 

Prerequisite: None

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be 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. Outside observations required. 54 hours lecture.

42573

Last day to add: 02/22/19

**42573** 0L

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: S Yates

### **EAR-20** Child Growth and Development

**3 UNITS** 

Prerequisite: None

Description: This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be 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. Outside observations required. 54 hours lecture.

42574

Last day to add: 02/22/19 ON LINE

OL 02/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: K Henry

EAR-26 Health, Safety and Nutrition

**3 UNITS** 

Prerequisite: None.

Description: A study of health, safety and nutrition factors of importance to the teacher, child and family of the young child.

22189

Last day to add: 02/22/19

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with internet access is required.

See www.opencampus.com

Instructor: K Henry

### EAR-26 Health, Safety and Nutrition

3 UNITS

Prerequisite: None.

Description: A study of health, safety and nutrition factors of importance to the teacher, child and family of the young child.

42590

Last day to add: 02/22/19

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required. See. www. opencampus.com.

**Instructor**: S Yates

## EAR-26 Health, Safety and Nutrition

**3 UNITS** 

Prerequisite: None.

Description: A study of health, safety and nutrition factors of importance to the teacher, child and family of the young child.

42591

Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE
The above section is an online class. Computer with Internet access required. See, www.

opencampus.com. **Instructor**: B Zentgraf

# EAR-28 Principles and Practices of Teaching Young Children

**3 UNITS** 

Prerequisite: None

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 young children. Includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. 54 hours lecture.

22190

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access is required.

See www.opencampus.com

**Instructor**: D Evans

# EAR-28 Principles and Practices of Teaching Young Children

3 UNITS

Prerequisite: None

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 young children. Includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. 54 hours lecture.

42592

Last day to add: 02/19/19

OL 02/11/19 04/07/19

ON LINE

The above section is a short-term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

**Instructor**: D Cazares

# • SPRING 2019 •

# EAR-28 Principles and Practices of Teaching Young Children

3 UNITS

Prerequisite: None

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 young children. Includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. 54 hours lecture.

42594

Last day to add: 04/23/19

OL 04/15/19 06/07/19

ON LINE

The above section is a short-term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

**Instructor**: D Cazares

**EAR-40** Intro Children With Special Needs

**3 UNITS** 

Introduces concepts basic to an understanding of infants and young children with special needs and their families. Observation required. **Prerequisite**: None. **42601** Last day to add: 02/19/19

0L 02/11/19 04/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: D Cazares

EAR-40 Intro Children With Special Needs

3 UNITS

Prerequisite: None

Description: Introduces variations in development of children with special needs ages birth through eight and the resulting impact on families. Includes an overview of historical and societal influences, laws relating to children with special needs, and the identification and referral process. This course will include required observations of programs for infants and children with special needs and their families. 54 hours lecture. (Letter Grade only.)

43999 Last day to add: 04/23/19

OL 04/15/19 06/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: D Cazares

EAR-42 Child, Family, and Community

**3 UNITS** 

Prerequisite: None.

Description: An examination of the developing child in a societal context focusing on child, family, and the community with an emphasis on historical and sociocultural factors.

42604 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: S Yates

EAR-47 Childhood Stress and Trauma

**3 UNITS** 

Prerequisite: None

Description: This course is a comprehensive overview of concepts, theories, and issues related to childhood stress and trauma. Emphasis is on the short-and long-term effects that stress and trauma has on the physical, cognitive, language, social, and emotional stages of a child's development. Students will be introduced to child behavior patterns and potential responses to stress and trauma. Students will examine research and innovative methods that support the child's coping skills and healing process. This course is designed to develop an understanding of how children react and adapt to stress and trauma and what parents and early childhood practitioners can do to assist children. Outside observations required. 54 hours lecture.

42607

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

ON LINE

The above section is an online class. Computer with Internet access required. See. www. opencampus.com.

Instructor: K Henry

EAR-53 Parenting-Guiding Yng Children

2 UNITS

Prerequisite: None.

Description: Theoretical and practical guidance and discipline techniques that influence and shape behavior.

**42608** 0L Last day to add: 02/19/19

02/11/19 04/07/19

The above section is a short-term online class. Computer with Internet access required. See. www.opencampus.com. Please note the start and end dates.

**Instructor**: D Cazares

EAR-53 Parenting-Guiding Yng Children

2 UNITS

Prerequisite: None.

Description: Theoretical and practical guidance and discipline techniques that influence and shape behavior.

42609

Last day to add: 04/23/19

0L 04/15/19 06/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: D Cazares

**EAR-54** Contemporary Parent

1 UNIT

Prerequisite: None

Description: This course examines factors affecting child-rearing in the changing social environment.

42610

Last day to add: 02/19/19

0L 02/11/19 04/07/19

ON LINE

The above section is a short-term online course. Computer with Internet required.  $\label{eq:constraint}$ 

See www.opencampus.com. Please note the start and end dates.

**Instructor**: S Yates

**EAR-54** Contemporary Parent

1 UNIT

Prerequisite: None

Description: This course examines factors affecting child-rearing in the changing social environment.

42611

Last day to add: 04/23/19

0L 04/15/19 06/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

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**Instructor**: S Yates

# • SPRING 2019 •

#### **Early Childhood Work Exp** EAR-200

1 UNIT

Prerequisite: None.

Advisory: Students should have paid or voluntary employment.

Description: Course is designed to coordinate the student's occupational on-thejob training with related classroom instruction.

32758 WRK0

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend an orientation at Norco College the first week of the semester, dates and times will be posted in Canvas. Students must also meet on-campus for an instructor conference and for final exams. Please see Canvas for specific dates and times.

Instructor: Staff

# **ECONOMICS**

#### ECO-7 **Principles of Macroeconomics**

**3 UNITS** 

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A

Description: Economic theory and analysis as applied to the U.S. economy as a whole. Emphasizes aggregative economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth. Students may not receive credit for both ECO-7 and ECO-7H. 54 hours lecture.

22196

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access is required.

See www.opencampus.com. Instructor: T Morshed

#### ECO-7 **Principles of Macroeconomics**

3 UNITS

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A

Description: Economic theory and analysis as applied to the U.S. economy as a whole. Emphasizes aggregative economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth. Students may not receive credit for both ECO-7 and ECO-7H. 54 hours lecture.

22197

Last day to add: 02/22/19

02/11/19 06/07/19 0L

The above section is an online class. Computer with Internet access is required.

See www.opencampus.com. Instructor: T Morshed

#### ECO-7 **Principles of Macroeconomics**

3 UNITS

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A

Description: Economic theory and analysis as applied to the U.S. economy as a whole. Emphasizes aggregative economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth. Students may not receive credit for both ECO-7 and ECO-7H. 54 hours lecture.

42614

Last day to add: 02/19/19

02/11/19 04/05/19

0L

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

See www.opencampus.com. Please note the start and end dates.

Instructor: A Casolari

#### ECO-7 **Principles of Macroeconomics**

**3 UNITS** 

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A

Description: Economic theory and analysis as applied to the U.S. economy as a whole. Emphasizes aggregative economics dealing with the macroeconomic concepts of national income and expenditure, aggregate supply and demand, fiscal policy, monetary policy, and economic stabilization and growth. Students may not receive credit for both ECO-7 and ECO-7H. 54 hours lecture.

42615

Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: A Casolari

#### **ECO-8 Principles of Microeconomics**

**3 UNITS** 

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A.

Description: Economic theory and analysis as applied to consumer and producer behavior in markets. Emphasizes the allocation of resources and the distribution of income through the price mechanism, and deals with the microeconomic concepts of equilibrium in product and factor markets, perfect and imperfect competition, government intervention in the private sector, and international trade and finance. 54 hours lecture.

22201

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: T Cummings

#### **ECO-8 Principles of Microeconomics**

**3 UNITS** 

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A.

Description: Economic theory and analysis as applied to consumer and producer behavior in markets. Emphasizes the allocation of resources and the distribution of income through the price mechanism, and deals with the microeconomic concepts of equilibrium in product and factor markets, perfect and imperfect competition, government intervention in the private sector, and international trade and finance. 54 hours lecture.

22839

Last day to add: 04/23/19

04/15/19 06/07/19

The above section is a shortterm online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: T Morshed

#### **Principles of Microeconomics ECO-8**

**3 UNITS** 

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A

Description: Economic theory and analysis as applied to consumer and producer behavior in markets. Emphasizes the allocation of resources and the distribution of income through the price mechanism, and deals with the microeconomic concepts of equilibrium in product and factor markets, perfect and imperfect competition, government intervention in the private sector, and international trade and finance. 54 hours lecture.

42622

02/11/19 04/05/19

Last day to add: 02/19/19

The above section is a short term online class. Computer with Internet access required.

Instructor: A Casolari

# • SPRING 2019 •

#### **ECO-8 Principles of Microeconomics**

**3 UNITS** 

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A

Description: Economic theory and analysis as applied to consumer and producer behavior in markets. Emphasizes the allocation of resources and the distribution of income through the price mechanism, and deals with the microeconomic concepts of equilibrium in product and factor markets, perfect and imperfect competition, government intervention in the private sector, and international trade and finance. 54 hours lecture.

