

**This addendum to the West Valley College Catalog contains new and revised courses that have been approved by the West Valley College Curriculum Committee between May 1st and October 1st of 2008. Some of these courses have not received final approval by the West Valley College Academic Senate and West Valley-Mission Community College District Board of Trustees. As these approvals occur, further updates or revisions will be posted online at <http://www.westvalley.edu/catalog/>**

### **AJ 002 CONCEPTS OF CRIMINAL LAW**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California, California State University*  
This course covers historical development, philosophy of law and constitutional provisions; definitions; classifications of crime and their applications to the system of administration of justice; legal research; study of case law; methodology; and concepts of law as a social force. This course explores crimes against persons, property, and the state as a social, religious, and historical ideology. (CAN AJ 004)

### **AJ 037A ADMINISTRATION OF JUSTICE INTERNSHIP - SEMINAR**

3 units

Lecture 1 hours; lab 0 hours, lab 6 hours by arrangement

*Acceptable for credit: California State University*  
*Prerequisite: Must be 18 years or age or older*  
Administration of Justice pre-service students will apply knowledge/skills learned in the program through supervised internship at selected criminal justice agencies; industrial or retail security; Suicide or Rape Crisis Centers, etc. Background checks will be conducted by most criminal justice agencies and students with felony arrest convictions may be excluded. Credit/No Credit Option

### **ART 001A SURVEY OF WESTERN ART I**

3 units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*  
This course is a general survey of painting, sculpture, and architecture in the western world from prehistoric times through the Gothic period, using art as a reflection of human interaction with events of the time, emphasizing aesthetic, cultural and historical values. The hours by arrangement will be fulfilled by gallery trips followed by a critical analysis of the art viewed. Each trip will be under

instructor supervision. (CAN ART 2)  
Credit/No Credit Option

### **ART 001B SURVEY OF WESTERN ART II**

3 units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*  
This course is a general survey of painting, sculpture, and architecture in the western world from the Renaissance to the present day, using art as a reflection of human interaction with the events of the time, emphasizing aesthetic, cultural and historical values. The hours by arrangement will be fulfilled by gallery trips followed by a critical analysis of the art viewed. Each trip will be under instructor supervision. (CAN ART 4) (ART 01A+01B =CAN ART SEQ A)  
Credit/No Credit Option

### **ART 001D ART OF THE 20TH CENTURY**

3 units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*  
This course is a survey of painting, sculpture, and architecture in the western world from the impressionists to the present day, emphasizing the evolution of attitudes toward form and content. The hours by arrangement will be fulfilled by gallery trips followed by a critical analysis of the art viewed. Each trip will be under instructor supervision. Credit/No Credit Option

### **ART 001E Design in Society**

3 units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*  
This course provides a thematic and a chronological introduction to major types of design around the globe from prehistory to the present. It considers the cultural role of design in finding creative solutions to basic human needs such as shelter, clothing, utilitarian objects, transportation, and communication for social, political, religious, informational, and other purposes. Works by designers from many diverse cultures are studied within their historical and cultural contexts including issues of economic and social class. Credit/No Credit Option

### **ART 001G HISTORY OF PHOTOGRAPHY**

3 Units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California (proposed), California State University*  
The technical developments and aesthetic trends in photography are traced from its invention in the nineteenth century to the present day. This course includes image

presentations, discussions and viewing exhibitions. Credit/No Credit Option

### **ART 003 BAY AREA MUSEUMS AND GALLERIES**

2 units

Lecture 1 hour; lab 3 hours, lab 0 hour by arrangement

*Acceptable for credit: California State University*  
A study of the various artists, styles, media, and techniques of the visual arts as presented by Bay Area museums and galleries. The aesthetic statements of historical and contemporary artists will be discussed. Regular field trips to current museum and gallery exhibitions are an integral part of this course. Credit/No Credit Option

### **ART 004 ART APPRECIATION**

3 units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*  
An introductory overview to the general trends and concepts of visual expression. Art objects under study will be considered both as aesthetic entities in themselves and as crystallization of man's thought and beliefs at different periods of history. Students will also gain greater awareness of the processes, media and techniques required to create art. Credit/No Credit Option The hours by arrangement will be fulfilled by gallery trips followed by a critical analysis of the art viewed. Each trip will be under instructor supervision. Credit/No Credit Option

### **ART 007 ART OF ASIA**

3 units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*  
A general survey of arts and culture of Asia. Emphasis on painting, sculpture, ceramics and architecture of India, China and Japan. Development of artistic ideas and expressions based on cultural interactions from prehistory to the present will be studied. The hours by arrangement will be fulfilled by gallery trips followed by a critical analysis of the art viewed. Each trip will be under instructor supervision. Credit/No Credit Option

### **ART 012A ART OF PRE-HISPANIC MEXICO**

3 units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*  
A general survey of painting, sculpture and architecture from the main civilizations of Pre-Hispanic Mexico, emphasizing aesthetic, cultural and historical values of the times. The hours by arrangement will be fulfilled by gallery

trips followed by a critical analysis of the art viewed. Each trip will be under instructor supervision. Credit/No Credit Option

### **ART 012B ART OF COLONIAL AND MODERN MEXICO**

3 units

Lecture 3 hours; lab 0 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California,*

*California State University*

A general survey of painting, sculpture and architecture from colonial and modern Mexico as influenced by European civilizations, and the emergence of a national art style, emphasizing aesthetic, cultural and historical values of the times. The hours by arrangement will be fulfilled by gallery trips followed by a critical analysis of the art viewed. Each trip will be under instructor supervision. Credit/No Credit Option

### **ART 031A BEGINNING DRAWING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*

This is a beginning drawing course for students with no former drawing experience. Students draw natural and human-made forms from observation directed toward realistic rendering of objects. Students receive an introduction to pictorial composition and perspective and an introduction to drawing media: pencil, charcoal, conte, and pen and ink. Studio practice emphasizes basic shading principles, techniques and development of "line" qualities of graphic presentation. Students have the opportunity to learn skills which enable them to develop an aesthetic vocabulary leading to independent critical judgement. This course may be taken four times. Credit/No Credit Option

### **ART 031B EXPRESSIVE DRAWING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Preparation: Art 031A*

*Acceptable for credit: University of California,*

*California State University*

Advanced course for students with previous college-level drawing experience. Course emphasizes refinement of drawing skills and in-depth concentration on composition. Students will be introduced to various styles of drawing. The course stresses development of individual presentation of compositions and conceptualization capabilities. Skills will be taught which enable students to develop an aesthetic vocabulary leading to independent critical judgment. This course may be repeated once. Credit/No Credit Option

### **ART 031C REPRESENTATIONAL DRAWING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement *Acceptable for credit:*

*University of California,*

*California State University*

In this course, students will have the opportunity to expand their understanding of rendering a physical likeness of three-dimensional form in black and white media. Concepts such as planar relationships, value/contrast, modeling with light and shade, proportioning and scale, linear and atmospheric perspective, multiple vanishing points, and surface texture will be emphasized. This course may be repeated once. Credit/No Credit Option

### **ART 033A TWO-DIMENSIONAL DESIGN**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California,*

*California State University*

This course offers an introduction to the principle, elements, and terminology of two-dimensional design. Students will have the opportunity to learn how design elements such as line, value, texture, shape, and basic color are organized by various principles such as repetition, variety, balance, and proportion. A wide variety of media will be used. This course may be repeated once. Credit/No Credit Option

### **ART 033C COLOR DESIGN**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Recommended Preparation: Art 033A*

*Acceptable for credit: University of California,*

*California State University*

Students will work on refining their basic-design skills through the use of color concepts based on theory and expression. Projects will focus on color attributes such as hue, value, intensity, weight, distance, temperature, color schemes, and color interaction. This course may be repeated once. Credit/No Credit Option

### **ART 035A BEGINNING LIFE DRAWING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California,*

*California State University*

Students will have the opportunity to study the fundamentals of the human figure by drawing from life in a variety of black and white media. Familiarization with the human form in terms of mass, weight, dimension, and structure will be emphasized through a variety of assignments stressing contour, gesture, surface modeling, light, and proportion. This course may be repeated once. Credit/No Credit Option

### **ART 035B INTERMEDIATE LIFE DRAWING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California,*

*California State University*

Students will work on refining basic figure drawing skills through an emphasis on creative expression. Students will have the opportunity to gain an expanded understanding of proportion, structure, modeling, movement, and description of the human form. A variety of drawing materials will be used including color media. This course may be repeated once. This course may be repeated once. Credit/No Credit Option

### **ART 035C INTERMEDIATE-ADVANCED LIFE DRAWING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California,*

*California State University*

Students will have increased opportunity to explore personal style of life drawing. Expanded theories of composition and color will be covered through studio practice and research of the history of life drawing. Students will explore an expanded variety of drawing media used in combination with traditional approaches. This course may be repeated once. Credit/No Credit Option

### **ART 035D ADVANCED LIFE DRAWING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California, California State University*

Students will have the opportunity to intensify their study of personal artistic direction through developing a cohesive and connected body of life drawings. Projects will focus on use of multiple figures, theme development, and refinement of personal style. Studio work will be supplemented with research of representations of the human figure in the art of various cultures and eras. This course may be repeated once. Credit/No Credit Option

### **ART 036 PERSPECTIVES DRAWING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California,*

*California State University*

Study and practice in the principles of perspective and their uses in drawing.

### **ART 040C PRINTMAKING: ETCHING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Recommended Preparation: Art 040B*

*Acceptable for credit: University of California, California State University*  
Advanced methods in Monotype, Calligraphy, lift ground and hard and soft ground relief printing. Proper presentation and documentation of print portfolio (Intaglio). Skills will be taught which enable students to develop an aesthetic vocabulary leading to independent critical judgment. Credit/No Credit Option

### **ART 040D PRINTMAKING: ETCHING**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: Art 040C*  
*Acceptable for credit: University of California, California State University*  
Advanced methods of multiple plate color registration with transparent and opaque inks, and editioning. The curating, caring for, and numbering and signing etchings. Skills will be taught which enable students to develop an aesthetic vocabulary leading to independent critical judgment. Credit/No Credit Option

### **ART 046 LETTERING**

2 units .  
Lecture 1 hour; lab 3 hours, lab 1 hour by arrangement  
*Acceptable for credit: California State University*  
Studio work with pen and ink in calligraphy, freehand lettering, type design and built-up lettering techniques. A survey of developments in letter forms, from early book manuscripts through contemporary uses in graphic design.

### **ART 047A BEGINNING WATERCOLOR**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparations: Art 031B and Art 033C*  
*Acceptable for credit: University of California, California State University*  
In this class, students will be introduced to basic techniques and applications of traditional materials associated with painting in aqueous media. This course may be repeated once. Credit/No Credit Option

### **ART 047B INTERMEDIATE WATERCOLOR**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: ART 047A*  
*Acceptable for credit: University of California, California State University*  
Students will be given the opportunity to refine their technical skills associated with watercolor and related aqueous media. Focus will be placed on paint handling, using appropriate compositional structure and color concepts necessary to the development of personal style. This course may be repeated once. Credit/No Credit Option

### **ART 047C INTERMEDIATE-ADVANCED WATERCOLOR**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: ART 047B*  
*Acceptable for credit: University of California, California State University*  
Students will be introduced to alternative painting surfaces, materials and procedures in combination with traditional watercolor and aqueous media approaches. Advanced theories of color and composition will be emphasized. Further evolution of a personal style, in combination with art historical research, will be explored. This course may be repeated once. Credit/No Credit Option

### **ART 047D ADVANCED WATERCOLOR**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: ART 047C*  
*Acceptable for credit: University of California, California State University*  
Students will be given the opportunity to intensify their study of personal artistic direction by developing a cohesive body of work within the confines of watercolor or aqueous media. Projects will focus on series and theme development. Studio work will be supplemented with painting-oriented research, writing and verbal appraisals. This course may be repeated once. Credit/No Credit Option

### **ART 049A BEGINNING PAINTING**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: ART 031A and ART 033A*  
*Acceptable for credit: University of California, California State University*  
In this painting course, students will have the opportunity to learn the elements of painting using a variety of techniques, materials, and tools. Structure, composition, paint handling, light effects, and color theory will be stressed in relationship to the painting process and a variety of subject matter. This course may be repeated once. Credit/No Credit Option (CAN ART 10)

### **ART 049B INTERMEDIATE PAINTING**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: ART 049A*  
*Acceptable for credit: University of California, California State University*  
This course provides refinement of basic painting skills in addition to expanded understandings of paint handling. Structure and volume, perspective, composition, and color theory will be emphasized. Students will have the opportunity to continue research of materials and techniques and begin to focus on creative expression. This course may be repeated once. Credit/No Credit Option

### **ART 049C INTERMEDIATE-ADVANCED PAINTING**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: ART 049B*  
*Acceptable for credit: University of California, California State University*  
In this course, students will have increased opportunity to pursue personal style and interests. Advanced theories of composition and color will be covered through studio practice and research of the history of painting. Alternative painting surfaces and materials in combination with traditional approaches will be explored. This course may be repeated once. Credit/No Credit Option

### **ART 049D ADVANCED PAINTING**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: ART 049C*  
*Acceptable for credit: University of California, California State University*  
In this course, students will have the opportunity to intensify their study of personal artistic direction through developing a cohesive body of work. Projects will focus on series and theme development. Studio work will be supplemented with painting-oriented research, writing, and verbal analysis. This course may be repeated once. Credit/No Credit Option

### **ART 052 FIGURE PAINTING**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: Art 049A and Art 035A*  
*Acceptable for credit: University of California, California State University*  
Studio practice in painting media working from a nude or draped model. Uses of techniques, style and composition as expression in figure painting.

### **ART 054 PORTRAIT PAINTING**

3 units  
Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement  
*Recommended Preparation: Art 049A and Art 035A*  
*Acceptable for credit: University of California, California State University*  
Studio practice in painting media working from a model. Uses of techniques, style, and composition as aesthetic expression in portrait painting. A variety of painting styles will be explored and executed leading to skills that will enable the student to develop an aesthetic vocabulary leading to independent critical judgment.

