

# COLLEGE CREDIT COURSE DESCRIPTIONS

ST. JOHNS RIVER COMMUNITY COLLEGE

Courses in this catalog are listed in alphanumeric order. The term “credit” as used in references to courses is equal to one semester hour. It means credit toward a degree from the College, and does not necessarily mean credit transferable to another institution. Courses offered exclusively by the Florida School of the Arts are described in the portion of this catalog devoted to the Florida School of the Arts on page 148.

## BUSINESS

### ACG 2021

#### Principles of Financial Accounting ♦

(4 Credits - 4 Hours)

Prerequisite: MTB 1103 with a grade of “C” or better, satisfactory scores on the math placement exam at the college algebra level. The course is designed to familiarize the student with the theory, logic, and concepts used in financial accounting. Course content includes: journalizing, posting, preparing a trial balance, adjustments, corrections, and closing; preparation of the income statement, balance sheet, changes in owner's equity and cash flow statement; current assets, inventory, long-term assets and liabilities; corporate capital structure, retained earnings and financial statement analysis. Emphasis is placed on comprehension of accounting principles and concepts in addition to mastery of accounting skills.

### ACG 2071

#### Principles of Managerial Accounting ♦

(3 Credits--3 Hours)

Prerequisite: ACG 2021 with a grade of “C” or higher. This course is designed to familiarize the student with the theory, logic and concepts used in managerial accounting. Course content includes: job-order costing, process costing, cost-volume-profit relationships, departmental accounting, profit planning, standard costs, flexible budgets, decentralized operations, pricing, and capital budgeting decisions. Emphasis is placed on comprehension of managerial accounting principles and concepts in addition to mastery of accounting skills.

### APA 2502

#### Payroll Tax Accounting

(3 Credits--3 Hours)

Prerequisite: ACG 2021 with a grade of “C” or higher. This course is designed to familiarize the student with the various Federal and State reporting requirements, and the concepts, laws and theories behind such reporting. Course content includes calculating overtime, gross pay, Federal and State income tax withholding, FICA and Medicare withholding and other deductions from pay. The student will also learn to complete Federal forms I-9, W-4, W-2, 1099-MICS, 940EZ, 940 and 941 as well as State unemployment compensation reports.

### BUL 1241

#### Business Law I ♦

(3 Credits--3 Hours)

This is a study of the environment in which businesses operate. Consideration is given to legal and social constraints on business. The student is introduced to the judicial system; administrative, tort, and contract law; agency; business organizations; and governmental regulations.

### BUL 2242

#### Business Law II

(3 Credits--3 Hours)

Prerequisite: BUL 1241

This is a study of legal concepts in the business and commercial setting. Substantive areas to be covered include personal property, sales, commercial paper, secured transactions, real property, and estates.

### FIN 1100

#### Personal Finance ♦

(3 Credits--3 Hours)

This course includes a study of budgeting, borrowing, financial institutions, family finance, home ownership, insurance, estate planning, and the buying and selling of stocks, bonds, and mutual funds. In addition, the correlation between education and income will be discussed.

### FIN1122

#### Principles of Financial Planning

(3 Credits--3 Hours)

This course provides knowledge in the fundamental issues of personal financial planning. Course content includes objectives specified by the Certified Financial Planning Board of Standards, with an emphasis on the process of financial planning.

### FIN2123

#### Investment Planning, Retirement Planning and Employee Benefits

(3 Credits--3 Hours)

This course introduces student to the application of investment and retirement planning. Additionally, course content includes understanding and application of employee benefits in the personal financial planning process.

### GEB 1011

#### Introduction to Business ♦

(3 Credits--3 Hours)

This course is a study of business organization, management and ownership, wholesaling, retailing, advertising, international trade, employee training, compensation and labor relations, financing, risk and security markets, accounting and controls, business regulations, and taxes are included in this course.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**MAN 1949****Cooperative Education Internship I**

(3 Credits - 3 Hours)

This course provides a cooperative work experience opportunity for the student developed in conjunction with the student, employer, and coordinator. This course recognizes the informal educational process that occurs while employed. The student is responsible for obtaining his/her own employment. A minimum of 15 hours employment per week is required during fall and spring terms, and 30 hours per week for summer "A" and summer "B" terms. Evaluation is based on completion of the work experience, employer and coordinator evaluations, and assigned projects. The student is required to attend class only one time which is during the first week of classes for orientation.

**MAN 2949****Cooperative Education Internship II**

(3 Credits - 3 Hours)

Prerequisite: MAN 1949.

A continuation of MAN 1949.

**MAN 2021****Principles of Management ♦**

(3 Credits--3 Hours)

Prerequisites: None. This is an introduction to the world of management with emphasis on the mid-manager. Topics include the fundamental knowledge base, including motivation, behavioral processes, group dynamics, organizational structure, systems, and change. The management processes reviewed include planning, leading, organizing and controlling and control. Emphasis is also placed on communication skills.

**MAN 2300****Human Resource Management**

(3 Credits--3 Hours)

Prerequisites: None. This is an introduction to the role of human resources management. Topics include the personnel management system, maximizing employee potential, organizational behavior, labor management relations, remuneration, security, and assessment research. The course may include student projects and case studies.

**MAR 2011****Principles of Marketing ♦**

(3 Credits--3 Hours)

Prerequisite: None. This is a study of basic marketing principles, theory, and functions of marketing. The course is designed to provide fundamental knowledge in the field, with the foundation necessary for further study in business or marketing.

**MKA 2021****Principles of Salesmanship**

(3 Credits--3 Hours)

Prerequisite: None. This course is an introduction to the professional side of salesmanship. There is an emphasis on the role of salespeople in the free enterprise system, application of sales principles, components of the sales presentation, and an introduction to sales management, buying motives, customer approach, and sales techniques. Students are required to make a sales presentation.

**MKA 2102****Retail Merchandising**

(3 Credits--3 Hours)

This course provides an introduction to management functions unique to retail store operations, store organization, and store location and layout. Additionally, low margin retailers, shopping centers, and merchandising of products is covered. An emphasis is placed on store operations.

**MKA 2511****Advertising**

(3 Credits--3 Hours)

This course is a study of advertising as a marketing tool. It provides the knowledge of the modern advertising principles and practical application of media used in advertising from marketing, communications, consumer and legal viewpoints. Course activities will enhance skills in both advertising and personal selling. An emphasis will be placed on the creation of the message with creative design and development, media selection, sales promotion, and planning, coordinating, controlling and evaluating the market campaign.

**MTB 1103****Business Mathematics**

(3 Credits--3 Hours)

Prerequisite: Satisfactory scores on the placement examination. This course is designed to give students an understanding and application of mathematical concepts to business activities and to increase competence in the fundamental business mathematical skills. Mastery of mathematical concepts and the solving of problems involved in business: payrolls, depreciation, bank statements, interest, discounts, notes, insurance, taxes, commissions, financial statements, business stocks and bonds, annuities, and statistical data.

**OST 1355****Electronic Records Management \***

(3 Credits--3 Hours)

This course provides insight into the storage of records in business, both manual and electronic, with emphasis on ARMA rules of organization. MS Access software is used to update and manage files and create reports.

**OST 1435****Legal Terminology**

(3 Credits--3 Hours)

This course is designed to give meaning to terms used in the legal profession and in business documents. Students learn the terminology naturally through reading about the law use of the terms in preparing documents and completing course assignments.

**OST 1581****Professional Development in the Work Environment**

(3 Credits - 3 Hours)

This course is designed to provide techniques for the development of people skills essential for job success. Topics include developing a professional image, ethics, time management, human relations and communications skills, organizational dynamics, employability skills, conflict management skills, and money management.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**OST 1764**  
**MS Word for Windows \***  
(3 Credits--3 Hours)

Prerequisite: None.

NOTE: Students should have some experience using a computer/keyboard.

This is a beginning course in word processing designed to teach the principles, concepts and procedures in developing effective and appropriate documents. Emphasis is placed on effectively using the keyboard, and creating, transcribing, storing, and printing documents. Microsoft Word software is used for this course.

**OST 1811**  
**Desktop Publishing \* †**  
(3 Credits--3 Hours)

Prerequisite: None. This course provides theory and hands-on training in desktop publishing using Microsoft Publisher software. Students will practice layout theory through completing a variety of projects including flyers, brochures, newspaper and magazine ads, and newsletters.

**OST 2335**  
**Business Communications**  
(3 Credits--3 Hours)

Prerequisite: ENC 1101 or completion of ENC 0020 with a grade of "C" or higher. This course is a study of the underlying principles of written and oral business and application communications for today's business world including letters, memos, and reports. Students will also practice oral communication with attention to posture, gestures and facial expression during the presentations.

**OST 2431**  
**Legal Office Procedures with Transcription \***  
(3 Credits--3 Hours)

Prerequisite: OST 1435 with a grade of "C" or higher. This course is a study in legal office procedures with a focus on the preparation of legal documents and transcription. The course includes a review of the appropriate use of communication technology, law office structure and organization, and professional relationships.

**OST 2611**  
**Medical Transcription I \***  
(3 Credits--3 Hours)

Prerequisite: HSC 1531 with a grade of "C" or higher. This is a study in medical office procedures with a focus on the preparation of medical documents and transcription. Students produce a variety of medical reports typical of an entry-level medical transcriptionist. Basic knowledge, understanding, and skills are developed through transcription of a variety of medical reports. Significant independent work is done by the student.

**OST 2621**  
**Medical Transcription II \***  
(3 Credits - 3 Hours)

Prerequisites: OST 2611 with a grade of "C" or higher. This is an advanced study of the medical transcription processes of hospitals and ambulatory health care settings through a hands on approach. Emphasis is placed on developing the transcriptionist's "ear" with a resultant increase in speed and accuracy. Style guidelines of the AAMT are emphasized. Medical vocabulary is expanded with a special emphasis on disease processes, surgical procedures, and diagnostic and pharmacological treatments.

**OST 2773**  
**Advanced Word Processing**  
(3 Credits--3 Hours)

Prerequisite: OST 1764 with a grade of "C" or higher. This course is designed to teach students how to produce complex documents using advanced word processing functions. Some activities include creating styles, outlines, templates, electronic forms, macros, indexes, and tables of contents.

**OST 2850**  
**Microsoft Office Professional \* †**  
(3 Credits--3 Hours)

Prerequisite: CGS 1100 with a grade of "C" or higher. This is a project-based course with a focus on advanced projects that integrate Microsoft Word, Excel, Access, PowerPoint and Outlook.

**SLS 1350**  
**Employability Skills +**  
(1 Credit--1 Hour)

A course required for most business and technical programs that should be completed as early as possible upon enrollment. A course designed to assist students in developing job search skills and in recognizing the factors employers consider essential to the maintenance of good work habits.

**TAX 2000**  
**Federal Income Tax Preparation**  
(3 Credits--3 Hours)

Prerequisite: MAT 1033 with a grade of "C" or higher, or satisfactory scores on the math placement exam at the College Algebra level. This is a course designed to give the student an understanding and application of current federal tax laws pertaining to individual income taxation. Course content includes filing status, gross income inclusions and exclusions, adjusted gross income, itemized deductions, capital gains, and tax credits.

---

## COMMUNICATIONS

---

**AML 2010**  
**American Literature I ♦**  
(3 Credits--3 Hours)

Prerequisite: ENC 2321 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. AML 2010 is a study of selected American writers and literary trends from colonial times to the mid-19th century. AML 2010 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**AML 2020**  
**American Literature II ♦**  
(3 Credits--3 Hours)

Prerequisite: ENC 2321 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. AML 2020 is a study of selected American writers and literary trends from mid-19th century to the present. AML 2020 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**AML 2601****African-American Literature I** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 1102 with a grade of "C" or higher. A survey of African-American Literature that reflects the rich tradition of published writings created by African-American authors. In the course, students discover a variety of African-American literary genres and themes from the earliest documented records to contemporary African-American Culture. This course emphasizes terminology and literary constructs necessary for the students to read and understand text materials and written dialogues of African-American writers. The development of appropriate skills and techniques enabling students to review and analyze written works, such as narrative, poetry, short story, and novel are stressed. AML 2601 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**CRW 2001****Creative Writing I** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 2321 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. An intensive course in the writing of short fiction (with brief attention to the writing of poetry and drama) of publishable quality. CRW 2001 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**ENC 1101****Composition I** ♦

(3 Credits--3 Hours)

Prerequisite: Satisfactory score on an entry level placement test or completion of ENC 0020 with a grade of "C" or higher. ENC 1101 is a course in paragraph and essay writing, incorporating some review of basic grammar. Students will learn to write essays that are unified, coherent, and grammatically correct. An exit grade of "C" or higher is required. ENC 1101 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**ENC 1102****Composition II** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 1101 with a grade of "C" or higher, and satisfactory completion of REA 0002, Reading and Study Skills, or an appropriate reading placement score. ENC 1102 is a continuation of ENC 1101. Detailed training in the methods and applications of expository writing and the process of logical thinking. Emphasis is placed on descriptive, persuasive, and argumentative writing. Students will write a documented research paper. An exit grade of "C" or higher is required. ENC 1102 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**ENC 2321****Composition III** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 1102 with a grade of "C" or higher. A study of literary techniques and conventions is undertaken as a foundation for writing about literature. Training is given in the planning, organization, and writing of critical papers. Stress is placed on effective style and methods of research. An exit grade of "C" or higher is required. ENC 2321 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**ENC 2210****Technical and Professional Report Writing** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 1101 with a grade of "C" or higher. A study and practice of the writing and designing of documents in technical and professional discourse communities. Students will produce documents representing a number of technical genres: correspondence, reports, a proposal, a real-world project, and a final portfolio. These assignments will be taken from real-world situations and will present students with a set of rhetorical considerations constraints. This course will approach technical writing rhetorically, discussing such topics as organizational conventions, visual design, and style in the context of specific rhetorical situations. ENC 2210 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**ENG 2100****Film as Narrative Art** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 1101 with a grade of "C" or higher. An introduction to film as it reflects and shapes 20th and 21st century cultures. Stress is placed upon critical analysis of film's narrative structure and how that structure draws from and expands upon literary narrative. The course will also present students with an overview of film history and acquaint them with basic film techniques. ENG 2100 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**ENL 2012****English Literature I** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 2321 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. ENL 2012 is a study of English literature from Anglo-Saxon times through the 18th century. Representative selections from each period are studied. ENL 2012 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**ENL 2022****English Literature II** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 2321 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. ENL 2022 is a study of English literature from the close of the 18th century to the present. ENL 2022 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**LIS 2004****Introduction to Internet Research** ♦

(1 Credit--1 Hour)

A hands-on course for beginners which focuses on information resources available through the Internet. Students will learn how to design effective search strategies, retrieve, evaluate, and cite Internet sources.