42624 Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: A Casolari

**ENGLISH** 

#### **ENG-1A English Composition**

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructorevaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

22205 Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE 02/11/19 04/05/19 ON LINE 0LL

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: M Schwartz

#### **ENG-1A English Composition**

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructorevaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

Last day to add: 02/19/19 22206

0L 02/11/19 04/05/19 ON LINE 0LL 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: M Schwartz

#### ENG-1A **English Composition**

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructorevaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

22207 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE 0LL ON LINE 02/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: M James

#### **ENG-1A English Composition**

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructorevaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

22211 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE 0LL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

**Instructor**: D Hawkins

#### **ENG-1A English Composition**

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructorevaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

22212 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE 0LL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

**Instructor**: D Hawkins

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# • SPRING 2019 •

### **ENG-1A** English Composition

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

22233 Last day to add: 02/19/19

 OL
 02/11/19
 04/05/19
 ON LINE

 OLL
 02/11/19
 04/05/19
 ON LINE

The above section is a short term online class and has an 18-hour laboratory requirement to be completed online. Computer with Internet access is required. See www.opencampus.com. Please note the start and end dates.

Instructor: M Lopp

### **ENG-1A** English Composition

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

32273 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE OLL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: C Brownell

### **ENG-1A** English Composition

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

42655 Last day to add: 02/22/19

 HYBO
 02/11/19
 06/07/19
 ON LINE

 HYBL
 02/11/19
 06/07/19
 MLK 119

The above section is an online lecture course with an 18-hour laboratory requirement. Students are required to attend the Writing and Reading Center in MLK 119 for 50 minutes each week to fulfill the 18-hour lab requirement. Students must use Web Advisor to schedule their lab requirement. See WRC-Lab in Web Advisor for available laboratory sections. Internet access required. See www.opencampus.com.

Instructor: S Taylor

### **ENG-1A** English Composition

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

42677 Last day to add: 02/22/19

 HYBO
 02/11/19
 06/07/19
 ON LINE

 HYBL
 02/11/19
 06/07/19
 MLK 119

The above section is an online lecture course with an 18-hour laboratory requirement. Students are required to attend the Writing and Reading Center in MLK 119 for 50 minutes each week to fulfill the 18-hour lab requirement. Students must use Web Advisor to schedule their lab requirement. See WRC-Lab in Web Advisor for available laboratory sections. Internet access required. See www.opencampus.com.

**Instructor**: D Stokes

### **ENG-1A** English Composition

4 UNITS

Prerequisite: ENG-50 or ENG-80or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

43823 Last day to add: 02/22/19

 HYB0
 02/11/19
 06/07/19
 ON LINE

 HYBL
 02/11/19
 06/07/19
 MLK 119

The above section is an online lecture course with an 18-hour laboratory requirement. Students are required to attend the Writing and Reading Center in MLK 119 for 50 minutes each week to fulfill the 18-hour lab requirement. Students must use Web Advisor to schedule their lab requirement. See WRC-Lab in Web Advisor for available laboratory sections. Internet access required. See www.opencampus.com.

Instructor: M Mariano

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22254 Last day to add: 02/19/19

OL 02/11/19 04/05/19 ON LINE OLL 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: D Hall

# • SPRING 2019 •

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22255 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

**Instructor**: V Zapata

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22256 Last day to add: 02/19/19

 OL
 02/11/19
 04/05/19
 ON LINE

 OLL
 02/11/19
 04/05/19
 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: D Hall

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22257 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: K Smith

# **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22258 Last day to add: 04/23/19

 OL
 04/15/19
 06/07/19
 ON LINE

 OLL
 04/15/19
 06/07/19
 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: L Miller

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22259 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: K Wagner

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22267 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE
OLL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: D Clark

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# • SPRING 2019 •

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22268 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: D Clark

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22269 Last day to add: 04/23/19

 OL
 04/15/19
 06/07/19
 ON LINE

 OLL
 04/15/19
 06/07/19
 ON LINE

The above section is an short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: M Schwartz

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

22270 Last day to add: 04/23/19

 OL
 04/15/19
 06/07/19
 ON LINE

 OLL
 04/15/19
 06/07/19
 ON LINE

The above section is an short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: L Miller

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

32297 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: D Samson

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

32300 Last day to add: 02/22/19

 OL
 02/11/19
 06/07/19
 ON LINE

 OLL
 02/11/19
 06/07/19
 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: S Camacho

### **ENG-1B** Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

32964 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE
OLL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: D Samson

# • SPRING 2019 •

#### **Critical Thinking and Writing** ENG-1B

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

32965 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE ON LINE 0LL 02/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: S Camacho

#### **ENG-1B Critical Thinking and Writing**

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

42708 Last day to add: 02/22/19

HYB0 02/11/19 06/07/19 ON LINE HYBL 02/11/19 06/07/19 MLK 119

The above section is an online lecture course with an 18-hour laboratory requirement. Students are required to attend the Writing and Reading Center in MLK 119 for 50 minutes each week to fulfill the 18-hour lab requirement. Students must use Web Advisor to schedule their lab requirement. See WRC-Lab in Web Advisor for available laboratory sections. Internet access required. See www.opencampus.com.

**Instructor**: D Stokes

# **ENGLISH AS A SECOND LANGUAGE**

#### ESL-90D Special Topics in ESL: Verb Tense Review 2 UNITS

Prerequisite: None

Advisory: Qualification for or enrollment in ESL 54 or higher

Description: Provides students with intensive review, practice, and use of all the basic English verb tenses. 36 hours lecture. (Non-degree credit course. Pass/No Pass only.)

22298 Last day to add: 03/04/19

0L 04/15/19 06/07/19

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Kim

# GAME DEVELOPMENT

#### GAM-21 **History of Video Games**

3 UNITS

Prerequisite: None

0L

Description: A comprehensive study of the evolution of video games throughout history including arcade games, console games, computer games and mobile applications.

Last day to add: 02/22/19 32942

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: J Coverdale

#### GAM-21 **History of Video Games**

02/11/19 06/07/19

3 UNITS

ON LINE

Prerequisite: None

Description: A comprehensive study of the evolution of video games throughout history including arcade games, console games, computer games and mobile applications.

32943 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

Instructor: J Coverdale

#### GAM-22 **Game Design Principles**

4 UNITS

Prerequisite: None

Description: An introduction to the fundamental techniques, concepts, and vocabulary of game design. Students will design original non-digital prototypes and games, using iteration and playtesting best practices. Topics include formal elements of games, mechanics and dynamics, decision-making, flow states and player psychology, the MDA Framework, the iterative process, and rapid prototyping. 54 hours lecture and 54 hours laboratory.

32922 Last day to add: 02/22/19

HYB0 02/11/19 06/07/19 ON LINE HYBL 02/11/19 06/07/19 09:40AM 12:50PM TH **STEM 115** 

The above section is a hybrid class. Computer with Internet access required.

See www.opencampus.com. The designated 54-hour lecture requirement is completed online.

Instructor: J Perry

#### **GAM-35** Introduction to Computer Game Develoment 3 UNITS

Prerequisite: None.

Description: An introduction to computer gaming. Students will explore the job market, career paths and business aspects of gaming professions.

32350 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: Staff

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# • SPRING 2019 •

# **GEOGRAPHY**

#### GEG-1 **Physical Geography**

3 UNITS

Prerequisite: None

Description: The interacting physical processes of air, water, land, and life that impact Earth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture. 22302 Last day to add: 02/22/19

0L 02/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: A Marquis

#### GEG-1 **Physical Geography**

**3 UNITS** 

Prerequisite: None

Description: The interacting physical processes of air, water, land, and life that impactEarth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture. 22304

Last day to add: 02/19/19

02/11/19 04/07/19 ON LINE The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Instructor**: A Marquis

#### GEG-1 **Physical Geography**

3 UNITS

Prerequisite: None

Description: The interacting physical processes of air, water, land, and life that impact Earth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

22305 0L

Last day to add: 04/23/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: A Marquis

#### GEG-1 **Physical Geography**

04/15/19 06/07/19

3 UNITS

Prerequisite: None

Description: The interacting physical processes of air, water, land, and life that impact Earth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

22306

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**Instructor**: A Marguis

#### GEG-1 **Physical Geography**

**3 UNITS** 

Prerequisite: None

Description: The interacting physical processes of air, water, land, and life that impact Earth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

22309

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

**Instructor**: J De Gange

#### GEG-1 **Physical Geography**

**3 UNITS** 

Prerequisite: None

Description: The interacting physical processes of air, water, land, and life that impact Earth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

42810

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: J Hayes

# **GUIDANCE**

#### **GUI-45 Introduction to College**

1 UNIT

Prerequisite: None

Description: Guidance 45 is designed to introduce academic and occupational programs, college resources and personal factors that contribute to success as a college student. This course includes an extensive exploration of Riverside Community College District resources and policies, orientation to college life, student rights and responsibilities, as well as certificates, graduation and transfer requirements. Students will prepare a Student Educational Plan (S.E.P.). Outcomes of higher education will be discussed through the exploration and application of sociological and psychological principles that lead to success in college and in accomplishing goals. As a result of class activities and exploration of factors influencing educational decisions, class members will be able to utilize the information obtained in class to contribute to their college success. 18 hours lecture. (Pass/No Pass only.)

42836

Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Please note the start and end dates. Computer access with Internet access is required. See www.opencampus.com.