### **ART 055 INTRODUCTION TO COMPUTER ART**

3 units  
Lecture 3 hours; lab 3 hours, lab 1 hour by arrangement

*Recommended Preparation: Art 031B and Art 033C*

*Acceptable for credit: University of California,*

*California State University*

This course provides students with an opportunity to explore fundamental theories and methods of creating Computer Art and the impact of technology on 20th century art production. It introduces students to digital imaging, digital video/animation and interactive authoring which utilize hands-on contemporary art strategies. This course may be repeated once. Credit/No Credit Option

### **ART 058 PROMOTIONAL ANIMATION**

3 units

Lecture 2 hours; lab 3 hours, lab 1 hour by arrangement

*Recommended Preparation: ART 055, ART 056*

This course introduces students to the basic elements and principles of creating effective visual promotion with a special emphasis on computer animation. The course will include exploration of creative ideas, concept and layout work, story boarding, etc. Principles of advertising psychology, image creation and measurement techniques for effective communication will also be discussed. The course has a strong emphasis on creative problem solving along with hands-on experimentation. This course may be repeated once. Credit/No Credit Option

### **ART 059 ANIMATION STUDIO**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Recommended Preparation: ART 058*

This course develops the student's skills and awareness in the field of computer animation. Students will work on actual projects responding to actual promotional design and presentation needs with a special emphasis on local industry and non-profit organizations in our community. It provides strong emphasis on creative problem-solving and hands-on experimentation. This course may be repeated once. Credit/No Credit Option

### **ART 067A CERAMICS - POTTER'S WHEEL**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California,*

*California State University*

The student will study and develop basic skills and techniques using the potter's wheel. Instruction will be offered in wheel-throwing, clay and glaze formulation; construction, stacking and firing of ceramic kilns. Development of aesthetic awareness of three-dimensional format designs.

### **ART 067B CERAMICS - POTTER'S WHEEL**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Recommended Preparation: Art 067A*

*Acceptable for credit: University of California,*

*California State University*

Advanced wheel-throwing course directed toward refinement of skills on potter's wheel; production-throwing techniques, advanced kiln-firing techniques, clay compositions, thrown sculpture, complex thrown ceramics ware, and combination of hand-built and wheel-thrown forms.

### **ART 085A SCULPTURE**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: University of California,*

*California State University*

Art 085A is an introductory course in sculpture emphasizing individual expression. Subtractive, additive and fabrication techniques presenting modeling, casting and carving; utilizing clay, wood, cast stone, metal, etc. (CAN ART 12)

### **ART 085B SCULPTURE**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Recommended Preparation: Art 085A*

*Acceptable for credit: University of California,*

*California State University*

Art 085B concentrates study and exploration on the development of a personal style of sculptural design.

### **ART 088A METAL-SCULPTURE CASTING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Acceptable for credit: California State University*

A basic course in metal-sculpture casting. Developing skill in lost wax and lost techniques with emphasis on three-dimensional design.

### **ART 088B METAL-SCULPTURE CASTING**

3 units

Lecture 2 hours; lab 4 hours, lab 1 hour by arrangement

*Recommended Preparation: Art 088A*

*Acceptable for credit: California State University*

Advanced study of the metal-casting process with emphasis on development of a personal form.

### **BIO 010 INTRODUCTION TO BIOLOGY**

4 units

Lecture 3 hours; lab 3 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

This is an introductory course in general biology designed for the non-science major. Emphasis is on using critical thinking skills to understand and apply

biological principles to the solution of everyday problems. Topics discussed include the scientific method, evolution, ecology, cell function and structure, cell energy, DNA and biotechnology, as well as how organisms interact with their internal and external environment. Laboratory work includes hands on application of concepts discussed in lectures, computer simulations and field work. A passing grade in both lecture and laboratory is required to receive credit for this course. Biology 10 is not open to students who have completed Biology 11 with a grade of C or better.

### **BIO 012 INTRODUCTION TO ECOLOGY AND WILDLIFE**

3 units

Lecture 2 hours; lab 3 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

This non major course is an introduction to the general ecological principles that integrate all life on earth, with special focus on wildlife populations and their natural history. Energy and material flows will be covered, along with animal biology, behavior, population dynamics and human impact and management. Laboratory and field exercises emphasize investigational techniques used in scientific studies.

### **BIO 014 CALIFORNIA PLANTS AND ANIMALS**

3 units

Lecture 3 hours; lab 2 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course is a general education course which introduces California plants and animals in an ecological context. An ecosystem approach is used to explain the geographic distribution of life forms and their community associations. In-class activities and out-of-class projects involve learning the natural history of California life forms, as well as recognizing and naming them. Anyone who is interested in teaching, recreation or park management will learn identification and display techniques that will be of use.

### **BIO 018 MARINE BIOLOGY**

4 units

Lecture 3 hours 3 lab hours, lab 0 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

A survey of the biological principles of marine science. Designed to acquaint the student with the natural history of the local coastline, the Monterey Bay and its adjoining areas. The use of oceanographic instruments and marine sampling devices, a descriptive survey of the flora and fauna as found in laboratory study and field trips, and the relationship of the ocean to man are also included.

### **BIO 035 BIOLOGY OF BIRDS**

3 units

Lecture 2 hours; lab 3 hours, lab 0 hour by arrangement

*Acceptable for credit: California State University*

This course introduces the natural history and biology of birds. The anatomy, ecology, diversity, behavior, and identification of birds will be explored through lectures, laboratories, slide presentations, and field trips. The biology of birds in Santa Clara County will be emphasized. The course is directed towards biology students, science educators (K-12), natural history museum and environmental docents, environmental educators, as well as bird enthusiasts.

### **BIO 036 ANIMAL BEHAVIOR**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

Have you ever wondered why animals behave the way they do? This course will explore different aspects of animal behavior ranging from the hardships of growing up, capturing food, escaping, migrating, navigating, communicating, making homes, competing for mates, courting, sex, taking care of offspring to the complex social behavior found in many animals.

### **BIO 041 PRINCIPLES OF ANIMAL BIOLOGY**

5 units

Lecture 3 hours; lab 6 hours, lab 0 hours by arrangement

*Prerequisites: Completion of a college biology course or high school biology course and Math 106/106R, Intermediate Algebra, or equivalent*

*Acceptable for credit: University of California, California State University*

This course introduces the principles and concepts of animal biology. The main focus of the class is on the diversity, ecology, natural history, morphology, physiology, and development of animals with an evolutionary emphasis. This class is designed for biology majors.

### **BIO 042 PRINCIPLES OF PLANT BIOLOGY**

5 units

Lecture 3 hours; lab 6 hours, lab 0 hours by arrangement

*Prerequisites: Completion of a college biology course or high school biology course and MATH 106/106R, Intermediate Algebra, or equivalent*

*Acceptable for credit: University of California, California State University*

This course for biology majors surveys basic principles of the plant sciences by examining all levels of biological organization. It provides an overview of plant diversity, ecology, evolution, morphology, anatomy, physiology, and biochemistry. In addition to plants, fungi, algae, and cyanobacteria are also examined. Laboratory activities include microscopic work, experimental physiology, and studies of biodiversity,

natural history and ecology. Field trips to several ecosystems in the bay provide numerous opportunities to study local flora.

### **BIO 043 PRINCIPLES OF CELL BIOLOGY**

5 units

Lecture 3 hours; lab 6 hours, lab 0 hours by arrangement

*Prerequisites: Completion of a college biology course, a college chemistry course and MATH 106/106R or equivalent*

*Acceptable for credit: University of California, California State University*

This course is a comprehensive study of unifying principles of cell biology, including the principles of cell chemistry and metabolism, structure and function of prokaryotic and eukaryotic cells and viruses, bacterial and protistan taxonomy, meiosis, molecular genetics, genetic engineering, and hypotheses of the origin of life. Laboratory exercises demonstrate lecture concepts, and give students practical experience in performing standard laboratory methods used in cell biology. This course is designed to complete the preparation of the biology and pre-professional major for specialized upper division courses. (CAN BIOL 2) .

### **BIO 046 ANATOMY AND PHYSIOLOGY**

5 units

Lecture 3 hours; lab 6 hours, lab 0 hours by arrangement

*Prerequisite: Completion of a college biology course or high school biology*

*Recommended Preparation: Math 902*

*Acceptable for credit: University of California,*

*California State University*

A survey of human anatomy and physiology to understand the correlation of structure and function of the systems of the human body. Laboratory work will consist of animal dissection, cadaver material, microscopic work, experimentation and demonstration of materials to supplement the lectures. Designed for the liberal arts student, those planning careers in education, psychology, and the social sciences.

### **BIO 047 HUMAN ANATOMY**

5 units

Lecture 3 hours; lab 6 hours, lab 0 hours by arrangement

*Prerequisite: completion of a college biology course or HS biology*

*Recommended Preparation: Math 902*

*Acceptable for credit: University of California,*

*California State University*

This course for health professionals includes study of the gross and microscopic structure of the human body. Lab will consist of HUMAN CADAVER examination, CAT dissection, and microscopic examination of human tissues. (CAN BIOL 010)

### **BIO 048 HUMAN PHYSIOLOGY**

5 units

Lecture 3 hours; lab 6 hours, lab 0 hours by arrangement

*Prerequisite: Bio 047 and any college chemistry course*

*Recommended Preparation: Math 103/103R*

*Acceptable for credit: University of California,*

*California State University*

A study of the organ systems of the human body and the physiological principles involved in normal function. Emphasis is upon regulatory mechanisms and cellular function. The laboratory includes experiments stressing function of the body systems. Some experiments will be carried out on the students themselves. (CAN BIOL 012; BIOL 047+048=CAN BIOL SEQ B)

### **BUS 028 BUSINESS LAW**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California, California State University*

(Check with your counselor for transfer exceptions)

This course is an introduction to law relating to the conduct of business, the meaning and sources of law, organization of courts and court procedures, and fundamental principles of the law of contracts and agency. A fundamental understanding of common law principles is achieved by analyzing selected cases and court decisions. Microcomputer applications of these topics will be covered in a lab setting. Credit/No Credit Option (CAN BUS 008)

### **BUS 030 INTRODUCTION TO TOTAL QUALITY MANAGEMENT**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This is an introductory course in Quality Management that provides students with a general overview of the theories and principles of the continuous improvement process in today's workplace. The curriculum is based on the teachings of Dr. W. Edwards Deming and his fourteen points of quality. This course will cover: quality improvements through statistical process control, strategic decision making, process diagnosis, six sigma management and stakeholder satisfaction. Credit/No Credit Option

### **BUS 032 LEADERSHIP**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

The student will develop participant observation skills for use in analyzing and interpreting individuals' behavior and interpreting cultural norms within the work environment. The student will also learn skills in team communication, conflict resolution, and motivation, decision-making, goal-setting and delegating to enable him/her to function effectively as a quality leader. Microcomputer applications of these topics will be

covered in the lab. Credit/No Credit Option

### **BUS 040 SALES STRATEGIES**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course includes the nature and concept of sales principles and strategies; careers in selling including manufacturer's representatives, wholesale salespersons, retail salespersons, specialty salespersons and sales engineers; each category is explored in depth; issues on how to approach a prospect, how to prospect, qualify, make an effective sales presentation by using the stimulus-response method, the formula method, and the needs-satisfaction method are explored. Students taking this class will learn how to succeed in sales regardless of their chosen field. Motivation of the customer, handling customer objections and complaints, closing the sale, and follow up procedures are explored in depth. Computer simulations and sales compensation methods using the computer will be explored. Students will be expected to explore various software packages that are used in today's world of selling. There will be a two track system - one system will help the beginning student with little or no knowledge of computers and the second system will help the advanced student who has a working knowledge of computers. Credit/No Credit Option

### **BUS 051 INTRODUCTION TO BUSINESS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California, California State University*

This introductory course will help the student develop an overall personal concept of the functions of business and its role in society. The course covers the functions, objectives, ethics, and environment of business to enable the student to grasp the importance and functioning of a market directed economic system and understands and appreciates modern business methods and problems. This course includes a study of sole proprietorship, partnership, and corporate functions, international trade and business/government relations, production and products liability, accounting, marketing, personal management, and capital formation and a study of the securities markets. This course is recommended for both transfer and non-transfer students regardless of major. Business simulation assignments will require 1.5 hours per week in the computer lab. Credit/No Credit Option

### **BUS 054 SMALL BUSINESS START UP AND MANAGEMENT**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course explores the various facets of planning for the opening of a small business and the managing of that business after start-up. It studies the various functions of management as they relate to the small business. This course is recommended for students who want to explore the opportunities and requirements of creating and managing their own business. Computer programs to simulate starting and managing a small business will be covered in the lab. Credit/No Credit Option

### **BUS 056 MARKETING PRINCIPLES**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

The student enrolling in this course will study the areas and various activities involved in the transfer of goods from producer to the customer. Retail, wholesale and industrial marketing channels and institutions are investigated. Discussion of marketing concepts, promotional strategies, pricing policies, and international marketing are incorporated. Microcomputer applications of these topics will be covered in the lab. Credit/No Credit Option

### **BUS 062 BUSINESS MATHEMATICS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course is designed to review basic mathematics and to demonstrate the ability to use a ten-key desktop calculator and apply principles used in accounting, banking, insurance, finance, buying, selling, and real estate. Applied mathematics will be emphasized through the study of word problems, time value of money, simple and compound interest, and analysis of financial statements. A recommended course for all business majors. Microcomputer applications of these topics will be covered in the lab. Credit/No Credit Option

### **CA 002 BUSINESS DRAWINGS AND DIAGRAMS WITH VISIO**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation: CA 010*

Students develop project schedules, organizational charts, office layouts, network diagrams and other informational layouts using Microsoft Visio and its built-in drag-and-drop technique.

Credit/No Credit Only

### **CA 010D COMPUTER KEYBOARDING**

3 units

Lecture 3 hours; lab 0 hour, lab 2 hours by arrangement

Students have an opportunity to learn the touch system of keyboarding and improve their basic keyboarding techniques to develop speed and accuracy. Techniques of document preparation including formatting for business letters, memorandum, statistical tables, and reports are covered. This course will be equated with CA 010, CA 010A, and CA 015. A combination of all of these courses may be taken for a total of four times. Credit/No Credit Option

### **CA 020 INTRODUCTION TO MACINTOSH**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation: CA 010*

*Acceptable for credit: California State University*

An introduction to the Apple Macintosh computer. Basic operations covered will include pointing, clicking and dragging, working with the desktop and files, printing, and loading an application program. Software concepts will be introduced using paint and word-processing programs. Credit/No Credit Only.

