

## MULTIMEDIA

(Previously listed under ART)

### MART 314 INTRODUCTION TO COMPUTER GRAPHICS

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** State of the art computer graphics software are introduced with respect to print, web and motion graphics. Introduction to typography graphic layout/design fundamentals, as well as web design skills and other computer graphics software applications. As this is a fine arts course, students generate their own creative content for publication. Transfer: CSU.

### MART 325 DIGITAL PAINTING

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/48 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** Using Procreate's Painter software and digital painting tablets, students use digital tools for the artistic expression of the concepts and techniques of traditional painting. Some painting and computer knowledge desirable. May be repeated twice for credit. Transfer: CSU.

### MART 361 DIGITAL VIDEO

*Units (Grade Option) 3; Class Hours: Minimum of 32 lecture/16 lab/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** This course covers the creation of short videos utilizing desktop video software. Techniques for the effective use of transitions, titles, story line, and artistic creativity are covered. Also covered are video file formats, digital video cameras, and digitizing analog video. The student is expected to produce a short video piece as a final project for transferring to VHS tape, compact disk, or publishing on the WEB. Transfer: CSU.

### MART 362 DIGITAL PHOTOGRAPHY

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** An introduction to the theory and technology of digital photography. Exploration of the digital camera in both professional and consumer use. Techniques of taking a photograph, types of storage, transferring of images, image editing, and optimizing final output are evaluated. May be repeated once for credit. Transfer: CSU, UC\*.

### MART 365 PHOTOGRAPHIC RETOUCHING AND RESTORATION

*Units (Grade Option) 1.5; Class Hours: Minimum of 24 lecture/8 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MART 376 or equivalent.* **Description:** Understand the theory and learn the skills necessary for restoration and retouching both vintage and problem photographs. Assess photographs for image, tone, exposure, and color cast correction. Successfully remove dust, mold and texture: rebuild, refine and polish photographs. Transfer: CSU.

### MART 366 COLOR MANAGEMENT AND DIGITAL PRINTING

*Units (Grade Option) 1.5; Class Hours: Minimum of 24 lecture/8 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MART 376 or equivalent.*

**Description:** Create a successful color management workflow from digital image to digital print. Understand and use color, calibration, and create profiles to get the desired color output. Topics include pre-press file management, RGB to 4-color ink, paper, output, proofing, and industry standards. Transfer: CSU.

### MART 368 WEB DESIGN I

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** This course teaches the fundamentals of creating a website through a mixture of hands-on exercises, lecture, and demonstration. Topics include site layout principles, a discussion of HTML, color and image preparation, for the web, browser compatibility, graphic user interface design, usability and internet ethics and copyright issues. Students build a basic website following accepted design layout standards. The class focuses on Dreamweaver®, but also uses Adobe Photoshop®, ImageReady® and a basic demonstration of Flash®. Transfer: CSU.

### MART 369 WEB DESIGN II

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MART 368.* **Description:** Students learn advanced concepts and techniques to create elaborate and visually appealing websites. User centered design, graphic user interface customization, Internet ethics, and copyright issues are taught as well as a review of basic color, layout and typography theory and practice. Some HTML, JavaScript, and CGI concepts are demonstrated to incorporate some basic interactivity. This course is taught using Macromedia Dreamweaver®, Adobe Photoshop® and ImageReady®. Other software may be utilized. Transfer: CSU.

### MART 372 DIGITAL ILLUSTRATION

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** This course teaches the fundamentals of digital illustration with Adobe Illustrator, through a mixture of hands on exercises, lecture, and demonstration. Topics include design, layout, typography, and color principles, vector graphics versus raster graphics and project preparation for print. By the end of the class the student finishes at least five different kinds of projects ranging from promotional posters and business cards, to bottle labels and restaurant menus. Transfer: CSU.

### MART 373 DIGITAL AUDIO I

*Units (Grade Option) 1; Class Hours: Minimum of 16 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** Introduction to digital audio production utilizing Digidesign's Pro Tools to familiarize students with diverse production techniques, most common file formats, and compression methods used in multimedia applications. The course focuses on digital audio for the web, CD-ROM based productions, and digital video projects. The fundamentals of digital audio theory, digital sound recording, editing, mixing, and encoding sound files are also covered. May be repeated once for credit. Transfer: CSU.

**MART 376 DIGITAL IMAGING I**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** An introduction to the theory and technology of digital imaging. Students work with digital images using Adobe Photoshop®. Students work with image correction tools and learn the toolset necessary to create and manipulate digital photographs, scanned images, and those files created directly in the computer. Students' images become part of a basic portfolio. Transfer: CSU, UC\*.

**MART 377 DIGITAL IMAGING II**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MART 376.* **Description:** Using Adobe Photoshop® and other digital design software, students develop strategies for content development, visual cohesiveness and graphic production techniques. Topics include design, layout, typography, and color principles, vector graphics versus raster graphics and project preparation for print. The student creates projects ranging from promotional posters and business cards, to bottle labels and restaurant menus. Transfer: CSU.

**MART 378 DIGITAL PAGE LAYOUT**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** This is an introductory course in page layout for graphic design, using computers to design and layout text and graphics for publication. Through projects and assignments, students integrate sound design principles and desktop publishing skills. Both Macintosh and Windows environments are supported. Transfer: CSU.

**MART 379 DIGITAL ANIMATION I: FLASH®**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** A project-based course in which both traditional and digital animation techniques such as storyboarding and frame-by-frame animation are explored through the use of Macromedia Flash® as a medium for the development of creative computer-based animations. Other topics included in this course deal with the implementation of successful graphic user interface solutions for web design and stand-alone applications using the scripting capabilities of the software. Transfer: CSU.

**MART 380 DIGITAL ANIMATION II: FLASH®**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MART 379 or equivalent.* **Description:** This course utilizes Macromedia Flash® as a medium for the development and exploration of computer-based cinematic animations, advanced interactive projects as well as the application of basic scripting principles. The class is project-based and geared towards the creation of interactive, self-contained and optimized Flash® applications, both for a web media and CD-ROM presentations. Student projects are developed through the integration of rich media such as audio and video with ActionScript and advanced animation techniques. Further independent instruction is encouraged through a wide range of sources such as

internet tutorials, books and experimentation. May be repeated twice for credit. Transfer: CSU.

**MART 389 MULTIMEDIA CAREERS**

*Units (Grade Option) 1.5; Class Hours: Minimum of 24 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): None.* **Description:** Introduction to the multimedia job market and employment niches. The class describes multimedia and the varied work environments including full time and contract opportunities, as well as job search techniques, resume and cover letter writing skills. Transfer: CSU.

**MART 390 PORTFOLIO CREATION**

*Units (Grade Option) 1.5; Class Hours: Minimum of 24 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** Portfolio creation is the culminating course for those students interested in the various Certificates of Completion, Certificates of Proficiency, and Associate of Arts Degree in Multimedia. Students develop a portfolio consisting of work accomplished to date. The portfolio may be print based, web based or on CD following a format appropriate with the student's career/academic goals. The students also include a résumé that is appropriate for their field of interest and learn the skills necessary to conduct a successful job interview. May be repeated once for credit. Transfer: CSU.

**MUSIC****MUS. 100 FUNDAMENTALS OF MUSIC**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** Learn basic musical skills: reading music notation, sight-singing and ear training, using scales, chords and key signatures to harmonize simple melodies. Students develop listening techniques and explore musical styles. Does not satisfy requirements for the music major degree. Transfer: CSU; C1, UC\*. (IGETC: 3A)

**MUS. 101 MUSICIANSHIP I**

*Units (Grade Option) 1; Class Hours: Minimum of 32 lab/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MUS 100 or demonstrated ability to read music notation; Corequisite(s): Completion of or concurrent enrollment in MUS 131.* **Description:** This course reviews fundamentals of aural skills for theory basics and then explores major and minor triads and their functions in diatonic harmony, culminating in the use of the dominant seventh chord. Transfer: CSU, UC.

**MUS. 102, 103, 104 MUSICIANSHIP II, III, IV**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MUS. 102, 103 and 104 require the previous level.* **Description:** This series of courses covers music notation, keys, key signatures, intervals, sight reading and ear training from beginning through advanced levels. Transfer: CSU, UC.

**MUS. 115 ART MUSIC AND IDEAS**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* An introduction to the understanding and appreciation of art and music, especially in the context of European history. An investigation into the elements of art and music equip the student to see and hear with greater discrimination, as well as recognize how these elements relate to changes in society. Lectures are illustrated with slides, recordings, films, etc., attendance at a live performance and a museum visit required. Transfer: CSU.

**MUS. 131 HARMONY I**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MUS 100 or demonstrated ability to read music notation; Corequisite(s): Completion of or concurrent enrollment in MUS 101. Description:* This course reviews fundamentals of notation and theory basics and then explores major and minor triads and their functions in diatonic harmony, culminating in the use of the dominant seventh chord. Transfer: CSU: C1, UC. (IGETC: 3A)

**MUS. 132 HARMONY II**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MUS 131; Corequisite(s): Completion of or concurrent enrollment in MUS 102. Description:* This course explores major and minor triads and their functions in chromatic harmony, including issues such as secondary dominants, modal mixture, extended and altered chords, and modulation. Transfer: CSU, UC.

**MUS. 202 MUSIC APPRECIATION (CAN MUS 8)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Learn about musical terms and ideas and apply that knowledge to many types of music such as popular, classical, jazz, and other forms of music from around the world. Consider different ways of listening to music and learn about the different meanings music can have in entertainment, history, ritual, film and other contexts. Concert attendance required. Transfer: CSU: C1, UC. (IGETC: 3A)

**MUS. 250 WORLD MUSIC**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Survey of selected listening and readings about cultures such as India, China, Japan, Indonesia, Europe, North and South America, and Africa. Students learn to use basic musical terminology in describing that music, and to relate music behaviors to the cultural contexts that surround them. Equal emphasis is placed on music and culture. Concert attendance is required. Transfer: CSU.

**MUS. 301, 302, 303, 304 PIANO I, II, III, IV**

*Units (Grade Option) 2; Class Hours: Minimum of 32 lecture/16 lab/48 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MUS 302, 303 and 304 require the previous level. Description:* These applied music courses stress the basics of piano playing from beginning through advanced levels. Students are taught the foundations of piano technique, to read music, to play musically, and to expand their repertoire. For those with no music literacy, concurrent or previous enrollment in MUS. 100 is recommended if enrolling in level I. MUS. 304 may be repeated for credit. Transfer: CSU, UC.

**MUS. 305, 306, 307, 308 KEYBOARD HARMONY I, II, III, IV**

*Units (Grade Option) 2; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MUS 306, 307 and 308 require the previous level. Description:* This series of beginning through advanced courses gives students hands-on keyboard proficiency in performing the harmonic theory studied in MUS. 131, 132, 133, and 134. The courses reinforce their aural perception of harmonic progressions, provide instruction for transposition, and lay the foundation for improvisation at the keyboard. Some pianistic ability is desirable for level I. Transfer: CSU, UC.