Instructor: G Schultz

# • SPRING 2019 •

### **GUI-45** Introduction to College

1 UNIT

Prerequisite: None

Description: Guidance 45 is designed to introduce academic and occupational programs, college resources and personal factors that contribute to success as a college student. This course includes an extensive exploration of Riverside Community College District resources and policies, orientation to college life, student rights and responsibilities, as well as certificates, graduation and transfer requirements. Students will prepare a Student Educational Plan (S.E.P.). Outcomes of higher education will be discussed through the exploration and application of sociological and psychological principles that lead to success in college and in accomplishing goals. As a result of class activities and exploration of factors influencing educational decisions, class members will be able to utilize the information obtained in class to contribute to their college success. 18 hours lecture. (Pass/No Pass only.)

42837 Last day to add: 04/23/19

OL 04/15/19 06/07/19 ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access is required. See www.opencampus.com.

Instructor: G Schultz

### **GUI-47** Career Exploration and Life Planning

3 UNITS

**3 UNITS** 

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

**22321**OL 02/11/19 06/07/19
Last day to add: 02/22/19
ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: R Garcia

### GUI-47 Career Exploration and Life Planning

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

22323 Last day to add: 03/04/19

OL 02/11/19 04/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com.

Instructor: J Howard

### GUI-47 Career Exploration and Life Planning

**3 UNITS** 

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

2325 Last day to add: 04/23/19

OL 04/15/19 06/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: J Howard

### GUI-47 Career Exploration and Life Planning 3 UNITS

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

32383 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

Instructor: Staff

### GUI-47 Career Exploration and Life Planning 3 UNITS

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

32870 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com

Instructor: Staff

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# • SPRING 2019 •

#### GUI-47 **Career Exploration and Life Planning**

**3 UNITS** 

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; selfassessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

33030 0L

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

This above section is an online class. Computer with internet access required.

See www.opencampus.com

Instructor: Staff

#### GUI-47 **Career Exploration and Life Planning**

**3 UNITS** 

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; selfassessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

42845 Last day to add: 02/22/19

02/11/19 06/07/19 0L ON LINE

The above section is an online class. Computer with Internet access is required.

See www.opencampus.com.

Instructor: E Brown

#### **GUI-47 Career Exploration and Life Planning 3 UNITS**

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; selfassessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture. 42847

0L 02/11/19 06/07/19 Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with internet access required. See www.opencampus.com.

Instructor: R Ramos-Betancourt

#### **GUI-47 Career Exploration and Life Planning**

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; selfassessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

42849 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with internet access is required.

See www.opencampus.com.

Instructor: E Brown

#### **GUI-47 Career Exploration and Life Planning 3 UNITS**

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; selfassessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

Last day to add: 02/22/19 42851

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with internet access is required.

See www.opencampus.com Instructor: R Ramos-Betancourt

#### **GUI-48 College Success Strat**

2 UNITS

**3 UNITS** 

Prerequisite: None.

Description: Exploration of various learning strategies. Students will identify their own learning styles and utilize that information to succeed in college.

33024 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with internet access required.

See www.opencampus.com.

**Instructor**: Staff

# • SPRING 2019 •

# **HISTORY**

HIS-6 **Political and Social History** of the United States

3 UNITS

Prerequisite: None

Description: Political, social, and economic development of the United States from precolonial background and colonial foundations to 1877; the evolution of American thought and institutions; principles of national, state, and local government. Students may not receive credit for both HIS-6 and and HIS-6H. 54 hours lecture.

22356

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Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: K Robertson-Estrada

HIS-6 **Political and Social History** of the United States

3 UNITS

Prerequisite: None

Description: Political, social, and economic development of the United States from precolonial background and colonial foundations to 1877; the evolution of American thought and institutions; principles of national, state, and local government. Students may not receive credit for both HIS-6 and and HIS-6H. 54 hours lecture.

22357 0L

02/11/19 06/07/19

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Instructor**: E Gregory

**Political and Social History** HIS-6 of the United States

**3 UNITS** 

Prerequisite: None

Description: Political, social, and economic development of the United States from precolonial background and colonial foundations to 1877; the evolution of American thought and institutions; principles of national, state, and local government. Students may not receive credit for both HIS-6 and and HIS-6H. 54 hours lecture.

32775 0L

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

02/11/19 06/07/19

**Instructor**: C Day

HIS-6 **Political and Social History** of the United States

**3 UNITS** 

Prerequisite: None

Description: Political, social, and economic development of the United States from precolonial background and colonial foundations to 1877; the evolution of American thought and institutions; principles of national, state, and local government. Students may not receive credit for both HIS-6 and and HIS-6H. 54 hours lecture.

42880

Last day to add: 02/22/19

ON LINE

02/11/19 06/07/19 The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: T Yanni

HIS-6 **Political and Social History** 

of the United States

**3 UNITS** 

Prerequisite: None

Description: Political, social, and economic development of the United States from precolonial background and colonial foundations to 1877; the evolution of American thought and institutions; principles of national, state, and local government. Students may not receive credit for both HIS-6 and and HIS-6H. 54 hours lecture.

42887

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Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: T Yanni

**Political and Social History** HIS-7 of the United States

3 UNITS

Prerequisite: None

Description: Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institution; principles of national, state, and local government. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.

22366

02/11/19 06/07/19 0L

Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: J Kim

HIS-7 **Political and Social History** of the United States

**3 UNITS** 

Prerequisite: None

Description: Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institution; principles of national, state, and local government. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.

22367

Last day to add: 02/19/19

0L 02/11/19 04/07/19 ONTINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: K Robertson-Estrada

HIS-7 **Political and Social History** of the United States

**3 UNITS** 

Prerequisite: None

Description: Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institution; principles of national, state, and local government. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.

22369

0L 02/11/19 06/07/19 Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: E Gregory

# • SPRING 2019 •

#### HIS-7 **Political and Social History** of the United States

3 UNITS

Prerequisite: None

Description: Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institution; principles of national, state, and local government. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.

22370

0L

Last day to add: 03/04/19

04/15/19 06/07/19

ON LINE

The above section is a short term online course. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: K Robertson-Estrada

HIS-7 **Political and Social History** of the United States

**3 UNITS** 

Prerequisite: None

Description: Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institution; principles of national, state, and local government. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.

32418

02/11/19 06/07/19

Last day to add: 02/22/19

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0L ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: D Reina

HIS-7 **Political and Social History** of the United States

3 UNITS

Prerequisite: None

Description: Political, social and economic development of the United States from 1877 to the present; the evolution of American thought and institution; principles of national, state, and local government. Students may not receive credit for both HIS-7 and HIS-7H. 54 hours lecture.

42896 0L

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

02/11/19 06/07/19

Instructor: T Yanni

# **HUMANITIES**

HUM-5 **Arts and Ideas:** 

> Renaissance through the Modern Era **3 UNITS**

Prerequisite: None

Advisory: REA-83 and qualification for English 1A

Description: An interdisciplinary study of the cultural movements in art, architecture, literature, music, philosophy, photography, cinema, media, and religion of Western civilization. The cultural achievements of the Renaissance, Enlightenment, Romantic, Modern and post-modern periods are studied to develop an understanding of their philosophical ideas, values, cultural meaning, artistic form, and contributions to contemporary thought Students may not receive credit for both HUM-5 and HUM-5H. 54 hours lecture.

32427

Last day to add: 02/22/19

02/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: M Bobo

#### **HUM-10 World Religions**

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for English 1A

Description: Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours lecture.

22380

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: C Rocco

HUM-10 **World Religions** 

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for English 1A

Description: Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours lecture.

22381

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Rocco

#### HUM-10 **World Religions**

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for English 1A

Description: Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours lecture.

22383 0L

Last day to add: 02/22/19 ON LINE

02/11/19 06/07/19 The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Rocco

#### **HUM-10 World Religions**

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for English 1A

Description: Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours lecture.

32424

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: M Bobo

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**World Religions** HUM-10

**3 UNITS** 

3 UNITS

Prerequisite: None

KIN-4

0L

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for English 1A.

Description: Thought and concepts of the major religious systems, including primal religions, extinct religions, Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam. Students may not receive credit for both HUM-10 and HUM-10H. 54 hours lecture.

42909

02/11/19 06/07/19

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Rocco

0L

**KINESIOLOGY** 

KIN-4 Nutrition

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

22830

0L

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access is required.

See www.opencampus.com. Instructor: T Brown-Lowry

KIN-4 **Nutrition 3 UNITS** 

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

32761 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: S Witmer

KIN-4 **Nutrition 3 UNITS** 

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

32762 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: Staff

**Nutrition** 

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present

day diets. 54 hours lecture. 42966

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: C Lowden

KIN-4 **3 UNITS** Nutrition

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

Last day to add: 02/22/19 42967

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: C Lowden

KIN-4 **Nutrition** 3 UNITS

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

42968 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: N Bonzoumet

KIN-4 **Nutrition 3 UNITS** 

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

42969 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required, see www. opencampus.com.

Instructor: N Bonzoumet

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# • SPRING 2019 •

KIN-4 **Nutrition**  **3 UNITS** 

Prerequisite: None

**3 UNITS** 

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

42970 0L 02/11/19 06/07/19 Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: W Elton

**Nutrition** 

3 UNITS

Prerequisite: None

KIN-4

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

Last day to add: 02/22/19 42974

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: M Hayes-Trainer

KIN-4 Nutrition **3 UNITS** 

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

42975 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: J Kuk

**3 UNITS** KIN-4 **Nutrition** 

Prerequisite: None

Description: The principles of modern nutrition and its application. The importance of a scientific knowledge of nutrition, specific food nutrients and nutritional controversies. A study of modern convenience foods and their impact on present day diets. 54 hours lecture.

43991 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with internet access required.