### **CA 031B BEGINNING WORD PROCESSING, MICROSOFT WORD**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation: CA 010 and CA 020 or CA 070*

*Acceptable for credit: California State University*

The syntax and structure of the software and basic operating procedures of a word processing program to produce mailable documents for personal and business use will be taught in this course. Specific topics to be included are menu, icon and key commands, cursor control, basic input and editing procedures, file handling, character, paragraph, and page format features, file management, print features, and practice in simple document formatting. Courses will be offered on Macintosh and PCs. Credit/No Credit Only.

### **CA 032B INTERMEDIATE WORD PROCESSING, MICROSOFT WORD**

2 units

Lecture 2 hours; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation: CA 031A*

*Acceptable for credit: California State University*

The more advanced features of a word processing program to produce business documents will be taught in this course. Topics covered include footnoting, using styles, creating tables, sorting, indexing and tables of contents, using glossaries, libraries, or macros, outlining, calculating, merging, using graphic features, drawing, and importing information. Software features will be used to produce letters, statistical documents, and reports. Courses

will be offered on Macintosh and PCs.  
Credit/No Credit Option

### **CA 043B MASTERING ILLUSTRATOR I**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CA 020 or CA 070 and Math 902

This is an introductory course using illustration software to create graphic images, which can be used with other desktop publishing software. Topics to be covered include generating images such as business logos and forms, printing the images, creating lines and curves, adding text to graphics, shaping, editing and grouping graphics, and transforming images into new forms. This course will be offered on Macintosh and/or PCs. This course does not fulfill the requirement for DM/IS 014C, Digital Illustration 1: Illustrator. Credit/No Credit Only

### **CA 046B PRESENTATION, POWERPOINT**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CA 020 or CA 070

Students in this course will be given the opportunity to learn to use a comprehensive software program. Using templates for formatting text and data organized in outline form, creating overhead transparencies, preparing slide presentations, and printing presentation notes will be studied. Courses will be offered on Macintosh and IBM PCs. Credit/No Credit Only

### **CA 046D INTERMEDIATE MICROSOFT POWERPOINT**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparations:* CA 010 and CA 020 or CA 070

This is an intermediate Microsoft PowerPoint course for integrating multimedia into presentations. Students will develop presentations incorporating multimedia technology, drawings, clip art, audio, video and animation. Students will also customize PowerPoint's windows and settings. This course may be repeated once. Credit/No Credit Option

### **CA 051 PERSONAL COMPUTER HARDWARE AND SOFTWARE**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CIS 002 or CA 070

This course examines personal computing hardware, operating systems, and software applications from a technical side to enable students to select, install and configure their personal computing system. Students will be taught to identify and set up hardware components, including processors, memory, bus

architecture's, accessories and expansion options; operating systems, including DOS configuration options; and personal productivity software, such as word processing, spreadsheets, database, graphics, multimedia. Credit/No Credit Only.

### **CA 062B BEGINNING SPREADSHEETS, MICROSOFT EXCEL**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CA 020 or CA 070

*Acceptable for credit:* California State University

This course provides the students with the opportunity to learn the capabilities of a spreadsheet program. Students will learn how to create spreadsheet formats, enter text, data and formula expressions; store, retrieve, copy and print spreadsheets; create graphic representations of data; and be introduced to macro capabilities. Courses will be offered on Macintosh and PCs. CA 062B can be taken for a total of two times. Credit/No Credit Only

### **CA 063B INTERMEDIATE SPREADSHEETS, MICROSOFT EXCEL**

2 units

Lecture 2 hours; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CA 062B

*Acceptable for credit:* California State University

This course provides students with the opportunity to learn to use the spreadsheet program to solve practical business problems. Students will learn how to create and use advanced graphing features of the program along with complex arithmetical functions; data analysis techniques; data base commands; and macros including building custom menus. Course will be offered in Intermediate Spreadsheets, Lotus 1-2-3, Intermediate Spreadsheets, Microsoft Excel; and Intermediate Spreadsheets, Credit/No Credit Option

### **CA 064 ADOBE ACROBAT AND PDF**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CA 010

This course focuses on using Adobe Acrobat to convert Microsoft documents to PDF. PDF files will be enhanced with bookmarks, thumbnails and links. Digital forms will be created and web documents will be converted to PDF. This course is AA/AS degree applicable and may be repeated once. Credit/No Credit Only

### **CA 066 BEGINNING PHOTOSHOP ELEMENTS**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hour by arrangement

*Recommended Preparations:* CA 020 or CA 070

This course will introduce students to basic features of Adobe PhotoShop Elements as used for small businesses, amateur photographers, and hobbyists. The program is used in desktop publishing to manipulate the appearance of digital images and graphics. Students will learn about the capabilities of this program and practice using varied techniques to create dramatic visual effects in a variety of publications. Credit/No Credit Only

### **CA 069 FUNDAMENTALS OF DIGITAL IMAGING**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CA 020 or CA 070 or PHOTO 001

This course introduces students to basic features and uses of digital cameras and scanners using the Windows platform. Emphasis is on creating digital photographs and scanning other media, as well as converting text documents, plus organizing and managing photo collections. Students receive hands-on experience with cameras and scanners in the classroom. Credit/No Credit Only

### **CA 096 WEB PAGES WITH HTML**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CA 020 or CA 070 and Math 103/103R

This course offers students the opportunity to create personal pages for the World Wide Web on the Internet. Students will explore examples of the Web and create their own pages using Hyper Text Markup Language (HTML). The course will include analysis of automatic HTML generation programs incorporated in popular computer applications. Credit/No Credit Option

### **CA 096I CREATING WEB PAGES WITH DREAMWEAVER**

1 unit

Lecture 1 hour; lab 0 hour, lab 0 hour by arrangement

*Recommended Preparation:* CA010, CA 020 or CA 070

Using Dreamweaver, students create dynamic web pages for home, small businesses, or personal use. Students upload to a site, add graphics, create a form, and apply other web-building techniques. Credit/No Credit Option

### **CHS 005 CHILDHOOD AND CULTURE**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit:* University of California,

California State University

This course examines the influence of culture on the child's physical, cognitive, and social-emotional development and behavior. Race, socioeconomic class, ethnicity and gender are explored. Cultures examined include: African American, Latino/Chicano, Japanese

American, Chinese American, Vietnamese American, Native American, and Middle Eastern. This course satisfies the 3-unit Cultural Diversity requirement for an Associate degree. Credit/No Credit Option

### **CHS 058 LANGUAGE, LITERACY AND THE DEVELOPING CHILD**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course explores the development of language and speech, language acquisition theories, emergent literacy and the development of experiences and activities for young children that promote oral and written language abilities. Lecture and class discussions will focus on the developmental stages of receptive and expressive language, conversations (listening, talking, play and routines), print awareness, phonemic awareness, reading and writing, bilingual development, speech and language delays, children's literature and poetry. Students gain experience in using language art materials, designing print rich environments, and planning language experiences for young children. Observations of children, language sampling, and group activities are included. Credit/No Credit Option

### **CHS 060 CHILDREN'S WAYS OF THINKING AND KNOWING**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course provides an examination of cognitive development in young children. It emphasizes developmentally appropriate learning experiences which will enhance the child's thinking and understanding of the physical and social world. Brain development; developing social knowledge; implications of Piaget's and Vygotski's theory of constructivism; teacher-learner interactions; scaffolding; learning styles; and implementing learning experiences are discussed. Students will use children's play in early childhood and school-age settings as the basis for course observations, discussions, and designing, building, and implementing learning experiences for young children. Credit/No Credit Option

### **CHS 064 SUPERVISION AND ADMINISTRATION I: CENTER MANAGEMENT**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course is an in-depth study of effective application of management and supervision procedures in early childhood programs. Topics include the unique goals, role and responsibility of the director, licensing and other regulation requirements, administrative structure and

governance, budgeting, staff selection, program operation, policies and procedures, marketing, program assessment, and professional advocacy.

### **CHS 067 CREATIVE ART EXPERIENCES AND DEVELOPMENT**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course explores factors that affect the development of creative art expression and aesthetics in children. The developmental aspects of art expression, the role of the environment, materials, and adult-child interaction in fostering and nurturing creative art expression are emphasized. Credit/No Credit Option

### **CHS 088 EARLY CHILDHOOD ENVIRONMENTS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hour by arrangement

*Acceptable for credit: California State University*

This course explores the latest concepts in creating and implementing indoor and outdoor early childhood environments which meet the developmental needs and interests of young children. Discussion of research, theory, and practice of environmental requirements for children's optimal growth and well being include: facility and assessment of child's space; elements of developmentally appropriate settings; use of color, light, sound, texture, surfaces and finishes; definition of space and creative ways to transform difficult spaces; designing spaces to create ambiance, organizational climate and work flow and to support collaboration of teachers, parents, children and other professionals in curriculum planning and implementation are examined. Credit/No Credit Option

### **CIS 005 BUSINESS APPLICATION PROGRAMMING (COBOL)**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: University of California,*

*California State University*

COBOL is a traditional business programming language required of MIS majors and those whose responsibilities include support of business applications including, for example, the business functions within our own college. This is a computer problem solving and programming course using COBOL, a programming language designed for traditional business applications.

Structured COBOL syntax will be studied in detail. Emphasis will also be placed on taking a number of business applications from the initial job definition phase through programming and testing. Course content includes standard program logic

statements, user interface considerations, tables, and file operations. Programs will be compiled and executed on microcomputers and/or workstations. Credit/No Credit Option

### **CIS 012 DATA BASE MANAGEMENT SYSTEMS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: California State University*

Data Base Management Systems (DBMS) are introduced and surveyed in this course. Terminology and concepts are studied. Various data base models are covered: hierarchical, network (CODASYL), relational, and E-R. Commercially available DBMS are overviewed. Implementation tasks and the position of Data Base Administrator are considered.

### **CIS 31.1 FUNDAMENTALS OF MICROSOFT VISUAL BASIC**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: California State University*

This course is added to CIS as one of the support courses within a Microsoft Certification program. Visual Basic is a preferred development programming language for the Windows graphical user interface environment. This course is designed to prepare students to understand and use Visual Basic. This course will give students the opportunity to learn how to create single-user applications using the Microsoft Visual Basic programming system, a first step for students who are new to Visual Basic. Credit/No Credit Option

### **CIS 31.2 APPLICATIONS PROGRAMMING USING VISUAL BASIC**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: CIS 31.1*

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: California State University*

This course is added to CIS as one of the support courses within a Microsoft Certification program. This is a second course in Visual Basic programming, intended to provide more advanced skills in using the Visual Basic programming system. Programming in Visual Basic is an increasingly demanded technical skill for applications developed for the Windows environment. Credit/No Credit Option

### **CIS 038 C++ PROGRAMMING**

3 units



Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Co requisite: CIS 97.1A*

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: University of California,*

*California State University*

The objective of this course is to introduce students to programming in C++, an evolution of the C programming language. Topics covered in the course include most aspects of C++, including object-oriented programming and extensions of the C++ language. Credit/No Credit Option

### **CIS 039 MICROCOMPUTER ASSEMBLER PROGRAMMING**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: University of California,*

*California State University*

Designed to teach students how to write assembly language for Intel/DOS-compatible

personal computers, this course emphasize fundamentals of computer operation. Functions not readily apparent when using a high-level language, such as storage registers, binary arithmetic, and data representation, are of particular importance in this course. Programming assignments for this course will use the instruction set developed for the Intel 80 x 86 and related microprocessors. Credit/No Credit Option

### **CIS 40.3 JAVA FOR NON-PROGRAMMERS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: Math 106/106R and CA 020 or CA 070 and CA 096*

This course introduces object-oriented programming generally, and Java programming specifically. Emphasis is placed on understanding the syntax of Java, compiling and interpreting Java, and on writing and editing simple Java code. Students with no previous programming background are strongly encouraged to attend this course before entering the Java 1, 2, 3 sequence. Credit/No Credit Option

### **CIS 045A THE UNIX OPERATING SYSTEM**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: California State University*

This introductory course explores the UNIX operating system as it relates to the system user. Topics presented during the course include the history and evolution of the UNIX operating system, the user interface, files and directories, screen editing using vi, controlling the user's environment, simple shell scripts, and

other essential features of UNIX. Both AT&T and BSD variants of UNIX are discussed as are features of alternative Bourne-and-C-Shell environments. Credit/No Credit Option

### **CIS 045B ADVANCED UNIX: UTILITIES AND SHELL PROGRAMMING**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: CIS 045A*

*Recommended Preparation: Math 106/106R*

This course is designed for students who have some introductory-level proficiency with the Unix operating system and who want to increase their abilities to use Unix utilities and shells. The subject matter includes the use of awk, grep, sed, and other functions. Text formatting is explored with nroff and vi. Shell script programming, begun in CIS 045A, is expanded to include the shell process, programming constructs, style, debugging and portability. The course includes aspects of both AT&T and BSD variants of Unix and features of both Bourne- and C-Shell environments. Assignments involving the use of Unix will be completed in the computer lab. Credit/No Credit Option

### **CIS 50.1 INSTALLING AND SUPPORTING MICROCOMPUTERS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: California State University*

This course investigates personal computer systems, including system boards, bus structures, memory, peripherals and other components, operating systems, system configuration, and problem diagnosis and repair. Various types of computers, operating environments, and related issues are explored and compared. Students who wish to pursue networking, systems engineering, or similar technical computing fields are encouraged to take this course. Credit/No Credit Option

### **CIS 81.1 MICROSOFT ADMINISTRATION**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: Math 106/106R*

*Acceptable for credit: California State University*

Microsoft Windows NT is a major networking and personal computer operating system for which there is an increasing demand for trained support personnel. This course will compliment the networking courses already offered by CIS and expand the options for students. This course is added to CIS as one of the support courses within a Microsoft Certification program. This course provides a foundation for supporting

Microsoft Windows NT operating system, including the skills to configure, customize, optimize, integrate networks, and troubleshoot. The course is designed to prepare students to meet Microsoft's professional certification requirements. Credit/No Credit Option

### **CTR 007A COURT REPORTING THEORY I**

4 units

Lecture 2 hours; lab 7 hours, lab 3 hours by arrangement

*Acceptable for credit: California State University*

The student will study the operation of a stenotype machine, learn all letters as taught in a computer-compatible theory, write simple one and two syllable words, develop oral reading ability of stenotype and machine dexterity, and write on a computerized stenotype machine real-time stenography at 45 words per minute with 70 percent accuracy. This course may be repeated three times.