**MUS. 371, 372, 373, 374 GUITAR I, II, III, IV**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lecture/lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Possession of a guitar; MUS 372, 373 and 374 require the previous level. Description:* These courses cover basic techniques of playing the guitar from beginning through advanced levels. Group and individual attention are included. Transfer: CSU, UC.

**MUS. 450 JAZZ BAND**

*Units 1; Class Hours: Minimum of 48 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Demonstration of ability by audition. Description:* This course provides for the study of all phases of big band jazz. Performance is required. Demonstration of proficiency is a prerequisite. Transfer: CSU, UC.

**MUS. 461, 462, 463, 464 INSTRUMENTAL ENSEMBLE I, II, III, IV**

*Units 1; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MUS 461 requires demonstration of ability by audition; MUS 462, 463 and 464 require the previous level. Description:* These course are a Brass, String, and Woodwind ensemble. Performance is required. Transfer: CSU, UC.

**MUS. 476 CHOIR**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Student must be able to match pitch vocally. Description:* This course is the study and performance of choral literature for accompanied and unaccompanied chorus. The repertoire includes "popular" contemporary styles. Performances are required. Field trips may be required. May be repeated for credit up to 3 times. Transfer: CSU, UC.

**MUS. 486 COLLEGE SINGERS**

*Units 1; Class Hours: Minimum of 80 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Previous choral experience and demonstrated ability by audition. Description:* This is an advanced ensemble specializing in the performance of choral literature for small choruses. The repertoire includes both traditional and contemporary styles. Performances are required. Field trips may be required. May be repeated for credit up to 3 times. Transfer: CSU, UC.

**MUS. 490 PENINSULA CANTARE I**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Previous choral experience and demonstrated ability through auditions. Description:* Rehearsal and performance of oratorios and other choral literature is the content of this course. Performance is required. May be repeated for credit up to 3 times. Transfer: CSU, UC.

**MUS. 491 PENINSULA CANTARE II**

*Units 0.5; Class Hours: Minimum of 24 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Previous choral experience and ability demonstrated by audition. Description:* This course focuses on rehearsal and performance of oratorios and other choral literature at a more advanced level than MUS. 490. Participation in performances is required. May be repeated for credit up to 3 times. Transfer: CSU, UC.

**NATURAL SCIENCES****NSCI 100 INTRODUCTION TO NATURAL SCIENCES**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is an overview of the natural sciences, emphasizing the geology and natural history of San Mateo County. Descriptive material is taken from biological, geological and environmental sciences. Field trips supplement lecture material. Transfer: CSU: B1, B2, UC\*. (IGETC: 5A, 5B)

**OCEANOGRAPHY****OCEAN 100 OCEANOGRAPHY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Chemical and biological history of the oceans, currents, waves, tides and coastal processes are studied in this course. Origin and evolution of the oceans and ocean basins with emphasis on recent discoveries in continental drift and sea floor spreading are included. Transfer: CSU: B1, UC. (IGETC: 5A)

**OFFICE TECHNOLOGY**

(See Business/Office Technology)

**PALEONTOLOGY****PALN 110 ANCIENT LIFE AND PAST ENVIRONMENTS**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* An introductory ecological approach to the changing parade of life and ancient environments through the past 3.5 billion years of Earth history. Included are collecting, preparing, analyzing and interpreting a fossil marine fauna. Transfer: CSU: B2, UC. (IGETC: 5B)

**PARALEGAL****LEGL 249 INTRODUCTION TO THE LEGAL SYSTEM**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): None. Description:* The role of a paralegal, an overview of the U.S. legal system, and an introduction to the substantive areas of law taught in the paralegal program. Transfer: CSU.

**LEGL 250 LEGAL RESEARCH AND WRITING**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for ENGL 110; Prerequisite(s): LEGL 249 or concurrent enrollment in LEGL 249. Description:* The student is introduced to reading and briefing legal cases and the principles of legal writing. Students also learn the differences between 1) primary and secondary sources, 2) title and court records, and 3) county, state, and specialization law libraries, and specialized libraries. Other topics included in the course are organization and management of an office law library, cite checking, and preparation of bibliographies. Transfer: CSU.

**LEGL 251 TORTS**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249. Description:* Study of the various torts that make up the substantive law of torts. The topics included are the basis of tort liability, the elements of actionable torts, remedies, and procedures. Transfer: CSU.

**LEGL 252 CIVIL LITIGATION AND TRIAL PREPARATION**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249. Description:* Introduction to the basis of trial practice and civil litigation procedures. Students learn how to prepare pleadings and motions, complete discovery and fact investigations, identify pretrial considerations, preserve facts and prepare for trial, and complete post-trial motions and appeals. Transfer: CSU.

**LEGL 253 ESTATE ADMINISTRATION**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249. Description:* Examines the fundamental principles involved in the legal process of estate planning and probating an estate. The basic law of wills and the preparation of all pleadings and documents customarily used in planning and probating an estate are included also. Transfer: CSU.

**LEGL 254 FAMILY LAW**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249; Corequisite(s): Concurrent enrollment in LEGL 699, two hours per week minimum. Description:* Legal principles applicable to the marriage contract and analyze problems arising from the marital relationship. Other topics include the examination of property rights, support obligations, and child custody. Transfer: CSU.

**LEGL 255 CORPORATIONS AND BUSINESS ENTITIES**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249 or concurrent enrollment in LEGL 249. Description:* Basic orientation to business organizations involving sole proprietorships and partnerships. Procedures followed for qualifying a foreign corporation in California are discussed as well. Transfer: CSU.

**LEGL 256 REAL PROPERTY LAW**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249 or concurrent enrollment in LEGL 249. Description:* In this course, emphasis is placed on the relationships between buyer and seller of real estate and between landlord and tenant. The role of the legal assistant in the analysis and solution of legal problems and in the preparation of documents is also discussed. Transfer: CSU.

**LEGL 257 BANKRUPTCY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249 or concurrent enrollment in LEGL 249. Description:* Overview of the bankruptcy court, administration of bankrupt estates by receivers and trustees, and the preparation of voluntary cases. Students learn to apply the analytical skills needed to assist attorneys in preparing bankruptcy petitions and other documents. Transfer: CSU.

**LEGL 260 ADVANCED LEGAL RESEARCH AND WRITING**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249 and 250. Description:* Students develop and refine legal research and writing skills by preparing a series of projects which include legal documents for court cases filed by attorneys. Included is the efficient use of law libraries. Transfer: CSU.

**LEGL 262 PARALEGALISM AND STUDY OF LEGAL ETHICS**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for ENGL 110; Prerequisite(s): LEGL 249. Description:* Major aspects and issues of the paralegal profession, skills of a paralegal, and legal ethics. Topics include new careers in law, paralegal employment, the regulation of paralegals, legal analysis, interviewing, investigation in a law office, and formal and informal advocacy with administrative agencies. Transfer: CSU.

**LEGL 264 CONTRACTS**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249. Description:* Study of the theory and practice of contract law. Students learn to create contracts and identify contract breaches provided for by law. Transfer: CSU.

**LEGL 268 ADMINISTRATIVE LAW**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): LEGL 249. Description:* Fundamentals of the administrative law system-how it developed, what it is intended to do, and how it works. Federal cases; issues in administrative law such as those that apply to tax, welfare, and environmental law; workers' compensation and social security are examined also. Transfer: CSU.

**LEGL 274 ADVANCED FAMILY LAW PROJECTS**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for ENGL 110; Prerequisite(s): LEGL 254; Corequisite(s): Concurrent enrollment in LEGL 699, two hours per week minimum. Description:* Overview of the skills needed to prepare documents and forms commonly found in family law (divorce) matters. Potential examples are petitions, responses, orders to show cause, responsive declarations, income and expense declarations, pretrial statements, disclosure statements, discovery judgments, marital settlement agreements, and support calculations. Transfer: CSU.

**LEGL 276 COMPUTERS IN THE LAW**

*Units (Grade Option) 2; Class Hours: Minimum of 32 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): None. Description:* This survey course provides an overview of the ways in which law firms and libraries increasingly use the Internet as an integral part of their daily work. The primary emphasis is on the legal information and research sources available through the World Wide Web. Other topics include transactional use of the Internet, as in corporate registrations and securities filings, and law firm intranets. Transfer: CSU.

**PHILOSOPHY****PHIL 100 INTRODUCTION TO PHILOSOPHY (CAN PHIL 2)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): None. Description:* The aim of this introductory course is to analyze philosophical assumptions, evaluate and discuss the ideas and theories of selected philosophies, think critically, and observe the involvement of philosophical thought in everyday life. Some classical philosophical problems in the areas of ethics, epistemology, metaphysics, and social and political philosophy are compared and contrasted. Transfer: CSU: C2, UC. (IGETC: 3B)

**PHIL 103 CRITICAL THINKING**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): None. Description:* In this course a general overview of reasoning skills is presented. Techniques are introduced to facilitate the recognition of arguments from various types of discourse. Students analyze and distinguish valid from invalid arguments, sound and unsound arguments, the structure of arguments, and informal fallacies. Students are required to practice and develop skills of constructing valid and sound arguments, write three short argumentative essays, and write a substantial paper of critical analysis of an assigned topic. Transfer: CSU: A3, UC.

**PHIL 160 HISTORY OF PHILOSOPHY: ANCIENT AND MEDIEVAL (CAN PHIL 8)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is an introduction to the history of Western philosophy from pre-Socratic to Renaissance. Selections from representative philosophers and/or schools—pre-Socratic, Plato, Aristotle, philosophy of the Roman world, and Christian and early rationalist thought—are studied. Analysis of attempts to resolve fundamental metaphysical, epistemological, and ethical questions is also included. Transfer: CSU: C2, UC. (IGETC: 3B)

**PHIL 175 HISTORY OF PHILOSOPHY: 16TH TO 18TH CENTURY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is a general survey of epistemological, metaphysical, and ethical systems in Western philosophical tradition from around the 16th to 18th Century. Rationalists, Empiricists, Kant, and some early idealists are studied. Transfer: CSU: C2, UC. (IGETC: 3B)

**PHIL 190 CONTEMPORARY PHILOSOPHY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is a general survey of trends in 19th and 20th Century philosophy and its impact on social, political, economic and religious movements. Idealism, existentialism, Marxism, Christian philosophy, logical positivism, pragmatism, utilitarianism, and linguistic analysis are studied. Transfer: CSU: C2, UC. (IGETC: 3B)

**PHIL 200 INTRODUCTION TO LOGIC (CAN PHIL 6)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is an introduction to the study of logic which includes informal fallacies, syllogism and symbolic logic. Also included is the critical study of the conditions of clear statements, analysis and evaluation of arguments, and skills for constructing logical arguments. Transfer: CSU: A3, UC.

**PHIL 240 INTRODUCTION TO ETHICS (CAN PHIL 4)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* In this course students examine the principles of ethical decision making and ethical responsibility. Classical

and contemporary deontological and teleological theories in ethics are carefully examined, and contemporary ethical problems such as abortion, privacy, drug testing, and AIDS are studied in depth. Transfer: CSU: C2, UC. (IGETC: 3B)

**PHIL 246 ETHICS IN AMERICA**

*Telecourse: Units (Grade Option) 3; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Examines contemporary ethical conflicts in journalism, government, medicine, law, business, and the criminal justice system. Provides a grounding in the language, concepts, and traditions of ethics. Transfer: CSU: C2.