See www.opencampus.com. Instructor: D Finfrock

**Sport Psychology KIN-12** 

implement the research in real world settings. This course describes, explains, and applies sport psychology concepts and theories to practical experiences. 54 hours lecture.

Description: This course links research in sport psychology with techniques to

0L

22395 Last day to add: 02/22/19

The above section is an online class. Computer with Internet access is required.

See www.opencampus.com.

**Instructor**: K Roberts

**KIN-12 Sport Psychology** 

02/11/19 06/07/19

**3 UNITS** 

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Prerequisite: None

Description: This course links research in sport psychology with techniques to implement the research in real world settings. This course describes, explains, and applies sport psychology concepts and theories to practical experiences. 54 hours lecture.

42938 Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J McCarron

**KIN-12 Sport Psychology**  3 UNITS

Prerequisite: None

Description: This course links research in sport psychology with techniques to implement the research in real world settings. This course describes, explains, and applies sport psychology concepts and theories to practical experiences. 54 hours lecture.

42939 Last day to add: 02/19/19

02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J McCarron

**KIN-12 Sport Psychology**  **3 UNITS** 

Prerequisite: None

Description: This course links research in sport psychology with techniques to implement the research in real world settings. This course describes, explains, and applies sport psychology concepts and theories to practical experiences. 54 hours lecture.

42940 Last day to add: 04/23/19

04/15/19 06/07/19 ON LINE 0L

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J McCarron

**KIN-36** Wellness: Lifestyle Choices 3 UNITS

Prerequisite: None.

Description: Studies the various dimensions of wellness as they relate to living a positive, healthy life.

42962 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Lowden

0L

## • SPRING 2019 •

### KIN-36 Wellness: Lifestyle Choices

**3 UNITS** 

Prerequisite: None.

Description: Studies the various dimensions of wellness as they relate to living a positive, healthy life.

42963

Last day to add: 02/22/19

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: S Sigloch

KIN-36 Wellness: Lifestyle Choices

3 UNITS

Prerequisite: None.

Description: Studies the various dimensions of wellness as they relate to living a positive, healthy life.

42964

0L

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: S Sigloch

02/11/19 06/07/19

KIN-36 Wellness: Lifestyle Choices

**3 UNITS** 

Prerequisite: None.

Description: Studies the various dimensions of wellness as they relate to living a positive, healthy life.

42965

Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: S Sigloch

## **LIBRARY**

### LIB-1 Introduction to Information Literacy 1 UNIT

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

22428

Last day to add: 04/23/19

OL 04/15/19 06/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

**Instructor**: D Renfrow

### LIB-1 Introduction to Information Literacy

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

32459

Last day to add: 02/19/19

0L 02/11/19 04/07/19

ON LINE

1 UNIT

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: M Castro

### LIB-1 Introduction to Information Literacy 1 UNIT

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

43123

Last day to add: 03/04/19

0L 02/11/19 04/05/19

ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

**Instructor**: S Brewster

### LIB-1 Introduction to Information Literacy 1 UNIT

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

43124

Last day to add: 03/04/19

OL 02/11/19 04/05/19

ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

**Instructor**: S Hammock

## LIB-1 Introduction to Information Literacy 1 UNIT

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

43973

Last day to add: 04/23/19

OL 04/15/19 06/07/19

ON LINE

The above section is a short term online class. Please note the above dates. Computer with Internet access required. See www.opencampus.com.

**Instructor**: S Ellis

## • SPRING 2019 •

### LIB-1 Introduction to Information Literacy

1 UNIT

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

43974

0L

Last day to add: 04/15/19

04/05/19 06/07/19

ON LINE

The above section is a short term online class. Please note the above dates. Computer with Internet access required. See www.opencampus.com.

**Instructor**: S Brewster

**MANAGEMENT** 

MAG-44 Principles of Management

**3 UNITS** 

Prerequisite: None

Description: For those who are in management, preparing for a potential promotion or interested in the management process. Includes the primary functions of planning, organizing, controlling, and leading as well as related skills such as team development, motivation and communication techniques, and quality management. Also, social responsibility and a global perspective are emphasized. 54 hours lecture. (Letter Gra de, or Pass/No Pass option.)

22429

0L

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: L Dunphy

MAG-44 Principles of Management

3 UNITS

Prerequisite: None

Description: For those who are in management, preparing for a potential promotion or interested in the management process. Includes the primary functions of planning, organizing, controlling, and leading as well as related skills such as team development, motivation and communication techniques, and quality management. Also, social responsibility and a global perspective are emphasized. 54 hours lecture. (Letter Gra de, or Pass/No Pass option.)

22430

0L

Last day to add: 02/22/19

ON LINE

The above section is a short-term online class. Computer with internet access is required. See www.opencampus.com

Instructor: L Dunphy

MAG-44 Principles of Management

02/11/19 06/07/19

3 UNITS

Prerequisite: None

Description: For those who are in management, preparing for a potential promotion or interested in the management process. Includes the primary functions of planning, organizing, controlling, and leading as well as related skills such as team development, motivation and communication techniques, and quality management. Also, social responsibility and a global perspective are emphasized. 54 hours lecture. (Letter Gra de, or Pass/No Pass option.)

43127

0L

02/11/19 04/07/19

Last day to add: 02/19/19

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: J Lehr

### MAG-47 Applied Business, Management Ethics

Prerequisite: None.

Description: An examination of ethical concerns including corporate, personal, global, environmental, public related issues ethics audits, and corporate social responsibility. (Same as BUS-47)

**32461** 0L 02/11/19 06/07/19

Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

The above section is an online class. Computer with internet access required.

See www.opencampus.com.

Instructor: D Dokter

### MAG-51 Elements of Supervision

**3 UNITS** 

**3 UNITS** 

Prerequisite: None.

Description: Covers responsibilities of a supervisor in industry, including organization, employee relations and evaluations.

22431

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

See www.opencampus.com

Instructor: L Fiedler

### MAG-51 Elements of Supervision

**3 UNITS** 

Prerequisite: None

Description: Covers responsibilities of a supervisor in industry, including organization, employee relations and evaluations.

43128

Last day to add: 04/23/19

0L 04/15/19 06/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: D Wilcoxson

### MAG-52 Employee Training, Development

3 UNITS

Prerequisite: None

Description: An introduction to employee training and development techniques in human resources management.

43129

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: Staff

### MAG-53 Human Relations

**3 UNITS** 

Prerequisite: None.

Description: Practical application of basic psychology in building better employeremployee relationships.

32462

Last day to add: 02/19/19

0L 02/11/19 04/05/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: G Zwart

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## • SPRING 2019 •

### MAG-53 Human Relations

**3 UNITS** 

Prerequisite: None

Description: Practical application of basic psychology in building better employeremployee relationships.

43130

Last day to add: 02/19/19

OL 02/11/19 04/07/19

ON LINE

The above section is a short-term hybrid class. Computer with Internet access required. See. www.opencampus.com. Please note the start and end dates.

Instructor: D Wilcoxson

MAG-56 Hrm: Human Resources Management

3 UNITS

Prerequisite: None.

Description: Introduces techniques involving the selection, training, evaluation and promotion of employees.

22432

0L

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: L Dunphy

02/11/19 06/07/19

03/04/19 05/03/19

MAG-56 Human Resources Management

**3 UNITS** 

Prerequisite: None

Description: Introduces techniques involving the selection, training, evaluation and promotion of employees.

44160

0L

Last day to add: 03/13/19

ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

MAG-70 Introduction to Organization Development 3 UNITS

**Prerequisite**: None Advisory: MAG-44

Description: This is a study of organization-wide, planned efforts to increase organizational effectiveness using planned interventions by managers. Multiple intervention techniques, such as diagnostic activities, team building, process consulting, coaching and goal setting are covered. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

43131

0L

Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

02/11/19 06/07/19

**Instructor**: Staff

## MANUFACTURING TECHNOLOGY

MAN-55 Occupational Safety and Health Administration
(OSHA) Standards for General Industry 2 UNITS

Prerequisite: None

Description: Covers OSHA policies, procedures, and standards, as well as safety for general industry and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Upon successful course completion, the student will receive either an OSHA 10 or 30 hour general industry or construction industry training completion card. 36 hours lecture. (Letter Grade, or Pass/No Pass option.)

32465

Last day to add: 02/22/19

DL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: P Van Hulle

## **MARKETING**

### MKT-20 Principles of Marketing

**3 UNITS** 

Prerequisite: None

Advisory: BUS-10

Description: Examines the role of marketing as it relates to society and economic development. The course will analyze products, consumer, marketing research and strategic market planning. The course will survey with a global perspective, the selection of target markets as well as the development of the marketing mix place, product, price and promotion. 54 hours lecture.

22524

Last day to add: 02/22/19

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: J Duran

### MKT-40 Advertising

3 UNITS

Prerequisite: None

Description: Economic, professional, persuasive and technical aspects of advertising, publicity and propaganda, and their relation to sociology and psychology. Campaign organization, research and media of communication. Analysis and discussion of situation problems, mass motivation, consumer action and legal restraints. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

**22525** 0l

02/11/19 06/07/19

Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com

Instructor: L Dunphy

.39.

## • SPRING 2019 •

### MKT-42 **Retail Management**

**3 UNITS** 

MAT-11 College Algebra 4 UNITS

Prerequisite: None

Description: Merchandising analysis of the changing concepts and business objectives of retailing. Management philosophies, strategies, and functions (from individual to multi-unit firms). Social and economic forces on decisions concerning location and operational policies. Analysis of forms of retailing, such as foods, motels, service stations, and direct channels. 54 hours lecture. (Letter Grade, or Pass/ No Pass option.)