### **CTR 007B COURT REPORTING THEORY II**

4 units

Lecture 2 hours; lab 7 hours, lab 3 hours by arrangement

*Acceptable for credit: California State University*

The student will apply the knowledge developed in CTR 007A and learn prefixes, suffixes and special endings of a given computer-compatible theory. Machine dexterity, fluent reading ability of stenotype notes, and the application of real-time theory concepts to writing and reading of English dictation are developed. This course may be repeated three times.

### **CTR 008A 80 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 06B1*

*Acceptable for credit: California State University*

This course will introduce advanced theory concepts to enhance individual speed development, provide focused theory reinforcement vocabulary work, and prepare students for the competency goals of 80 words per minute. Speed will vary from 40 to 100 words per minute. Materials include literary sources, jury charge, business letters, and two-voice. This course also provides methods of expanding English vocabulary through oral and written instruction.

### **CTR 008B 80 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 008A*

*Acceptable for credit: California State University*

This course will introduce advanced theory concepts to enhance individual speed development, provide focused theory reinforcement vocabulary work, and prepare students for the competency

goals of 80 words per minute. Speed will vary from 40 to 100 words per minute. Materials include literary sources, jury charge, business letters, and two-voice. This course also provides methods of expanding knowledge of medical terminology through oral and written instruction.

### **CTR 008C 80 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 008A or 008B

*Acceptable for credit:* California State University

This course will introduce advanced theory concepts to enhance individual speed development, provide focused theory reinforcement vocabulary work, and prepare students for the competency goals of 80 words per minute. Materials include literary sources, jury charge, business letters, and two-voice. This course also provides methods of expanding general legal terminology through oral and written instruction.

### **CTR 008D 80 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 008A, or 008B, or 008C

*Acceptable for credit:* California State University

This course will introduce advanced theory concepts to enhance individual speed development, provide focused theory reinforcement vocabulary work, and prepare students for the competency goals of 80 words per minute. Speed will vary from 40 to 100 words per minute. Materials include literary sources, jury charge, business letters, and two-voice. This course is designed to access the student's progress in the 80-word-per-minute speed goal and to provide instructional materials and testing to meet relevant needs. This course may be repeated one time.

### **CTR 010A 100 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* Any one of CTR 008A-D or 008S

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 100 words per minute. Speed will vary from 80-120 words per minute. Materials include literary sources, jury charge, business letters, and two-voice. This course also provides methods of expanding English vocabulary through oral and written instruction.

### **CTR 010B 100 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 010A

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 100 words per minute. Speed will vary from 80-120 words per minute. Materials include literary sources, jury charge, business letters, and two-voice. This course also provides methods of expanding knowledge of medical terminology through oral and written instruction.

### **CTR 010C 100 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 010A or 010B

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 100 words per minute. Speed will vary from 80-120 words per minute. Materials include literary sources, jury charge, business letters, and two-voice. This course also provides methods of expanding knowledge of general legal terminology through oral and written instruction.

### **CTR 010D 100 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 010A or 010B or 010C

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 100 words per minute. Speed will vary from 80-120 words per minute. Materials include literary sources, jury charge, business letters, and two-voice. This course is designed to access the student's progress in the 100-word-per-minute speed goal and to provide instructional materials and testing to meet relevant needs. This course may be repeated one time.

### **CTR 0012A 120 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* Any one of CTR 010A-D or 010S

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 120 words per minute. Speed will vary from 100-140 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course also provides methods of expanding English vocabulary through oral and written instruction.

### **CTR 012B 120 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 012A

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 120 words per minute. Speed will vary from 100-140 words per minute. Materials include literary sources, technical current events, jury charge, and multiple-voice. This course also provides methods of expanding knowledge of medical terminology through oral and written instruction.

### **CTR 012C 120 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 012A or 012B

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 120 words per minute. Speed will vary from 100-140 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course also provides methods of expanding knowledge of general legal terminology through oral and written instruction.

### **CTR 012D 120 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 012A or 012B or 012C

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 120 words per minute. Speed will vary from 100-140 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course is designed to access the student's progress in the 120-word-per-minute speed goal and to provide instructional materials and testing to meet relevant needs. This course may be repeated one time.

### **CTR 014A 140 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* Any one of CTR 012A-D or 012S

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 140 words per minute. Speed will vary from 120-160 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course also provides methods of expanding English vocabulary through oral and written instruction.

### **CTR 014B 140 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite:* CTR 014A

*Acceptable for credit:* California State University

This course will prepare students for the competency goals of 140 words per minute. Speed will vary from 120-160 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course also provides methods of expanding knowledge of medical terminology through oral and written instruction.

### **CTR 014C 140 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 014A or 014B*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 140 words per minute. Speed will vary from 120-160 words per minute. Materials include literary sources, jury charge, and multiple voice. This course also provides methods of expanding knowledge of general legal terminology through oral and written instruction.

### **CTR 014D 140 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 014A, or 014B, or 014C*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 140 words per minute. Speed will vary from 120-160 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course is designed to access the student's progress in the 120-word-per-minute speed goal and to provide instructional materials and testing to meet relevant needs. This course may be repeated one time.

### **CTR 016A 160 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: Any one of CTR 014A-D or 014S*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 160 words per minute. Speed will vary from 140-180 words per minute. Materials include literary sources, current events, also provides methods of expanding English vocabulary through oral and written instruction.

### **CTR 016B 160 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 016A*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 160 words per minute. Speed will vary from 140-180

words per minute. Materials include literary sources, jury charge, and multiple-voice. This course also provides methods of expanding knowledge of medical terminology through oral and written instruction.

### **CTR 016C 160 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 016A or 016B*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 160 words per minute. Speed will vary from 140-180 words per minute. Materials include literary sources, jury charge, and multiple voice. This course also provides methods of expanding knowledge of general legal terminology through oral and written instruction.

### **CTR 016D 160 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 016A or 016B or 016C*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 160 words per minute. Speed will vary from 140-180 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course is designed to access the student's progress in the 160-word-per-minute speed goal and to provide instructional materials and testing to meet relevant needs. This course may be repeated one time.

### **CTR 018A 180 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: Any one of CTR 016A-D or 016S*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 180 words per minute. Speed will vary from 160-200 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course also provides methods of expanding English vocabulary through oral and written instruction.

### **CTR 018B 180 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 018A*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 180 words per minute. Speed will vary from 160-200 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course also provides methods of expanding knowledge of medical

terminology through oral and written instruction.

### **CTR 018C 180 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

Lecture hours; lab hours, lab hours by arrangement

*Prerequisite: CTR 018A or 018B*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 180 words per minute. Speed will vary from 160-200 words per minute. Materials include literary sources, jury charge, and multiple voice. This course also provides methods of expanding knowledge of general legal terminology through oral and written instruction.

### **CTR 018D 180 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 018A or 018B or 018C*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 180 words per minute. Speed will vary from 160-200 words per minute. Materials include literary sources, jury charge, and multiple-voice. This course is designed to access the student's progress in the 180-word-per-minute speed goal and to provide instructional materials and testing to meet relevant needs. This course may be repeated one time.

### **CTR 020A 200 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: Any one of CTR 018A-D or 018S*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 200 words per minute. Speed will vary from 180-220 words per minute. Materials include literary sources, current events, jury charge, congressional record and/or legal opinion, and multiple-voice. This course also provides methods of expanding English vocabulary through oral and written instruction. Student shall pass two 5-minute 180 wpm Literary tests and two 5-minute 200 wpm Jury Charge tests with at least 95% accuracy. In addition, student shall pass one 5-min 180wpm Literary test and one 5-minute 200 Jury Charge test with at least 97.5% accuracy.

### **CTR 020B 200 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 020A*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 200 words per minute. Speed will vary from 180-220 words per minute. Materials include literary sources, jury charge, congressional record and/or legal opinion, and multiple-voice. This course also provides methods of expanding knowledge of medical terminology through oral and written instruction. Student shall pass two 5-minute 180 wpm Literary tests and two 5-minute 200 wpm Jury Charge tests with at least 95% accuracy. In addition, student shall pass one 5-min 180wpm literary test and one 5-minute 200 Jury Charge test with at least 97.5% accuracy.

### **CTR 020C 200 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 020A or 020B*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 200 words per minute. Speed will vary from 180-220 words per minute. Materials include literary sources, jury charge, congressional record and/or legal opinion, and multiple-voice. This course also provides methods of expanding knowledge of general legal terminology through oral and written instruction. This course may be repeated one time. Student shall pass two 5-minute 180 wpm Literary tests and two 5-minute 200 wpm Jury Charge tests with at least 95% accuracy. In addition, student shall pass one 5-min 180wpm Literary test and one 5-minute 200 Jury Charge test with at least 97.5% accuracy.

### **CTR 020D 200 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 4 hours by arrangement

*Prerequisite: CTR 020A or 020B or 020C*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 200 words per minute. Speed will vary from 180-220 words per minute. Materials include literary sources, jury charge, congressional record and/or legal opinion, and multiple-voice. This course is designed to access the student's progress in the 200-word-per-minute speed goal and to provide instructional materials and testing to meet relevant needs. This course may be repeated one time. Student shall pass two 5-minute 180 wpm Literary tests and two 5-minute 200 wpm Jury Charge tests with at least 95% accuracy. In addition, student shall pass one 5-min 180wpm literary test and one 5-minute 200 Jury Charge test with at least 97.5% accuracy.

### **CTR 022A 220 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 5 hours by arrangement

*Prerequisite: Any one of CTR 020A-D or 020S*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 220 words per minute. Speed will vary from 200-240 words per minute. Materials include literary sources, current events, jury charge, congressional record and/or legal opinion, and multiple-voice. This course also provides methods of expanding English vocabulary through oral and written instruction. Student shall pass two 5-minute 225 wpm two-voice tests with at least 95% accuracy. In addition, student shall pass one 5-min 225wpm two-voice test with at least 97.5% accuracy.

### **CTR 022B 220 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 5 hours by arrangement

*Prerequisite: CTR 022A*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 220 words per minute. Speed will vary from 200-240 words per minute. Materials include literary sources, jury charge, congressional record and/or legal opinion, and multiple-voice. This course also provides methods of expanding knowledge of medical terminology through oral and written instruction. Student shall pass two 5-minute 225 wpm two-voice tests with at least 95% accuracy. In addition, student shall pass one 5-min 225 wpm two-voice test with at least 97.5% accuracy.

### **CTR 022C 220 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 5 hours by arrangement

*Prerequisite: CTR 022A or 022B*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 220 words per minute. Speed will vary from 200-240 words per minute. Materials include literary sources, jury charge, congressional record and/or legal opinion, and multiple voice. This course also provides methods of expanding knowledge of general legal terminology through oral and written instruction. This course may be repeated one time. Student shall pass two 5-minute 225 wpm two-voice tests with at least 95% accuracy. In addition, student shall pass one 5-min 225wpm two-voice test with at least 97.5% accuracy.

### **CTR 022D 220 WPM SPEED GOAL**

6.5 units

Lecture 5 hours; lab 5 hours, lab 5 hours by arrangement

*Prerequisite: CTR 022A or 022B or 022C*

*Acceptable for credit: California State University*

This course will prepare students for the competency goals of 220 words per minute. Speed will vary from 200-240 words per minute. Materials include literary sources, jury charge, congressional record and/or legal opinion, and multiple-voice. This course is designed to

access the student's progress in the 220-word-per-minute speed goal and to provide instructional materials and testing to meet relevant needs. This course may be repeated one time. Student shall pass two 5-minute 225 wpm two-voice tests with at least 95% accuracy. In addition, student shall pass one 5-min 225 wpm two-voice test with at least 97.5% accuracy.

### **DM/IS 001 DIGITAL MEDIA 1**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hours by arrangement

Students will explore the world of digital media including digital media technology, skills, and creative processes. Examples of programs that have been created and are on the market, along with experimental applications and ideas for digital media programs, are included. Students will understand how digital media fits into the business structure and how digital media tools can benefit operations. Digital media communications in education, art, publishing, television and theater will be discussed. Credit/No Credit Only

### **DM/IS 003 DIGITAL VISUAL DESIGN**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020 or CA 070*

This course focuses on the planning, drawing, gathering information and resources, and preparation process of digital media development.

### **DM/IS 004 DIGITAL LAYOUT, COLOR AND TYPOGRAPHY**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: CA 020 or 070*

This course focuses on developing a visual understanding of basic layout design using color and typography. Emphasis will be on anatomy of type, different typefaces, cross platform issues, color theory, and the use of color to communicate effectively.

### **DM/IS 007 DIGITAL MEDIA PRODUCTION PROCESS**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hours by arrangement

This course is an introduction to the multimedia business. Topics include copyright issues, pricing of products, finding clients, and developing business plans. Credit/No Credit Only

### **DM/IS 009 TYPOGRAPHY: QUICK START**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hours by arrangement

This course focuses on the planning and use of digital type for commercial web site design and other digital media

applications. Selecting, purchasing, installing, and managing fonts for design and communication with the user will be emphasized. Credit/No Credit Only

### **DM/IS 010C DIGITAL IMAGES: PHOTOSHOP**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: CA 020 or 070*

This course focuses on professional techniques for digital image manipulation including creating digital artwork, enhancing images, and preparing digital images for color printing.

### **DM/IS 010D DIGITAL IMAGES: ADVANCED PHOTOSHOP**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: DM/IS 010C*

This is an advanced course in digital image manipulation. This course focuses on creating original imagery and effective solutions to projects. Additional topics include workflow, methodologies, and techniques needed to resolve industry level design issues, and production requirements.