**LIT 2110****World Literature I** ♦

(3 Credits--3 Hours)

Prerequisite: ENC 2321 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. LIT 2110 is a study of selected masterpieces of oriental and European literature through the period of the Renaissance. LIT 2110 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**LIT 2120****World Literature II ♦**

(3 Credits--3 Hours)

Prerequisite: ENC 2321 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. LIT 2120 is a study of masterpieces of European and American literature from neoclassical times to the present. LIT 2120 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**REA 1105****College Reading and Study Skills \* ♦**

(3 Credits--3 Hours)

Prerequisite: REA 0002 with a grade of "C" or higher or satisfactory score on placement test. A course designed to strengthen comprehension and vocabulary at the college level and to enhance academic success. Literal and critical thinking and comprehension skills are stressed, as well as vocabulary development, study skills, and reading rate.

**REA 1505****College Vocabulary Study ♦**

(1 Credit--2 Hours)

Prerequisite: REA 0002 with a grade of "C" or higher or satisfactory score on placement test. A course designed to strengthen vocabulary, and thereby reading comprehension, at the college level and to enhance academic success. Latin and Greek word parts, context clues, advanced dictionary usage, and the study of content area terms and concepts are stressed.

**REA 2205****Critical Reading and Thinking ♦**

(3 Credit--3 Hours)

Prerequisite: REA 1105 or REA 1505 with a grade of "C" or higher or satisfactory score on placement test. Designed for intermediate and advanced level readers, this course will offer critical reading and thinking strategies required for handling college level course work. Emphasis will be placed on analytical reasoning and interpretation of advanced reading assignments. Students will acquire techniques to assess valid and invalid support for arguments.

**SPA 1602****American Sign Language I ♦**

(3 Credits--3 Hours)

This course is an introduction to the linguistic structure and conceptual vocabulary of American Sign Language as used by deaf adults. This course will emphasize the development of American sign Language skills including receptive and expressive conversational skills. The course will describe the history, values, and culture of deaf people in America.

**SPA 1603****American Sign Language II ♦**

(3 Credits--3 Hours)

Prerequisite: SPA 1602 with a grade of "C" or higher. This course is a continuation of American Sign Language I and will emphasize intermediate level sign vocabulary, increasingly complex grammatical constructions, idioms, inflectional usage, and the development of intermediate receptive and expressive conversational American Sign Language skills.

**SPC 1600****Fundamentals of Speech ♦**

(3 Credits--3 Hours)

A course designed to help students improve oral communication. Practice accompanied by student critiques and to self-evaluate assets and identify faults to be overcome. Attention given to effective posture, gesture, expression, and movement. Assignments are made to emphasize importance of organization, clarity, interest, and persuasion.

**SPN 1015****Conversational Spanish ♦**

(3 Credits--3 Hours)

An introductory level course in Spanish emphasizing those listening and speaking skills in Spanish necessary for travel, social, or business purposes. Students who need to complete the foreign language requirement prior to admission to the Florida state university system should enroll in SPN 1120 and SPN 1121.

**SPN 1120****Foundations of Spanish I ♦**

(4 Credits--4 Hours)

A course for those who have little or no knowledge of Spanish. The course includes the development of basic skills in listening, speaking, reading, and writing. Communicative competence is stressed.

**SPN 1121****Foundations of Spanish II ♦**

(4 Credits--4 Hours)

Prerequisite: SPN 1120 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. A continuation of SPN 1120.

---

**COMPUTER EDUCATION**


---

**CDA 2500****Network/Data Communications \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite: CGS 1060 or CGS 1100 with a grade of "C" or higher. This course provides an introduction to data communications technology as it is applied to problems in the business world. The emphasis of this course is computer networking software. Subjects covered include: communication theory, the role of standards, terminal-host communication, Local Area Network (LAN) technologies, Wide Area Networks (WAN), Network Management, and applications such as e-mail and groupware, Intranets, and the Internet.

**CET 1071****Introduction to Telecommunications**

(2 Credits--2 Hours)

Prerequisite: CDA2500 or permission of program director. This course provides an overview of voice and data communications, services, networks and equipment needed for the telecommunications industry. Telecommunications equipment from basic analog and digital through T1 services, including FDDI (fiber distributed data interface) will be covered.

\*Laboratory fee required. ‡Lab fee is not required if course is taken online. †Examination fee required. ♦Meets A.A. degree requirements.

**CET 1114C****Digital Circuit Fundamentals \***

(4 Credits--5 Hours) This course provides an introduction to digital devices and concepts essential for further study in digital systems. Topics include number systems, logic gates, Boolean logic, combinational circuits, sequential circuits, registers, counters, and design techniques. Various digital circuits are designed and constructed in the lab.

**CET 1173C****Computer Hardware Support Essentials \***

(3 Credits--4 Hours)

Prerequisite: CGS1060 with a grade of "C" or higher. This course provides students with the knowledge needed to support users of personal computers in an organization. It focuses on the hardware dimension. Students are taught the skills needed to service, troubleshoot, diagnose and repair computer hardware and peripherals. Lab work includes hands on disassembly, diagnosis and repair, and reassembly of personal computers. This course prepares students for the CompTIA A+ hardware certification.

**CET 2174C****Computer Software Support Essentials \***

(3 Credits--4 Hours)

Prerequisite: CGS1560 with a grade of "C" or higher. This course provides student with the knowledge needed to support users of personal computers in an organization. It focuses on the software dimension, both operating systems and applications. Students are taught the skills needed to service, troubleshoot, diagnose and correct Windows operating system problems. Lab work includes hands on work with several versions of Microsoft Windows operating systems. This lab work includes updating and installation of patches and service packs as well as updating application and utility software. This course prepares students for the CompTIA A+ Software certification.

**CET 2485C****Local and Wide Area Networks II \***

(3 Credits--4 Hours)

Prerequisite: CDA 2500 with a grade of "C" or higher.

This course provides the knowledge needed to support local and wide area networks in an organization. It covers the fundamental building blocks that form a modern network, such as protocols, topologies, hardware, and network operating systems. It then provides in-depth coverage of concepts such as client/server architecture, TCP/IP, Ethernet, wireless networking and security. This course prepares students for the CompTIA Network+ certification.

**CET 2556C Structured Cabling Systems \***

(2 Credits--3 Hours)

This course provides the knowledge needed to design, install and troubleshoot structured cabling systems. Hands-on experience working with copper and fiber optic media is provided. The course covers standards, codes and latest information on emerging trends in LAN/WAN cabling systems.

**CET 2565C****Introduction to Server Operating Systems \***

(4 Credits--5 Hours)

Prerequisite: CGS1560 Microcomputer Operating Systems

Prerequisite or Co-requisite:

CDA2500 Network/Data Communications

This course covers the major concepts and mechanisms of server

operating system administration. Installation, updating and maintaining, creating and administering user accounts, group accounts, group policies and print services will be covered. The latest version of Microsoft's Windows Server operating system will be used.

**CET 2605C****Local and Wide Area Networks I \***

(3 Credits--4 Hours)

Prerequisite: CDA2500 with a grade of "C" or higher.

This course provides the knowledge needed to support local and wide area networks in an organization. It introduces students to software and hardware used to implement modern data communications networks. The course includes these topics: network architecture, network protocols, IP addressing, subnetting, the Cisco router user interface, switching technologies and the IP routing process. This course prepares the student for the Cisco Certified Network Associate (CCNA) certification.

**CET 2660****Network Security Essentials**

(3 Credits--3 Hours)

Prerequisite or Co-requisite: CDA2500 Network/Data Communications with a grade of "C" or higher.

This course introduces all aspects of computer information and network security. Topics included are: risks and liabilities, types of attacks, access control and site security, firewalls, server and client security, cryptography, application program security, incident and disaster response and managing the security function.

**CET 2880C****Data Forensics \***

(3 Credits--4 Hours)

Prerequisite: CET2660 Network Security Essentials with a grade of "C" or higher.

This course provides information on identifying inappropriate uses of corporate Information Technology resources, gathering electronic evidence of wrongdoing, securing corporate systems from further misuse, and protecting electronic evidence from intentional or accidental modification. Hands-on exercises are an integral part of the course.

**CET 2885C****Attack Prevention and Detection \***

(3 Credits--4 Hours)

Prerequisite: CET2660 Network Security Essentials with a grade of "C" or higher.

This course provides the knowledge needed to support the information security requirements for an organization. The course focuses on installing and managing firewalls and intrusion detection systems. The importance of implementing a strong security policy with the latest information technology is stressed. Students get hands-on practice installing proxy servers, firewalls and virtual private networks (VPNs).

**CGS 1060****Introduction to Computer Concepts \* ♦ ‡**

(3 Credits--3 Hours)

This is a basic computer literacy course including the history of computing, an introduction to the Internet and the World Wide Web, computer and data communications terminology, a survey of computer-related careers, and an overview of data processing, information systems technologies, and applications programming.

\*Laboratory fee required. ‡Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**CGS 1100****Microcomputer Applications Software \* ♦ †**

(3 Credits--3 Hours)

This is an introductory, "hands-on" course providing students with the basic terminology and concepts to use a microcomputer (PC). Students will master the basic concepts of a Windows based operating system and microcomputer applications programs. Applications include word processing, spreadsheets, and database management programs using Microsoft Office Software.

**CGS 1515****Advanced Spreadsheet Concepts \* ♦ †**

(3 Credits--3 Hours)

Prerequisite: CGS 1100 with a grade of "C" or higher. This course is an in-depth study of functions common to spreadsheet applications in the business environment. Topics include interactive spreadsheet design, financial functions, graphs, macros, menus, data import/export, and databases.

**CGS 1560****Microcomputer Operating Systems \***

(3 Credits--3 Hours)

This course is designed for the advanced microcomputer user. This course includes a study of functions common to microcomputer operating systems and their application to common problems in the business environment. Topics include data storage organization, data security, virus protection, task automation, and hardware management.

**CGS 2104****Computer Accounting Applications \***

(3 Credits--3 Hours)

Prerequisite: ACG 2021 with a grade of "C" or higher. This course is designed to give students experience using a computerized accounting system to enhance knowledge gained in earlier accounting courses and prepare them for the job market. Students will gain practical knowledge in generating invoices, cash disbursements, cash receipts, inventory control, accounts payable journals, customer ledgers, vendor ledgers, job order costing, fixed asset depreciation, company set-ups, and internet accounting services.

**CGS 2525****Presentation Technology \* ♦ †**

(3 Credits--3 Hours)

This course is designed to teach the principles, concepts, and techniques involved in developing effective presentations with desktop presentation graphics (Microsoft PowerPoint). Emphasis will be placed on selecting and developing the appropriate presentation graphic media to deliver the message effectively to the audience using graphs, charts, paper, transparencies, slide shows or computer graphics.

**CGS 2545****Advanced Database Concepts \* ♦ †**

(3 Credits--3 Hours)

Prerequisite: CGS 1100 with a grade of "C" or higher. This course is an indepth study of functions common to database applications in the business environment. Topics include database design, data maintenance, report generation, advanced reporting, mailing label generation, multiple databases, and elementary programming.

**CGS 2554****Introduction to Electronic Commerce \* †**

(3 Credits--3 Hours)

This course is an introduction to electronic commerce technologies using the Internet. This course will address business through electronic commerce, business opportunities, and electronic commerce funds transfer. It will include social, ethical, and political issues associated with electronic commerce. Students will create a simple e-commerce web site.