43289

0L

Last day to add: 03/04/19

02/11/19 04/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Ishihara

**MATHEMATICS** 

MAT-11 College Algebra 4 UNITS

Prerequisite: MAT-35 or qualifying placement level

Description: This course is intended for students majoring in Liberal Arts and Humanities. The topics covered in this course include polynomial, radical, rational, absolute value, exponential and logarithmic functions; systems of equations; polynomial equations; permutations and combinations; analytic geometry; and linear programming. 72 hours lecture. (Letter Grade or Pass/No Pass option) 22438 Last day to add: 02/22/19

02/11/19 06/07/19 0L

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

**Instructor**: K Richards-Dinger

MAT-11 College Algebra 4 UNITS

Prerequisite: MAT-35 or qualifying placement level

Description: This course is intended for students majoring in Liberal Arts and Humanities. The topics covered in this course include polynomial, radical, rational, absolute value, exponential and logarithmic functions; systems of equations; polynomial equations; permutations and combinations; analytic geometry; and linear programming. 72 hours lecture. (Letter Grade or Pass/No Pass option)

22442

Last day to add: 03/04/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: K Saxon

Prerequisite: MAT-35 or qualifying placement level

Description: This course is intended for students majoring in Liberal Arts and Humanities. The topics covered in this course include polynomial, radical, rational, absolute value, exponential and logarithmic functions; systems of equations; polynomial equations; permutations and combinations; analytic geometry; and linear programming. 72 hours lecture. (Letter Grade or Pass/No Pass option)

22754 Last day to add: 03/04/19

0L 03/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

**Instructor**: K Richards-Dinger

MAT-12 **Statistics**  4 UNITS

Prerequisite: MAT-35

Description: A comprehensive study of measures of central tendency and variation, correlation and linear regression, probability, the normal distribution, the t-distribution, the chi-square distribution, estimation, testing of hypotheses, analysis of variance, and the application of statistical software to data, including the interpretation of the relevance of the statistical findings. Applications using data from business, education, health science, life science, psychology, and the social sciences will be included. 72 hours lecture. (Letter Grade, or Pass/No Pass option.)

22453

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: S Pisa

MAT-12 **Statistics**  4 UNITS

Prerequisite: MAT-35

Description: A comprehensive study of measures of central tendency and variation, correlation and linear regression, probability, the normal distribution, the t-distribution, the chi-square distribution, estimation, testing of hypotheses, analysis of variance, and the application of statistical software to data, including the interpretation of the relevance of the statistical findings. Applications using data from business, education, health science, life science, psychology, and the social sciences will be included. 72 hours lecture. (Letter Grade, or Pass/No Pass option.) 22455 Last day to add: 03/04/19

02/11/19 06/07/19 0L

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: G Maerean

## • SPRING 2019 •

#### MAT-12 **Statistics**

4 UNITS

Prerequisite: MAT-35

Description: A comprehensive study of measures of central tendency and variation, correlation and linear regression, probability, the normal distribution, the t-distribution, the chi-square distribution, estimation, testing of hypotheses, analysis of variance, and the application of statistical software to data, including the interpretation of the relevance of the statistical findings. Applications using data from business, education, health science, life science, psychology, and the social sciences will be included. 72 hours lecture. (Letter Grade, or Pass/No Pass option.) 22755 Last day to add: 03/26/19

0L 03/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: S Pisa

#### MAT-12 **Statistics**

4 UNITS

Prerequisite: MAT-35

Description: A comprehensive study of measures of central tendency and variation, correlation and linear regression, probability, the normal distribution, the t-distribution, the chi-square distribution, estimation, testing of hypotheses, analysis of variance, and the application of statistical software to data, including the interpretation of the relevance of the statistical findings. Applications using data from business, education, health science, life science, psychology, and the social sciences will be included. 72 hours lecture. (Letter Grade, or Pass/No Pass option.)

32890 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE 0L

The above section is an online class. Computer with Internet access required. See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: K Gilman

#### MAT-12 **Statistics**

4 UNITS

Prerequisite: MAT-35

Description: A comprehensive study of measures of central tendency and variation, correlation and linear regression, probability, the normal distribution, the t-distribution, the chi-square distribution, estimation, testing of hypotheses, analysis of variance, and the application of statistical software to data, including the interpretation of the relevance of the statistical findings. Applications using data from business, education, health science, life science, psychology, and the social sciences will be included. 72 hours lecture. (Letter Grade, or Pass/No Pass option.)

32897 Last day to add: 02/22/19

02/11/19 06/07/19 0L ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: J Mulari

#### MAT-12 **Statistics**

4 UNITS

Prerequisite: MAT-35

Description: A comprehensive study of measures of central tendency and variation, correlation and linear regression, probability, the normal distribution, the t-distribution, the chi-square distribution, estimation, testing of hypotheses, analysis of variance, and the application of statistical software to data, including the interpretation of the relevance of the statistical findings. Applications using data from business, education, health science, life science, psychology, and the social sciences will be included. 72 hours lecture. (Letter Grade, or Pass/No Pass option.)

32899 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ONTINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: J Mulari

#### MAT-35 **Intermediate Algebra**

**5 UNITS** 

Prerequisite: MAT-52

Description: The concepts introduced in elementary algebra are presented again, but in greater depth. In addition to basic algebraic operations and graphing, students are introduced to functions, inverse functions, exponential and logarithmic functions, complex numbers, conic sections, nonlinear systems of equations, and sequences and series. 90 hours lecture. (Letter Grade or Pass/No Pass option)

22466 Last day to add: 03/04/19

02/11/19 06/07/19 0L ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: S Drake

### **MAT-35 Intermediate Algebra**

**5 UNITS** 

Prerequisite: MAT-52

Description: The concepts introduced in elementary algebra are presented again, but in greater depth. In addition to basic algebraic operations and graphing, students are introduced to functions, inverse functions, exponential and logarithmic functions, complex numbers, conic sections, nonlinear systems of equations, and sequences and series. 90 hours lecture. (Letter Grade or Pass/No Pass option)

22474 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: S Drake

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### Intermediate Algebra **MAT-35**

**5 UNITS** 

Intermediate Algebra Prerequisite: MAT-52

**MAT-35** 

**5 UNITS** 

Prerequisite: MAT-52

Description: The concepts introduced in elementary algebra are presented again, but in greater depth. In addition to basic algebraic operations and graphing, students are introduced to functions, inverse functions, exponential and logarithmic functions, complex numbers, conic sections, nonlinear systems of equations, and sequences and series. 90 hours lecture. (Letter Grade or Pass/No Pass option)

22483 Last day to add: 02/22/19 0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: K Saxon

**MAT-35** Intermediate Algebra **5 UNITS** 

ON LINE

Prerequisite: MAT-52

Description: The concepts introduced in elementary algebra are presented again, but in greater depth. In addition to basic algebraic operations and graphing, students are introduced to functions, inverse functions, exponential and logarithmic functions, complex numbers, conic sections, nonlinear systems of equations, and sequences and series. 90 hours lecture. (Letter Grade or Pass/No Pass option)

22484 Last day to add: 02/22/19

02/11/19 06/07/19 0L

The above section is an online class. Computer with Internet access required. See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: K Saxon

**MAT-35 Intermediate Algebra**  **5 UNITS** 

Prerequisite: MAT-52

Description: The concepts introduced in elementary algebra are presented again, but in greater depth. In addition to basic algebraic operations and graphing, students are introduced to functions, inverse functions, exponential and logarithmic functions, complex numbers, conic sections, nonlinear systems of equations, and sequences and series. 90 hours lecture. (Letter Grade or Pass/No Pass option) 32954

Last day to add: 02/22/19

ON LINE 0L 02/11/19 06/07/19

The above section is an online class. Computer with Internet access required. See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: E Chuna

Description: The concepts introduced in elementary algebra are presented again, but in greater depth. In addition to basic algebraic operations and graphing, students are introduced to functions, inverse functions, exponential and logarithmic functions, complex numbers, conic sections, nonlinear systems of equations, and sequences and series. 90 hours lecture. (Letter Grade or Pass/No Pass option)

32955 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: E Chuna

MAT-35 **Intermediate Algebra**  **5 UNITS** 

Prerequisite: MAT-52

Description: The concepts introduced in elementary algebra are presented again, but in greater depth. In addition to basic algebraic operations and graphing, students are introduced to functions, inverse functions, exponential and logarithmic functions, complex numbers, conic sections, nonlinear systems of equations, and sequences and series. 90 hours lecture. (Letter Grade or Pass/No Pass option)

32962 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: B Johnson

MAT-36 **Trigonometry**  **4 UNITS** 

Prerequisite: MAT-35 and MAT-53

Description: The study of trigonometric functions, their inverses and their graphs; identities and proofs related to trigonometric expressions; solving trigonometric equations; solving right triangles; solving oblique triangles using the Law of Cosines and the Law of Sines; elements of geometry important to the foundation of trigonometry; polar coordinates; and introduction to vectors. 72 hours lecture. (Letter Grade or Pass/No Pass option)

22753 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com. In addition to the online lecture, students are required to attend

the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

Instructor: G Maerean

## • SPRING 2019 •

MAT-52

### MAT-36 **Trigonometry**

4 UNITS

Prerequisite: MAT-35 and MAT-53

Description: The study of trigonometric functions, their inverses and their graphs; identities and proofs related to trigonometric expressions; solving trigonometric equations; solving right triangles; solving oblique triangles using the Law of Cosines and the Law of Sines; elements of geometry important to the foundation of trigonometry; polar coordinates; and introduction to vectors. 72 hours lecture. (Letter Grade or Pass/No Pass option)

32937

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

32917

0L 02/11/19 06/07/19 The above section is an online class. Computer with Internet access required.