**PHIL 300 INTRODUCTION TO WORLD RELIGIONS**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is an introduction to the study of great religions of the world; their cultural background, tenets, practices, literature and art; and their impact on society and culture. Also covers the development of religious ideas of major religions and their significant influence on the meaningfulness of human existence. Transfer: CSU: C2, UC. (IGETC: 3B)

**PHIL 310 PHILOSOPHY OF RELIGION**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is an investigation of questions arising from the tradition of religions. Students compare and contrast the philosophical theories of religious skepticism, nature of God, revelation, miracles, faith, mystical experience, the problems of evil and death and immortality. Transfer: CSU: C2, UC. (IGETC: 3B)

**PHIL 320 ASIAN PHILOSOPHY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is a general survey of the philosophical developments in China, India, and Japan. Major philosophical theories of these countries are compared and evaluated. The philosophical impact on Asian perspective of purpose and meaningfulness of existence, human destiny, ethical, and metaphysical views is examined. Transfer: CSU: C2, UC. (IGETC: 3B)

**PHYSICAL EDUCATION****ADAPTIVE**

Adaptive Physical Education courses are offered primarily for students with physical limitations. Physician's verification of limiting condition on file is recommended.

**ADAP 310 ADAPTIVE P. E. FITNESS PROFILE**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* Students' physical fitness levels are assessed to demonstrate measurable progress as a result of participating in an Adaptive P.E. class. Students set realistic, individual goals for improvement of their fitness and mobility. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

\*With limitations. Refer to pages 43 and 44 or see your counselor.

**ADAP 320 ADAPTIVE FUNCTIONAL FITNESS**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 by arrangement lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Exercises to improve the activities of daily living for physically limited individuals with emphasis on proper body mechanics, posture, and movement patterns leading to greater safety and independence. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

**ADAP 350 ADAPTIVE GENERAL CONDITIONING**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** This course provides a total fitness program for the adaptive physical education student, emphasizing cardiovascular endurance, flexibility, muscular strength, balance, coordination, posture, and body mechanics. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**ADAP 351 ADAPTIVE STRENGTH TRAINING**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** In this course students use a variety of equipment and resistive techniques to increase overall strength, endurance, and flexibility. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**ADAP 361 BALANCE AND COORDINATION ACTIVITIES**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** A variety of techniques are taught to develop better balance and coordination for more efficient movement throughout daily living activities. Transfer: CSU: E2, UC\*.

**COMBATIVES****COMB 401 SELF DEFENSE**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** This course is designed for students to gain knowledge about basic self-defense. Areas covered are mental preparation, avoidance of areas conducive to violent action; front and rear grasp releases, and ground tactics are stressed. Both violent and non-violent techniques are covered. Activities deal with all releases, striking, hitting and kicking situations. Emphasis is placed on physical and mental preparedness in dealing with confrontations. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**COMB 410 BEGINNING KARATE**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** This course is designed for students to gain the knowledge and skills found in the sport, philosophy and fighting skills of TAE KWON DO. Basic kicking, blocking and punching techniques and their applications in self-defense, the Olympic sport, and rank promotion aspects are covered. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**DANCE****DANC 125 BEGINNING SALSA**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Beginning techniques of partner salsa dancing for men and women. Proper body placement, lead and follow techniques, and stylization applied to dance patterns. Shine steps are covered. Strong emphasis on dance etiquette and understanding of the rhythms of the music. Transfer: CSU: E2, UC.

**DANC 126 INTERMEDIATE SALSA**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): DANC 125, or demonstrated skill.* **Description:** Continuation of DANC 125. A thorough review of Beginning Salsa is provided. Then more complex turns and patterns are demonstrated and practiced. There is greater emphasis on the development of dance stylization and timing and emphasis on proper partner dance etiquette and safety. Transfer: CSU: E2, UC.

**DANC 127 ADVANCED SALSA**

*Units (Grade Option) 0.5; Class Hours: Minimum of 24 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): DANC 126, or demonstrated skill.* **Description:** This course is designed for the more advanced student who has already demonstrated advanced ability in lead/follow technique, dance pattern complexity and proper timing. Longer and more difficult dance combinations are covered without introduction or emphasis of the basics. May be repeated once for credit. Transfer: CSU, UC.

**DANC 140 BALLET**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Beginning techniques of classical ballet are studied and executed. Movement skills, body alignment and placement, rhythmic structures, qualities of movement, and the classical terminology are presented. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC.

**DANC 205 BEGINNING JAZZ**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Elementary jazz techniques, foot and leg development, basic turns, isolation of body parts and understanding of the rhythms of jazz music are covered in this course. Short combinations are learned using basic jazz techniques. Emphasis on locomotive movements. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC.

**DANC 210 BEGINNING/INTERMEDIATE JAZZ**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): DANC 205 or equivalent.* **Description:** Continuation DANC 205. Emphasis is placed on single and double turns, longer combinations, and more complex techniques. There is opportunity to perform in groups in classroom demonstrations. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC.

**DANC 215 INTERMEDIATE JAZZ**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): DANC 210 or equivalent.* **Description:** This course is designed for the more advanced dance student. Techniques and skills include more difficult and longer combinations and sequences. Opportunities to perform and creative endeavors are encouraged. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC.

**DANC 220 CONDITIONING FOR DANCE TECHNIQUE**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** This course is designed for the athlete, student of dance/drama, and others to help increase overall performance. Exercises to increase strength, endurance, flexibility, muscle tone and poise are used. Concepts of nutrition, prevention and care of injury, yoga, ballet, and body alignment are covered in detail. The history of dance and comparison of various dance styles is discussed. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**DANC 230 BODY MOVEMENT**

*Units (Grade Option) 0.5; Class Hours: Minimum of 24 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** This course is designed for the student with none or very limited dance experience. Development of basic movement skills, use of props, understanding elements of music are included. This course is recommended for singers and actors. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC.

**DANC 350 DANCE AEROBICS**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Warm up, toning exercises, vigorous dance sequences, cool down and stretching are presented to upbeat pop music. Safely working at one's own pace is emphasized. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**DANC 400 DANCE PRODUCTION**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Includes techniques and composition of actual dance performance productions. Choreography, music, make-up, costumes, lighting and staging are included. Course culminates in dance production. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC.

**FITNESS****FITN 121 FITNESS CENTER**

*Units (Credit/No Credit) 1-2; Class Hours: Minimum of 48-96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** A self paced course providing strength training through the use of free weights, selected machines, and aerobic conditioning equipment for lifelong health and wellness. The Fitness Center empowers students and athletes to optimize their fitness capabilities, achieving excellence through the promotion of a healthy lifestyle, providing opportunities to improve personal wellness and applying fundamentally sound principles.

Includes orientation, goal setting, and assessment. May be repeated for credit up to 3 times for a maximum of 6 units. Transfer: CSU, UC\*.

**FITN 122 LIFELONG FITNESS**

*Units (Grade Option) 2; Class Hours: Minimum of 96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** A comprehensive group activity course designed for all ages to improve cardiorespiratory function, upper and lower body muscular strength, muscular endurance, flexibility and body composition with additional emphasis on posture, coordination, agility and balance without use of special equipment. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

**FITN 123 CARDIO PUMP FITNESS**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** A total fitness class for men and women that is designed to improve cardiovascular endurance, muscular strength, flexibility, balance and coordination, posture and body mechanics. The use of free weights and exercubes is incorporated in class. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

**FITN 124 PILATES TRAINING**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Students learn to perform controlled, focused exercises based on the work of Joseph Pilates designed to increase strength and awareness of the body's core muscles. This course includes discussion of optimal musculoskeletal functioning for postural stability that enhance performance in everyday work and play, athletics and dance. Exercise mat required. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**FITN 128 GET ON THE BALL EXERCISING**

*Units (Grade Option) 1-2; Class Hours: Minimum of 48-96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Exercising on a stability ball to achieve functional movement, abdominal and lower-back strength, while increasing whole-body strength, flexibility, stabilization, balance, and coordination. This foundation course is suitable for all age groups and prepares body for all levels of activity – athletic to everyday movement. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

**FITN 140 EXERCISE APPRECIATION I**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** This is a basic conditioning course. Progressive exercise plans are offered that involve strength, endurance, flexibility, coordination, balance and agility. Tests and evaluation are affiliated with the Cañada Fitness Institute. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**FITN 151 BEGINNING STEP AEROBICS**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** The seventeen basic step techniques are developed in this beginning step aerobic course with emphasis on strength, endurance and flexibility. Routines include the use of step benches which aid improvement of overall fitness

levels. The class activity includes warm-up, vigorous activity and cool-down. Small weights are used to develop upper body and abdominal strength. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

#### **FITN 153 SOCCER CONDITIONING**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* A comprehensive group activity course designed to improve the total fitness level of the competitive intercollegiate community college soccer athlete. Course emphasizes cardiovascular fitness, strength, speed, balance and agility with and without the ball. Assessments of the students' fitness levels are made through a series of fitness tests. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

#### **FITN 154 VOLLEYBALL CONDITIONING**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* A comprehensive group activity course designed to improve the total fitness level of the competitive intercollegiate community college volleyball athlete. Course emphasizes cardiovascular fitness, strength, speed, balance and agility with and without the ball. Assessments of the students' fitness levels are made through a series of fitness tests. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

#### **FITN 201 BEGINNING WEIGHT CONDITIONING**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* Instruction and practice are provided in the elementary lifts and procedures of weight conditioning. Physiological considerations, nutrition, safety procedures, basic program of exercises and design of individualized workout sequences and goals are included. May not be repeated. Transfer: CSU: E2, UC\*.

#### **FITN 204 INTERMEDIATE/ADVANCED WEIGHT CONDITIONING**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): FITN 201 or equivalent. Description:* Continuation of FITN 201. Progressive skills and weight development in various weight conditioning exercises are emphasized in this course. Opportunities are granted to specialize in different areas of the body and to develop individualized programs. May be repeated for credit up to a maximum of 3 units. Transfer: CSU: E2, UC\*.

#### **FITN 210 VARSITY WEIGHT CONDITIONING**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Concurrent enrollment in a team sport or demonstrated skill in athletic competition. Description:* Designed for students in varsity or team sport to improve strength, balance, flexibility, and bulk through the use of free weights and weight machines. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

#### **FITN 250 PERSONAL TRAINER PREPARATION: ANATOMY AND PHYSIOLOGY**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Comprehensive coverage of functional anatomy, exercise physiology, nutrition and weight management, and cardiovascular

pathology and related risk factors. Successful completion of this course assists the student to prepare for a variety of national certification exams for Exercise Leader including the American College of Sports Medicine (ACSM) and the American Council on Exercise (ACE). Transfer: CSU.