### **DM/IS 012 ONLINE ENTREPRENEUR**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hours by arrangement

This course reviews setting up an online auction business. Students learn how to set up an online business utilizing the tools and infrastructure required to sell in online auctions. This course also reviews profiles of successful sellers. This course may be taken two times. Credit/No Credit Only

### **DM/IS 013 APPLE iLIFE**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hours by arrangement

This course uses the Apple iLife application suite to edit and create digital media products. The course reviews the Apple iLife suite: iPhoto to organize and print digital photographs, iMovie to capture and edit digital videos, iDVD to organize and burn DVDs, GarageBand to capture and edit digital audio, and iTunes to purchase and download music online. Credit/No Credit Only

### **DM/IS 014C DIGITAL ILLUSTRATION: ILLUSTRATOR**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: CA 020 or CA 070*

This course focuses on using Illustrator to create artwork, to design icons, to communicate visually with graphics, and to work with file formats. Emphasis is on the use of Illustrator for publishing, integrating with other applications, and designing web graphics.

### **DM/IS 014D ADVANCED ILLUSTRATOR**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020, CA 070 or equivalent*

This is an advanced course in developing illustrations using Adobe Illustrator. The course focuses on the creation of completed commercial quality illustrations. Students have the opportunity to learn to develop their own style while exploring different types of illustrative techniques. Production methodologies from concept to pre-press consideration are emphasized. This course may be taken two times.

### **DM/IS 018 FREELANCE AND STARTUP FOR THE WEB AND DIGITAL MEDIA**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020 or CA 070*

This course explores planning, creating, marketing and growing a freelance or startup Web/Digital Media business. This course may be taken two times.

### **DM/IS 019 UPDATING WEBSITES**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020 or CA 070*

Existing websites often need an updated design, code and/or interface. This course focuses on designing, creating and coding for the purpose of transitioning existing sites to current looks and technologies.

### **DM/IS 020 WEB/INTERNET PROJECT MANAGEMENT**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020 or CA 070*

This course teaches Web/Internet project management for collaborative commercial site development.

### **DM/IS 021A WEB DEVELOPMENT 1**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: CA 020 or CA 070*

This course provides a general overview and introduction to Adobe Illustrator. Basic understanding of the interface, production tools and file management are introduced. Topics include development of images from drawings and photography, printing of images, adding text to layouts, modifying, editing, and grouping vector graphics.

### **DM/IS 021B WEB DEVELOPMENT 2**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: DM/IS 021A*

This course extends the DM/IS 021A course. It focuses on web site production and development using XHTML, HTML, and CSS by adding more complex web application requirements. Additional emphasis is placed on more advanced uses of markup and scripting languages.

### **DM/IS 023 WEB DESIGN: DREAMWEAVER**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: CA 020 or CA 070*

This course focuses on the layout of web pages, tables, frames, rollovers, DHTML, CSS, and database connectivity using Macromedia Dreamweaver.

### **DM/IS 023A DREAMWEAVER: QUICK START**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020 or CA 070*

This course focuses on web site layout and design using the software HTML editor Dreamweaver. Emphasis is on implementing navigation, CSS (Cascading Style Sheets) layouts, testing, and debugging. Credit/No Credit Only

### **DM/IS 023B WEB DEVELOPMENT: DREAMWEAVER**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: CA 020 or CA 070*

This course reviews the advanced features of Macromedia Dreamweaver. Students have the opportunity to learn server side programming, develop a web application, and how to connect to a database. In addition, students learn the collaborative features of Dreamweaver to author team web sites. Credit/No Credit Option

### **DM/IS 024 INFORMATION AND CONTENT DESIGN FOR THE WORLD WIDE WEB**

1 unit

*Recommended Preparations: CA 020 or CA 070*

*Acceptable for credit: California State University*

This course focuses on creating well-defined information structures, logical navigation, responsive feedback mechanisms, and effective interaction on the Web. Credit/No Credit Only

### **DM/IS 025A WEB MARKETING**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020 or 070*

This course focuses on marketing websites. Students learn to prepare websites for submission to search engines and other web directories. Additionally, marketing plans, marketing budgets, and advertising options are explored.

### **DM/IS 029 PUBLICATION DESIGN AND PRINTING**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: CA 020 or CA 070*

This is an advanced course that focuses on design, production and publication techniques for creating business communications. Emphasis is on the creation of multi-page projects from concept to print. Adobe Illustrator and Photoshop images are used within Adobe InDesign to create multi-page layouts. Printing methodologies are also emphasized.

### **DM/IS 057A DIGITAL VIDEO EDITING: PREMIERE PRO**

(FORMERLY DIGITAL EDITING: PREMIERE)

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020 and CA 070*

Digital video is a dynamic way of delivering content through video, CD-ROM, and web sites. This class focuses on video editing using Adobe Premiere. Emphasis is on using Premiere tools to capture, edit, and compress digital video.

### **DM/IS 062A FLASH: CREATING INTERACTIVE WEB PAGES**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparations: CA 020 or CA 070*

Students will use Macromedia Flash to create interactive Web pages incorporating graphics, animation, sound, and programming. This course may be repeated once.

### **DM/IS 062B - FLASH 2: ACTIONSRIPT ANIMATION AND INTERACTIVITY**

(FORMERLY: FLASH 2: SCRIPTING AND WEB INTERFACES)

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: DM/IS 062A*

This advanced course focuses on programming Flash web sites. Students learn action-scripting, forms, and interactive techniques using Flash programming.

### **DM/IS 064 WEB MOTION GRAPHICS**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

This course focuses on the techniques and methodologies used to create and publish motion graphics to web sites, CD-ROM and DVD's. Basic animation theory is incorporated in the development of animated GIFF's, navigation sets, Flash sequences, and image animation.

### **DM/IS 066 DIGITAL AUDIO AND VIDEO**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: CA 020 or CA 070*

This course focuses on creation and compression of video and audio files for broadcast, CD-ROM, and the Internet. Emphasis is on shooting video, importing audio and video, developing Quicktime VR, and creating and mixing audio files.

### **DM/IS 072 MOBILE SITES / APPS DESIGN AND DEVELOPMENT**

3 Units

Lecture 3 hours; lab 0 hour, lab 0 hour by arrangement

This course focuses on creating wireless websites for proprietary (iPhone, Blackberry, etc.) technologies and W3C recommendations (XHTML Basic, WAP). Additional, current and emerging technologies are explored.

### **DM/IS 086 PORTFOLIO PLANNING AND REVIEW**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: DM/IS 080*

This course is for Desktop Publishing and Digital Media students committed to developing a professional quality hard copy and digital portfolio.

### **ENGR 021 INTRODUCTION TO COMPUTING FOR SCIENTISTS AND ENGINEERS**

3 units

Lecture 3 hours; lab 0 hours, lab 3 hours by arrangement

*Co-requisite: Math 003A*

*Acceptable for credit: University of California,*

*California State University*

This course emphasizes the use of the computer as a tool using the C++ program language to solve scientific and engineering problems. Topics include program design, algorithms, development, documentation and elementary data structures. The student will use the C++ language for programming the solution to a variety of engineering problems.

### **ENGL 001A ENGLISH COMPOSITION**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: Proof of assessment or credit in Engl 905. Beginning Fall 2008, Reading 961 (or appropriate placement scores) will become a prerequisite for English 1A for all incoming students. Since English 1A is a graduation requirement, continuing students will have catalog rights. However, all students must still pass the reading proficiency test for graduation or Reading 53.*

*Acceptable for credit: University of California,*

*California State University*

This course introduces the techniques of collegiate English composition with emphasis on clear and effective writing and analytical reading. In English 1A, students write a series of essays including a documented research paper. Because this is a collegiate-level writing course, students must enroll with strong grammatical competence. English 1A fulfills the written communication requirement for Associate and Bachelor degrees. This course is also offered in an online format.

### **ENGL 001B ENGLISH COMPOSITION**

3 Units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: Engl 001A*

*Acceptable for credit: University of California,*

*California State University*

This course builds on composition skills developed in ENGL 001A by introducing students to the analysis of literature through discussion and writing. Students will read and discuss literary texts (such as short fiction, poetry, drama, and novels) from diverse cultures. By composing analytic essays about literature, they will learn a variety of writing techniques, interpretive strategies, and research skills emphasizing synthesis of multiple sources. This course fulfills the critical thinking requirement for California State University transfer. (CAN ENGL 004)

### **ENGL 001C CLEAR THINKING IN WRITING**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: Engl 001A*

*Acceptable for credit: University of California,*

*California State University*

This writing course focuses on techniques and principles of writing effective arguments. The course examines word choice, inference, evidence, reasoning, and strategies in arguments written by both professional and student writers. Students will spend 2 hours per week by arrangement working on writing and thinking skills to enhance performance in the course. Fulfills the English requirement for the Associate degrees; a baccalaureate course.

### **FD 017 PRODUCT DATA MANAGEMENT**

1 unit

Lecture 1 hour; lab 0 hour, lab 1 hour by arrangement

*Recommended Preparation: FD 011, 054 or CA 020 or CA 070 or experience using "Windows" and Math 902*

This course covers computer techniques for creating garment specification packages for apparel manufacturing. Students will use the GT Product Data Management (PDM) software to create specification sheets and the Micrografx Designer software to create and manipulate garment designs on the computer. Credit/No Credit Option.

### **FD 018B ELECTRONIC PATTERNMAKING**

3 units

Lecture 3 hours; lab 0 hours, lab 3 hours by arrangement

*Prerequisite: FD 060*

*Recommended Preparation: Math 902*

This course concentrates on computer techniques for patternmaking using the Gerber Technology (GT) AccuMark computer system. Students will have the opportunity to learn the Pattern Design System (PDS) software and the Silhouette worktable. In addition, students will use the GT Samplemaker and Samplemanager software to cut out sample garments. Students must know how to make patterns manually and be familiar with Microsoft Windows before enrolling in this class. This course may be repeated one time. Credit/No Credit Option

### **FD 030 INTRODUCTION TO FASHION DESIGN**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

A course designed to present in-depth information about all aspects of the Fashion Design industry and the process of design development and apparel production. The factors affecting fashion will be explored and fashion cycles identified. The goal of the course is to acquaint students with the career opportunities and requirements for employment within the Fashion Design industry. Credit/No Credit Option

### **FD 032 HISTORY OF FASHION**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This class covers the historical development of Western fashions/costumes with emphasis on the period from 1660 to the present. The effect of a historical period on the fashions of the times is explored with an emphasis on the relationship between past eras and today's fashion. Students will study the careers of major twentieth century designers and their contribution to the field of fashion. The course fulfills the West Valley General Education Pattern under Area C Humanities. Credit/No Credit Option

### **FD 050 BASIC APPAREL CONSTRUCTION**

3 units

Lecture 3 hours; lab 0 hours, lab 3 hours by arrangement

*Acceptable for credit: California State University*

This course provides students with the opportunity to learn basic apparel construction techniques using industry standard techniques for factory mass production of apparel. Students will have the opportunity to learn constructing techniques as well as how to determine appropriate sewing sequence. Working in a mock-factory setting, students have the opportunity to learn to operate and maintain industrial production equipments. This course may be taken for a total of two times. Credit/No Credit Only

### **FD 052A FABRIC ANALYSIS I**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

Fabric information specific to Apparel Design is presented in depth. Students will conduct analysis of fibers, yarns, fabric construction, coloration and finishes as they relate to specific industry requirements. Students will design fabrics, dye, and print fabrics and experiment with various finishes as a way of reinforcing the basic information and expanding their working knowledge of fabrics. Credit/No Credit Option

### **FD 052B FABRIC ANALYSIS II**

3 units

Lecture 3 hours; lab 0 hours, lab 3 hours by arrangement

*Prerequisite: FD 052A*

*Acceptable for credit: California State University*

This course is a continuation of FD 052A. Emphasis is placed on understanding fabric behavior, durability, performance, and the criteria for selecting appropriate fabrics for apparel. Students will learn the role of the designer in selecting fabrics, working with the textile industry and creating original fabric designs.

Techniques for fabricating a line of apparel are presented, including the selection of inner construction, trims and findings. Fabric resources are introduced. Credit/No Credit Option

### **FD 054 APPAREL MANUFACTURING**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Recommended Preparation: Math 902, FD 050*

*Acceptable for credit: California State University*

This course introduces the industrial process of apparel manufacturing, including garment construction and assembly techniques, factory methods of mass production, operation of industrial power equipment, and the processes of work flow and production management. This course is a prerequisite for all patternmaking and production classes.