(Non-degree credit course. Letter grade, or Pass/No Pass option.)

**Elementary Algebra** Prerequisite: MAT-64, 65, 90F or qualifying placement level

The above section is an online class. Computer with Internet access required. See www.opencampus.com. In addition to the online lecture students are required to attend See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: S Park

0L

campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: R Prior

### MAT-52 **Elementary Algebra**

4 UNITS

Prerequisite: MAT-64, 65, 90F or qualifying placement level

Description: Examines real numbers and variables as they are involved in polynomials, fractions, linear equations, quadratic equations, systems of equations, inequalities, exponential and radical expressions, and absolute value. Factoring, graphing, and word problem applications will also be included. 72 hours lecture. (Non-degree credit course. Letter grade, or Pass/No Pass option.)

22501

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. In addition to the online lecture, students are required to attend the Moreno Valley College, for two proctored exams: a midterm exams for 1 hour and 30 minutes each and a final exam for 2 hours and 30 minutes. The instructor will notify the students of exact times and rooms (or date changes) of these proctored exams.

**Instructor**: K Richards-Dinger

#### MAT-52 **Elementary Algebra**

4 UNITS

Prerequisite: MAT-64, 65, 90F or qualifying placement level

Description: Examines real numbers and variables as they are involved in polynomials, fractions, linear equations, quadratic equations, systems of equations, inequalities, exponential and radical expressions, and absolute value. Factoring, graphing, and word problem applications will also be included. 72 hours lecture. (Non-degree credit course. Letter grade, or Pass/No Pass option.)

32915

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and

another day between 06/03 and 06/07.

Instructor: S Park

### MAT-52 **Elementary Algebra**

4 UNITS

**4 UNITS** 

Prerequisite: MAT-64, 65, 90F or qualifying placement level

Description: Examines real numbers and variables as they are involved in polynomials, fractions, linear equations, quadratic equations, systems of equations, inequalities, exponential and radical expressions, and absolute value. Factoring, graphing, and word problem applications will also be included. 72 hours lecture. (Non-degree credit course. Letter grade, or Pass/No Pass option.)

Description: Examines real numbers and variables as they are involved in

polynomials, fractions, linear equations, quadratic equations, systems of equations,

inequalities, exponential and radical expressions, and absolute value. Factoring,

graphing, and word problem applications will also be included. 72 hours lecture.

32919

Last day to add: 02/22/19

Last day to add: 02/22/19

ON LINE

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com. In addition to the online lecture students are required to attend campus for proctored exams on the following dates: one day between 04/03 to 04/06 and another day between 06/03 and 06/07.

Instructor: L Ting

## MUSIC

#### **MUS-19 Music Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture. Last day to add: 02/22/19

22526 0L

02/11/19 06/07/19

ONTINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: | Tsai

#### **Music Appreciation MUS-19**

**3 UNITS** 

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

22527

Last day to add: 02/22/19

02/11/19 06/07/19 0L

ONTINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

Instructor: | Tsai

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### **MUS-19 Music Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

22528 0L 02/11/19 06/07/19 Last day to add: 02/22/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: I Tsai

### **MUS-19 Music Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

32575 0L 02/11/19 06/07/19 Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: Staff

#### **MUS-19 Music Appreciation**

3 UNITS

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

43294 LEC

Last day to add: 03/04/19

02/11/19 04/05/19 ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: D Foster

#### **MUS-19 Music Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

43295

Last day to add: 03/04/19

LEC 02/11/19 06/07/19 ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: D Foster

### **MUS-19 Music Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

43300

Last day to add: 04/23/19

04/15/19 06/07/19 LEC

ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: D Foster

### **MUS-25 Jazz Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of jazz from its origins to the present day. Study will be centered on influential composers, instrumentalists, vocalists and arrangers. There will also be an introduction to, and study of, musical elements such as instrumentation, lyrics, form, rhythm and harmony. 54 hours lecture.

Last day to add: 03/04/19

LEC 02/11/19 06/07/19 ONTINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Richard

### **MUS-25 Jazz Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of jazz from its origins to the present day. Study will be centered on influential composers, instrumentalists, vocalists and arrangers. There will also be an introduction to, and study of, musical elements such as instrumentation, lyrics, form, rhythm and harmony. 54 hours lecture.

43304

Last day to add: 03/04/19

LEC 02/11/19 06/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Richard

#### **MUS-25 Jazz Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of jazz from its origins to the present day. Study will be centered on influential composers, instrumentalists, vocalists and arrangers. There will also be an introduction to, and study of, musical elements such as instrumentation, lyrics, form, rhythm and harmony. 54 hours lecture.

43305

Last day to add: 03/04/19

LEC 02/11/19 06/07/19

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Richard

#### **MUS-26 Film Music Appreciation**

**3 UNITS** 

Prerequisite: None

Description: A study of film music in the United States from 1927 to the present day. 43309 Last day to add: 03/04/19

02/11/19 06/07/19 LEC

ON LINE The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: K Mayse

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### MUS-26 Film Music Appreciation

**3 UNITS** 

Prerequisite: None

Description: A study of film music in the United States from 1927 to the present day.
43310 Last day to add: 03/04/19

LEC 02/11/19 06/07/19

N I INF

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

**Instructor**: K Mayse

MUS-26 Film Music Appreciation

**3 UNITS** 

Prerequisite: None

Description: A study of film music in the United States from 1927 to the present day.

43311

Last day to add: 03/04/19

LEC 02/11/19 06/07/19

ONTINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: K Mayse

MUS-89 Music of Multicultural America

3 UNITS

Prerequisite: None.

Description: A comparative and integrative study of the multicultural musical styles of the United States.

32592

Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: Staff

MUS-89 Music of Multicultural America

**3 UNITS** 

Prerequisite: None.

Description: A comparative and integrative study of the multicultural musical styles of the United States.

43368

Last day to add: 02/22/19 ON LINE

LEC 02/11/19 06/07/19 ON LINE
The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Instructor**: P Curtis

MUS-89 Music of Multicultural America

3 UNITS

Prerequisite: None.

Description: A comparative and integrative study of the multicultural musical styles of the United States.

43369

Last day to add: 03/04/19

LEC 02/11/19 06/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: P Curtis

MUS-200 Music Work Experience

1 UNIT

Prerequisite: None.

Advisory: Students should have paid or voluntary employment.

Description: Course is designed to coordinate the student's occupational on-thejob training with related classroom instruction.

32757

Last day to add: 02/22/19

WRK 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required. Seewww.open-campus.com. In addition to the online lecture, students are required to attend an orientation at Norco College the first week of the semester, dates and times will be posted in Blackboard. Students must also meet on-campus for an instructor conference and for final exams. Please see Blackboard for specific dates and times.

Instructor: Staff

## **MUSIC INDUSTRY STUDIES**

# MIS-200 Mis Music Industry Studies Work Experience 1 UNIT Prerequisite: None

Advisory: Students should have paid or voluntary employmnet.

Description: This course is designed to coordinate the student's occupational onthe-job training with related instruction in work-related skills. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit. (Letter Grade or Pass/No Pass option)

32756 Last day to add: 02/22/19 LEC 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. Seewww.open-campus.com. In addition to the online lecture, students are required to attend an orientation at Norco College the first week of the semester, dates and times will be posted in Blackboard. Students must also meet on-campus for an instructor conference and for final exams. Please see Blackboard for specific dates and times.

Instructor: Staff

## **PARALEGAL STUDIES**

## PAL-14 Legal Ethics

3 UNITS

Prerequisite: None

Description: Rules, regulations and responsibilities guiding the ethical behavior of paralegal professionals focusing on real-life situations.

43456

Last day to add: 04/23/19

OL 04/15/19 06/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

## • SPRING 2019 •

### PAL-70 Law Office Policies

**1.50 UNITS** 

Prerequisite: None.

Description: The policies and procedures in a law office as they relate to the role of the paralegal with an emphasis on ethics.

43457

Last day to add: 02/19/19

OL 02/11/19 04/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end date.

Instructor: Staff

## **PHILOSOPHY**

### PHI-10 Introduction to Philosophy

3 UNITS

Prerequisite: None

Advisory: ENG-50 or ENG-80

Description: A survey and exploration of significant questions in the Western philosophical tradition. Questions are drawn from the various branches of philosophy: metaphysics, theory of knowledge, ethics, aesthetics, political philosophy and/or philosophy of religion. Students may not receive credit for both PHI-10 and PHI-10H. 54 hours lecture.

32597

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: L Montes

### PHI-10 Introduction to Philosophy

**3 UNITS** 

Prerequisite: None

Advisory: ENG-50 or ENG-80

Description: A survey and exploration of significant questions in the Western philosophical tradition. Questions are drawn from the various branches of philosophy: metaphysics, theory of knowledge, ethics, aesthetics, political philosophy and/or philosophy of religion. Students may not receive credit for both PHI-10 and PHI-10H. 54 hours lecture.