#### **FITN 251 PERSONAL TRAINER: HEALTH APPRAISAL AND EXERCISE PRESCRIPTION**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, ENGL 836 or 400, and MATH 110 or 111; Prerequisite(s): None. Description:* Comprehensive coverage of health appraisal screening, health assessment techniques, fitness testing assessment, metabolic calculations, exercise programming and techniques to change health behaviors. Successful completion of this course assists the student in preparing for a variety of national certification exams for exercise leader including American College of Sports Medicine (ACSM) and American Council on Exercise (ACE). Transfer: CSU.

#### **FITN 306 FITNESS WALKING**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* This comprehensive course includes an historical perspective, with emphasis on the physical and mental benefits of walking, its effect on longevity, injury prevention, the cardiovascular system and disease rehabilitation. Additionally, such topics as hiking and backpacking, safety gear and weather are covered. Techniques of striding, race walking and nutrition, as it relates to overall fitness, are introduced. Areas conducive to safe walking, both in the community and in local parks, are used as well as the campus. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

#### **FITN 320 AEROBIC FITNESS**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* Through a slow build up utilizing calisthenics, stretching, and jogging, the student progresses towards a higher level of aerobic fitness. The core activity is jogging and, weather permitting, class is conducted outdoors. The assumption is made that this is a first time experience for the student and all activity starts at the beginners' level. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

#### **FITN 332 FLEXIBILITY AND STRETCHING**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* The focus of this course is to help condition and tone the body through low impact fitness techniques and total body stretching, proper breathing techniques, and exercises for flexibility. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

#### **FITN 334 YOGA**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* Introduction to basic yoga, breath work, and meditation. Specific poses, "asanas", movement modalities and yogi styles are practiced. Develop strength, relaxation and a sense of well being. Techniques of breathing are incorporated into each pose. Each class session ends with a variety of meditation techniques. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

**FITN 340 AEROBIC CYCLING**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** This aerobic cycling course is to acquaint students with use of stationary ergometers to help increase cardiovascular fitness levels and assist in lowering body fat, while increasing lean body mass. May be repeated for credit once. Transfer: CSU: E2, UC\*.

**INDIVIDUAL SPORTS****INDV 120 BADMINTON**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Instruction in the basic fundamentals of the game of badminton including techniques of singles and doubles play, rules of the game, and basic strategy. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**INDV 161 BEGINNING GOLF**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** Instruction in the techniques, rules, etiquette and philosophy of the game for the beginning golfer. Stance, grip, position, swing and follow-through as associated with selected irons and woods is covered. Most sessions are held on campus, some activity may be scheduled for local courses and driving ranges. May not be repeated. Transfer: CSU: E2, UC\*.

**INDV 164 INTERMEDIATE/ADVANCED GOLF**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated ability.* **Description:** Extension of the fundamentals learned in Beginning Golf. Considerable emphasis is placed on the competitive aspects of golf; tournament play is a major part of the course. Sessions are conducted at Cañada College and Emerald Hills golf course. May be repeated for credit up to 2 times. Transfer: CSU: E2, UC\*.

**INDV 166 EXPERT GOLF TRAINING**

*Units (Grade Option) 1-2; Class Hours: Minimum of 48-96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated skill.* **Description:** This course is offered for the advanced golfer wishing to prepare for competition either as a member of the Cañada College Varsity Golf Team or other competition. Major emphasis is on actual competition playing on local golf courses. A minimum passing score on a written test of golf rules and etiquette is required before playing on a course. A minimum skill level must be demonstrated to remain in the course. Included are both on and off course drills for skills and strategy. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**INDV 251 BEGINNING TENNIS**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** The fundamentals of tennis are covered in this course, including forehand and backhand ground strokes, serve and volley, rules, scoring system, tennis etiquette and basic tactics of singles and doubles play. Some competition is included at the end of the course. The improvement of the individual player is emphasized. May not be repeated. Transfer: CSU: E2, UC\*.

**INDV 252 BEGINNING/INTERMEDIATE TENNIS**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): INDV 251 or equivalent.* **Description:** Designed for students who have completed a semester of beginning tennis or the equivalent. Emphasis is on continued improvement in forehand and backhand ground strokes, serve, volley, lob and smash, and basic tactics of singles and doubles. Drills and match play occur throughout the semester. May not be repeated. Transfer: CSU: E2, UC\*.

**INDV 254 INTERMEDIATE/ADVANCED TENNIS**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): INDV 252 or equivalent.* **Description:** Designed for the student with prior tennis experience. All strokes and shots are presented, including forehand and backhand ground strokes, serve, volley, lob and overhead. Advanced instruction in singles and doubles play is included. Individual improvement is a major emphasis. May be repeated for credit one time. Transfer: CSU: E2, UC\*.

**INDV 256 EXPERT TENNIS TRAINING**

*Units (Grade Option) 2; Class Hours: Minimum of 96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated skill.* **Description:** Designed for men and women of expert tennis ability who wish to develop their tennis skills. Students are instructed in the fundamentals as needed and put through many drills designed to improve their tennis skills. Conditioning and strategy is a major part of this course. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**THEORY****P.E. 115 INTRODUCTION TO ADAPTIVE PHYSICAL EDUCATION**

*Units (Grade Option) 2; Class Hours: Minimum of 32 lecture hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.* **Description:** This course is designed to provide a working knowledge of numerous disabilities and current adaptive physical education techniques for students interested in pursuing a career in adaptive physical education, physical therapy, special education, or any other health-related field. Transfer: CSU: E2.

**P.E. 116 ASSISTING IN ADAPTIVE PHYSICAL EDUCATION**

*Units (Grade Option) 0.5-3; Class Hours: Minimum of 24-96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.*

**Description:** In this course students gain practical experience in the techniques of working with disabled persons through assisting in any of the adaptive physical education classes. May be repeated for credit up to 3 units. Transfer: CSU: E2.

**P.E. 118 INTRODUCTION TO FUNCTIONAL FITNESS MEASURES**

*Units (Grade Option) 0.5-3; Class Hours: Minimum of 24-144 by arrangement lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.*

**Description:** Introduction to the current testing measures used in the field of adaptive physical education and rehabilitation. This course material is relevant for individuals pursuing a career in physical therapy or a related field, as well as for persons working in any capacity with adults with special needs. Students learn and have an opportunity to practice a variety of testing protocols, as well as to evaluate the outcomes of a functional fitness program. Open entry/Open Exit. May be repeated for credit up to 3 times for a maximum of 3 units. Transfer: CSU.

**P.E. 305 THEORY OF BASKETBALL**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.*

**Description:** This course presents the techniques, strategies, history, and philosophy of the game of basketball. High school, college, and professional guest speakers participate in the course. Transfer: CSU, UC\*.

**P.E. 306 THEORY OF COACHING SOCCER**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): TEAM 141 or equivalent.*

**Description:** This course is designed for the student who wishes to coach soccer at the youth, adult or collegiate level. Rules of the game, coaching theories for youth and adults, and coaching tactics for basic and advanced situations are discussed. Transfer: CSU, UC\*.

**P.E. 308 ATHLETIC INJURY CARE INTERNSHIP**

*Units (Grade Option) 2; Class Hours: Minimum of 96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.*

**Description:** Under the direct supervision of the college athletic trainer, students gain hands-on experience and instruction in the prevention and management of athletic injuries. Career opportunities and preparation for transfer to athletic training or other allied health professions are emphasized. May be repeated for credit up to 3 times. Transfer: CSU.

**TEAM SPORTS****TEAM 105 ADVANCED BASEBALL**

*Units (Grade Option) 2; Class Hours: Minimum of 96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated competency.*

**Description:** This course is designed for the advanced baseball player with superior skills of play. Fundamentals of baseball related to the advanced player are offered. Evaluation devices are geared to advanced skill in performance. May be repeated for credit once. Transfer: CSU: E2, UC\*.

**TEAM 111 BEGINNING BASKETBALL**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.*

**Description:** This course provides the fundamental skills of basketball such as dribbling, passing, and shooting. Elementary team offense and defense situations are offered dealing primarily with two and three men situations. Playing rules of the game are stressed through written and practical examinations. Skill testing is emphasized. A round robin schedule is provided. May not be repeated. Transfer: CSU: E2, UC\*.

**TEAM 115 ADVANCED BASKETBALL**

*Units (Grade Option) 1-1.5; Class Hours: Minimum of 48-72 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): TEAM 111 or demonstrated skill.*

**Description:** Advanced aspects of team offense and defense. Emphasis is placed on team play through the medium of round robin schedules and tournaments. Evaluation is conducted through written and practical examinations on rules and skills taught. May be repeated for credit up to 2 times. Transfer: CSU: E2, UC\*.

**TEAM 141 BEGINNING SOCCER**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.*

**Description:** This course covers instruction in basic fundamentals essential for team play. Skills such as dribbling, trapping, passing, heading, shooting, and throw-ins are combined with conditioning drills preparing one for competition. The rules of the game are taught for a thorough understanding of team play. Tests of basic skills and game laws are conducted. May not be repeated. Transfer: CSU: E2, UC\*.

**TEAM 143 ADVANCED SOCCER**

*Units (Grade Option) 1-1.5; Class Hours: Minimum of 48-72 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated skill.*

**Description:** Competitive team play is stressed with advanced strategies employed. Tactics are emphasized that require advanced skills and conditioning. Tests are conducted to measure the degree of proficiency. May be repeated for credit up to 2 times. Transfer: CSU: E2, UC\*.

**TEAM 148 INDOOR SOCCER**

*Units (Grade Option) 1; Class Hours: Minimum of 48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): TEAM 141 or demonstrated skill.*

**Description:** This course focuses on indoor soccer at an intermediate level of play. It includes individual and group drills, skills development, rules of the game, and team play through round robin competition. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**TEAM 151 BEGINNING SOFTBALL**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.*

**Description:** This is a course which offers instruction in the basic fundamentals of softball play. Students participate in both round robin and tournament schedules. Beginning skills are taught and play situations expanded. Slow pitch receives the major emphasis, but fast pitch may be offered. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**TEAM 171 BEGINNING VOLLEYBALL**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None.*  
**Description:** Instruction and practice of the fundamentals of the game including serving, passing, setting, spiking, and the basic defensive and offensive strategies. Emphasis is placed on the rules and etiquette of the game. Round robin play is included. May not be repeated for credit. Transfer: CSU: E2, UC\*.

**TEAM 174 INTERMEDIATE/ADVANCED VOLLEYBALL**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): TEAM 171 or demonstrated skill.*  
**Description:** Continuation of TEAM 171. Emphasis is placed on refinement of basic fundamentals of the game, team set ups, play, and knowledge of the rules. Round robin team play is involved. May be repeated for credit up to 2 times. Transfer: CSU: E2, UC\*.

**TEAM 180 COMPETITION VOLLEYBALL I**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): TEAM 174 or equivalent skill level; Corequisite(s): Concurrent enrollment in TEAM 699.*  
**Description:** Designed for the intermediate to advanced volleyball student with an emphasis on team offensive/defensive strategies. Includes participation in organized round-robin competition preceded by a brief period of appropriate warm-up activities. Transfer: CSU, UC\*.