This course may be repeated once. Credit/No Credit Option

### **FD 060 PROFESSIONAL PATTERNMAKING I**

3 units

Lecture 3 hours; lab 0 hours, lab 3 hours by arrangement

*Recommended Preparation: Math 902, FD 050*

*Acceptable for credit: California State University*

This course covers the methods of creating workroom sample patterns using fashion industry professional flat patternmaking techniques. Students create style variations by manipulating basic pattern blocks. Designs are transferred from sketches into usable first patterns for apparel production. Sample garments are constructed. All projects are produced using industry dress forms and industry equipment in the FD lab. This course may be repeated once for credit. Credit/No Credit Option

### **FD 062 PROFESSIONAL PATTERNMAKING II**

3 units

Lecture 3 hours; lab 0 hours, lab 3 hours by arrangement

*Prerequisite: FD 060*

*Recommended Preparation: FD 040A and FD 064 and Math 902*

*Acceptable for credit: California State University*

This course is a continuation of Professional Patternmaking I. Advanced flat patternmaking techniques are emphasized for both woven and knit fabrics. Students draft style variations for sportswear, activewear and outerwear designs using basic pattern blocks. First patterns are developed and sample garments constructed and tested for fit on industry dress forms. All projects are produced using industry dress forms and industry equipment in the FD lab. Credit/No Credit Option

### **FD 063 FITTING AND PATTERN ALTERATION**

2 units

Lecture 2 hours; lab 0 hours, lab 1.5 hours by arrangement

*Prerequisite: FD 060*

*Acceptable for credit: California State University*

This course covers general principles of garment fitting according to industry standards. Fitting problems and solutions for all types of garments will be discussed. Techniques for adjusting patterns to correct fit will be practiced. This course is may be repeated once. Credit/No Credit Option

### **FD 064 PROFESSIONAL DRAPING**

3 units

Lecture 3 hours; lab 0 hours, lab 6 hours by arrangement

*Recommended Preparation: Math 902*

*Acceptable for credit: California State University*

This course covers the three-dimensional method of creating workroom sample patterns using fashion industry

professional draping techniques. Designs are draped in muslin and fashion fabric on standard industry dress forms provided in the FD lab then transferred into first patterns for apparel production. Sample garments are constructed using production techniques and equipment provided in the FD lab. Credit/No Credit Option

### **FD 065 PRODUCTION PATTERNMAKING**

3 units

Lecture 3 hours; lab 0 hours, lab 3 hours by arrangement

*Prerequisite:* FD 062

*Recommended Preparation:* Math 902

In this course, the students will be given the opportunity to learn the methods of transferring a first sample pattern into a production pattern. Students will also be given the opportunity to learn to draft patterns for men, women and children while concentrating on garment fit for a variety of body types and size ranges. Cost effective designs are stressed. Students will construct garments. This course may be repeated once for credit. Credit/No Credit Option

### **FD 067 MANUAL PATTERN GRADING**

1 unit

Lecture 1 hour; lab 0 hours, lab 1 hour by arrangement

*Prerequisite:* FD 060

*Recommended Preparation:* Math 902

In this course, the students will be given the opportunity to learn the manual methods of grading production patterns into a full range of sizes for apparel production. Students grade patterns with a manual grading machine and develop an understanding of how the pattern grows relative to size ranges for men, women and children. This course may be repeated once for credit. Credit/No Credit Option

### **FD 070 ELEMENTS AND PRINCIPLES OF DESIGN**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit:* California State University

This course introduces students to the basic design elements and principles as they apply to fashion design. These concepts will be applied to designing apparel and accessories in subsequent fashion design courses. The effect of silhouette, proportion, line and color are explored with the emphasis on developing an aesthetic awareness of good design. Credit/No Credit Option

### **FD 076 CREATIVE APPAREL DESIGN**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite:* FD 040A, FD 040B, 052A, 060

*Recommended Preparation:* Math 902, FD 064

*Acceptable for credit:* California State University

This course explores the creative process of apparel design and the development of

groups and collections. Students learn the process of designing for specific markets, seasons and price categories and develop designs within their chosen area of interest. Methods of organizing and presenting design concepts are stressed. Sample garments are constructed using industrial production equipment in the FD lab. Credit/No Credit Option

### **FD 078 CREATING AND MARKETING A LINE**

4 units

Lecture 3 hours; lab 3 hours, lab 3 hours by arrangement

*Prerequisites:* FD 040A, 040B, 052B, 054, 062, 076

*Recommended Preparation:* FD 064, Math 902

*Acceptable for credit:* California State University

This course focuses on the process of creating a line of apparel and techniques for marketing that apparel at the wholesale level. Emphasis is on the process of organizing original design concepts into a complete apparel collection including the designing, construction and costing of wholesale production samples. Students create their own line of apparel in their chosen area of interest using industry standard production equipment. Basic business practices, presentation techniques and marketing strategies are covered.

### **FD 084 FASHION DESIGN INTERNSHIP**

3 units

Lecture 1 hour; lab 0 hours, lab 6 hours by arrangement

*Prerequisite:* FD 030, FD 040A, FD 060

The student will apply knowledge/skills learned in the Fashion Design Program through an internship in an apparel firm or design department under the supervision of a fashion professional. This course provides direct industry experience as well as a forum to discuss various aspects of employment in the apparel industry. This course may be repeated for credit a total of three times. Each internship must focus on a different company or department to provide a unique learning opportunity. This course may be repeated twice. Credit/No Credit Option

### **FD 085 CAD: SCANNING AND COLOR PRINTING**

1 unit

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Recommended Preparation:* CA 020

*Acceptable for credit:* California State University

This course covers techniques for scanning black and white and color images, reducing and changing colors in scanned images, and calibrating colors for color printing, although primary emphasis is placed on techniques used for textile and apparel design in the apparel industry. This course is appropriate for students who need to work with a scanner and a color printer in any of the following disciplines: apparel design, desktop publishing, graphic arts/design, digital arts, fine arts, and multimedia. Credit/No Credit Option

### **FD 087 CAD: CREATING DESIGNS AND TECHNICAL SKETCHES**

2 units

Lecture 2 hours; lab 0 hours, lab 2 hours by arrangement

*Recommended Preparations:* FD 040A, FD 085 or DM/IS 085, FD 040B

This course covers the methods of creating flat sketches, technical drawings for apparel and basic textile designs using the Macintosh computer and common computer drawing programs. Techniques for creating layouts and presentations are also covered. This course is appropriate for students who want to create flat drawings, technical drawings and background images in any of the following disciplines: apparel design, desktop publishing, graphic arts/design, digital arts, fine arts, multimedia. This course may be repeated once. Credit/No Credit Option

### **FRNCH 011A FRENCH LABORATORY**

.5 unit

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

*Co-requisite:* Frnch 001A

*Recommended Preparation:* Frnch 001A concurrently

*Acceptable for credit:* California State University

The students practice their French language skills and expand their knowledge of the cultures of French-speaking people through the use of the latest language learning technology. It is a required corequisite to French 001B. Credit/No Credit Option

### **GERM 011A GERMAN LABORATORY**

.5 unit

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

*Co-requisite:* Germ 001A

*Acceptable for credit:* California State University

This is a separate beginning laboratory course offered by arrangement at the student's convenience, which aims to present the culture of the German-speaking world through a variety of media. The student will review the customs and culture of German speaking countries through slides, filmstrips, tapes, films and current publications. Tapes and programs providing German language and pronunciation drill are also available. The course provides an excellent supplement to German 001A. Credit/No Credit Option

### **GERM 011B GERMAN LABORATORY**

.5 unit

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

*Co-requisite:* Germ 001B

*Acceptable for credit:* California State University

This course is a continuation of German 011A, although 011A is not a prerequisite. The student will expand his/her knowledge of the cultures of German-speaking people through further use of



slides, tapes, filmstrips, films and current publications. Tapes and programs providing German language and pronunciation drill are also available. The course provides an excellent supplement to German language classes and is usually taken in conjunction with German 001B. Credit/No Credit Option

### **HTECH 004 STRUCTURE AND FUNCTION OF THE HUMAN BODY**

3 units

Lecture 3 hours; lab 1 hour, lab 1 hour by arrangement

*Acceptable for credit: California State University*

This course is designed specifically for, but not limited to, students in the Health Care Technology programs. The students will have the opportunity to learn the basic anatomical components and associated physiology integrated for each body system. Credit/No Credit Option

### **HTECH 006 ADVANCED MEDICAL TERMINOLOGY**

3 units

Lecture 3 hours; lab 0 hour, lab 1 hour by arrangement

*Prerequisite: HTECH 005*

*Acceptable for credit: California State University*

An introduction to the nature of disease and terms that relate to diseases, symptoms and pathophysiological states. Credit/No Credit Option

### **HTECH 025A MEDICAL TRANSCRIPTION**

2 units

Lecture 2 hours; lab 0 hour, lab 3 hour by arrangement

*Prerequisites: HTECH 005*

*Recommended Preparation: HTECH 002 and typing skill 35 word per minute*  
*Acceptable for credit: California State University*

In this course, the students will review medical terminology, use reference materials, use transcribing equipment, and review English usage and punctuation. The students will transcribe reports on various medical specialties. Credit/No Credit Option

### **HTECH 025B MEDICAL TRANSCRIPTION**

3 units

Lecture 2 hours; lab 0 hour, lab 4 hour by arrangement

*Prerequisite: HTECH 025A*

*Acceptable for credit: California State University*

Continue review of medical terminology, use of reference materials and transcribing equipment. Practical application by transcribing professionally prepared and actual medical dictation. Credit/No Credit Option

### **HTECH 025C MEDICAL TRANSCRIPTION**

3 units

Lecture 2 hours; lab 0 hour, lab 4 hour by arrangement

*Prerequisite: HTECH 025B*

*Acceptable for credit: California State University*

Continue review of medical terminology and use of reference materials. Practical application by transcribing actual medical dictation from all fields of specialty. Credit/No Credit Option

### **HTECH 041 BASIC MEDICAL OFFICE BUSINESS PROCEDURES**

3 units

Lecture 2 hours; lab 3 hour, lab 0 hour by arrangement

*Recommended Preparation: HTECH 005*

*Acceptable for credit: California State University*

This course provides instruction and practical application of administrative procedures in a medical office. These procedures include management of appointment schedules, telephone communications, medical record management, credit and collections, accounts receivable, accounts payable, personnel selection, training and supervision, and payroll record keeping. Credit/No Credit Option

### **HTECH 055 VITAL SIGNS AND CHARTING**

2 units

Lecture 1 hour; lab 3 hours, lab 1 hour by arrangement

*Recommendation preparation: HTECH 005 and Math 902*

This course provides instruction in the duties and responsibilities of the clinical area of a medical office. This will include equipment and supplies control; medical asepsis assisting with physical examinations including positioning, height, weight, and visual acuity; vital signs determination (temperature, pulse, respiration, and blood pressure); assisting with specialty examinations. Credit/No Credit Option

### **HTECH 071A BASIC MASSAGE THERAPY**

2 units

Lecture 1 hour; lab 3 hours, lab 1 hour by arrangement

*Recommended Preparation: HTECH 004*

This course provides the student with fundamental training in Swedish and Sports massage theory, technique, and practice. The curriculum covers various topics including anatomy, with emphasis on the musculoskeletal system, benefits and contraindications of massage therapy, biomechanics, athletic training and common sports injuries, diet and nutrition, yoga, cryotherapy, holistic health and wellness. Credit/No Credit Option

### **HTECH 0071B - SHIATSU AND CHAIR MASSAGE**

2 units

Lecture 1 hour; lab 3 hours, lab 1 hour by arrangement

This course introduces students to the theory, technique, and practice of Shiatsu/Acupressure and on-site chair

massage. The five-element theory of Asian medicine will be discussed and interpreted. This course will also cover meridian theory, diet and lifestyle, chi/life force, comparison and contrast of Eastern and Western medicine, and the philosophy of holistic health. Students will have the opportunity to learn to give a complete Shiatsu and on-site chair massage. Incorporated into each class will be a short practicum of yoga/stretching and/or meditation. Credit/No Credit Option

### **ID 010 ELEMENTS AND PRINCIPLES OF INTERIOR DESIGN**

3 units

Lecture 2 hours; lab 3 hours, lab 2 hours by arrangement

*Recommended Preparation: Math 902*

*Acceptable for credit: California State University*

The course is intended to provide students with the knowledge of conceptual design elements and principles which will be applied to designing interior spaces in subsequent interior design courses. Credit/No Credit Option

### **ID 015 INTERIOR ARCHITECTURAL DRAFTING**

3 units

Lecture 2 hours; lab 3 hours, lab 2 hours by arrangement

*Recommended Preparation: Math 902*

*Acceptable for credit: California State University*

This course introduces the tools and techniques necessary for interior architectural drafting. Emphasis is on lettering, measuring techniques, scale problems, use of architectural graphic standards, dimensioning, plans, elevations, and sections. Credit/No Credit Option

### **ID 020 COLOR THEORY AND APPLICATION**

3 units

Lecture 2 hours; lab 3 hours, lab 2 hours by arrangement

*Recommended Preparation: Math 902*

*Acceptable for credit: California State University*

This course is an introduction to design fundamentals and the basic principles of color and applied art as related to interior design. Laboratory experiences will expose the students to design projects in different media. Credit/No Credit Option

### **ID 025 INTERIOR FINISH MATERIALS**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Recommended Preparation: Math 902*

*Acceptable for credit: California State University*

This course covers instruction in various interior design materials, characteristics, processes and uses, including textiles and other products for floors, walls, ceilings, and furniture. Credit/No Credit Option

### **ID 040 RESIDENTIAL DESIGN**

3 units

Lecture 2 hours; lab 3 hours, lab 2 hours by arrangement

*Prerequisite:* ID 005, ID 010, ID 015, ID 020, ID 025, ID 030

*Recommended Preparation:* Math 902  
*Acceptable for credit:* California State University

This course covers planning and design for interior spaces with emphasis on the home environment. Projects will include studies of special spaces and a complete residence with scale drawings, color and materials schemes and selection of furnishings. This course is AA/AS degree and certificate applicable. Credit/No Credit Option

### **ID 050 KITCHEN AND BATH DESIGN**

3 units

Lecture 2 hours; lab 3 hours, lab 2.6 hours by arrangement

*Recommended Preparations:* ID 040 or Concurrently; Math 902

*Acceptable for credit:* California State University

This course covers the process of design for kitchens and baths with emphasis on remodeling, presentation drawings and material selection and specification. Credit/No Credit Option

### **ID 060 COMMERCIAL DESIGN**

3 units

Lecture 2 hours; lab 3 hours, lab 2 hours by arrangement

*Prerequisite:* ID 040.