**43460** 0L Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Gobatie

### PHI-10 Introduction to Philosophy

**3 UNITS** 

Prerequisite: None

Advisory: ENG-50 or ENG-80

Description: A survey and exploration of significant questions in the Western philosophical tradition. Questions are drawn from the various branches of philosophy: metaphysics, theory of knowledge, ethics, aesthetics, political philosophy and/or philosophy of religion. Students may not receive credit for both PHI-10 and PHI-10H. 54 hours lecture.

43461

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Gobatie

### PHI-11 Critical Thinking

**3 UNITS** 

Prerequisite: None

Advisory: REA-82

Description: This course presents critical thinking as a skill to be used for better understanding, evaluating, and constructing arguments. The focus will be on developing and enhancing the student's ability to identify, analyze, and present arguments. Topics covered through analysis and writing include the nature of argument, inductive and deductive reasoning, rhetoric, theory of knowledge, scientific method, and informal fallacies. 54 hours lecture.

32601

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ONTINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: L Montes

## PHI-11 Critical Thinking

3 UNITS

**Prerequisite**: None Advisory: REA-82

Description: This course presents critical thinking as a skill to be used for better understanding, evaluating, and constructing arguments. The focus will be on developing and enhancing the student's ability to identify, analyze, and present arguments. Topics covered through analysis and writing include the nature of argument, inductive and deductive reasoning, rhetoric, theory of knowledge, scientific method, and informal fallacies. 54 hours lecture.

43470

Last day to add: 02/19/19 ON LINE

OL 02/11/19 04/05/19

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Gobatie

## PHI-11 Critical Thinking

3 UNITS

**Prerequisite**: None Advisory: REA-82

Description: This course presents critical thinking as a skill to be used for better understanding, evaluating, and constructing arguments. The focus will be on developing and enhancing the student's ability to identify, analyze, and present arguments. Topics covered through analysis and writing include the nature of argument, inductive and deductive reasoning, rhetoric, theory of knowledge, scientific method, and informal fallacies. 54 hours lecture.

43471

Last day to add: 02/22/19

OL 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Gobatie

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## • SPRING 2019 •

## **POLITICAL SCIENCE**

### POL-1 American Politics

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

22573

Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: F Biancardi

POL-1 American Politics

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

22579 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: E Slavick

POL-1 American Politics

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

32621 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: S Popiden

POL-1 American Politics

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

32622

Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Samuels

POL-1 American Politics

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

32630 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com.

Instructor: S Popiden

POL-1 American Politics

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

43511 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: W Schinke

POL-1 American Politics

3 UNITS

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

43515 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: D Haghighat

POL-1 American Politics

3 UNITS

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

3516 Last day to add: 02/22/19

OL 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: D Haghighat

## • SPRING 2019 •

### POL-1 **American Politics**

**3 UNITS** 

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

43518 Last day to add: 02/22/19 0L 02/11/19 06/07/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: W Schinke

POL-1 **American Politics**  **3 UNITS** 

ON LINE

Prerequisite: None

Advisory: REA-83 and qualification for ENG-1A

Description: 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. Students may not receive credit for both POL-1 and POL-1H. 54 hours lecture.

43528 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: D Haghighat

## **PSYCHOLOGY**

### PSY-1 **General Psychology**

**3 UNITS** 

Prerequisite: None

Description: Survey of scientific study of behavior and mental processes, including learning, emotion, motivation, emotional problems and therapy.

22583 Last day to add: 02/22/19 02/11/19 06/07/19 ON LINE 0L

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: A Felton

PSY-1 **General Psychology**  3 UNITS

Prerequisite: None

Description: Survey of scientific study of behavior and mental processes, including learning, emotion, motivation, emotional problems and therapy.

22592 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: S Yerushalmian

**General Psychology** PSY-1

**3 UNITS** 

Prerequisite: None

Description: Survey of scientific study of behavior and mental processes, including

learning, emotion, motivation, emotional problems and therapy.

Last day to add: 02/22/19 0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: A Sadowski

PSY-1 **General Psychology**  **3 UNITS** 

Prerequisite: None.

Description: Survey of scientific study of behavior and mental processes, including

learning, emotion, motivation, emotional problems and therapy.

Last day to add: 02/22/19 32637

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: Staff

PSY-1 **General Psychology**  **3 UNITS** 

Prerequisite: None.

Description: Survey of scientific study of behavior and mental processes, including learning, emotion, motivation, emotional problems and therapy.

33004 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: Staff

PSY-1 **General Psychology**  **3 UNITS** 

Prerequisite: None.

Description: Survey of scientific study of behavior and mental processes, including learning, emotion, motivation, emotional problems and therapy.

Last day to add: 02/22/19 43535

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: R Ruiz

**General Psychology** PSY-1

**3 UNITS** 

Prerequisite: None.

Description: Survey of scientific study of behavior and mental processes, including learning, emotion, motivation, emotional problems and therapy.

43541 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Romero

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## • SPRING 2019 •

### PSY-1 **General Psychology**

**3 UNITS** 

Prerequisite: None.

Description: Survey of scientific study of behavior and mental processes, including learning, emotion, motivation, emotional problems and therapy.

43542

0L

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section requires a computer with Internet access. See www.opencampus.com. In addition to the online lecture, students are required to come to campus for a proctored final exam during the last week of class. Contact the instructor for information.

Instructor: C Romero

PSY-1 **General Psychology**  3 UNITS

Prerequisite: None.

Description: Survey of scientific study of behavior and mental processes, including learning, emotion, motivation, emotional problems and therapy.

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section requires a computer with Internet access. See www.opencampus.com. In addition to the online lecture, students are required to come to campus for a proctored final exam during the last week of class. Contact the instructor for information.

Instructor: R Ruiz

PSY-9 **Developmental Psychology**  3 UNITS

Prerequisite: None

Description: This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

22605

0L

02/11/19 06/07/19

Last day to add: 02/22/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: J Howard

PSY-9 **Developmental Psychology**  3 UNITS

Prerequisite: None

Description: This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

22606 0L

Last day to add: 03/04/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

02/11/19 06/07/19

Instructor: Staff

PSY-9 **Developmental Psychology**  3 UNITS

Prerequisite: None

Description: This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

32654

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: K Zamiska

### **Developmental Psychology** PSY-9

**3 UNITS** 

Prerequisite: None

Description: This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

32822

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: K Zamiska

### PSY-9 **Developmental Psychology**

**3 UNITS** 

Prerequisite: None

Description: This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

43565

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: M Wolpoff

### PSY-9 **Developmental Psychology**

3 UNITS

Prerequisite: None

Description: This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

43566

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: M Wolpoff

### PSY-9 **Developmental Psychology**

**3 UNITS** 

Prerequisite: None

Description: This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

43567

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section requires a computer with Internet access. See www.opencampus.com. In addition to the online lecture, students are required to come to campus for a proctored final exam during the last week of class. Contact the instructor for information.

Instructor: P Matsos

## • SPRING 2019 •

### PSY-9 Developmental Psychology

**3 UNITS** 

Prerequisite: None

Description: This course examines the biological, social and environmental variable of human life-span development in the physical, cognitive, and psychosocial domains. Theory, research, and application of life span relevant material in psychology are presented. 54 hours lecture.

43942

0L

Last day to add: 02/22/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. **Instructor**: P Matsos

## **READING**

REA-83 College Reading and Thinking

**3 UNITS** 

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

22615

Last day to add: 03/04/19

0L 02/11/19 04/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Instructor**: S Nyrop

### REA-83 College Reading and Thinking

3 UNITS

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

22617

Last day to add: 04/23/19

0L 04/15/19 06/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Nyrop

### REA-83 College Reading and Thinking

3 UNITS

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

43586

Last day to add: 02/19/19

OL 02/11/19 04/05/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: T Brown

### REA-83 College Reading and Thinking

3 UNITS

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

43587

Last day to add: 03/04/19

0L 02/11/19 04/05/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: T Brown

### **REA-83** College Reading and Thinking

**3 UNITS** 

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

43588

Last day to add: 04/23/19

0L 04/15/19 06/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Brown

### REA-83 College Reading and Thinking

3 UNITS

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

43589

Last day to add: 04/23/19

OL 04/15/19 06/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

 $\textbf{Instructor} : T \ Brown$ 

## **REAL ESTATE**

### **RLE-80** Real Estate Principles

3 UNITS

Prerequisite: None

Description: Comprehensive analysis of basic laws, principles,terminology and current practices fo California real estate.

22853

Last day to add: 02/22/19

0L 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com

Instructor: K Burton

.50

## • SPRING 2019 •

### RLE-80 **Real Estate Principles**

**3 UNITS** 

Prerequisite: None.

Description: Comprehensive analysis of basic laws, principles,terminology and current practices of California real estate.

32661

Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Doll

RLE-80 **Real Estate Principles**  3 UNITS

Prerequisite: None.

Description: Comprehensive analysis of basic laws, principles, terminology and current practices of California real estate.

32662

0L

Last day to add: 04/23/19

04/15/19 06/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: L Namazi

**RLE-81 Real Estate Practices**  3 UNITS

Prerequisite: None

Description: Covers basic laws and principles of California real estate, terminology and daily operations in a real estate brokerage. Includes listing, prospecting, advertising, financing, sales techniques, escrow and ethics. Applies toward state's educational requirements for the brokers examination. 54 hours lecture.

32664

Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

**RLE-81 Real Estate Practices**  **3 UNITS** 

Prerequisite: None

Description: Covers basic laws and principles of California real estate, terminology and daily operations in a real estate brokerage. Includes listing, prospecting, advertising, financing, sales techniques, escrow and ethics. Applies toward state's educational requirements for the brokers examination. 54 hours lecture.