**TEAM 181 COMPETITION VOLLEYBALL II**

*Units (Grade Option) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): TEAM 180 or equivalent skill level; Corequisite(s): Concurrent enrollment in TEAM 699.*  
**Description:** Designed for the expert volleyball student with an emphasis on the 6-2 and 5-1 team offensive/defensive systems and strategies. Includes participation in organized round-robin competition preceded by a brief period of appropriate warm-up activities. May be repeated for credit up to 2 times. Transfer: CSU, UC\*.

**TEAM 185 EXPERT VOLLEYBALL TRAINING**

*Units (Grade Option) 1-2; Class Hours: Minimum of 48-96 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): TEAM 180 or demonstrated skill level.*  
**Description:** Designed for advanced and expert level volleyball players who wish to further develop technique, enhance their individual skills and team strategies. This course emphasizes individual and team training in order to prepare players for game play and/or competition. Course includes an introduction to, and use of, advanced offensive and defensive systems using international rules. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

**INTERCOLLEGIATE SPORTS****VARS 104 VARSITY BASEBALL**

*Units 3; Class Hours: Minimum of 160 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated ability.*  
**Description:** This course consists of intercollegiate competition in the Coast Conference and participation in regional tournaments, Northern California playoffs and the State C.C. Championships when qualified. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**VARS 114 VARSITY BASKETBALL**

*Units 3; Class Hours: Minimum of 160 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated ability.*  
**Description:** This course consists of intercollegiate competition in the Coast Conference and participation in regional tournaments, Northern California playoffs and the State C.C. Championships when qualified. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**VARS 140 VARSITY GOLF**

*Units 3; Class Hours: Minimum of 160 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated ability.*  
**Description:** This course consists of intercollegiate competition in the Coast Conference and participation in dual matches, invitationals and the conference championships. Team members also participate in the Northern California and State C.C. Championships when qualified. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**VARS 154 VARSITY SOCCER**

*Units 3; Class Hours: Minimum of 160 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated ability.*  
**Description:** This course consists of intercollegiate competition in the Coast Conference and participation in regional tournaments, NorCal playoffs and the state conference championships when qualified. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**VARS 170 VARSITY TENNIS**

*Units 3; Class Hours: Minimum of 160 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated ability.*  
**Description:** This course consists of intercollegiate competition in the Coast Conference and participation in dual matches, invitationals, league meets, Northern California and State C.C. Championships when qualified. May be repeated for credit up to 3 times. Transfer: CSU: E2, UC\*.

**VARS 340 VARSITY WOMEN'S VOLLEYBALL**

*Units 3; Class Hours: Minimum of 160 lab hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): Demonstrated ability; Athlete must be enrolled in 12 units.*  
**Description:** Intercollegiate competition in the Coast Conference and NorCal and State CC championships when qualified. May be repeated for credit up to 3 times. Transfer: CSU, UC\*.

**PHYSICS****PHYS 210 GENERAL PHYSICS I****(CAN PHYS 2) (CAN PHYS SEQ A = PHYS 210 + 220)**

*Units 4; Class Hours: Minimum of 48 lecture/48 lab/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MATH 130 or equivalent.*  
**Description:** Covers basic concepts of physics, including the nature of physics, mechanics, elasticity and simple harmonic motion, waves and sound, fluids, heat and temperature, and the kinetic theory of gases. The course meets general education requirements and requirements for many majors in the life sciences. Transfer: CSU: B1, B3, UC\*. (IGETC: 5A\*)

**PHYS 220 GENERAL PHYSICS II****(CAN PHYS 4) (CAN PHYS SEQ A = PHYS 210 + 220)**

*Units 4; Class Hours: Minimum of 48 lecture/48 lab/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): PHYS 210. Description:* Basic concepts of physics including the nature of physics, electricity and magnetism, electromagnetic waves, optics, the special theory of relativity, atomic physics, and quantum mechanics. The course meets requirements for many majors in the life sciences. Transfer: CSU, UC\*. (IGETC: 5A)

**PHYS 250 PHYSICS WITH CALCULUS I****(CAN PHYS 8) (CAN PHYS SEQ B = PHYS 250 + 260 + 270)**

*Units 4; Class Hours: Minimum of 48 lecture/48 lab/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): MATH 251 or equivalent. Description:* This course is the first in a three-semester series designed to provide a thorough foundation in the fundamentals of physics for students majoring in engineering, physics, chemistry and other science related majors. Topics include vectors, kinematics, particle dynamics, energy methods, system of particles, momentum, rotational motion, oscillations, equilibrium, gravitation, and fluid dynamics. Transfer: CSU: B1, B3, UC\*. (IGETC: 5A\*)

**PHYS 260 PHYSICS WITH CALCULUS II****(CAN PHYS 12) (CAN PHYS SEQ B = PHYS 250 + 260 + 270)**

*Units 4; Class Hours: Minimum of 48 lecture/48 lab/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): PHYS 250 or equivalent; and MATH 252 or equivalent. Description:* This course is the second in a three-semester sequence for students majoring in engineering, physics, chemistry and other science related majors. The course covers electrostatics, circuits, magnetostatics, magnetism of currents, AC circuits and electromagnetic waves. Transfer: CSU: B1, B3, UC\*. (IGETC: 5A\*)

**PHYS 270 PHYSICS WITH CALCULUS III****(CAN PHYS 14) (CAN PHYS SEQ B = PHYS 250 + 260 + 270)**

*Units 4; Class Hours: Minimum of 48 lecture/48 lab/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): PHYS 250 or equivalent; and MATH 252 or equivalent. Description:* This course is the third in a three-semester series designed for students majoring in engineering, physics, chemistry, and other science-related majors. Topics include waves, thermodynamics, geometrical optics, physical optics, and modern physics including special relativity and quantum mechanics. Transfer: CSU, UC\*. (IGETC: 5A\*)

**PHYS 405 APPLIED RADIOGRAPHIC PHYSICS**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): MATH 110 or equivalent and an introductory course in Physical Science such as CHEM 192, 410 or equivalent. Description:* Introduction to the basic ideas about matter, energy, electricity, magnetism and electromagnetic radiation, with emphasis on X-ray phenomena. Applications to the interaction of radiation with matter and X-ray circuits are included. This course is required for students pursuing careers as Radiologic Technologists. Transfer: CSU: B1.

**POLITICAL SCIENCE****PLSC 103 CRITICAL THINKING ABOUT WORLD POLITICS**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This introductory course is designed to improve the student's ability to think clearly about world political problems and their social, political, and economic implications. Reasoning skills are applied when evaluating and constructing convincing arguments about current world political controversies. Transfer: CSU: A3, UC.

**PLSC 130 INTERNATIONAL RELATIONS**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Introductory survey of world politics. The historical background, recent, and ongoing developments in the international politics of the major countries and regions of the world are explored for their social, political, and economic implications. Also included is the study of nation-state system, military and economic challenges to world peace, and attempts to resolve international conflicts by peaceful means. Transfer: CSU: DSI, UC. (IGETC: 4)

**PLSC 150 INTRODUCTION TO POLITICAL THEORY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* A comparative study of contemporary political ideologies such as nationalism, fascism, communism, and capitalist/socialist versions of democracy and their social, political, and economic implications. Traditional concepts of political thought such as authority, community, freedom, and obligation as they affect current issues are explored. Transfer: CSU: DSI, UC. (IGETC: 4)

**PLSC 210 AMERICAN POLITICS (CAN GOVT 2)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is a study of the U.S. and California Constitutions with foci on the political philosophies of its framers and the inter-related functions of the three branches of the federal government. Students closely examine the rights and obligations of all citizens as established by the U.S. and California Constitutions in conjunction with evolving Judeo-Christian democratic principles. Contemporary relationships between federal, state and local governments are consistently explored. Transfer: CSU: DUS-2, DUS-3 & DSI, UC. (IGETC: 4)

**PLSC 310 CALIFORNIA STATE AND LOCAL GOVERNMENT**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* California state and local government with special emphasis on the U.S. and California Constitutions as providing the basic framework for our political institutions and processes of Federal, State, and local government. Relationships between Federal, State, and local governments are explored also. Transfer: CSU: DUS-3 & DSI.

**PLSC 415 RACE TO SAVE THE PLANET**

*Telecourse: Units 3; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Examines one of the most critical political issues of the 1990's, the environment. The course is divided into three areas: the development of environmental problems, the current condition of politics, and the environmental and political solutions. Completion of at least one Social Science class is recommended. Transfer: CSU.

**PSYCHOLOGY****PSYC 100 GENERAL PSYCHOLOGY (CAN PSY 2)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Introductory psychology course designed to examine principles of learning, theories of personality, uses for tests and measurements, behavioral disorders, mental health theories, developmental aspects of individuals, and social psychology. Students study experimental designs and research data and their social implications. Transfer: CSU: DSI, UC. (IGETC: 4)

**PSYC 106 PSYCHOLOGY OF ETHNIC MINORITY GROUPS**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Broad overview of the variables which influence the psychological development, adjustment, coping strategies, and mental health of ethnic minority groups in the United States. Economic, educational, political, and legal issues are analyzed for their psychological impact on these groups. Special attention is given to Americans of African, Asian, Hispanic, and Native American descent, although other ethnic minority groups are included also. Psychological research studies and clinical illustrations make up a portion of the course. (Fulfills Associate degree Ethnic Studies requirement.) Transfer: CSU: DSI, UC. (IGETC: 4)

**PSYC 108 PSYCHOLOGY IN PRACTICE**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Application of psychological principles to problems of everyday living, in contrast to the technical-scientific approach of Psychology 100. Intended for students who want a general picture of human psychology. (May not be taken for credit following PSYC 100). Transfer: CSU.

**PSYC 110 MARRIAGE AND RELATIONSHIP CHOICES**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This is a broad survey of past, present, and future relationships which involve closeness and intimacy. Lifestyles of singlehood, marriage, divorce, and widow/widowerhood are discussed. Other topics include love and romance, sexual values, loneliness, power, jealousy, communication and conflict, choices of relationships, and stepfamilies. Transfer: CSU: DSI.

**PSYC 112 APPLIED PSYCHOLOGY THROUGH FILM**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course focuses on topics in the field of psychology using the media of film with attention given to the following areas: maladaptive behavior, the special child, interpersonal relationships, adolescent adjustment, learning and personality development, and the adjustment of the elderly. Transfer: CSU: DSI.

**PSYC 200 DEVELOPMENTAL PSYCHOLOGY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): PSYC 100. Description:* Overview of psychological development from birth through old age. The physical, cognitive, and social changes throughout the life-span are examined. Particular emphasis is placed on research studies that illustrate principles of developmental psychology. Transfer: CSU: DSI & E1, UC\*. (IGETC: 4)

**PSYC 201 CHILD DEVELOPMENT (CAN FCS 14)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): PSYC 100. Description:* Overview of the developmental trends affecting human growth from the prenatal period to adolescence. Factors influencing physical, emotional, mental, and social development are also analyzed. PSYC 100 is a required prerequisite for transfer. Transfer: CSU: DSI, UC\*. (IGETC: 4)

**PSYC 202 ADOLESCENT BEHAVIOR**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* The behaviors, values and complexities of the adolescent years. The changes that occur in physical, emotional, mental, and social development during adolescence and their implications are studied. Transfer: CSU: DSI, UC. (IGETC: 4)

**PSYC 221 THE SPECIAL CHILD**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Issues and changes in the field of special education. Descriptive and diagnostic differences of exceptional persons (deaf, learning disabled, orthopedically handicapped, visually handicapped, emotionally disturbed, deaf/blind, and the gifted) are studied. Transfer: CSU.