**CGS 2555****Internet Essentials \* †**

(3 Credits--3 Hours)

This is an introductory "hands-on" course providing students with the terminology and concepts to do research on the Internet. This course provides an overview of the Internet and its most important services. In addition to creating a personal web page, other services on the Internet covered include Gopher, FTP, Telnet, E-Mail, and Usenet. A unit on Windows Operating Systems and Internet browsers is included.

**CGS 2811C****Disaster Recovery Fundamentals \***

(3 Credits--4 Hours)

Prerequisite: CET2660 Network Security Essentials with a grade of "C" or higher.

This course provides the essential foundation for establishing policies and procedures for the recovery from various types of disasters affecting the information technology aspects of an organization. The topics covered in this course include disaster recovery policies and procedures, assessing risk, establishing responsibility for disaster recovery within the organization, training, and updating procedures.

**CGS 2820****Web Page Design and Publishing \* †**

(3 Credits--3 Hours)

Prerequisites: COP 2822 with a grade of "C" or higher. This is a first course in Web site and Web page development. Design and management principles are presented along with popular development tools. The class includes an introduction to the markup languages (such as HTML and XML) that drive all Web pages. Students will design Web site architecture and implement Web pages using the techniques, languages, and tools presented in the class.

**CGS 2871****Multimedia \* †**

(3 Credits--3 Hours)

This course is a comprehensive "hands-on" introduction to multimedia. Learn the practical application of multimedia. Helps to make sense of the vast dynamic field of multimedia. Using authoring tool from Macromedia, students will develop an interactive presentation.

**CGS 2930****Special Topics in Computer Studies**

(3 Credits--3 Hours)

Prerequisite: Permission of program director.

This course provides students with the opportunity to increase their knowledge in a content area related to their program of study. This course is designed around topics related to emerging technologies or those of special interest to the student and instructor. Topics may vary from semester to semester.

\*Laboratory fee required. †Lab fee is not required if course is taken online. †Examination fee required. ♦Meets A.A. degree requirements.

**COP 1000****Introduction to Computer Programming \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite or Co-requisite: CGS 1100 with a grade of "C" or higher. This course is an introduction to the fundamentals of computer programming. Topics include using text editors, compilers, algorithm design, structured design and programming, debugging, and testing. The Visual Basic programming language is used to demonstrate structured programming techniques.

**COP 1120****COBOL Programming I \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite: COP1000 with a grade of "C" or higher. This course is designed to provide an introduction to structured COBOL programming. Topics include basic sequential file handling, output formatting, array and other data structures, and common business algorithms.

**COP 1220****Introduction to C++ \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite: COP 1000 with a grade of "C" or higher. This course provides an introduction to computer program design and development using the C++ language. Topics include data types, control structures, functions, the standard C libraries, arrays and structures. Structured design techniques are emphasized for program creation.

**COP 2121****COBOL Programming II \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite: COP 1120 with a grade of "C" or higher. A course designed to teach advanced programming techniques using structured COBOL programming. Topics include data validation, searches, sorts, merges, sequential and random file design/maintenance, and interactive programming techniques.

**COP 2224****Advanced C++ Programming \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite: COP 1220 with a grade of "C" or higher. This course is designed to introduce object-oriented programming using C++ programming techniques, stream input/output, dynamic memory allocation, classes and data abstraction, operator overloading, inheritance, and polymorphism.

**COP 2333****Advanced Visual Basic Programming \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite: COP 1000 with a grade of "C" or higher. Students continue the study of Visual Basic language begun in COP 1000. More advanced topics such as object-oriented programming, file handling, database access, multi-form applications, and complex GUI controls are presented. Students will develop applications of medium complexity while using best design practices and techniques. Issues of GUI programming/HCI (Human Computer Interaction) will also be covered.

**COP 2800****Programming in Java \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite: COP 1000 with a grade of "C" or higher. This course is an introduction to the fundamentals of object-oriented analysis, design and programming in the Java language. Coverage includes basic Java programming techniques. API packages, methods, classes and data abstraction, graphical user interface components, exception handling, multi-threading, and files and streams.

**COP 2802****Programming in JavaScript \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisites: COP 1000 and COP 2822. This course teaches students JavaScript - a language which extends HTML to produce dynamic web pages. Students will learn JavaScript syntax and common applications such as form validation, popup menus, rollover effects and CGI interfaces. Dynamic web page creation will also be covered.

**COP 2822****Web Page Authoring \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisite: CGS 1100 with a grade of "C" or higher. This course covers the use of browser software to search, navigate, and view World-Wide-Web (WWW) pages. Also, basic Hypertext Markup Language (HTML) tags used in the creation of WWW pages will be taught.

**COP 2830****Web Programming Languages \* ♦ ‡**

(3 Credits--3 Hours)

Prerequisites: COP 1000 and COP 2822 or COP 2802. This is a survey course of the major languages used to build Web site including HTML, CSS (Cascading Style Sheets), JavaScript, Perl, XML, as well as Applet and Servlet Technologies. Students will learn the basic history and syntax of each language as well as fundamentals in basic programming techniques and applications for each language. This course is designed for programming majors and web developers.

**CTS 2111C****Linux Network Administration \***

(3 Credits--4 Hours)

Prerequisites: CDA 2500 and CGS 1560.

This course covers the skills needed to effectively administer Linux workstations and servers. Students will plan, install, maintain, troubleshoot and repair Linux operating system services. The skills developed by students completing this course will help prepare them for the CompTIA Linux+ certification exam.

**EET 1033C****Fundamentals of DC/AC Circuits \***

(3 Credits--4 Hours)

Prerequisite: MAT1033 with a grade of "C" or higher or satisfactory test scores at the Intermediate Algebra level.

This course introduces the basic concepts of electricity and magnetism as they are used in pure and applied science. Emphasis is placed on resistance, capacitance and inductance, the basic circuit components. This is the first course in electrical phenomena for students in the electronics technologies.

\*Laboratory fee required. ‡Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**EET 1084C****Survey of Electronics \***

(3 Credits--4 Hours)

Prerequisite:

EET 1033C with a grade of "C" or higher.

This course introduces the basic fundamentals, terminology, and applications used in the electronics industry. The topic coverage includes circuit theory principles, electronic components, transistor usage, amplifiers, power supplies, digital logic techniques, and electronic instruments.

**EET 2355C****Electronic Telecommunications \***

(4 Credits--4 Hours)

Prerequisite: EET 1015C with a grade of "C" or higher. Corequisite: CET 1114C. This course provides a practical understanding of how telecommunications and networking work in the modern environment. Topics include units and terminology, descriptions and effects of metallic, optical, and atmospheric media, an introduction to amplitude and angle modulation, pulse modulation fundamentals, time and frequency division fundamentals, channel codes, source encoding, digital modulation, and multiplexing codes. The open-system interconnection model and topics in networking hardware and the architecture of the modern telephone system are discussed. Laboratory work includes a group of experiments that complement and emphasize critical concepts that are presented during class lectures.

---

**CONSTRUCTION TECHNOLOGY**


---

**ARC 1171****Architectural Drafting I ♦**

(3 Credits--3 Hours)

This course introduces students to the use of the Auto Cad software program. Architectural design and drafting applications are introduced.

**ARC 2172****Architectural Drafting II**

(3 Credits--3 Hours)

Prerequisite: ARC1171 with a grade of "C" or better.

This course is designed for students with previous computer-aided design knowledge. Students will use both 2-dimensional and 3-dimensional CAD software to further develop their abilities to apply CAD techniques to the solution of architectural, engineering, and interior design problems.

**BCN 1210****Construction Methods ♦**

(3 Credits--3 Hours)

This course focuses on the sources, properties and methods for using construction materials. Instruction will help students develop an understanding of the sources, manufacturers, properties and uses of materials used in construction projects. This course will include an introduction to building codes, construction documents and environmental and legal constraints.

**BCN 1250****Principles of Architectural Drafting**

(3 Credits--3 Hours)

This course is an introduction to basic drafting principles, with an orientation in the following areas: lettering scales, bearing line technique, contours dimensioning templates, symbols for foundations,

walls, and cornice, typical wall sections, roofs and framing elevations, window and door details, heating and air conditioning, and water distribution.

**BCN 1251****Construction Drawing I Residential ♦**

(3 Credits--3 Hours)

This is an introductory course in the use of construction drafting instruments. Course content includes instruction in freehand lettering, basic residential planning, and light construction principles of drafting, to include: symbolism, line weight, dimension, other construction detailing including wall sections, fireplaces, stairway details and small residential buildings. Drawings for the planning of heating and cooling systems, plumbing systems and home electrical systems will also be included in course instruction.

**BCN 1253****Construction Drawing II Commercial**

(3 Credits--3 Hours)

Prerequisite: BCN1251 with a grade of "C" or higher. This course is a continuation of BCN1251, with an emphasis on construction details and light construction. Course content includes an understanding of the historical and modern influence on architectural design and basic home and commercial building design. Sketching techniques, sleeping, living, and service area planning are included in this course. Architectural drawings include plot, floor, foundation, electrical, plumbing and roof plans, and elevations. Presentation drawings include point perspective, point perspective estimating for labor and materials.

**BCN 2272****Blueprint Reading**

(3 Credits--3 Hours)

This course is designed to develop the ability to quickly interpret working drawings. An emphasis is placed on architectural and structural details with limited coverage on mechanical and electrical aspects.

**BCT 1743****Construction Laws and Ethics**

(3 Credits--3 Hours)

This course is a study of the legal aspects of construction contracts and responsibilities. The relationship of the general contractor to owner, architect, and sub-contractors is taught. Lien law, bonds, labor law and other statutes and ordinances regulating contractors are included in the course content. A focus on ethics in relation to the construction industry will also be studied.

**BCT 1760****Building and Zoning Codes**

(3 Credits--3 Hours)

The Southern Standard Building Code and local zoning codes are included in the course content. There is a focus on laws governing the construction of buildings.

**ETC 2207****Estimating**

(3 Credits--3 Hours)

Prerequisite: BCN1210 or Permission of Director.

This course is designed to develop construction project organization and management skills in contracting and construction. This includes estimating fundamentals such as take-off quantities, unit pricing, direct and indirect cost analysis. Scheduling, using network

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

diagram and critical path determination, bar charts and resource analysis, and project control will be taught. Students will complete an estimate and schedule for a small construction project using computer based and manual resources.

### ETC 2250C

#### Construction Materials

(3 Credits--3 Hours)

This course provides an in-depth study of the principal materials used in the construction of highways, buildings, utilities and other structures. This study includes consideration of processes for selecting, specifying, testing and preserving materials on the basis of balance between economy, quality and performance. Students will learn how to perform lab tests on materials.

### ETD 2541C

#### Site Planning and Design

(3 Credits--3 Hours)

This course is a study of the methods and practices used in topographical mapping and drawing. Additionally, the methods and practices used in surveying are studied.

## EDUCATION

The following three (3) courses are designed for students who plan to transfer to a State University System College of Education to pursue a bachelor's degree in education. EDF 2005 students must be cleared by a school board background check before participating in the required fieldwork. Information about background check location, dates, and fee will be posted in the Counseling Office on each campus and in the term course offering schedule. The fee is paid directly to the school district in which the student completes EDF 2005 fieldwork. EDF 2005 students must complete the background check process and be cleared by the end of the add-drop period.

### EDF 2005

#### Introduction to Education and Fieldwork ♦

(3 Credits--3 Hours)

Prerequisite: Completion of ENC 1101 with a grade of "C" or higher; completion of 12 or more college credit semester hours with a minimum grade point average of 2.5; school board background check clearance. **Students must contact a counselor to register for this course.**

**NOTE: Students enrolling in EDF 2005 must be cleared by a school board background check before the end of the add-drop period.**

An introductory course in American education designed to provide basic information for all who work with school students. Major areas include: historical, sociological, legal, and philosophical foundations of present day education. Field exposure in school settings from K to 12th grade provides prospective education majors with the understanding of the expectations and responsibilities of public school teachers. This course requires eighteen (18) hours of field experience/observation in a classroom setting designated by the instructor. The field experience is completed outside of the scheduled class meeting time.

### EDG 2701

#### Teaching Diverse Populations and Fieldwork ♦

(3 Credits--3 Hours)

Prerequisite: Completion of EDF 2005 with a grade of "C" or better. A course designed to study multicultural education. Emphasis is on the dimensions of diversity, including culture, ethnicity, race, language, social class, exceptionality, gender, age, and sexual orientation. Relationships between dimensions of diversity and educational policy, curriculum, and methodology will be explored. Twenty hours of field experience/volunteer practicum in community agencies and 10 hours of observation/participation at varied cultural events and classroom experiences approved in advance by the instructor. Students must comply in a timely manner with screening procedures to secure a practicum placement. The field experience is completed outside of the scheduled class meeting time.