*Recommended Preparation:* Math 902  
*Acceptable for credit:* California State University

Students will study the methods of planning and design for interior spaces related to commercial projects and space planning for offices and public buildings. Finish materials and furniture suitable for commercial projects are examined and methods of producing presentation drawings are practiced. Credit/No Credit Option

### **ID 080 ADVANCED COMMERCIAL DESIGN**

3 units

Lecture 2 hours; lab 3 hours, lab 2 hours by arrangement

*Prerequisite:* ID 060

*Recommended Preparation:* ID 070, Math 902

*Acceptable for credit:* California State University

This course involves the study of commercial interior design via projects of increased size and complexity and of diverse use. Credit/No Credit Option

### **ID 080B ADVANCED RESIDENTIAL DESIGN**

3 units

Lecture 2 hours; lab 3 hours, lab 2 hours by arrangement

*Recommended Preparation:* Math 902  
*Prerequisite:* ID 040, ID 045

This course covers advanced planning and design of the residential environment with an emphasis on kitchen and bathroom design. The course involves the study of

advanced residential interior design via projects of increased size, detail and complexity and addressing diverse needs. This course is AA/AS degree and certificate applicable. Credit/No Credit Option

### **ID 085 DESIGN DETAILING**

3 units

Lecture 2 hours; lab 3 hours, lab 2 hours by arrangement

*Prerequisites:* ID 060, Arch 030

*Recommended Preparation:* Math 902  
*Acceptable for credit:* California State University

This course covers the development of the design process and skills as applied to custom interior detailing and furniture design. Credit/No Credit Option

### **ITAL 011A ITALIAN LABORATORY**

.5 unit

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

*Co-requisite:* Ital 001A

*Acceptable for credit:* California State University

This is a separate course, offered by arrangement at the student's convenience, which aims to present the culture of the Italian-speaking world through a variety of media. The student will review the customs and culture of Italian-speaking countries through slides, filmstrips, tapes, films and current publications. Tapes and programs providing Italian language and pronunciation drill are also available. The course provides an excellent supplement to Italian 1A. Credit/No Credit Option

### **ITAL 011B ITALIAN LABORATORY**

.5 unit

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

*Co-requisite:* Ital 001B

*Acceptable for credit:* California State University

This course is a continuation of Italian 011A, although 11A is not a prerequisite. The student will expand his/her knowledge of the cultures of Italian-speaking people through further use of slides, tapes, filmstrips, films and current publications. Tapes and programs providing Italian language and pronunciation drill are also available. The course provides an excellent supplement to Italian language classes and is usually taken in conjunction with Italian 1B. Credit/No Credit Option

### **JOURN 053 NEWSPAPER ARTICLE WRITING**

2 units

Lecture 1 hour; lab 2 hours, lab 2 hours by arrangement

*Recommended Preparation:* Engl 905

*Acceptable for credit:* California State University

A one-semester lecture and lab course in newspaper article writing techniques, using the college newspaper, the NORSEMAN, as a practical laboratory. Stories are assigned, students conduct interviews and gather information for stories, stories are written onto a computer, where they are edited by

student editors. During the process, discussions are held as appropriate on ethical, legal, and other responsibilities and writing styles and techniques. The cycle is repeated to the number of issues in the term. Credit/No Credit Option

### **JOURN 055 NEWSPAPER PRODUCTION**

2 units

Lecture 1 hour; lab 2 hours, lab 2 hours by arrangement

*Recommended Preparation:* Engl 905

*Acceptable for credit:* California State University

A one-semester lecture and lab course in newspaper production techniques, using the college newspaper, the NORSEMAN, as a practical laboratory. Stories prepared by the class are checked for completeness and lack of technical errors. Class members and student editors review possible page designs. Students paginate (lay out) pages on a computer, place stories, artwork, photographs and other graphic images on the page, print out and assemble the page to be sent to a commercial printer. During the process, discussions are held appropriate on typography, design, computer techniques, and graphic arts techniques. The cycle is repeated to the number of issues in the term. Credit/No Credit Option

### **JOURN 057 NEWSPAPER PHOTOGRAPHY**

2 units

Lecture 1 hour; lab 2 hours, lab 2 hours by arrangement

*Recommended Preparation:* Photo 001

*Acceptable for credit:* California State University

A one-semester lecture and lab course in newspaper photojournalism techniques, using the college newspaper, the NORSEMAN, as a practical laboratory. Photo assignments are made, students shoot the photos and gather information for cutlines, film is processed and photos are printed, cutlines are written, photos are scaled and cropped for the printer. During the process, discussions are held as appropriate on ethical, legal and other responsibilities, and photographic and graphic styles and techniques. The cycle is repeated to the number of issues in the term. Credit/No Credit Option

### **JOURN 061 EDITORIAL BOARD**

1 unit

Lecture 1 hour; lab 0 hours, lab 0 hours by arrangement

*Co-requisite:* Journ 053, Journ 055, or Journ 057

*Recommended Preparation:* Be a major editor of the NORSEMAN

*Acceptable for credit:* California State University

Enrollment in this course is limited to major editors of the school newspaper, the NORSEMAN. The Board interprets established policy and supervises production of the student newspaper. Credit/No Credit Option

## **MUSIC 005 FUNDAMENTALS OF MUSIC**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California, California State University*

This course is designed for the student who wants a beginning background in the theory of music. The course includes: basic musical notation, rhythm and meter, major and minor scales, major and minor key signatures, intervals and inversions, triads (major, minor, diminished and augmented), some seventh chords, inversions of triads and seventh chords, elementary formal and harmonic analysis, and ear training for all of the above, plus some sight singing and melodic dictation. This is NOT a music major course. Credit/No Credit Option

## **MUSIC 009 JAZZ - PAST AND PRESENT**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California, California State University*

This course introduces the development and evolution of jazz in the United States. Analysis of the elements of jazz with attention to stylistic differences throughout its history (1890 to present). The added hour by arrangement is for the real number of extra performances given.

## **MUSIC 010 MUSIC APPRECIATION**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

This is a basic introductory course for the student without previous training in music listening or performance. The students are given an opportunity for development of enjoyment and appreciation through active and guided listening to such musical forms as symphony, opera, tone poem, ballet, and concerto from early times to the present. The periods of Pre-Baroque (to 1600); Baroque (1600-1750); Classic (1750-1825); Romantic age (1825-1900); Nationalism; Modern (Jazz, Rock, Electronic Music) are covered. The hour by arrangement per week is for extra performances given.

## **MUSIC 027 INTRODUCTION TO JAZZ PIANO**

1 unit

Lecture 1 hour; lab 1 hour, lab 0 hours by arrangement

*Recommended Preparation: Music 030A or 030B*

*Acceptable for credit: University of California,*

*California State University*

A study of basic harmonies and voicings at the keyboard as applied to jazz and "popular music." An in-depth analysis of chord progressions, substitutions,

"comping" techniques and solo improvisational playing. Credit/No Credit Option

## **MUSIC 030A BEGINNING PIANO**

1 unit

Lecture 1 hour; lab 1 hour, lab 0 hours by arrangement

*Recommended Preparation: Music 030A before 030A*

*Acceptable for credit: University of California, California State University*

This is a beginning keyboard study for students with no previous training in piano. There is study of note reading, the clefs, simple pieces, scales, arpeggios and exercises. The change from 1 hour per week of lab by arrangement reflects what we are actually requiring students to do but have not listed in the past. It reflects the actual number of extra performances scheduled. Credit/No Credit Option

## **MUSIC 030B BEGINNING PIANO**

1 unit

Lecture 1 hour; lab 1 hour, lab 0 hours by arrangement

*Prerequisite: MUSIC 030A or demonstrated skills*

*Acceptable for credit: University of California, California State University*

This is a beginning keyboard study for students with no previous training in piano. Study of note reading, the clefs, simple pieces, scales, arpeggios and exercises is included. Credit/No Credit Option

## **MUSIC 031A, B INTERMEDIATE PIANO**

1 unit each

Lecture 1 hour; lab 1 hour, lab 0 hours by arrangement

*Recommended Preparation: Music 030B before 031A; 031A or 030B before 031B*

*Acceptable for credit: University of California, California State University*

A continuation of 030A and 030B. Designed for those who wish to continue to improve their keyboard skills through the study of scales, arpeggios, exercises, and exciting keyboard works of different periods and styles. Class activities include duets and class ensemble playing.

## **MUSIC 032A BEGINNING VOICE: CLASSICAL MUSIC**

1 unit

Lecture 1 hour; lab 1 hour, lab 0 hours by arrangement

*Acceptable for credit: University of California, California State University*

This course offers group instruction in vocal technique using classical solo literature. Topics covered include posture, breath support, articulation, and common vocal problems. This course may be repeated three times. Credit/No Credit Option

## **MUSIC 032B - BEGINNING VOICE: FOLK MUSIC**

1 unit

Lecture 1 hour; lab 1 hour, lab 0 hours by arrangement

*Prerequisite: MUSIC 032A*

*Acceptable for credit: University of California, California State University*

This course offers group instruction in vocal technique using solo and small ensemble folk literature from around the world. Topics covered include posture, breath support, articulation, and common vocal problems. This course may be repeated three times. Credit/No Credit Option

## **MUSIC 032C BEGINNING VOICE: MUSICAL THEATER**

1 unit

Lecture 1 hour; lab 1 hour, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course offers group instruction in vocal technique using Musical Theater solo literature. Topics covered include posture, breath support, articulation, and common vocal problems. This course may be repeated three times. Credit/No Credit Option

## **MUSIC 033A, B INTERMEDIATE VOICE**

1 unit each

Lecture 1 hour; lab 1 hour, lab 0 hours by arrangement

*Recommended Preparation: Music 032A or 032B before 033A; 033A is recommended before 033B*

*Acceptable for credit: University of California,*

*California State University*

Elements of vocal production, song interpretation, voice placement, and basic music theory for singers; learning art song repertoire, vowel and consonant use; overcoming nervousness in singing; vocal exercises.

## **MUSIC 043A, B TECHNIQUES OF JAZZ IMPROVISATION**

2 units each

Lecture 2 hours; lab 2 hours, lab 0 hours by arrangement

*Recommended Preparation: Music 043A before 043B.*

*Acceptable for credit: University of California,*

*California State University*

A study of jazz harmony, melody and rhythm, found in contemporary jazz music, designed to provide knowledge of basic materials and practices necessary for performing in the jazz idiom. Credit/No Credit Option

## **PARA 029 INTERNSHIP**

3 units

Lecture 1 hour; lab 1 hour, lab 6 hours by arrangement

Lecture 1 hour; lab 0 hours, lab 6 hours by arrangement

*Prerequisite: PARA 022 and PARA023; Engl 001A*

*Acceptable for credit: California State University*

The student applies knowledge/skills learned in the paralegal program through an internship in a law office or legal

department under the supervision of a member of the California Bar Association. The course provides a forum to discuss various aspects of paralegal employment, legal ethics and share practical experience. Credit/No Credit Only.

### **PKMGT 012A BASIC OUTDOOR SKILLS**

3 units

Lecture 2 hours; lab 3 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

A course designed to acquaint the student with those skills necessary to camp and backpack using environmentally sensitive methods. Includes: equipment evaluation and use, back-country first aid and those skills necessary for the back-country traveler. Two-day and three-day backpacking trip required.

### **PKMGT 012B INTERMEDIATE OUTDOOR SKILLS FOR THE PARK RANGER**

3 units

Lecture 2 hours; lab 4.5 hours, lab 0 hours by arrangement

*Prerequisite: PKMGT 012A*

*Acceptable for credit: California State University*

This course is divided into two different skill areas. The first half is designed to provide the student with the basic skills needed to travel safely in the backcountry in winter. These skills include choosing appropriate methods of travel, using various techniques to stay warm and dry, constructing snow shelters, and assessing avalanche risk. The second half of the course provides the student with the basic skills necessary to rock climb and perform a basic rescue. Skills include understanding how to use climbing and rescue equipment, establishing anchors, rock climbing, and rappelling. Special fees and equipment are required.

### **PKMGT 015C INTRODUCTION TO PARK MAINTENANCE**

3 units

Lecture 1 hour; lab 6 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course will provide an introduction to park maintenance skills and management. The student will have the opportunity to learn basic skills in the following subjects: carpentry, plumbing, electrical, concrete, painting, and drywall construction. Students will learn about the materials, tools and techniques used in park maintenance. Students will learn how to integrate safety into park maintenance operations. Students will learn the basic principles of managing a park maintenance operation. This course may be repeated once.

### **PKMGT 016A INTRODUCTION TO GIS AND GPS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course will examine the theory behind Geographic Information Systems (GIS) and Global Positioning Systems (GPS) and their application to spatial data. Students will use ArcView GIS software and Pathfinder Office software to find solutions and develop methods to solve problems using spatial data. Students will collect data with Trimble GPS units and convert that data for use with ARCGIS GIS software. Upon completion, student will receive ESRI ARCGIS I Certificate. Credit/No Credit Option

### **PKMGT 016B INTERMEDIATE DESKTOP GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: PKMGT 016A*

*Acceptable for credit: California State University*

This course builds on the material presented in PKMGT 016A using state of the art desktop GIS software. The student refines data acquisition, data conversion and cartographic presentation skills. Students will use ArcView GIS software and Pathfinder Office software to find solutions and develop methods to solve problems using spatial data. Students will collect data with Trimble GPS units and convert that data for use with ARCGIS GIS software. This course is West Valley College AA/AS certificate applicable. This course may be repeated once. Credit/No Credit Option

### **PKMGT 016C SPATIAL ANALYSIS FOR GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: PKMGT 016A*

*Acceptable for credit: California State University*

This course provides a detailed examination of spatial information systems and a survey of quantitative techniques applicable to spatial data. This course focuses on the functionality of GIS as an effective tool for modeling and analyzing complex spatial relationships. Quantitative methods to be studied include measures of central tendency, dispersion, and density. These methods are presented using empirical data. This course may be repeated once.

### **PKMGT 016D CARTOGRAPHIC DESIGN FOR GIS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: PKMGT 016A*

*Applicable for Credit: California State University*

This course provides a comprehensive study of GIS applicable cartography including cartographic principles, data acquisition methods used in map production, and methods of base map development. This course includes the history, principles of cartography map projections, map scale, types of thematic maps and map accuracy. Techniques used in GIS base map development are introduced using hands-on exercises. This course includes the production of professional quality maps. This course includes hands-on work in computer assisted mapping projects. This course may be repeated once. Credit/No Credit Option

### **PKMGT 016E DATABASE DESIGN AND MANAGEMENT IN GIS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Prerequisite: PKMGT 016A*

*Acceptable for credit: California State University*

This course examines the principles of database management and design including conversion fundamentals, modeling techniques and strategic planning. The needs, alternatives and pitfalls of database development and conversion are discussed. Students examine various types of data applicable to GIS and their hardware and software requirements. Students learn the appropriate methodology for developing a conversion plan and data quality assurance. This course includes hands-on practical exercises in database management skills. This course may be repeated once. Credit/No Credit Option

### **PKMGT 016F GIS INTERNSHIP**

3 units

Lecture 1 hour; lab 0 hours, lab 7 hours by arrangement

*Prerequisite: PKMGT 016B*

*Acceptable for credit: California State University*

This course is a directed field study program providing students with an opportunity to apply classroom instruction in geographic information systems to real-world GIS projects in their community. Students work under the supervision of an instructor while completing their internship. This course may be repeated once. Credit/No Credit Option

### **PKMGT 018 PARK PLANNING AND DESIGN**

2 units

Lecture 2 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: California State University*

This course will provide an introduction to park planning and design. The student will have the opportunity to learn about how to design facilities within a park environment. Students will learn about materials and techniques used for constructing ecologically sound facilities

that fit into a specific park environment. Students will learn how to integrate the needs of park visitors with the natural and cultural resources of the park. Students will learn about environmental assessments needed to plan and design facilities in parks.