**PSYC 300 SOCIAL PSYCHOLOGY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): PSYC 100 or SOCI 100. Description:* This course is an overview of the interaction among groups. Self-concept, attitude formation and change, interpersonal attraction, aggression, group dynamics and leadership, impression formation, and other related topics are studied also. Transfer: CSU: DSI, UC. (IGETC: 4)

**PSYC 330 SPORTS PSYCHOLOGY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* An analysis of psychological and sociological concepts relating to participation in sports. The mental factors which help produce optimum performance are examined. Also included are the latest research and practice in applied sports psychology. Transfer: CSU.

**PSYC 340 PSYCHOLOGY OF HUMAN SEXUALITY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is a broad overview of the psychological aspects of human sexuality influencing sexual identity and behavior and their implications. Also includes relevant research, sexual malfunction, therapeutic approaches, and personal attitudes and values. Students write brief papers to apply concepts to their own experiences. Transfer: CSU: DSI & E1, UC. (IGETC: 4)

**PSYC 391 PARENTING**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* The stages of parenting and their social and cultural implications. Guides for positive parenting structures for parents, single parents, stepparents and working parents are provided. Emphasis is placed on the adjustment to parenthood and guidelines for meeting the needs of children. Recommended as an elective for Early Childhood Education majors. Transfer: CSU.

**PSYC 410 ABNORMAL PSYCHOLOGY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Elaboration on the study of abnormal behavior and personality introduced in previous courses. Topics include neuroses, psychoses and other psychological problems, along with their etiology, dynamics, principal symptoms, and treatments. The relationship between theory of personality and psychotherapy is explored. Transfer: CSU: DSI, UC. (IGETC: 4)

**RADIOLOGIC TECHNOLOGY****RADT 400 ORIENTATION TO RADIOLOGIC TECHNOLOGY**

*Units 2; Class Hours: Minimum of 32 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): None. Description:* This course is an orientation to Radiologic Technology including organization of medical practice, the socioeconomic, political and legal aspects of health care with special emphasis on radiology. Included is an introduction to radiation protection and the provisions of the California Administrative Code, Title XVII Radiation Control Regulations.

**RADT 408 PERSPECTIVES IN RADIOLOGY**

*Units 0.5; Class Hours: Minimum of 4 lecture/12 by arrangement lab hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Acceptance to the Radiologic Technology Program. Description:* This course is designed for the person who has been accepted to the Radiologic Technology Program and the person who has been accepted to the program in the "alternate" status. It consists of guided observation of the working radiology department and requires the student to complete a descriptive paper on the experience.

**RADT 410 RADIOGRAPHIC POSITIONING**

*Units 4; Class Hours: Minimum of 48 lecture/48 lab hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Acceptance in the Radiologic Technology Program. Description:* Positioning of the human body for radiographic purposes is covered in this course. Included are all routine examinations, discussion of pathologic conditions encountered on radiographs. Laboratories offer demonstration and student practice on actual radiographic equipment.

**RADT 415 RADIATION PROTECTION AND BIOLOGY**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): PHYS 405. Description:* Study of the effects and methods of measurement of radiation in the human body. Discussion of historic and current concepts in governmental regulations and protection requirements provides the student with background sufficient to understand the methods for protecting patients as well as medical personnel from unnecessary radiation exposure.

**RADT 418 CLINICAL EDUCATION I**

*Units 4.5; Class Hours: Minimum of 256 lab hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Acceptance in the Radiologic Technology Program and concurrent enrollment in RADT 410. Description:* Designed for the first semester Radiologic Technology student. Includes orientation to clerical procedures, film processing/darkroom procedures, patient transportation procedures, supplies and equipment. Students observe and participate in radiographic positioning and other procedures appropriate to the student's current level of education.

**RADT 420 RADIOGRAPHIC POSITIONING II**

*Units 3.5; Class Hours: Minimum of 48 lecture/24 lab hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): RADT 410 and concurrent enrollment in RADT 428. Description:* Positioning the human body for radiographic purposes with emphasis on neuro-radiography, genito-urinary and vascular radiography. Specialized procedures of the skeletal, respiratory and gastro-intestinal systems and patient care are included. Pathological conditions appropriate for radiographers are discussed. Students perform related projects in the affiliated hospital to which they are assigned for Clinical Education (RADT 428).

**RADT 428 CLINICAL EDUCATION II**

*Units 5; Class Hours: 16 lab hours/21 weeks; total 328 hours; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Successful completion of RADT 418 and concurrent enrollment in RADT 420.*

**Description:** Designed for the second semester Radiologic Technology student. Students continue to build their skills in radiographic positioning and maintain their skill levels in tasks mastered in RADT 418.

**RADT 430 PRINCIPLES OF RADIOGRAPHIC FILM PRODUCTION**

*Units 3.5; Class Hours: Minimum of 48 lecture/24 lab hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): PHYS 405 with a grade of "C" better.* **Description:** Application of the theoretical physics principles of the production of radiation to the practical job of producing quality radiographs with the least possible exposure dose to the patient. Included is a thorough exploration of the major and minor technical factors and their use and effects, analysis of film quality, and methods for correcting improperly exposed radiographs. Transfer: CSU.

**RADT 435 IMAGING EQUIPMENT AND QUALITY CONTROL**

*Units 1.5; Class Hours: Minimum of 16 lecture /24 lab hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): RADT 430.* **Description:** Introduction to the various types of equipment and tests required to organize and implement a program of quality control in diagnostic imaging. Traditional and innovative imaging equipment requiring quality control programs are discussed.

**RADT 438 CLINICAL EDUCATION III**

*Units 2.5; Class Hours: 16 lab hours/week for 10 weeks; total 160 hours; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): RADT 428.* **Description:** Designed for the third semester Radiologic Technology student. Students continue to build their skills.

**RADT 440 ADVANCED IMAGING MODALITIES AND SPECIALIZED PROCEDURES**

*Units 4; Class Hours: Minimum of 64 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): RADT 410, 420, and 430 with grades of C or better or certification as a Radiologic Technologist.* **Description:** Students apply basic technical and positioning knowledge to special procedures and care of the patient undergoing such procedures. Appropriate pathology encountered in special procedures is discussed. Principles of CT and MRI are introduced in this course.

**RADT 441 SECTIONAL ANATOMY**

*Units 1.5; Class Hours: Minimum of 24 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): BIOL 250 or equivalent or certification as a Radiologic Technologist.* **Description:** The human anatomic structures from a sectional perspective utilizing transverse and axial planes for reference are covered in this course. Anatomic landmarks are identified. This course is required for Radiologic Technology students.

**RADT 442 RADIOGRAPHIC PATHOLOGY**

*Units 1.5; Class Hours: Minimum of 24 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): BIOL 250 or 260 or technical experience in Radiography.* **Description:** Disease processes commonly encountered by the Radiographer are presented in

this course. Students study Radiographic CT and MRI images of skeletal, neurologic, gastro-intestinal, respiratory, circulatory and reproductive systems. This course is required for Radiologic Technology students.

**RADT 448 CLINICAL EDUCATION IV**

*Units 6.5; Class Hours: 24 lab hours/week for 18 weeks; total 432 hours; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Successful completion of RADT 438.* **Description:** Designed for the fourth semester radiologic technology student. Students continue to build the skills obtained in previous clinical education experiences.

**RADT 450 REGISTRY REVIEW**

*Units 1.5; Class Hours: Minimum of 24 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Successful completion of or concurrent enrollment in an approved Radiologic Technology Program.* **Description:** Designed to prepare the student for board examination through lecture review and preparatory testing. This course is required for the Radiologic Technology student.

**RADT 458 CLINICAL EDUCATION V**

*Units 7.5; Class Hours: 24 lab hours/week for 20 weeks; total 480 hours; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Successful completion of RADT 448.* **Description:** Designed for the fifth semester radiologic technology student. Students continue to build the skills obtained in previous clinical education experiences.

**RADT 468 CLINICAL EDUCATION VI**

*Units 5.5; Class Hours: 40 lab hours/4 weeks, 24 lab hours/8 weeks; total 352 hours; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Satisfactory completion of RADT 458.* **Description:** This final phase of clinical education allows the student to perform radiographic procedures on patients in affiliated hospitals with minimal or indirect assistance in preparation for entry into employment. The final four weeks of training are dedicated to a specialized area of radiography and require full time attendance in the clinical setting.

**RADT 470 SPECIALIZED TECHNIQUES: MAMMOGRAPHY**

*Units (Grade Option) 1.5; Class Hours: Minimum of 24 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Enrollment in the Radiologic Technology program or certification as a Radiologic Technologist.* **Description:** This course covers the curriculum mandated by the California Department of Health Services, Radiologic Health Branch. It satisfies requirements for qualifications and continuing education provisions for persons who perform mammographic x-ray procedures.

**RADT 471 SPECIALIZED TECHNIQUES: FLUOROSCOPY**

*Units (Grade Option) 2; Class Hours: Minimum of 32 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Certification as a radiologic technologist.* **Description:** This course covers the curriculum mandated by the California Department of Health Services, Radiologic Technology Branch. It satisfies requirements for qualifications and continuing education provisions for persons who perform fluoroscopic x-ray procedures.

**RADT 474 VENIPUNCTURE FOR CONTRAST MEDIA ADMINISTRATION**

*Units 1; Class Hours: Minimum of 8 lecture/24 lab hours/semester; Recommended: Eligibility for READ 420, ENGL 100, and MATH 110 or 111; Prerequisite(s): California full certification as a radiologic technologist or enrollment as a second year student in a two year radiologic technology program. Description:* A training course in the techniques of venipuncture used by radiologic technologists for the introduction of contrast media into patient tissues. Also included are lectures on the pharmacology of contrast media.

**RADT 475 SPECIALIZED TECHNIQUES: PRINCIPLES OF COMPUTED TOMOGRAPHY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): Certification as a radiologic technologist or RADT 415. Description:* This course is a comprehensive study of Computed Tomography (CT), including physical principles and clinical applications. Sectional anatomy, patient care, professional ethics, pathology correlation, procedural protocols, and contrast media are included. Transfer: CSU.

**READING**

(See courses under English, Literature and Reading)

**REAL ESTATE****R.E. 100 REAL ESTATE PRINCIPLES**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* The study of real property and laws relating to ownership; contracts; appraisal; taxes; transfer of property, financing real estate brokerage and ethics; landlord/tenant; agency and licensing. (Meets state requirements for salesperson examination.) Transfer: CSU.

**R.E. 110 REAL ESTATE PRACTICE**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* A comprehensive presentation of real estate brokerage skills with emphasis on the daily activities of salespersons and brokers; including ethics, disclosures, prospecting, listing, advertising, financing, escrows, and property management and leasing. Transfer: CSU.