### EME 2040

#### Introduction to Educational Technology ♦

(3 Credits--3 Credits)

Prerequisite: Completion of CGS 1100 with a grade of "C" or better. An introduction to the classroom applications of educational technologies. Topics include multimedia, interactive media, ethics and legal issues, and the Internet. Students will work in class on computers and should either have a computer available outside of the classroom or plan to use computers available in the computer laboratories to complete assignments.

### EDF 1004

#### Education Field Experience

(3 Credits--3 Hours)

This course allows students to work in an educational setting. The student is able to integrate classroom and field experiences with children. The student works in an approved site supervised by qualified personnel and the course instructor.

### EDF 2070

#### Social Foundations of Education

(3 Credits--3 Hours)

**NOTE:** This course is designed for teachers with temporary/provisional certification who require social foundations of education course work for professional certification. For some teachers with professional certification, it may also be an appropriate course for recertification. Prerequisite: Completion of ENC 1101 with a grade of "C" or higher. A survey of social values, issues, and institutions in relation to American education. Major areas include the historical, sociological, legal, ethical, and philosophical foundations of present day education.

### EDG 1700

#### Introduction to Multicultural Education ♦

(3 Credits--3 Hours)

Prerequisite: Completion of ENC 1101 with a grade of "C" or higher. An introduction to the issues, challenges, and opportunities reflected in the diversity of the American population in and out of school. Emphasis is on dimensions of diversity such as culture, ethnicity, race, religion, language, social class, exceptionality, gender, age, sexual orientation, and multicultural education. The course will provide a foundation for understanding the historical background of the current multicultural movement and for developing the

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

understanding and skills needed in a multicultural classroom and society. This course requires 10 hours of attendance/observation/participation at varied cultural events in and out of the classroom.

### **EDP 2002 Educational Psychology ♦**

(3 Credits--3 Hours)

An introduction to the psychological principles of learning and the application of these principles in effective teaching. Course content includes the psychology of teaching and learning, learner behavior, growth and maturation, psychological concepts of learning, and cognitive and affective factors in learning.

### **EEC 1001**

#### **Introduction to Early Childhood Education**

(3 Credits--3 Hours)

This course introduces basic principles and practices involved in guiding the young child. The course includes the history and objectives of early childhood programs, child care issues, center licensing standards, and classroom management.

### **EEC 1601**

#### **Practicum for Observing and Recording Behavior: Early Childhood**

(3 Credits--3 Hours)

An introductory practicum for those interested in working as child care paraprofessionals or teaching assistants with young children. The purpose of this course is to provide students with the knowledge and techniques for observing and recording the behavior of young children. An emphasis is placed upon understanding the importance of observation in early childhood education and its relationship to effective planning for individual children and groups.

### **EEC 1907 School Age Practicum**

(3 Credits--3 Hours)

Prerequisite or co-requisite: SLS 1341 Employability Skills. This course is designed to provide students with an understanding of child development and education. Students will acquire practical and theoretical experience of the knowledge and skills necessary for helping children to develop and learn to their fullest potential. Developmentally appropriate programs for school age children will be a focus of this course. The supervised field placement will be in selected settings and schools.

### **EEC 2401**

#### **Home and Community**

(3 Credits--3 Hours)

This course is designed to help the student understand the roles and interrelationships of early childhood programs, families, and the community as components of a team working together to support the development of the young child.

### **EEC 2500**

#### **Child Care Center Management**

(3 Credits--3 Hours)

This course is intended to meet the educational requirement for the Foundation Level Child Care and Education Administrator credential as defined by the State of Florida. Four content areas will be covered in this course: organizational leadership, personnel issues, financial and legal issues, and child care and education programming.

### **EEX 1600**

#### **Classroom Management**

(3 Credits--3 Credits)

An introductory course for the development of effective classroom management skills for child care paraprofessionals and teaching assistants. The purpose of this course is to acquaint students with the factors that influence learning and behavior and with strategies for changing behavior. The focus of course content will include psychological theories, learning models, observation and recording of behavior, and the roles of teacher, paraprofessional, and child in the learning process.

---

## **HEALTH & PHYSICAL EDUCATION**

---

PHYSICAL EDUCATION COURSES will apply toward the A.A. degree requirements IF applicable for Physical Education majors.

### **PEL 1211 Softball I**

(1 Credit--2 Hours)

Specialized instruction with emphasis given to fundamental skills.

### **PEL 1216 Baseball I**

(1 Credit--2 Hours)

Specialized instruction with emphasis given to fundamental skills.

### **PEL 1321 Volleyball I**

(1 Credit--2 Hours)

Specialized instruction with emphasis given to fundamental skills.

### **PEL 1341 Beginning Tennis**

(1 Credit--3 Hours)

Specialized instruction with emphasis given to fundamental skills.

### **PEL 1621 Basketball I**

(1 Credit--2 Hours)

Specialized instruction with emphasis given to fundamental skills.

### **PEL 2212 Softball II**

(1 Credit--2 Hours)

Specialized instruction with emphasis on technique and strategy used in play.

### **PEL 2217 Baseball II**

(1 Credit--2 Hours)

Specialized instruction with emphasis on technique and strategy used in play.

### **PEL 2322 Volleyball II**

(1 Credit--2 Hours)

Specialized instruction with emphasis on technique and strategy used in play.

### **PEL 2622 Basketball II (1 Credit--2 Hours)**

Specialized instruction with emphasis on technique and strategy used in play.

### **PEM 1102**

#### **Health Analysis and Body Conditioning**

(3 Credits--3 Hours)

A course designed to analyze and evaluate certain health factors on a personalized basis to provide a personal health profile. The profile will be used to develop and carry out an aerobic and isotonic conditioning program of activities leading to maximized health benefits.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**PEM 1104**  
**Concepts of Life Fitness**  
(1 Credit--3 Hours)

A continuation of the program established in PEM 1102 with emphasis on changing lifestyle patterns consistent with fitness, health, and well-being. May be repeated three times for credit.

**PEM 2131**  
**Nautilus Training**  
(1 Credit--3 Hours)

A course designed to provide basic instruction in the methods of isotonic exercise as related to fitness and health. May be repeated three times for credit.

---

## HEALTH INFORMATION MANAGEMENT

---

**HIM 1000**  
**Introduction to Health Information Management**  
(3 Credits--3 Hours)  
Prerequisite: HSC 1000

This course provides an introduction to the field of health information management, including: a history of the profession, professional organizations, accreditation standards, and the functions, content and structure of the health care record.

**HIM 1110**  
**Standard Healthcare Practices**  
(3 Credits--3 Hours)

Prerequisite: HIM 1000. This course provides an introduction to the study of healthcare statistics and performance improvement, with an emphasis on manual and electronic computations such as mortality and autopsy rates, inpatient census, bed counts, and total length of stay. Students will also identify, describe, apply and evaluate performance improvement principles, tools and techniques.

**HIM 1211C**  
**Health Information Systems \***  
(3 Credits--3 Hours)

Prerequisite: CGS 1100. This course provides an introduction to the study of the automation, computerization, and implementation of information systems in the healthcare industry with a focus on the evolution and goals of the Computerized Patient Record. Computer laboratory work with health industry software packages included.

**HIM 1260C**  
**Health Care Billing and Reimbursement \***  
(3 Credits--3 Hours)

Pre- or Co-requisites: HSC 1000 and CGS 1100. This course provides an introduction to the study of the billing and reimbursement processes of hospitals and ambulatory health care settings including: scheduling, registration, insurance verification, fee schedules, encounter forms, charge capturing, billing process, reimbursement process, patient payment and collections. Computer laboratory work with billing software is included.

**HIM 1280C**  
**Basic ICD-9-CM Coding\***  
(3 Credits--3 Hours)

Pre- or Co-requisites: BSC 2085 and BSC 2085L.

This course is an introduction to the International Classification of Diseases, 9th Revision, Clinical Modification (ICD-9-CM) Coding System, with an emphasis on ICD-9-CM conventions, coding steps and guidelines, V and E codes, symptoms, signs, and ill-defined conditions and use of the medical record as a source for coding. The Uniform Hospital Discharge Data Set (UHDDS) and guidelines for coding neoplasms, injuries, burns, poisonings, adverse effects of drugs, and complications of surgery and medical care are also included.

**HIM 2012**  
**Health Care Law**  
(3 Credits--3 Hours)

Pre- or Co-requisite: HSC 1000. This course provides an introduction to the study of law as applied to the health field including: legal terminology, the judicial system, misconduct, malpractice, and legal and professional standards. The importance of proper documentation and informed consent will be emphasized. This course will also cover the fundamentals of medical ethics and ethical behavior as it relates to clinical practice.

**HIM 2234C**  
**Advanced ICD-9-CM Coding\***  
(3 Credits--3 Hours)

Prerequisites: HIM 1280C. This course serves as a continuation of Basic ICD-9-CM Coding with application of guidelines in more advanced case scenarios. The content includes simulation of inpatient and outpatient coding of diseases, procedures and services of all body systems using patient records and encoder software. Emphasis is placed on the use of official coding guidelines, compliance, and DRG calculations.

**HIM 2255C**  
**CPT Coding\***  
(3 Credits--3 Hours)

Pre- or Co-requisites: BSC 2085 and BSC 2085L. This course provides an introduction to the study of Current Procedure Terminology (CPT) Coding. Simulation of outpatient coding, including ambulatory surgery, diagnostic testing and procedures, physician services using patient records, and encoder software are essential parts of this course. Emphasis is placed on the use of official CPT coding guidelines, compliance and Ambulatory Payment Classification (APC) calculations.

**HIM 2432**  
**Concepts of Disease**  
(3 Credits--3 Hours)

Prerequisite: HSC 1531. Pre or Co-requisite: BSC 2086 with Lab. This course provides an introduction to the study of disease processes with concurrent study of diagnostic and laboratory testing, pharmacological treatment, and surgical treatment of disease.

**HIM 2512**  
**Supervision, Organization, and Management**  
(3 Credits--3 Hours)

Prerequisites: HIM 1110. This course is designed as a study of departmental management including principles of management, operational management, human resource management, and financial management. Emphasis will be on supervision and organization, quality assessment, utilization management, risk management, and clinical quality management.

\*Laboratory fee required. †Lab fee is not required if course is taken online. ‡Examination fee required. ◆Meets A.A. degree requirements.

**HIM 2800****Professional Practice Experience I**

(2 Credits--6 Hours)

Prerequisites: Permission of Director. This course provides a supervised practicum in the Health Information Management Department of a hospital or alternative health care setting performing assembly and analysis, incomplete record control, perm file maintenance, ROI, MPI cleanup, and vital statistics.

**HIM 2810****Professional Practice Experience II**

(2 Credits--6 Hours)

Prerequisites: Permission of Director (not applicable for Medical Coder/Biller students)

Co-requisites: This course provides a supervised practicum in a health care facility performing outpatient/inpatient coding, and/or varied billing and reimbursement functions.

**HIM 2820****Professional Practice Experience III**

(2 Credits--6 Hours)

Prerequisite: Permission of Director. This course provides a supervised practicum in a hospital or alternative health care setting serving in a supervisory capacity under the direction of a Health Information Management Professional. Departmental operations, and interaction with Risk Management, Quality Improvement, and Utilization Review departments are included. Also included within this course will be an 8 hour HIM review class to help prepare students for the national credentialing examination.

**HSC 1000****Introduction to Health Care Delivery System ♦**

(2 Credits--2 Hours)

Prerequisites: None. This course provides an introduction to the evolution and organization of the healthcare delivery system of the U.S., including communication and interpersonal skills, legal and ethical guidelines, basic concepts of medical terminology and infection control, and the personal characteristics of the successful health care professional.

**HSC 1531****Medical Terminology ♦**

(3 Credits--3 Hours)

Prerequisites: None. This course provides an introduction to the terminology of medicine, making it understandable through the study of the word roots, combining forms, prefixes, suffixes, and etymology. The student will learn to build, recognize, spell, and pronounce medical terms.

---

**HUMANITIES**

---

**ARE 2010****Art Skills for Elementary Teachers ♦**

(3 Credits--3 Hours)

A course designed to promote and strengthen the teacher's knowledge and use of art methods and materials and their applicability to classroom use. Instruction in the use of various media will be included.

**ARH 2050****Art History I ♦**

(3 Credits--3 Hours)

A study of the main developments of the visual art forms (architecture, sculpture and painting) from Paleolithic man through the Renaissance.

**ARH 2051****Art History II ♦**

(3 Credits--3 Hours)

An integrated study of the main developments of the visual art forms (architecture, sculpture and painting) from the 17th century to the present.