### **PKMGT 020A/B PARK INTERNSHIP SEMINAR**

3 units each

Lecture 1 hour; lab 0 hours, lab 6 hours by arrangement

*Prerequisites:* PKMGT 010, PKMGT 013, PKMGT 014, PKMGT 018

*Prerequisites:* Concurrent enrollment in work experience

*Recommended Preparations:* PKMGT 015B, 015C

*Acceptable for credit:* California State University

The students will apply knowledge and skills learned in the program through an internship at a selected park. The student, the park supervisor, and the faculty will agree upon and establish objectives that the student will accomplish during this practical experience in park operations. One hundred four hours/semester are required. This course may be repeated once.

### **PE 4.18 PERSONAL FITNESS APPRAISAL**

.5 Units

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

Lecture 0 hour; lab 0 hours, lab 1.5 hours by arrangement

This course is designed to provide an increased self-awareness of personal fitness levels and fitness concepts through course activities and laboratory testing of physical fitness components (cardio-vascular, muscular, flexibility and body composition). The instructor will provide an exercise prescription for an ongoing training program which will be monitored throughout the duration of the class.

### **PE.TH 041 SKILL COMPETENCIES IN ATHLETIC TRAINING**

1 unit

Lecture 0 hours; lab 3 hours, lab 0 hours by arrangement

*Acceptable for credit:* University of California, California State University

This course provides the student with the opportunity to practice and become proficient in skills that are required to be a certified athletic trainer or allied health care professional. The competencies included are: injury prevention, recognition and evaluation; first aid procedures; equipment and protective padding fabrication; rehabilitation techniques; and administrative duties. It can be repeated three times. Credit/No Credit Only.

### **PHOTO 001L BASIC PHOTOGRAPHY (LABORATORY)**

1 unit

Lecture 0 hours; lab 3 hours, lab 0 hours by arrangement

*Prerequisites:* Students must supply adjustable (F-stop and shutter speed) camera.

*Corequisites:* Photo 00L and Photo 049A

This lab course focuses on the application of the basic theory of photography, including camera techniques, composition, film developing, digital workflow and printing. Students must supply their own adjustable (F-stop and shutter speed) digital and, or film camera and all expendable photographic supplies used in the course. This course offers skills for entry into commercial photography.

### **PHOTO 002L INTERMEDIATE PHOTOGRAPHY (LABORATORY)**

1 unit

Lecture 0 hours; lab 3 hours, lab 0 hours by arrangement

*Prerequisite:* Photo 001 and Photo 001L (day or night.)

*Co-requisite:* Photo 002, Photo 049B

The application of the advanced theory of photography includes special camera techniques, perspective control and color photography. Students not attending the first meeting of both lecture and lab will be dropped from the course. Day lecture students must take a day lab section. Night lecture students must take a night lab section. Students must supply their own adjustable focus and exposure camera and all expendable photographic supplies used in the course.

### **PHOTO 020A STUDIO PHOTOGRAPHY (PORTRAITURE)**

2 units

Lecture 1 hour; lab 3 hours, lab 0 hours by arrangement

*Prerequisite:* Photo 001 and Photo 001L (day or night)

*Acceptable for credit:* California State University

A studio portraiture course. Studio lighting arrangements will be demonstrated and used by the student to complete projects. The theory of color balance and corrective filtration will be covered as well as the use of selective aids to improve on the quality of the portrait. The student must supply own non-automatic focus and exposure camera, and all expendable photographic materials used in the course.

### **PHOTO 020B INTERMEDIATE STUDIO PHOTOGRAPHY (PORTRAITURE)**

2 units

Lecture 1 hour; lab 3 hours, lab 0 hours by arrangement

*Prerequisite:* Photo 001 and 001L (day or night) and 020A

*Acceptable for credit:* California State University

This course will build upon the skills and techniques taught in Photo 020A and will offer new concepts such as half, three-quarter and full-length portraits, family groups, location portraits, executive and children portraiture, in-camera vignetting

and diffusion. Students must supply their own adjustable focus and exposure camera and all expendable photographic supplies used in the course.

### **PHOTO 021A STUDIO PHOTOGRAPHY - PRODUCT LIGHTING**

2 units

Lecture 1 hour; lab 3 hours, lab 0 hours by arrangement

*Prerequisite:* Photo 001 and Photo 001L (day or night)

*Acceptable for credit:* California State University

Studio lighting arrangements for product photography will be demonstrated and used by the student to complete projects. The theory of color correction and black and white filters will be demonstrated as well as different auxiliary lenses will be stressed. The student must supply his own non-automatic focus and exposure camera, and all expendable photographic materials used in the course.

### **PHOTO 021B INTERMEDIATE STUDIO PHOTOGRAPHY PRODUCT LIGHTING**

2 units

Lecture 1 hour; lab 3 hours, lab 0 hours by arrangement

*Prerequisite:* Photo 021A

*Acceptable for credit:* California State University

This course will build upon the skills and techniques taught in Photo 021A and will offer new concepts such as in-camera masking for backgrounds, producing color backgrounds, using drop-out backgrounds for catalog shots, "floating" products on backgrounds, photographing video screens and digital displays, using special effects such as motion, studio fog, multiple-exposure, and using the view camera for control of shape and sharpness. Students must supply their own adjustable focus and exposure camera and all expendable photographic supplies used in the course.

### **PHOTO 060 – INTRODUCTION TO PHOTOSHOP FOR DIGITAL PHOTOGRAPHY**

3 units

Lecture 2 hours; lab 3 hours, lab 0 hours by arrangement

*Prerequisite:* Photo 001

*Acceptable for credit:* California State University

This course is the introductory course in a series of three to develop the electronic imaging branch in a degree or certificate in photography. A three unit introduction to the theory and practical application of Adobe Photoshop in the field of electronic imaging. Photoshop in a box will be used as the working software and text. Lecture will include the theory of the digital (both original and scanned) image.

### **PHOTO 061 – INTERMEDIATE PHOTOSHOP FOR DIGITAL PHOTOGRAPHY**

2 units

Lecture 1 hour; lab 3 hours, lab 0 hours by arrangement

*Prerequisite: Photo 060*

*Acceptable for credit: California State University*

This course is the second course in a series of three to develop the electronic imaging branch in a degree or certificate in photography. Using advanced techniques from Photo 060, Photoshop software will be utilized to manipulate scanned images, stock images and output of digital imagery to digital end-products. Image manipulation will use advanced portions of Photoshop, including masking, color correction and sharpening and diffusing filters including textural effects. The theory of the photo CD and other input materials will be covered in lecture.

### **PHOTO 062 – ADVANCED PHOTOSHOP FOR DIGITAL PHOTOGRAPHY**

2 units

Lecture 1 hour; lab 3 hours, lab 0 hours by arrangement

*Prerequisite: Photo 061*

*Acceptable for credit: California State University*

This course is the third course in a series of three to develop the electronic imaging branch in a degree or certificate in photography. Theory of the different types of electronic cameras and other input devices will be discussed in lecture. Laboratory assignments will create digital images, manipulate and output these images to either digital or silver end-products. Photo CSs will be produced and will be manipulated along with pre-manufactured CDs.

### **READ 0975A, B, C, D READING SKILLS**

(Formerly Read 175 A,B,C,D)

.5 units each

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

The Reading Skills Lab will provide individualized instruction for any student, either instructor-referred or self-referred, in the following basic skills: comprehension; word-structure analysis; vocabulary development; auditory and visual discrimination; study skills; reading rate improvement. Auto-instructional materials, written as well as audiovisual, will be individually assigned, based on careful diagnostic testing and a conference with the lab instructor. Credit earned in this course does not apply to an associate degree. Credit/No Credit Only.

### **SPAN 011A SPANISH LABORATORY**

.5 units

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

*Co-requisite: Span 001A*

*Acceptable for credit: California State University*

This is a separate laboratory course, offered by arrangement at the student's convenience, which aims to present the culture of the Spanish-speaking world through a variety of media. The student will review the customs and cultures of

Spanish-speaking countries through slides, filmstrips, tapes, films and current publications. Tapes and programs providing Spanish language and pronunciation drill are also available. The course provides an excellent supplement to Spanish 001A. Credit/No Credit Option

### **SPAN 011B SPANISH LABORATORY**

.5 units

Lecture 0 hours; lab 0 hours, lab 1.5 hours by arrangement

*Co-requisite: Span 001B*

*Acceptable for credit: California State University*

This course is a continuation of Spanish 011A, although Span 011A is not a prerequisite. The student will expand his/her knowledge of the cultures of Spanish-speaking people through further use of slides, tapes, filmstrips, films and current publications. Tapes and programs providing Spanish language and pronunciation drill are also available. The course provides an excellent supplement to Spanish language classes and is usually taken in conjunction with Spanish 001B. Credit/No Credit Option

### **THEAR 004 POST-PRODUCTION: DIGITAL EDITING OF THE NARRATIVE FILM**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Recommended Preparation: THEAR 006A/B, DM/IS 056A/B, MATH 902*

*Acceptable for credit: California State University*

Beginning and intermediate film students will be introduced to post-production digital editing for narrative film and video editing. They will develop the skills of cinematic storytelling as they learn how to organize the editing process, integrating visual and sound elements. This course is AA/AS degree and certificate applicable.

### **THEAR 005A INTRODUCTION TO FILM MAKING**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

A preview of theatre arts curriculum for non-majors, and a basic survey for majors/minors in stage, film and television. Theories and skills of these performance arts are compared and contrasted in practical application to career or a vocational goal. Recommended for all first-time students in Theatre Arts Department. Credit/No Credit Option

### **THEAR 005B INTRODUCTION TO FILM MAKING**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

This course is for the student who has completed THEAR 005A. Students will continue developing skills and techniques used in filmmaking. Lecture, discussion and individual/group projects are combined to help the student acquire a more advanced knowledge of producing, directing and editing. Credit/No Credit Option

### **THEAR 007A ACTING FOR FILM AND TELEVISION**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: THEAR 040A*

*Acceptable for credit: California State University,*

*University of California.*

This course is an introduction to the technique of acting in front of a camera. It includes participation in film acting projects and television production. Students will also learn the terminology of the TV/Film Studio. Credit/No Credit Option

### **THEAR 007B ACTING FOR FILM AND TELEVISION**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: THEAR 007A and THEAR 040A*

*Acceptable for credit: University of California,*

*California State University*

This is a follow-up course to THEAR 007A. It includes continued participation in film acting projects and television production. Students will apply television terminology to their behind-the-scene activities. Credit/No Credit Option

### **THEAR 007C ADVANCED ACTING FOR FILM AND TELEVISION**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Recommended Preparation: THEAR 007A or 007B and 040A*

*Acceptable for credit: University of California,*

*California State University*

This course provides a continuation of the acting theories and techniques studied in THEAR 007A and 007B. It includes continued participation in film acting projects and television production. Credit/No Credit Option

### **THEAR 015 INTRODUCTIONS TO FILM**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

This course is intended as a critical analysis of film media from an audience perspective. Elements of film production from cinematic structure, style and historical perspective will be explored. Included in the course will be reading, lecture and discussions on the theory and

practice of filmmaking with an emphasis on producers, directors, actors, and critics. Credit/No Credit Option

### **THEAR 040A BEGINNING ACTING**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

This course provides an introduction to acting with emphasis on one's personal connection to character and scene. Students will learn how to become comfortable in front of an audience. They will have the opportunity to learn movement and vocal exercises that prepare them for performance and will also study techniques of scene study and improvisation. Credit/No Credit Option (CAN DRAM 008).

### **THEAR 040B BEGINNING ACTING**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Recommended Preparation: THEAR 040A*

*Acceptable for credit: University of California,*

*California State University*

This course provides the study of the externals an actor uses to create a role. There is continued training in acting skills with detailed script and character analysis. There will also be work on auditioning and improvisational skills. Credit/No Credit Option (CAN DRAM 022)

### **THEAR 041A INTERMEDIATE ACTING**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Recommended Preparation: THEAR 040B*

*Acceptable for credit: University of California,*

*California State University*

This course provides advanced scene study through detailed work on character and scene analysis, acting theory and technique. Students will be introduced to Shakespearean literature. They will also learn how to prepare a formal audition and actor's resume. Credit/No Credit Option

### **THEAR 041B INTERMEDIATE ACTING**

3 units

Lecture 3 hours; lab 0 hours, lab 2 hours by arrangement

*Recommended Preparation: THEAR 040B*

*Acceptable for credit: University of California,*

*California State University*

This course provides continued advanced scene study through character and scene analysis, acting theory and technique. Students will be introduced to Shakespearean literature. They will be introduced to another period style. They will begin work with directorial technique, and they will continue work on both formal and informal auditions. Credit/No Credit Option

### **THEAR 059 THEATRE ARTS PRACTICE LAB**

1 unit

Lecture 0 hours; lab 0 hours, lab 3 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

Laboratory practice applying and utilizing knowledge and techniques gained in theatre arts production and technique classes. This course allows students to work in scene shop, costume shop, lights, sound, properties, makeup, publicity, and house management, as well as attendance and critique of assigned public performances. This course may be repeated three times.

### **WS 002 WOMEN IN THE ARTS**

3 units

Lecture 3 hours; lab 0 hours, lab 0 hours by arrangement

*Acceptable for credit: University of California,*

*California State University*

This course introduces students to the study of women's creative work in literature, the visual arts, and the performing arts. The course presents an overview of new theories and methods of scholarship, including the use of gender, race, culture, and class as lenses of analysis. Students have opportunities to examine how this new scholarship is changing appraisals of women's contributions to the arts. Men and women are equally welcome in this course. Credit/No Credit Option