32665

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

**RLE-82 Legal Aspects of Real Estate**  **3 UNITS** 

Prerequisite: None

Description: California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer, conveyance, probate proceedings, trust deeds, and foreclosure, as well as recent legislation governing real estate transactions. Applies toward educational requirement of brokers examination. 54 hours lecture.

32666

Last day to add: 02/19/19

0L 02/11/19 04/05/19

ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

**RLE-82 Legal Aspects of Real Estate**  **3 UNITS** 

Prerequisite: None

Description: California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer, conveyance, probate proceedings, trust deeds, and foreclosure, as well as recent legislation governing real estate transactions. Applies toward educational requirement of brokers examination. 54 hours lecture.

32667

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ONTINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

**RLE-83 Real Estate Finance**  **3 UNITS** 

Prerequisite: None.

Description: Analysis of real estate finance in residential, apartment, commercial and special purpose properties.

32668

Last day to add: 02/19/19

0L 02/11/19 04/05/19 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

RLE-83 **Real Estate Finance**  **3 UNITS** 

Prerequisite: None.

Description: Analysis of real estate finance in residential, apartment, commercial and special purpose properties.

32669 0L

04/15/19 06/07/19

Last day to add: 04/23/19 ONTINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Escrow Procedures I** 

Instructor: Staff

**RLE-85 Real Estate Economics**  **3 UNITS** 

Prerequisite: None

Description: Trends and factors affecting the value of real estate; the nature and classification of land economics; the development of property, construction and subdivision, economic values and real estate evaluation; real estate cycles and business fluctuations, residential market trends, real and special purpose property trends. 54 hours lecture.

32670

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: S Doll

RLE-86

3 UNITS

Prerequisite: None

Description: Methods and techniques of escrow procedure for various types of real estate transactions, including the legal/ethical responsibilities engaged in escrow work. 54 hours lecture.

43598

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

**Instructor**: Staff

## • SPRING 2019 •

## **RUSSIAN**

#### **RUS-11 Culture and Civilization**

3 UNITS

Prerequisite: None.

Description:Introductory survey of Russian culture and civilization. Class conducted in English.

43602

Last day to add: 02/22/19

02/11/19 06/07/19 0L

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: E Kobzeva-Herzog

## SOCIOLOGY

SOC-1 Introduction to Sociology 3 UNITS

Prerequisite: None Advisory: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours lecture

22623

0L

Last day to add: 03/04/19

ONTINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

02/11/19 06/07/19

Instructor: E Kazsuk

#### SOC-1 **Introduction to Sociology**

3 UNITS

Prerequisite: None Advisory: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours lecture

22624

Last day to add: 03/04/19

02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: E Kazsuk

### SOC-1 **Introduction to Sociology**

**3 UNITS** 

Prerequisite: None

Advisory: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours lecture

22627

0L 02/11/19 06/07/19

ON LINE

Last day to add: 03/04/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: L Cruz

#### SOC-1 Introduction to Sociology

**3 UNITS** 

Prerequisite: None Advisorv: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours lecture

22780 0L

02/11/19 06/07/19

Last day to add: 03/04/19

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: E Kazsuk

### SOC-1 Introduction to Sociology

**3 UNITS** 

Prerequisite: None

Advisory: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours lecture

43645

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: J Brown

## • SPRING 2019 •

### SOC-1 **Introduction to Sociology**

**3 UNITS** 

Prerequisite: None

Prerequisite: None Advisory: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours

43646 0L

Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: J Brown

SOC-1 Introduction to Sociology

3 UNITS

Prerequisite: None Advisorv: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours lecture

43652 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: E Perez

0L

### SOC-1 Introduction to Sociology

3 UNITS

Prerequisite: None Advisory: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours lecture

43655 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com

**Instructor**: E Perez

SOC-1 Introduction to Sociology **3 UNITS** 

Advisory: ENG-50

Description: An introduction to the basic concepts relating to the study of society. The course includes investigation into the foundations of sociology including its overall perspective, theoretical orientations, and research methodology; the foundations of social life including the components of culture, social interaction and the process of socialization, groups, organizations, and deviance; economic social inequality based upon class, race, sex, and age; social institutions; and dimensions of social change. Students may not receive credit for both SOC-1 and 1H. 54 hours

43659 Last day to add: 02/22/19

02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: E Perez

0L

#### SOC-12 **Marriage and Family Relations**

3 UNITS

Advisory: SOC-1 and ENG-50

Description: Examines the major trends in marriage, families, and intimate relationships. Focuses on how inequality and diversity affect intimate and family relations. Discusses the dynamics of gender inequality among families and couples and how family life is shaped by race and ethnicity, social class, and sexuality. Discusses issues of interpersonal violence, divorce, and life in later years. 54 hours lecture.

43667 Last day to add: 02/22/19

02/11/19 06/07/19 0L ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com. Instructor: J Brown

## **SPANISH**

#### SPA-11 **Culture and Civilization**

02/11/19 06/07/19

**3 UNITS** 

ON LINE

Prerequisite: None.

Description: Introductory survey of Spanish culture and civilization. Class conducted in English.

43694 Last day to add: 02/22/19

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: D Gaylor

0L

#### SPA-12 Latin American Culture and Civilization 3 UNITS

Prerequisite: None

Description: Introductory survey of Latin American culture and civilization as reflected in language, literature, art, history, politics, customs and social institutions. Class conducted in English. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

43695 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: D Gaylor

## • SPRING 2019 •

### SPA-51 **Intro Listening Comp I**

2 UNITS

Prerequisite: None

Description: Develops basic skills in listening to and understanding native spoken Spanish at the elementary level.

43701

Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

**Instructor**: K Kelly

## THEATER ARTS

THE-3 Introduction to the Theater 3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture. 32700 Last day to add: 02/22/19

0L 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: Staff

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture. 32702 Last day to add: 02/19/19

0L 02/11/19 04/07/19 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

#### THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

32703

Last day to add: 04/23/19

04/15/19 06/07/19

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

**Instructor**: Staff

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

43707

Last day to add: 02/19/19

0L 02/11/19 04/07/19 ON LINE

The above section is a short term online class. Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

43708

0L 02/11/19 04/07/19 ON LINE

Last day to add: 02/19/19

The above section is a short term online class. Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Julian

#### THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

43710

Last day to add: 02/19/19

02/11/19 04/07/19

ON LINE

The above section is a short term online class. Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: H Bauer

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture. Last day to add: 02/19/19

43713

0L

02/11/19 04/07/19

ON LINE

The above section is a short term online class. Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: M Gourley

## • SPRING 2019 •

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

43714

02/11/19 04/07/19

Last day to add: 02/19/19 ON LINE

The above section is a short term online class. Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

0L

#### THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

43715 0L

Last day to add: 02/19/19 ON LINE

02/11/19 04/07/19 The above section is a short term online class. Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Julian

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

43716

Last day to add: 04/23/19

ON LINE

04/15/19 06/07/19 The above section is a short term online class. Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Julian

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture. 43717

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

The above section is a short term online class. Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Sorenson

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

43719

Last day to add: 04/23/19

0L 04/15/19 06/07/19 ON LINE

The above section is a short term online class. Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Dean

#### THE-3 Introduction to the Theater

**3 UNITS** 

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

43721 0L 04/15/19 06/07/19 Last day to add: 04/23/19 ON LINE

The above section is a short term class. Please note the start and end dates. The above section is an online class. Computer with Internet access required. See www.opencampus.com.

Instructor: H Bauer

#### THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

44119

Last day to add: 04/23/19

04/15/19 06/07/19

ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: J Julian

## • SPRING 2019 •

## **WORK EXPERIENCE**

### WKX-200 Work Experience

1 UNIT

Prerequisite: None

Advisory: Students should have paid or voluntary employment

Description: This course is designed to coordinate the students occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement; 60 hours of volunteer work or 75 hours of paid work in the semester are required for each unit. WKX-200 is an enrolling course for General Work Experience and Occupational Work Experience courses. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting. Determination of the appropriate work experience course is made by the instructor, with input from the student, based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit.

32706 Last day to add: 02/22/19

WRK 02/11/19 06/07/19

ON LINE

The above section is an online class. Computer with Internet access required. Seewww.open-campus.com. In addition to the online lecture, students are required to attend an orientation at Norco College the first week of the semester, dates and times will be posted in Blackboard Students must also meet on-campus for an instructor conference and for final exams. Please see Blackboard for specific dates and times.

Instructor: A Etchison

### WKX-200 Work Experience

1 UNIT

Prerequisite: None

Advisory: Students should have paid or voluntary employment

Description: This course is designed to coordinate the students occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement; 60 hours of volunteer work or 75 hours of paid work in the semester are required for each unit. WKX-200 is an enrolling course for General Work Experience and Occupational Work Experience courses. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting. Determination of the appropriate work experience course is made by the instructor, with input from the student, based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours orientation and 60 hours of volunteer work experience (maximum of 240 hours) or 75 hours of paid work experience (maximum of 300 hours) are required for each enrolled unit.

**32707** Last day to add: **02/22/19** WRK 02/11/19 06/07/19 ON LINE

The above section is an online class. Computer with Internet access required. Seewww.open-campus.com. In addition to the online lecture, students are required to attend an orientation at Norco College the first week of the semester, dates and times will be posted in Blackboard Students must also meet on-campus for an instructor conference and for final exams. Please see Blackboard for specific dates and times.

Instructor: M Snow