**HUM 2210****The Humanities I ♦**

(3 Credits--3 Hours)

Prerequisite: ENC 1101 with a grade of "C" or higher, and satisfactory completion of REA 0002, Reading and Study Skills, or an appropriate reading placement score. The course focuses on the Ancient through the Medieval periods of culture and history. It is designed to acquaint the student with literature, philosophy, art, and music in the Prehistoric, Classical, and Medieval periods. Major emphasis is upon understanding and appreciation of cultural heritage. HUM 2210 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**HUM 2230****The Humanities II ♦**

(3 Credits--3 Hours)

Prerequisite: ENC 1101 with a grade of "C" or higher, and satisfactory completion of REA 0002, Reading and Study Skills, or an appropriate reading placement score. In addition, successful completion of HUM 2210 is strongly recommended. The course focuses on the Renaissance to the Modern periods of culture and history. As a continuation of Humanities I, it is designed to acquaint the student with literature, philosophy, art, and music in the Renaissance, Baroque, Neoclassical, Romantic, Impressionistic, and Modern periods. Major emphasis is placed upon mature understanding and enlarged appreciation of cultural heritage. HUM 2230 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**HUM 2310****Mythology in Art, Literature, and Music ♦**

(3 Credits--3 Hours)

Prerequisite: Satisfactory completion of ENC 1102 with a grade of "C" or higher. An introduction to mythology and an examination of its continued influence to the present. Major emphasis is placed on Classical mythology, though attention will be given to other mythologies of Western and non-Western cultures as well. HUM 2310 is a Gordon Rule writing course as defined by SBE Rule 6A-10.030.

**HUM 2512****Architectural Reflection of Culture ♦**

(3 Credits--3 Hours)

A chronological look at architecture as a reflection of major cultural concerns in the western world from prehistoric times to the twentieth century. Each major period in history will be thematically approached and studied with visual aids and discussions. The course focuses on the psychological and sociological impact of the ethos upon man's architectural monuments as an extension of his personal needs and basic instinct for physical survival and mental well-being.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**MUH 2112****Music History** ♦

(3 Credits--3 Hours)

A study of musical expression in relation to the background of the life and art which created it. Emphasis is placed on music in Western Civilization from the 17th century to the present.

**PHI 2010****Introduction to Philosophy** ♦

(3 Credits--3 Hours)

An examination of philosophical problems which probe the complexity of human knowledge. Traditional epistemological, metaphysical, aesthetic, moral, and political problems will be discussed in relation to the writings of classical and contemporary philosophers.

**PHI 2100****Reasoning and Critical Thinking** ♦

(3 Credits--3 Hours)

An introduction to the theory and application of logic in both its deductive and inductive aspects. Topics include traditional logic of the syllogism, modern deductive techniques, logical fallacies, analogy and generalization, causal hypotheses, explanatory hypotheses and probability.

**PHI 2630****Contemporary Ethics** ♦

(3 Credits--3 Hours)

An examination of ethical topics with an emphasis on the development of a personally and philosophically meaningful ethical position on a variety of contemporary problems. Topics such as utilitarianism, egoism, situation ethics, freedom, social responsibility and relativism will be discussed and applied.

**PHI 2905****Special Problems in Philosophy** ♦

(3 Credits--3 Hours)

Prerequisite: Permission of the Dean of Arts and Sciences. Directed studies in the areas of philosophy and logic. Application to do work in a special problems course must be made to the instructor who is to direct the study. A design of the study will be presented to the instructor and must be approved by the Dean of Arts and Sciences.

**PHI 2930****Philosophical Issues in Film** ♦

(3 Credits--3 Hours)

A philosophical look at film as an art form, with an emphasis on the fundamental issues raised by the director and/or perceived by the viewer. The student will analyze themes such as free will, moral responsibility, subjectivity, reality vs. illusion, and existence vs. essence. Readings in classical philosophical inquiry will combine with the work of selected cinematographers to allow the student to pursue these questions within the context of traditional and contemporary cinema.

---

**MATHEMATICS**

---

**MAT 1033****Intermediate Algebra** ♦ (3 Credits--3 Hours)

Prerequisite: Satisfactory score on placement tests, or completion of MAT 0024 with a grade of "C" or higher. Topics include factoring, rational expressions, radicals, quadratic equations, complex numbers, lines, parabolas, circles, and systems of linear equations.

**MAT 2905****Special Problems in Mathematics** ♦

(1-3 Credits)

Directed studies in the area of mathematics. Application to do work in special problems must be made to the instructor who is to direct the study. A design of the study will be presented to the instructor and must be approved by the Dean of Arts and Sciences.

*A graphing calculator is required for the following courses. Students should consult with the instructor before making a purchase.*

**MAC 1105****College Algebra** ♦

(3 Credits--3 Hours)

Graphing calculator required.

Consult with instructor before purchasing.

Prerequisite: Satisfactory score on placement tests, or completion of MAT 1033 with a grade of "C" or higher. This course is devoted to the function concept. Topics include equation and inequality solving, graphs and their transformations, function notation and evaluation, domain and range, operations with functions, and systems of linear equations and inequalities. Types of functions include linear, quadratic, absolute value, polynomial, rational, exponential, and logarithmic. Applications include curve fitting, modeling, optimization, and exponential growth and decay.

**MAC 1147****Precalculus** ♦

(4 Credits--4 Hours)

Graphing calculator required.

Consult with instructor before purchasing.

Prerequisite: Satisfactory score on placement tests, or completion of MAC 1105 with a grade of "C" or higher, or permission of the Dean of Arts and Sciences. This course is designed to prepare students for calculus. Topics include roots of polynomial equations, polynomial and rational inequalities, systems of linear and nonlinear equations, matrices, determinants, trigonometric functions of angles and real numbers, trigonometric graphs and their transformations, trigonometric equations, trigonometric identities, inverse trigonometric functions, law of sines, law of cosines, conic sections, sequences, series, and the binomial theorem.

**MAC 2233****Survey of Calculus** ♦

(3 Credits--3 Hours)

Graphing calculator required. Consult with instructor before purchasing.

Prerequisite: A satisfactory score on placement tests, or completion of MAC 1105 with a grade of "C" or higher. This is a survey course of elementary differential and integral calculus designed for business and social science students. Topics include functions, limits, derivatives of algebraic, exponential and logarithmic functions, and integrals; with applications to curve sketching, optimization, marginal analysis, and area between two curves. This course cannot be used to satisfy degree requirements for students entering mathematics or engineering programs.

**MAC 2311****Analytic Geometry and Calculus I** ♦

(4 Credits--4 Hours)

Graphing calculator required. Consult with instructor before purchasing.

Prerequisite: A satisfactory score on placement tests or completion of MAC 1147 with a grade of "C" or higher. A first course in analytic geometry and calculus. Topics include limits and continuity, the derivative with applications to tangent lines, rectilinear motion, relat-

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

ed rates, mean value theorem, curve sketching, and optimization; anti-derivatives, area, and the definite integral; and derivatives and integrals involving logarithmic and exponential functions.

### MAC 2312

#### Analytic Geometry and Calculus II ♦

(4 Credits--4 Hours)

Graphing calculator required.

Consult with instructor before purchasing.

Prerequisite: Completion of MAC 2311 with a grade of "C" or higher. A second course in analytic geometry and calculus. Topics include derivatives and integrals involving logarithmic, exponential, and inverse trigonometric, and hyperbolic functions; applications of the definite integral to area, volume, arc length, and surface area; techniques of integration, indeterminate forms, and improper integrals; infinite series; and conic sections, parametric equations, and polar equations.

### MAC 2313

#### Analytic Geometry and Calculus III ♦

(4 Credits--4 Hours)

Graphing calculator required.

Consult with instructor before purchasing.

Prerequisite: Completion of MAC 2312 with a grade of "C" or higher. A third course in analytic geometry and calculus. Topics include vectors and solid analytic geometry, vector-valued functions, partial differentiation, multiple integrals, and vector integral calculus.

### MAP 2302

#### Elementary Differential Equations ♦

(3 Credits--3 Hours)

Graphing calculator required.

Consult with instructor before purchasing.

Prerequisite: Completion of MAC 2312 with a grade of "C" or higher. A course in ordinary differential equations. Topics include first order differential equations, second and higher order linear differential equations, Laplace transformations, series solutions, systems of first order differential equations, graphical solutions, and numerical solutions. Applications include growth and decay, mixtures, springs, and circuits.

### MGF 1106

#### Mathematics for Liberal Arts I ♦

(3 Credits--3 Hours)

Prerequisite: Satisfactory score on placement tests, or completion of MAT 1033 with a grade of "C" or higher. A general education mathematics course. Topics include sets, logic, geometry, counting and probability, and statistics.

### MGF 1107

#### Mathematics for Liberal Arts II ♦

(3 Credits--3 Hours)

Prerequisite: Satisfactory score on placement tests, or completion of MAT 1033 with a grade of "C" or higher. A general education mathematics course. Topics will be selected from numeration systems, number theory and real numbers, equations and functions, systems of linear equations, consumer mathematics, graph theory, and voting and apportionment.

### MTB 1304

#### Using the Graphing Calculator ♦

(1 Credit--1 Hour)

Graphing calculator required. Consult with instructor before purchasing.

Corequisite: MAC 1105 or Prerequisite: MAC 1105 with a grade of "C" or higher. This course provides instruction for using a Texas Instruments graphing calculator. Topics include arithmetic operations, graphs, programming, matrices, and statistics.

### STA 2023

#### Elementary Statistics ♦

(3 Credits--3 Hours)

Graphing calculator required. Consult with instructor before purchasing. Prerequisite: Satisfactory score on placement tests, or completion of MAT 1033 with a grade of "C" or higher or permission of the Dean of Arts and Sciences. This course is an introduction to the fundamental concepts and methods of statistics and probability. Topics include: graphs and numerical measures; probability; binomial, normal and sampling distributions; confidence intervals and hypothesis testing; correlation and regression; and nonparametric methods.

---

## NURSING

---

All "NUR" prefix courses may be used to fulfill A.A. Degree requirements IF those students are in the A.A. to B.S.N. program.

### NUR 1004

#### Bridge I: LPN Transition \*

[8 Credits - 165 Contact Hours - Didactic 105 hours (Blended online/classroom) Lab 60 hours]

Prerequisites: Admission to Nursing Program, Florida licensure as LPN. LPN experience within past 2 years.

Prerequisite or corequisite: MCB 2010, MCB 2010L & DEP 2004.

This course is the first of two bridge courses that builds upon the Licensed Practical Nurse's education and readiness to advance into the Associate Degree program. In this course, students learn to differentiate between the roles of the practical and associate degree nurse. Didactic and lab application focuses on basic nursing care and skills used by professional nurses. Learners explore interventions used to assist adult patients adapt to illness or injury. Students explore caring and non-caring behaviors in others and self to articulate ways to improve communication and nursing care. Students apply the nursing process by developing and implementing a standard plan of care.

### NUR 1005

#### Bridge II: LPN Transition \*

[4 Credits - 105 Contact Hours - Didactic 45 hours (Blended online/classroom) Lab 20 hours and 40 clinical. ]

Prerequisite: NUR 1004 - Bridge I: LPN Transition.

Prerequisite or corequisite: Humanities.

This course is the second of two bridge courses that builds upon the Licensed Practical Nurse's education and readiness to advance into the Associate Degree program. Didactic content and lab activities explore the nursing process, critical thinking skills, and care of clients throughout the lifespan. Nursing assessments are performed to identify health risks and care issues. Students examine the nursing roles of caregiver, educator, and manager. Course content and lab activities practice critical thinking and evidence based nursing. Students address the responsibilities of nurses in culturally diverse health care environments.

### NUR 1020C

#### Foundations of Nursing Practice \*

(8 Credits--15 Hours)

Prerequisites: Admission to Nursing Program.

Prerequisite or corequisite: MCB 2010 and MCB 2010L. An introduction to the practice of professional nursing. Topics include nursing concepts, history, roles, basic interventions, and evidence-based practice. Differentiating practice responsibilities and liabilities for the professional, practical/vocational nurse, and nursing assistant is included in this course. Concepts and skills related to health assessment and physical examination for individuals of all ages are intro-

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

duced in lecture and lab/clinical settings. Students learn clinical problem-identification and resolution by way of the nursing process. In addition, basic principles and skills of medication administration are integrated. Overall emphasis in this course is placed on the ways patients adapt to illness/injury and the role of the nurse in enhancing adaptation.

**NUR 1142**  
**Clinical Pharmacology**  
(2 Credits--2 Hours)

Prerequisite: Admission to Nursing. This course introduces the student to basic pharmacological concepts. Utilizing a lifespan approach, students learn pharmacodynamics, pharmacokinetics, drug classifications and prototypical drugs, drug dosages, drug interactions, legal/ethical considerations, and related nursing interventions.

**NUR 1221C**  
**Nursing Care of Adults I \***  
(8 Credits--15 Hours)

Prerequisite: Admission to Nursing Program. NUR 1020C. This course focuses on adaptation levels of adults to commonly (typical diseases of adult years) occurring health needs. The roles of the nurse as a provider of care, communicator, teacher, manager, member of a profession, and member of an interdisciplinary team are emphasized and provide the framework for clinical application and evaluation. Emphasis is placed on adaptation to pathophysiological events in the following body systems: immune, reproductive, gastrointestinal, musculoskeletal, sensation, and renal/urinary. In addition, fundamental mental health concepts are included. Applications to elder adults are integrated throughout this course. Clinical experiences occur in hospital and community settings.