**R.E. 141 REAL ESTATE APPRAISAL**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is an overview of the appraisal of residential real estate, with emphasis on the single-family residence. Also includes the principles that motivate buyers, approaches to the influences on value, appraisal process including the collection and evaluation of data, and writing the appraisal report. Transfer: CSU.

**SECRETARIAL/OFFICE SKILLS/WORD PROCESSING**

(see Business/Office Technology)

**SOCIAL SCIENCE****SOSC 120 INTRODUCTION TO SOCIAL GERONTOLOGY**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is a broad overview of the field of gerontology. The elderly and the aging process with emphasis on the physical, psychological, and sociological aspects and their social, political, and cultural implications are examined. Transfer: CSU.

**SOSC 250 MEXICAN-AMERICAN CULTURE**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course is a broad overview of the study of the contemporary Mexican-American community. Also addressed are the study of the Mexican-American political and cultural heritage, social structures, problems, movements, and creative contributions. (Fulfills Associate degree Ethnic Studies requirement.) Transfer: CSU: C2, DSI, UC. (IGETC: 4)

**SOSC 800 DRUGS IN SOCIETY**

*Units (Credit/No Credit) 1; Class Hours: Minimum of 16 lecture hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* This course covers basic physical and psycho-pharmaceutical actions of commonly abused substances, and the patterns of substance abuse in various subpopulations in the community. Units do not apply toward AA/AS degree.

**SOSC 890 INTRODUCTION TO THE SOCIAL SCIENCES**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Basic Skills Level: Open Curriculum; Prerequisite(s): None. Description:* This is a content-based survey course of the basic concepts, skills, and vocabulary used in history, political science, sociology, psychology, geography, philosophy, social sciences and economics. Also included is analytical reading, outlining, and specialized writing skills, such as composition, sentence and paragraph structure related to essays written for courses in social sciences. The course is taught by a content instructor and an ESL/English instructor. Units do not apply toward AA/AS degree.

**SOCIOLOGY****SOCI 100 INTRODUCTION TO SOCIOLOGY (CAN SOC 2)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Introductory course on the identification and analysis of basic social structures and forces that motivate and direct social behavior. Additional topics include an overview of the methods of sociology and a survey and analysis of America's social institutions and their political, economic, and social implications. Transfer: CSU: DSI, UC. (IGETC: 4)

**SOCI 105 SOCIAL PROBLEMS (CAN SOC 4)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Overview of selected social issues in relation to changes in society and their social, political, and economic implications. Additional topics include poverty, aging, health care, corporate power, work, and economic and political structures. Emphasis is placed on social science research and theory in a changing world. Transfer: CSU: DSI, UC. (IGETC: 4)

**SOCI 141 UNDERSTANDING DIVERSE RACIAL/ETHNIC CULTURES**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course explores the history and contemporary experience of ethnic and racial stratification in the United States. Institutional racism and the role of legal and economic forces on people from diverse cultures is discussed. Students also learn of the contributions made to the American society by various racial and ethnic groups. (Fulfills Associate degree Ethnic Studies requirement.) Transfer: CSU: DSI, UC. (IGETC: 4)

**SOCI 254 SOCIOLOGY OF WOMEN**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Study of the social significance and social creation of gender. The impact of gender as a social factor in shaping inequality; sexual segregation; and the dynamics of interpersonal power in the family, the work place, and personal relationships are discussed. Transfer: CSU: DSI, UC. (IGETC: 4)

**SPANISH****SPAN 110 ELEMENTARY SPANISH (CAN SPAN 2) (CAN SPAN SEQ A = SPAN 110 + 120)**

*Units (Grade Option) 5; Class Hours: Minimum of 80 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Provides students with no prior knowledge of Spanish the opportunity to develop basic oral communication skills that allows them to use the language to talk about themselves, families, studies, occupations, surroundings, etc. Basic reading comprehension and writing skills are also developed. Cultural aspects of the Spanish-speaking world are highlighted, in order to raise cultural awareness and to use the language in a culturally appropriate manner. The class is conducted primarily in Spanish. Transfer: CSU, UC.

**SPAN 111 ELEMENTARY SPANISH I**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Equivalent to the first half of SPAN 110. Provides students with no prior knowledge of Spanish the opportunity to develop basic oral communication skills that allows them to use the language to talk about themselves, their families, their studies, other occupations, their surroundings, etc. Basic reading comprehension and writing skills are also developed. Cultural aspects of the Spanish-speaking world are highlighted, in order to raise cultural

awareness and to use the language in a culturally appropriate manner. The class is conducted primarily in Spanish. Transfer: CSU, UC\*.

**SPAN 112 ELEMENTARY SPANISH II**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 111. Description:* Continuation of SPAN 111. Equivalent to the second half of SPAN 110. Provides students with minimum prior knowledge of Spanish the opportunity to develop basic oral communication skills that allows them to use the language to talk about themselves, their families, their studies, other occupations, their surroundings, etc. Basic reading comprehension and writing skills are also developed. Cultural aspects of the Spanish-speaking world are highlighted, in order to raise cultural awareness and to use the language in a culturally appropriate manner. The class is conducted primarily in Spanish. (SPAN 111 and 112 are equivalent to SPAN 110.) Transfer: CSU, UC\*.

**SPAN 120 ADVANCED ELEMENTARY SPANISH (CAN SPAN 4) (CAN SPAN SEQ A = SPAN 110 + 120)**

*Units (Grade Option) 5; Class Hours: Minimum of 80 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 110 or 112, or equivalent. Description:* Continuation of SPAN 110 or 112, for students who can use Spanish to talk about the "here and now" and narrate a simple story in the past. Students further develop and practice oral and written communication skills in many contexts (health, pressures and conveniences of modern life, the arts, the environment, social life, the workplace, government and civic responsibilities and travel). Cultural aspects of the Spanish-speaking world are emphasized. The class is conducted primarily in Spanish. Transfer: CSU: C2, UC. (IGETC: 6)

**SPAN 121 ADVANCED ELEMENTARY SPANISH I**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 110 or 112, or equivalent. Description:* Equivalent to the first half of SPAN 120. Continuation of SPAN 110 or 112, for students who can use Spanish to talk about the "here and now" and narrate a simple story in the past. Students further develop and practice oral and written communication skills in many contexts (health, pressures and conveniences of modern life, the arts, free-time activities). Cultural aspects of the Spanish-speaking world are emphasized. The class is conducted primarily in Spanish. This course may be used for partial fulfillment of transfer language requirements. Transfer: CSU: C2, UC\*.

**SPAN 122 ADVANCED ELEMENTARY SPANISH II**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 121 or equivalent.*

**Description:** Continuation of SPAN 121. Designed for students who can use Spanish to talk about the “here and now”, narrate stories in the past, and express feelings and opinions. Students further develop and practice oral and written communication skills in many contexts (environmental issues, social life, the workplace, government and civic responsibilities and travel). Cultural aspects of the Spanish-speaking world are emphasized. The class is conducted primarily in Spanish. This course may be used for partial fulfillment of transfer language requirements. Transfer: CSU: C2, UC\*. (IGETC: 6)

**SPAN 130 INTERMEDIATE SPANISH****(CAN SPAN 8) (CAN SPAN SEQ B = SPAN 130 + 140)**

*Units (Grade Option) 5; Class Hours: Minimum of 80 lecture/32 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 120 or 122, or equivalent.*

**Description:** Vocabulary development in topics such as the environment, inventions and innovations, human and civil rights, diversity and discrimination, relationships, show business, food and nutrition. Preterit and imperfect, indicative and subjunctive, perfect tenses, conditional sentences. Cultural aspects of the Spanish-speaking world presented through literature, songs, art, videos, newspapers, internet. The class is conducted primarily in Spanish. Transfer: CSU: C2, UC. (IGETC: 3B)

**SPAN 131 INTERMEDIATE SPANISH I**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 120 or 122, or equivalent.*

**Description:** Vocabulary development in topics such as the environment, inventions and innovations, human and civil rights. Preterit and imperfect, present indicative and subjunctive, plans and preferences. Cultural aspects of the Spanish-speaking world presented through literature, songs, art, videos, newspapers, internet. Class is conducted primarily in Spanish. This course is equal to approximately the first half of SPAN 130. Transfer: CSU: C2, UC\*.

**SPAN 132 INTERMEDIATE SPANISH II**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 131.*

**Description:** Vocabulary development in topics such as diversity and discrimination, relationships, show business, food and nutrition. Indicative and subjunctive (present and past), perfect tenses, conditional sentences. Cultural aspects of the Spanish-speaking world presented through literature, art, songs, videos, newspapers, internet. The class is conducted primarily in Spanish. This course is equal to approximately the second half of SPAN 130. Transfer: CSU: C2, UC\*.

**SPAN 140 ADVANCED INTERMEDIATE SPANISH (CAN SPAN 10)****(CAN SPAN SEQ B = SPAN 130 + 140)**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 130 or equivalent.*

**Description:** This course includes further practice

of conversation and composition based on class reading of works of modern Spanish and Latin-American authors; review of grammar; collateral reading of Spanish and Spanish-American literature. This course is intended for English speaking students rather than bilingual students. Transfer: CSU: C2, UC. (IGETC: 3B)

**SPAN 150 SPANISH FOR HERITAGE SPEAKERS I**

*Units (Grade Option) 4; Class Hours: Minimum of 64 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.*

**Description:** Designed primarily for Spanish speaking students who are comfortable with oral communication. This course builds on linguistic and cultural knowledge that students already possess, and expands and strengthens their skills. Includes vocabulary development, spelling and accents, registers, dialectal variation, cultural readings from media sources and introduction to Spanish language literature. Transfer: CSU.

**SPAN 152 SPANISH FOR HERITAGE SPEAKERS II**

*Units (Grade Option) 4; Class Hours: Minimum of 64 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.*

**Description:** Designed primarily for Spanish speaking students who are comfortable with oral communication. This course builds on linguistic and cultural knowledge that students already possess, and expands and strengthens their skills. Includes vocabulary development, spelling and accents, registers, dialectal variation, cultural readings from media sources, and an introduction to Spanish language literature from South America. Transfer: CSU.

**SPAN 161 READINGS IN SPANISH LITERATURE I**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 140 or equivalent.*

**Description:** This course is conducted solely in Spanish and focuses on reading and writing in Spanish. Students study Spanish grammar and orthography and develop their skills in reading and writing. Using oral and written Spanish to communicate on topics of interest, and through discussions of reading from authors of the Spanish speaking world, students enrich and strengthen their existing communicative abilities. Emphasis is also placed on the culture of Spanish speaking countries. (Fulfills Associate degree Ethnic Studies requirement.) Transfer: CSU: C2, UC. (IGETC: 3B)

**SPAN 162 READINGS IN SPANISH LITERATURE II**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 140 or equivalent.*

**Description:** This course is conducted solely in Spanish and focuses on reading and writing in Spanish. Students study Spanish grammar and orthography and develop their skills in reading and writing. Using oral and written Spanish to communicate on topics of interest, and through discussions of reading from authors of the Spanish speaking world, students enrich and strengthen their existing communicative abilities. Emphasis is also placed on the culture of Spanish speaking countries. (Follows SPAN 161) (Fulfills Associate degree Ethnic Studies requirement.) Transfer: CSU: C2, UC. (IGETC: 3B)

**SPAN 196 SPANISH LANGUAGE LABORATORY**

*Units (Credit/No Credit) 0.5-1; Class Hours: Minimum of 24-48 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 120 or equivalent. Description:* This course is a program consisting of 24-48 hours of work in the language laboratory, emphasizing speaking and understanding Spanish. May be repeated for credit up to a maximum of 1 unit. Transfer: CSU.