**NUR 1461C**  
**Parent-Child Nursing I \***  
(4 Credits--6 Hours)

Prerequisite: Admission to Nursing Program. NUR 1020C; Prerequisite or corequisite: DEP 2004. This course concentrates on normal and pathologic events associated with families of childbearing years. Emphasis is placed on adaptation to these events. Nursing roles and interventions in assisting parents, neonates, and children are integrated in both lecture and clinical learning experiences.

**NUR 1520C**  
**Mental Health Nursing**  
(4 Credits--6 Hours)

Prerequisite: Admission to Nursing Program. NUR 1221C. Prerequisite or corequisite: Humanities general education course. This course explores normal and psychopathological mental/emotional processes. Emphasis is placed on the way patients adapt to internal and external stimuli through counseling modalities, group dynamics, and psychopharmacologic agents. The roles of the nurse in promoting mental health adaptation are analyzed. Clinical learning experiences will occur in hospital and community settings.

**NUR 2222C**  
**Nursing Care of Adults II \***  
(4 Credits--10 Hours)

Prerequisite: Admission to Nursing Program. NUR 1221C; Prerequisite or corequisite: SYG 1000. This course focuses on more complex diseases of adult years and the patient's adaptation level. The roles of the nurse as a provider of care, communicator, teacher, manager, member of a profession, and member of an interdisciplinary team are explored as a means of enhancing the patient's ability to adapt. In addition, the course provides opportunities for developing competence in advanced skills and the application of these skills for patient care. Knowledge and nursing skills acquired in Adult Nursing I are built upon, thus giving the student access to more complex illness crisis in the adult patient. Advanced skills will

be practiced in the laboratory prior to clinical experiences. Emphasis is placed on adaptation to pathophysiological events in the following body systems: hematologic, nervous systems, integumentary, cardiovascular, endocrine, and respiratory.

**NUR 2464C**  
**Parent-Child Nursing II \***  
(4 Credits--6 Hours)

Prerequisite: Admission to Nursing Program. NUR 1461C. This course builds upon knowledge and skills gained in Parent-Child Nursing I. Learning is focused on advanced-beginner knowledge and skills in the nursing care of families who undergo normal and pathologic events. Emphasis is placed on adaptation to these events. Nursing roles and interventions in assisting parents, neonates, and children are integrated in both lecture and clinical experiences.

**NUR 2753C**  
**Rehabilitation Nursing \***  
(4 Credits--6 Hours)

Prerequisite: Admission to Nursing Program. Corequisite: NUR 2943C. This course focuses on adaptation to chronic impairments in physical, mental, or emotional function. Using a lifespan approach, the course provides the theory of rehabilitation nursing in acute, subacute, and skilled nursing facilities in addition to the home. Clinical experience will take place in skilled and long-term care settings. Emphasis is placed on the nurse's role in promoting adaptation.

**NUR 2943C**  
**Transitional Nursing**  
(4 Credits--9 Hours)

Prerequisite: Admission to Nursing Program. All nursing courses except NUR 2753C which is a corequisite. This course provides the student the opportunity to synthesize the concepts of the curriculum in reference to patient care and patient care management. It also offers the student guidance in adapting to the roles of graduate nurse. Opportunities are provided which allow the student to enhance organizational and critical thinking skills under the direction of an instructor and a clinical agency preceptor in various acute care, subacute care, skilled nursing, and community settings.

---

## RADIOLOGIC TECHNOLOGY

---

**RTE 1000C**  
**Introduction to Patient Care in Radiologic Sciences\***  
(2 Credits – 3 Hours)

The content of this course will introduce the student to the fundamentals of patient care and the basic concepts of pharmacology, as it relates to radiological procedures. The theory and practice of basic techniques for venipuncture and the administration of diagnostic contrast agents and common intravenous medications will be covered in this course. Other topics covered in this course include: patient transfer techniques, body mechanics, emergency medical situations, infection control, aseptic techniques, care of patient medical equipment, oxygen administration and vital signs. All students will be required to successfully complete certification in the following areas: Basic Life Support Health Care Provider (BLS), HIV/AIDS Education, and Basic First Aid.

**RTE 1503C**  
**Radiographic Positioning I \***  
(5 Credits – 6 Hours)

This course provides the student with an introduction in radiographic principles, terminology, radiation protection, and instruction in the radiographic positioning and related anatomy for the chest, abdomen, upper extremity, shoulder, lower extremity, pelvis

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

and the vertebral column. This course will also cover trauma radiography, mobile radiography, and pediatric radiography, as they relate to the applicable procedures covered in this course. Required laboratory activities provide the student with the opportunity to participate in simulated examinations on each other for each of the procedures covered in this course. The students will also produce radiographs of phantoms.

#### **RTE 1513C**

##### **Radiographic Positioning II\*** (5 Credits – 6 Hours)

Prerequisite: RTE 1503C. Corequisite: BSC 2086 and BSC 2086L. This course provides the student with instruction in the radiographic positioning and related anatomy of the thorax, skull, facial bones, sinuses, mastoids, temporal bones, upper and lower gastrointestinal system, gallbladder, biliary ducts, urinary system and other specialized procedures. This course will also cover trauma radiography, mobile radiography, and pediatric radiography, as they relate to the applicable procedures covered in this course. Required laboratory activities provide the student with the opportunity to participate in simulated examinations on each other for each of the procedures covered in this course. The students will also produce radiographs of phantoms.

#### **RTE 1418C**

##### **Radiologic Science\*** (4 Credits – 5 Hours)

This course is primarily concerned with content specifications within the Image Production and Evaluation category of the ARRT examination in radiography. The topics include, Density, Contrast, Detail, Distortion, Latitude, Beam Restriction and Filtration, Control of Scatter and Secondary Radiation, Technique Formulation, Exposure Calculation, Film Handling and Storage, Characteristics of Image Receptors, Intensifying Screens, Grids, Film Processing, Digital Processing, Artifacts, Silver Recovery, Image Evaluation, Analysis, and Evaluation of Image Quality. Additional topics include; Imaging Standards, Corrective Action, Equipment Quality Control Procedures and Quality Improvement Methodology. Laboratory activities will require students to perform experiments related to the topics described above, and various types of quality control tests, and image analysis procedures.

#### **RTE 1385**

##### **Radiobiology and Radiation Protection**

(2 Credits – 2 Hours)

This course is primarily concerned with the content specifications within the Radiation Protection category of the ARRT examination in Radiography. The topics include: patient and personnel protection, biological effects, minimizing patient and personnel exposure, methods of protection, basic properties and units of radiation measurement, NCRP recommendations for protective devices and personnel monitoring, and dosimeters.

#### **RTE 2061**

##### **Radiologic Science Seminar**

(3 Credit – 3 Hours)

Prerequisite: RTE 2613. This course provides the student with a comprehensive review of all subject content covered on the American Registry of Radiologic Technologist national certification examination in radiography.

#### **RTE 2613**

##### **Radiologic Physics**

(3 Credits – 3 Hours)

Prerequisite: RTE 1418C. This course is primarily concerned with the content specifications within the Equipment Operation and Maintenance category of the ARRT examination in Radiography. The topics include: X-ray Generators, Transformers, Rectification Systems, Digital Imaging Units, Electricity, Magnetism, Electromagnetism, X-ray Tube, X-ray, Production, X-ray Imaging

Systems, Fluoroscopic Systems, Conventional Systems, and PACS Systems. Evaluation of radiographic equipment and accessories will also be covered.

#### **RTE 1804**

##### **Clinical Education I**

(2 Credits – 128 Total Clinical Hours)

Affiliation agreements with various hospitals enable SJRCC Radiography students to gain valuable clinical experience in departments of radiology. During this clinical rotation students will observe and perform under direct and indirect supervision the application of those skills learned in the classroom and laboratory. This course is the first of six sequential clinical education courses.

#### **RTE 1814**

##### **Clinical Education II**

(4 Credits – 256 Total Clinical Hours)

Prerequisite: RTE 1804. Affiliation agreements with various hospitals enable SJRCC Radiography students to gain valuable clinical experience in departments of radiology. During this clinical rotation students will observe and perform under direct and indirect supervision the application of those skills learned in the classroom and laboratory. This course is the second of six sequential clinical education courses.

#### **RTE 1824**

##### **Clinical Education III**

(3 Credits – 168 Total Clinical Hours)

Prerequisite: RTE 1814. Affiliation agreements with various hospitals enable SJRCC Radiography students to gain valuable clinical experience in departments of radiology. During this clinical rotation students will observe and perform under direct and indirect supervision the application of those skills learned in the classroom and laboratory. This course is the third of six sequential clinical education courses.

#### **RTE 1834**

##### **Clinical Education IV**

(3 Credits – 168 Total Clinical Hours)

Prerequisite: RTE 1824. Affiliation agreements with various hospitals enable SJRCC Radiography students to gain valuable clinical experience in departments of radiology. During this clinical rotation students will observe and perform under direct and indirect supervision the application of those skills learned in the classroom and laboratory. This course is the fourth of six sequential clinical education courses.

#### **RTE 2844**

##### **Clinical Education V**

(5 Credits – 336 Total Clinical Hours)

Prerequisite: RTE 1834. Affiliation agreements with various hospitals enable SJRCC Radiography students to gain valuable clinical experience in departments of radiology. During this clinical rotation students will observe and perform under direct and indirect supervision the application of those skills learned in the classroom and laboratory. This course is the fifth of six sequential clinical education courses.

#### **RTE 2854**

##### **Clinical Education VI**

(5 Credits – 336 Total Clinical Hours)

Prerequisite: RTE 2844. Affiliation agreements with various hospitals enable SJRCC Radiography students to gain valuable clinical experience in departments of radiology. During this clinical rotation students will observe and perform under direct and indirect supervision the application of those skills learned in the classroom and laboratory. This course is the final course of 6 sequential clinical education courses.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

## SCIENCE

Science laboratory courses that have an assigned credit hour value will be assigned a separate grade from the lecture component. In the event that a student earns a passing grade in one component and not the other, only that component failed need be repeated. If the laboratory component of the course has no credit hour value assigned, a single grade is given to represent work done in both the course lecture and laboratory.

Prerequisite and corequisite requirements must be observed. Failure to enroll in required corequisites will result in administrative withdrawal from the course. In addition, if after registration a student decides to withdraw from either the lecture or the laboratory, he must also withdraw from its corequisite. However, during the last 10 days of the withdrawal period for fall and spring terms or during the last five days of the withdrawal period during summer terms, a student may request approval from the instructor to withdraw from a corequisite. The request requires approval by the Dean of Arts and Sciences.

### AST 1002 Introduction to Astronomy ♦ (3 Credits--3 Hours)

Prerequisite: MAT 1033. Corequisite: AST 1002L. The course includes topics on the solar system, stars, galaxies, and cosmology. Basic mathematical skills in arithmetic, equation solving, exponents, trigonometry, unit conversions, and logarithms are utilized.

### AST 1002L Laboratory for Introduction to Astronomy \* ♦ (1 Credit--2 Hours)

Corequisite: AST 1002. An introductory laboratory course with exercises on optics, telescope design and structure, spectra, and analysis of data from observations of the sun, moon, planets, and other celestial objects. Some required observing sessions may occur at times other than the scheduled laboratory classes.

### BOT 2010 Botany ♦ (4 Credits--3 Hours)

Prerequisite: BSC 1005 and BSC 1005L or BSC 2010/2010L with grades of "C" or higher or permission of the Dean of Arts and Sciences. Corequisite: BOT 2010L. A study of the major divisions of the plant kingdom with emphasis on morphology and physiology.

### BOT 2010L Laboratory for Botany \* ♦ (0 Credits--3 Hours) Corequisite: BOT 2010.

### BSC 1005 General Biology ♦ (3 Credits--3 Hours)

Corequisite: BSC 1005L. An introduction to and application of fundamental biological concepts for non-science majors. The emphasis will be on major biological concepts such as cell structure and function, biochemistry and metabolism, genetics and the interrelationships among organisms.

### BSC 1005L Laboratory for General Biology \* ♦ (1 Credit--2 Hours) Corequisite: BSC 1005.

### BSC 2010 Principles of Biology I \* ♦ (3 Credits--3 Hours) Corequisite: BSC 2010L.

Primarily for science majors, this course emphasizes biology at the cellular level. Topics will include chemistry and biochemistry; cell structure and function; cell division, including mitosis and meiosis; metabolism, including cellular respiration and photosynthesis; and genetics, including Mendelian and molecular genetics and biotechnology.

### BSC 2010L Laboratory Principles of Biology I \* ♦ (1 Credit--3 Hours) Corequisite: BSC 2010.

### BSC 2011 Principles of Biology II \* ♦ (3 Credits--3 Hours)

Prerequisites: BSC 2010 and BSC 2010L with a grade of "C" or higher or permission from the Dean of Arts and Sciences. Corequisite: BSC 2011L. Primarily for science majors, this course emphasizes topics above the cellular level. Topics will include biodiversity; structure and function of tissues, organs, and systems within plants and animals; evolution and ecology.

### BSC 2011L Laboratory Principles of Biology II \* ♦ (1 Credit--3 Hours) Corequisite: BSC 2011.

### BSC 2085 Human Anatomy and Physiology I ♦ (3 Credits--3 Hours)

Corequisite: BSC 2085L. This course provides students with an overview of cell structure and function, and a thorough understanding of the anatomy and physiology of the integumentary, skeletal, muscular, articular, nervous, and endocrine systems of the human body.

### BSC 2085L Laboratory for Human Anatomy and Physiology I \* ♦ (1 Credit--2 Hours) Corequisite: BSC 2085.

### BSC 2086 Human Anatomy and Physiology II ♦ (3 Credits--3 Hours)

Prerequisite: BSC 2085 and BSC 2085L with a grade of "C" or higher or permission of the Dean of Arts and Sciences. This course is a continuation of BSC 2085. It provides students with a thorough understanding of the anatomy and physiology of the cardiovascular, respiratory, lymphatic, immune, digestive, urinary and reproductive systems of the human body.

### BSC 2086L Laboratory for Human Anatomy & Physiology II \* ♦ (1 Credit--2 Hours) Corequisite: BSC 2086.

### CHM 1020 Introduction to Chemistry ♦ (3 Credits--3 Hours)

Corequisite: CHM 1020L. A course designed to provide the non-science major with an introduction to the basic concepts of chemistry with an emphasis on the impact of chemistry on modern society.

### CHM 1020L Laboratory for Introduction to Chemistry \* ♦ (1 Credit--2 Hours) Corequisite: CHM 1020.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**CHM 1032****Principles of General Chemistry ♦**

(3 Credits--3 Hours)

Corequisite: CHM 1032L. Prerequisite: Satisfactory score on placement tests or completion of MAT 1033 with a grade of "C" or higher. A course designed primarily for students who are entering the allied health fields. Includes the fundamental laws and theories of inorganic chemistry and an introduction to carbon chemistry. The applications of chemistry to health related fields will be stressed.

**CHM 1032L****Lab for Principles of General Chemistry \* ♦**

(1 Credit--3 Hours)

Corequisite: CHM 1032.

**CHM 1045****General Chemistry I ♦**

(3 Credits--3 Hours)

Corequisite: CHM 1045L. Prerequisite: Successful completion of CHM 1020 or CHM 1032 with a grade of "C" or higher, or two years of high school chemistry with a grade of "C" or higher. Students who have completed one year of high school chemistry are strongly recommended to take CHM 1020 or CHM 1032 before enrolling in CHM 1045. Students must be concurrently enrolled in, or have completed, MAC 1105 or MAC 1147 with a grade of "C" or higher. Course content includes atomic theory, chemical bonding, reaction stoichiometry, oxidation-reduction, behavior of gases, thermochemistry, and colligative properties.

**CHM 1045L****Laboratory for General Chemistry I \* ♦**

(1 Credit--3 Hours)

Corequisite: CHM 1045.

**CHM 1046****General Chemistry II ♦**

(3 Credits--3 Hours)

Prerequisite: CHM 1045 and CHM 1045L with a grade of "C" or higher. Corequisite: CHM 1046L. Topics include kinetics, acids and bases, equilibrium, thermodynamics, electrochemistry, and coordination chemistry.

**CHM 1046L****Laboratory for General Chemistry II \* ♦**

(1 Credit--3 Hours)

Corequisite: CHM 1046. Includes qualitative analysis.

**CHM 2120C****Quantitative Analysis \* ♦**

(4 Credits--8 Hours)

Lecture, two hours; laboratory 6 hours. Prerequisites: CHM 1046 and CHM 1046L with a grade of "C" or higher. A study of the fundamentals of analytical chemistry. Topics include titrimetric and gravimetric methods, spectrophotometry, potentiometry, chromatography, and chemical equilibria.

**CHM 2132C****Instrumental Analysis \* ♦**

(4 Credits--8 Hours)

Lecture, two hours; laboratory 6 hours. Prerequisite: CHM 2120C. A course in instrumental analysis with extensive hands-on laboratory experience. Topics include chromatography, atomic absorption and emission, mass spectrometry, infrared spectroscopy, and nuclear magnetic resonance spectroscopy.

**CHM 2210****Organic Chemistry I ♦**

(3 Credits--3 Hours)

Prerequisite: CHM 1046 and CHM 1046L with a grade of "C" or higher. Corequisite: CHM 2210L. A study of the structure, synthesis, reactions, and nomenclature of organic compounds.

**CHM 2210L****Laboratory for Organic Chemistry I \* ♦**

(1 Credit--3 Hours) Corequisite: CHM 2210

**CHM 2211****Organic Chemistry II ♦**

(3 Credits--3 Hours)

Prerequisite: CHM 2210 and CHM 2210L with a grade of "C" or higher. Corequisite: CHM 2211L. This course is a continuation of Organic Chemistry I.

**CHM 2211L Laboratory for Organic Chemistry II \* ♦**

(1 Credit--3 Hours) Corequisite: CHM 2211.

**ESC 1000****Earth and Space Science ♦**

(3 Credits--3 Hours)

This course acquaints students with the study of the earth sciences at an introductory level. It includes a study of geology, oceanography, meteorology, and astronomy.

**HUN 1201****Human Nutrition ♦**

(3 Credits--3 Hours)

An introduction to basic principles of nutrition. Emphasis will be on metabolic pathways, nutrient requirements, and nutrition and disease throughout the life cycle.

**MCB 2010****Microbiology ♦**

(4 Credits--3 Hours)

Prerequisite: BSC 1005 and BSC 1005L or BSC 2010 and BSC 2010L or BSC 2085, BSC 2085L and BSC 2086 and BSC 2086L with grades of "C" or higher or permission of the instructor. Corequisite: MCB 2010L. A basic study of microorganisms with emphasis on scientific principles within a laboratory framework. The student will be exposed to a variety of laboratory procedures.

**MCB 2010L****Laboratory for Microbiology \* ♦**

(0 Credits--3 Hours) Corequisite: MCB 2010.

**PHY 1053****General Physics I ♦**

(3 Credits--3 Hours)

Prerequisite: Satisfactory score on placement tests or completion of MAT 1033 with a grade of "C" or higher. Corequisite: PHY 1053L. Primarily for professional, technical, and others not majoring in the physical sciences. Concepts discussed are mechanics, waves, and heat.

**PHY 1053L****Laboratory for General Physics I \* ♦**

(1 Credit--3 Hours) Corequisite: PHY 1053.

**PHY 1054****General Physics II ♦**

(3 Credits--3 Hours)

Prerequisite: PHY 1053 and PHY 1053L with a grade of "C" or higher. Corequisite: PHY 1054L. A continuation of PHY 1053. Electricity, magnetism, waves, optics, and modern topics of physics are the areas of study.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**PHY 1054L****Laboratory for General Physics II ♦**

(1 Credit--3 Hours) Corequisite: PHY 1054.

**PHY 2048****Physics I with Calculus ♦**

(3 Credits--3 Hours)

Prerequisite: MAC 2311 with a grade of "C" or higher. Corequisites: PHY 2048L. An introduction to physics utilizing the fundamentals of differential and integral calculus, with an emphasis on theory. The areas of study include mechanics, heat, and wave motion.

**PHY 2048L****Laboratory for Physics I with Calculus \* ♦**

(1 Credit--3 Hours)

Corequisite: PHY 2048.

**PHY 2049****Physics II with Calculus ♦**

(3 Credits--3 Hours)

Prerequisite: PHY 2048 and PHY 2048L with a grade of "C" or higher. Corequisite: PHY 2049L. A continuation of PHY 2048, including the areas of sound, light, charged particle motion in electric and magnetic fields, circuits, magnetism, and nuclear physics.

**PHY 2049L****Laboratory for Physics II with Calculus \* ♦**

(1 Credit--3 Hours) Corequisite: PHY 2049.

**PSC 1341****Physical Science ♦**

(3 Credits--3 Hours)

Prerequisite: Satisfactory score on placement tests, or completion of MAT 1033 with a grade of "C" or higher. Corequisite: PSC 1341L. The primary aim of this course is to provide the student with an understanding of some of the basic concepts of physics and chemistry. These concepts are carried through problem solving using formulas requiring a basic understanding of algebra.

**PSC 1341L****Laboratory for Physical Science \* ♦**

(1 Credit--2 Hours) Corequisite: PSC 1341.

**PSC 2905****Special Problems in Science ♦**

(1-3 Credits)

Directed studies in the area of the sciences. Application to do work in special problems must be made to the instructor who is to direct the study. A design of the study will be presented to the instructor and must be approved by the Dean of Arts and Sciences.

**ZOO 2010****Zoology ♦**

(4 Credits--3 Hours)

Prerequisite: BSC 1005 and BSC 1005L or BSC 2010 and BSC 2010L with grades of "C" or higher or permission of the Dean of Arts and Sciences. Corequisite: ZOO 2010L. A study of major phyla of the animal kingdom with emphasis upon the structure, function and evolutionary relationships.

**ZOO 2010L****Laboratory for Zoology \* ♦**

(0 Credits--3 Hours) Corequisite: ZOO 2010.

**SOCIAL SCIENCE****AFA 2000****Minorities: The African-American Experience ♦**

(3 Credits--3 Hours)

The Black experience in the African diaspora; interdisciplinary examination of texts, theories, practices, and philosophic foundations in African-American cultural and sociological history.

**AMH 1070****Florida Heritage ♦**

(3 Credits--3 Hours)

A survey of the culture, economy, government, geography, history, and natural resources of Florida. Emphasis is given to the rapid progress in the development of agriculture, industry, and education during the past 20 years.

**AMH 2010****United States History I ♦**

(3 Credits--3 Hours)

A study of the social, economic, political, religious, intellectual, and cultural factors that contributed to the growth of the United States from European backgrounds to 1877.

**AMH 2020****United States History II ♦**

(3 Credits--3 Hours)

This is a continuation of AMH 2010, from 1877 to the present. Emphasis is placed upon the factors that have changed the United States from a rural-agricultural nation to an urban-industrial world power.

**AMH 2060****The Southern Frontier ♦**

(3 Credits--3 Hours)

The study of the early history of the American South, ranging geographically from Florida to the Louisiana Territory to Georgia and the Carolinas, from 1513 to statehood. Particular attention is placed on the period of discovery, exploration, and settlement, with emphasis placed on the struggle among the English, French, Spanish, and Indians on the colonial frontier.

**ANT 2000****General Anthropology ♦**

(3 Credits--3 Hours)

A wide-range survey of man's biological and cultural nature. Topics include primates, early hominids, human variation, language, sex, magic, art, religion, evolution, and the origins of civilization.

**CHD 1220****Child Development for Teachers of Young Children**

(3 Credits--3 Hours)

An introductory course in the physical, social, emotional, language, and cognitive development of young children with a focus on both typical and atypical development. The importance of positive relationships with families will be examined.

**CLP 2140****Abnormal Psychology ♦**

(3 Credits--3 Hours)

Prerequisite: PSY 2012 with a grade of "C" or higher. An introduction to mental illness, its definition, classification, and treatment. Includes the historical background of abnormal psychology, the major conceptualizations, and the nature and descriptions of psychological disorders. Assumes knowledge of concepts typically learned in an introductory psychology course.

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

**DEP 2002****Child Psychology ♦**

(3 Credits--3 Hours)

A study of the development of the child from birth to the adolescent years. Emphasizes developmental and psychosocial aspects of childhood, including heredity, environment, maturational, intellectual, physical, psychological, and social determinants of a child's world.

**DEP 2004****Human Growth and Development ♦**

(3 Credits--3 Hours)

A study of the interactions of physical growth, health, cognitive maturation, family and social networks in the development of persons of all ages. All psychological aspects of development through the life cycle are considered.

**DEP 2302****Adolescent Psychology ♦**

(3 Credits--3 Hours)

Prerequisite PSY 2012 with a grade of "C" or higher. A topical approach to the study of adolescence describing developmental patterns associated with identity, puberty, thought, and moral judgement relating to environmental influences with suggested applications for parents, teachers, counselors, nurses, and social workers.

**ECO 2013****Macroeconomics ♦**

(3 Credits--3 Hours)

A course designed to introduce the student to economic theory and its social applications. Course content includes American capitalism; national income, employment, and fiscal policy; money, monetary policy, and economic stability; and economic growth.

**ECO 2023****Microeconomics ♦**

(3 Credits--3 Hours)

A course designed to introduce the student to economic theory and its social applications. Course content includes economics of the firm and resource allocation, current domestic economic problems, international economics, and alternative economic systems.

**INR 2002****International Relations ♦**

(3 Credits--3 Hours)

An introduction designed to give the student a basic understanding of theories explaining international political and economic actions and outcomes, including analysis of and developments in: international state systems, power relations, diplomacy, international law, international organizations, foreign policy decision-making, and issues regarding trade, environment and technology.