**SPAN 801 CONVERSATIONAL SPANISH I**

*Units (Grade Option) 2; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* A conversational course that provides students with no prior knowledge of Spanish the opportunity to develop basic oral communication skills that allow them to use the language to talk about themselves, their families, their studies, other occupations and their surroundings. Also included are the cultural aspects of the Spanish-speaking world such as how to address people, the educational system, family structure and clothing. (This course does not fulfill language requirement at California State Universities or at the University of California.)

**SPAN 802 CONVERSATIONAL SPANISH II**

*Units (Grade Option) 2; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 801. Description:* Continuation of SPAN 801. A conversational course that provides students with minimum prior knowledge of Spanish the opportunity to develop basic oral communication skills that allow them to use the language to talk about themselves, daily routines, vacations and past events. Also included are the cultural aspects of the Spanish-speaking world such as food and meal related activities, festivities and celebrations and spare time activities. (This course does not fulfill language requirement at California State Universities or at the University of California.)

**SPAN 803 CONVERSATIONAL SPANISH III**

*Units (Grade Option) 2; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 802. Description:* Continuation of Spanish 802. A conversational course for students who can use Spanish to talk about the "here and now" and narrate a simple story in the past. Students learn to narrate more complex stories in the past and to express feelings and opinions. Students further develop and practice conversation skills in contexts such as health, pressures and conveniences of modern life and the arts, and discuss the cultural aspects of these topics in the Spanish-speaking world. (This course does not fulfill language requirement at California State Universities or at the University of California.)

**SPAN 804 CONVERSATIONAL SPANISH IV**

*Units (Grade Option) 2; Class Hours: Minimum of 48 lecture/16 by arrangement lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPAN 803. Description:* Continuation of Spanish 803. A conversational course for students who can use Spanish to talk about the "here and now" and narrate stories in the past and express feelings and opinions. Students learn to talk about hypothetical situations. Students further develop and practice conversation skills in contexts such as environment, social life, the workplace, civic responsi-

bilities and travel, and discuss the cultural aspects of these topics in the Spanish-speaking world. (This course does not fulfill language requirement at California State Universities or at the University of California.)

**SPEECH COMMUNICATION****SPCH 100 FUNDAMENTALS OF SPEECH COMMUNICATION (CAN SPCH 4)**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100. Description:* This class is designed to introduce students to the form, function, history, and ethical requirements of public address. Students study, prepare, and deliver speeches in the traditional forms. Speeches are delivered in both impromptu (spontaneous) and extemporaneous (prepared) modes. Transfer: CSU: A1, UC. (IGETC: 1C)

**SPCH 105 SURVEY OF SPEECH COMMUNICATION**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* Students spend approximately equal time during the semester studying the methods, principles, and theories of oral communication. Focus is placed upon public speaking, private talk, and group discussion. Transfer: CSU: A1, UC.

**SPCH 111 ORAL INTERPRETATION I**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Eligibility for ENGL 100. Description:* This course focuses on reading aloud from the printed page. Students are instructed in the techniques necessary for effective oral reading and are encouraged to develop greater appreciation for literature and for the considerable pleasure experienced when read to by others. Students read to others in turn. Transfer: CSU: C2, UC.

**SPCH 112 ORAL INTERPRETATION II**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): SPCH 111. Description:* Continuation of SPCH 111. Transfer: CSU: C2, UC.

**SPCH 120 INTERPERSONAL COMMUNICATION (CAN SPCH 8)**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course provides an introduction to the theory, basic principles, and methods of oral communication, with emphasis on improving speaking and listening skills within the context of interpersonal communication. The readings and class activities provide both theoretical and practical considerations of the behaviors which facilitate or block successful attempts at private discourse. Although not a course in public address, class presentations are required. Transfer: CSU: A1, UC. (IGETC: 1C)

**SPCH 130 VOICE AND ARTICULATION**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None. Description:* This course consists of a study of the communication of ideas, emotions, and values through the use of the vocal mechanism.

Included are lessons in vocal variety, expressiveness, resonance, articulation, and pronunciation. Designed for all students who feel the need to improve their ability to speak clearly and well. This class is likely to be especially helpful to those who intend to teach and for those who plan to enter the fields of speech, drama, radio-television, law, political science, and business. Transfer: CSU, UC.

#### **SPCH 140 GROUP DISCUSSION (CAN SPCH 10)**

*Units 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 420 and ENGL 100; Prerequisite(s): None.*

**Description:** A comprehensive introduction to the theory and practice of group discussion, this course includes study of leadership, authority, conflict resolution, rules of order, and facilitation of effective decision making within groups. Transfer: CSU, UC.

## **THEATER ARTS**

#### **DRAM 101 HISTORY OF THEATRE I**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** The Classical period to the 18th century. Plays, physical theatres, staging, directing and their relationship to existent cultural forces. Use of audio-visual resources and required play attendance. Transfer: CSU: C1, UC. (IGETC: 3A)

#### **DRAM 140 INTRODUCTION TO THE THEATRE (CAN DRAM 18)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None.* **Description:** Nomenclatures, duties, and responsibilities of the various theatre artists, traditions, script analysis, approach to a script from the director's viewpoint, the designer's viewpoint. Publicity, performance, music and dance, motion pictures, and television. Transfer: CSU: C1, UC. (IGETC: 3A)

#### **DRAM 142 GREAT PLAYS: CLASSICAL AND RENAISSANCE (Also LIT. 142)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Prerequisite(s): ENGL 100.* **Description:** Study of the greatest plays and playwrights from classical Greece through the Elizabethan era in England. Principles underlying dramatic literature in each period are related to dominant social, intellectual and artistic forces, measuring the student's own beliefs and values against those of characters of other times and places. Play attendance may be required. Transfer: CSU: C1, C2, UC. (IGETC: 3B)

#### **DRAM 143 GREAT PLAYS: MODERN ERA (Also LIT. 143)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Prerequisite(s): ENGL 100.* **Description:** Study of the great plays and playwrights from the 17th century to the present. Principles underlying dramatic literature in each period are related to dominant social, intellectual and artistic forces, measuring the student's own beliefs and values against those of characters of other times and places. Play attendance may be required. Transfer: CSU: C1, C2, UC. (IGETC: 3B)

#### **DRAM 151 INTRODUCTION TO SHAKESPEARE I (Also LIT. 151)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Prerequisite(s): ENGL 100.* **Description:** Study of representative plays of Shakespeare. A chronological sequence of plays, from each of the phases of Shakespeare's creativity, is covered. Some discussion of Shakespeare's life and times and some discussion of his poetry are included, although the plays are the main focus of the course. Transfer: CSU: C1, UC. (IGETC: 3B)

#### **DRAM 152 INTRODUCTION TO SHAKESPEARE II (Also LIT. 152)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Prerequisite(s): ENGL 100.* **Description:** Study of selected plays of Shakespeare. Some discussion of Shakespeare's life and time and some discussion of his poetry are included, although his plays are the main focus of the course. Plays covered are different than those in Drama 151 and are not selected on a chronological basis. Transfer: CSU: C1, UC. (IGETC: 3B)

#### **DRAM 200 THEORY AND PRACTICE OF ACTING (CAN DRAM 8)**

*Units (Grade Option) 3; Class Hours: Minimum of 48 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None; Corequisite(s): Concurrent enrollment in DRAM 208.* **Description:** Theories and techniques of acting and dramatic production; presentation of scenes, including scenes performed for videotape study; improvisation and pantomime; critical evaluation of scenes and plays. Transfer: CSU, UC.

#### **DRAM 201, 202, 203 ADVANCED ACTING I, II, III**

*Units (Grade Option) 3; Class Hours: Minimum of 64 lecture hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): DRAM 200; Corequisite(s): Concurrent enrollment in DRAM 209, 210, or 211.* **Description:** Advanced, enriched, and more complex work in the areas covered by DRAM 200. Transfer: CSU, UC.

#### **DRAM 208, 209, 210, 211 ACTING PRACTICUM I, II, III, IV (ACTING LABORATORIES)**

*Units (Grade Option) 2; Class Hours: Minimum of 96 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): None; Corequisite(s): Concurrent enrollment in DRAM 200, 201, 202, or 203.* **Description:** Supervised rehearsals of improvisations, pantomimes, oral readings and short scenes. Forms and styles of acting. Exercises in the use of mind, emotions, voice, and body in acting. Acting scenes for drama classes and others. Emphasis upon coaching by the instructor and the students preparing of scenes for performance. Transfer: CSU, UC.

#### **DRAM 233 TUESDAY THEATRE COMPANY**

*Units (Grade Option) 3; Class Hours: Minimum of 32 lecture/32 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Audition; Corequisite(s): Concurrent enrollment in DRAM 200, 201, 202, or 203.* **Description:** Students work on developing the art and craft of acting before an audience and on providing that audience with an interesting, entertaining, and fully rehearsed performance. This course bridges the gap between scene work and the intensive and extensive work of a major production. Transfer: CSU, UC.

**DRAM 300 PLAY REHEARSAL/PERFORMANCE**

*Units 1; Class Hours: Minimum of 140 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s): Audition.*

**Description:** This course focuses on the problems of acting and actual play production. Auditioning is required, and the rehearsal period for each of the major productions per semester is from six to eight weeks, Monday through Saturday, from 6:00 to 10:00 p.m. Course may be repeated for credit. Transfer: CSU, UC.

**DRAM 305 TECHNICAL PRODUCTION**

*Units 1; Class Hours: Minimum of 240 lab hours/semester; Recommended: Eligibility for READ 836, and ENGL 836 or 400; Prerequisite(s):*

*None.* **Description:** This course focuses on the problems of technical production of actual plays. The course runs in conjunction with the three major productions of the Drama Department each semester. All aspects of technical theatre are covered. Participation hours are by individual arrangement with the instructor. Course may be repeated for credit. Transfer: CSU, UC.

**WORD PROCESSING**

*(See Business/Office Technology)*

**WRITING****WRIT 801 BASIC WRITING I**

*Units (Credit/No Credit) 1; Class Hours: 16 lecture/32 lab hours/semester; Basic Skills Level: Same as that of concurrent English course(s); Prerequisite(s): None; Corequisite(s): Concurrent enrollment in ENGL 826.*

**Description:** The student learns to plan, organize, support and arrange short writing exercises, ranging from one paragraph to the five paragraph essay. Special attention is given to grammatical and mechanical conventions. Students are introduced to the major non-fiction writing types. Units do not apply toward AA/AS degree.