**ISS 2905****Special Problems in Social Science ♦**

(1-3 Credits)

Directed studies in the area of the social sciences provide for independent research in the social sciences. Application to do work in special problems must be made to the instructor who is to direct the study. A design of the study will be presented to the instructor and must be approved by the Dean of Arts and Sciences.

**POS 1041****United States Federal Government ♦**

(3 Credits--3 Hours)

Basic aspects of the Federal Government are studied. Emphasis is placed on content and interpretation of the Constitution, Federalism, the Congress, the Presidency, and the Federal Court System as related to current problems in civil rights, economics and foreign policy. The operations of input mechanisms and institutions

such as voters, public opinion, interest groups and political parties are analyzed.

**POS 1112****State and Local Government ♦**

(3 Credits--3 Hours)

Activities and functions of state, regional, county, city, and special district governments are studied. Florida's constitution and structure, parties, politics, elections, interest/ethnic groups, public opinion and governmental services are examined and compared with those of other states in the U.S. Important environmental and growth management problems are analyzed.

**PSY 2012****General Psychology ♦**

(3 Credits--3 Hours)

An introduction to psychology designed especially for transfer students. Major areas include: the nature of man, human development, motivation, abnormal behavior, personality, learning perception, social behavior, brain-behavior, relationships, physiology and animal behavior.

**PSY 2905****Special Problems in Psychology ♦**

(3 Credits--3 Hours)

Directed studies in the area of psychology. Application to do work in special problems must be made to the instructor who is to direct the study. A design of the study will be presented to the instructor and must be approved by the Dean of Arts and Sciences.

**REL 2210****Survey of the Old Testament ♦**

(3 Credits--3 Hours)

This course introduces the student to the study of the Old Testament and its history, geography, personalities, teachings, authority, and influence upon our culture.

**REL 2240****Survey of the New Testament ♦**

(3 Credits--3 Hours)

This course introduces the student to the study of the New Testament and its history, geography, personalities, teachings, authority, and influence upon our culture.

**REL 2300****World Religions ♦**

(3 Credits--3 Hours)

A course which introduces the student to the world's great religions by means of an objective examination of their origins and a study of their historical development. Religions include: Jainism, Buddhism, Confucianism, Taoism, Shintoism, Zoroastrianism, Judaism, Christianity, and Islam.

**SLS 1101****College Success Skills ♦**

(3 Credits--3 Hours)

A course designed to teach students the behaviors consistent with success in academic settings. Opportunity is provided via lecture, individual and group activities, and tests for learning and practicing effective ways of coping with the demands of college life. Topics include note and test-taking strategies, active listening skills, reading strategies, mnemonics, proper management of time and money, goal

\*Laboratory fee required. †Lab fee is not required if course is taken online. +Examination fee required. ♦Meets A.A. degree requirements.

setting, awareness of resources, and positive attitude development. This course may not be used for social science credit.

#### **SLS 1301**

##### **Career Development \* ♦**

(1 Credit--1 Hour)

A course designed to aid the college student in career planning. Areas of opportunity in the employment market, as well as appropriate educational programs in preparing for those employment areas, are discussed. Modern techniques and standardized testing are utilized in assisting the student in personal career choice. This course may not be used for social science credit.

#### **SYG 1000**

##### **Introduction to Sociology ♦**

(3 Credits--3 Hours)

An introductory course covering six basic areas: the sociological perspective, social influences, social behavior, social inequality, social institutions, and social change. Topics include sociological reasoning, culture, personality development, groups, deviance, ethnic and racial minorities, the family, and population.

#### **SYG 1430**

##### **Marriage and the Family ♦**

(3 Credits--3 Hours)

A functional course designed to help the student understand and manage the problems and adjustments encountered in marriage and family living. Emphasis is placed on preparation for marriage, spouse selection, the causes and resolution of marital conflict, sexual roles, parenthood, family finance management, and an exploration of current changes in values and structures.

#### **SYG 2010**

##### **Contemporary Social Problems ♦**

(3 Credits--3 Hours)

This course covers the nature, development, and dimensions of social problems in contemporary society. Problems are studied from three perspectives: symbolic interaction theory, functionalist theory, and conflict theory.

#### **WOH 1012**

##### **World Civilization I ♦**

(3 Credits--3 Hours)

A survey course tracing the development, growth, and interaction of civilized societies from prehistoric times to the 18th century, showing their influences on each other and their contributions to human culture.

#### **WOH 1022**

##### **World Civilization II ♦**

(3 Credits--3 Hours)

A survey of civilization from the 18th century to the present. Topics include industrialization, nationalism, imperialism, the emergence of the modern state system, U. S. constitutional development, revolutions and wars of the 20th century, and the present world structure.

# COURSE INDEX

ST. JOHNS RIVER COMMUNITY COLLEGE

## Alphabetical order

| PFX      | #     | TITLE                                       | MEETS A.A. REQUIREMENTS | PAGE |
|----------|-------|---|-------------------------|------|
| <b>A</b> |       |   |                         |      |
| ACG      | 2021  | PRINCIPLES OF FINANCIAL ACCOUNTING          | YES                     | 159  |
| ACG      | 2071  | PRINCIPLES OF MANAGERIAL ACCOUNTING         | YES                     | 159  |
| AFA      | 2000  | MINORITIES: THE AFRICAN-AMERICAN EXPERIENCE | YES                     | 178  |
| AMH      | 1070  | FLORIDA HERITAGE                            | YES                     | 178  |
| AMH      | 2010  | UNITED STATES HISTORY I                     | YES                     | 178  |
| AMH      | 2020  | UNITED STATES HISTORY II                    | YES                     | 178  |
| AMH      | 2060  | THE SOUTHERN FRONTIER                       | YES                     | 178  |
| AML      | 2010  | AMERICAN LITERATURE I                       | YES                     | 161  |
| AML      | 2020  | AMERICAN LITERATURE II                      | YES                     | 161  |
| AML      | 2601  | AFRICAN-AMERICAN LITERATURE I               | YES                     | 162  |
| ANT      | 2000  | GENERAL ANTHROPOLOGY                        | YES                     | 178  |
| APA      | 2502  | PAYROLL TAX ACCOUNTING                      | YES                     | 159  |
| ARC      | 1171  | ARCHITECTURAL DRAFTING I                    | YES                     | 167  |
| ARC      | 2172  | ARCHITECTURAL DRAFTING II                   | YES                     | 167  |
| ARE      | 2010  | ART SKILLS FOR ELEMENTARY TEACHERS          | YES                     | 171  |
| ARH      | 2050  | ART HISTORY I                               | YES                     | 171  |
| ARH      | 2051  | ART HISTORY II                              | YES                     | 171  |
| ART      | 1201C | TWO DIMENSIONAL DESIGN                      | YES                     | 148  |
| ART      | 1300C | APPLIED DRAWING I                           | YES                     | 148  |
| ART      | 1330C | APPLIED DRAWING II                          | YES                     | 148  |
| ART      | 1384  | DRAWING FOR TECHNICAL THEATER, BEGINNING    | YES                     | 148  |
| ART      | 1400C | PRINTMAKING - RELIEF I                      | YES                     | 148  |
| ART      | 1430C | PRINTMAKING - SCREEN PRINTING I             | YES                     | 148  |
| ART      | 1540C | WATERCOLOR I                                | YES                     | 149  |
| ART      | 1541C | WATERCOLOR II                               | YES                     | 149  |
| ART      | 1944  | GALLERY & DISPLAY I                         | YES                     | 149  |
| ART      | 2203C | THREE DIMENSIONAL DESIGN                    | YES                     | 148  |
| ART      | 2205C | COLOR DESIGN                                | YES                     | 148  |
| ART      | 2302C | APPLIED DRAWING III                         | YES                     | 148  |
| ART      | 2375C | APPLIED DRAWING IV                          | YES                     | 148  |
| ART      | 2401C | PRINTMAKING - LITHOGRAPHY I                 | YES                     | 148  |
| ART      | 2402C | PRINTMAKING II                              | YES                     | 148  |
| ART      | 2441C | PRINTMAKING - INTAGLIO I                    | YES                     | 149  |
| ART      | 2450C | PRINTMAKING, SPECIAL PROBLEMS IN            | YES                     | 149  |
| ART      | 2500C | PAINTING I                                  | YES                     | 149  |
| ART      | 2501C | PAINTING II                                 | YES                     | 149  |
| ART      | 2502C | PAINTING III                                | YES                     | 149  |
| ART      | 2503C | PAINTING IV                                 | YES                     | 149  |
| ART      | 2905C | APPLIED DRAWING, SPECIAL PROBLEMS IN        | YES                     | 149  |
| ART      | 2906C | GRAPHIC DESIGN, SPECIAL PROBLEMS IN         | YES                     | 149  |
| ART      | 2930C | PAINTING, SPECIAL PROBLEMS IN               | YES                     | 149  |
| ART      | 2955C | FINE ART PORTFOLIO                          | YES                     | 149  |
| AST      | 1002  | INTRODUCTION TO ASTRONOMY                   | YES                     | 176  |
| AST      | 1002L | LABORATORY FOR INTRODUCTION TO ASTRONOMY    | YES                     | 176  |
| <b>B</b> |       |   |                         |      |
| BCN      | 1210  | CONSTRUCTION METHODS                        | YES                     | 167  |
| BCN      | 1250  | PRINCIPLES OF ARCHITECTURAL DRAFTING        | YES                     | 167  |
| BCN      | 1251  | CONSTRUCTION DRAWING I RESIDENTIAL          | YES                     | 167  |
| BCN      | 1253  | CONSTRUCTION DRAWING II COMMERCIAL          | YES                     | 167  |
| BCN      | 2272  | BLUEPRINT READING                           | YES                     | 167  |
| BCT      | 1743  | CONSTRUCTION LAWS AND ETHICS                | YES                     | 167  |

| PFX | #     | TITLE  | MEETS A.A. REQUIREMENTS | PAGE |
|-----|-------|--|-------------------------|------|
| BCT | 1760  | BUILDING AND ZONING CODES                      |                         | 167  |
| BOT | 2010  | BOTANY   | YES                     | 176  |
| BOT | 2010L | LABORATORY FOR BOTANY                          | YES                     | 176  |
| BSC | 1005  | GENERAL BIOLOGY                                | YES                     | 176  |
| BSC | 1005L | LABORATORY FOR GENERAL BIOLOGY                 | YES                     | 176  |
| BSC | 2010  | PRINCIPLES OF BIOLOGY I                        | YES                     | 176  |
| BSC | 2010L | LABORATORY PRINCIPLES OF BIOLOGY I             | YES                     | 176  |
| BSC | 2011  | PRINCIPLES OF BIOLOGY II                       | YES                     | 176  |
| BSC | 2011L | LABORATORY FOR PRINCIPLES OF BIOLOGY II        | YES                     | 176  |
| BSC | 2085  | HUMAN ANATOMY AND PHYSIOLOGY I                 | YES                     | 176  |
| BSC | 2085L | LABORATORY FOR HUMAN ANATOMY AND PHYSIOLOGY I  | YES                     | 176  |
| BSC | 2086  | HUMAN ANATOMY AND PHYSIOLOGY II                | YES                     | 176  |
| BSC | 2086L | LABORATORY FOR HUMAN ANATOMY AND PHYSIOLOGY II | YES                     | 176  |
| BUL | 1241  | BUSINESS LAW I                                 | YES                     | 159  |
| BUL | 2242  | BUSINESS LAW II                                |                         | 159  |

## C

|     |       |  |     |     |
|-----|-------|--|-----|-----|
| CDA | 2500  | NETWORK/DATA COMMUNICATIONS                      | YES | 163 |
| CET | 1071  | INTRODUCTION TO TELECOMMUNICATIONS               |     | 163 |
| CET | 1114C | DIGITAL CIRCUIT FUNDAMENTALS                     |     | 164 |
| CET | 1173C | COMPUTER HARDWARE SUPPORT ESSENTIALS             |     | 164 |
| CET | 2174C | COMPUTER SOFTWARE SUPPORT ESSENTIALS             |     | 164 |
| CET | 2485C | LOCAL AND WIDE AREA NETWORKS II                  |     | 164 |
| CET | 2556C | STRUCTURED CABLING SYSTEMS                       |     | 164 |
| CET | 2565C | INTRODUCTION TO SERVER OPERATING SYSTEMS         |     | 164 |
| CET | 2605C | LOCAL AND WIDE AREA NETWORKS I                   |     | 164 |
| CET | 2660  | NETWORK SECURITY ESSENTIALS                      |     | 164 |
| CET | 2880C | DATA FORENSICS                                   |     | 164 |
| CET | 2885C | ATTACK PREVENTION AND DETECTION                  |     | 164 |
| CGS | 1060  | INTRODUCTION TO COMPUTER CONCEPTS                | YES | 164 |
| CGS | 1100  | MICROCOMPUTER APPLICATIONS SOFTWARE              | YES | 165 |
| CGS | 1515  | ADVANCED SPREADSHEET CONCEPTS                    | YES | 165 |
| CGS | 1560  | MICROCOMPUTER OPERATING SYSTEMS                  |     | 165 |
| CGS | 2104  | COMPUTER ACCOUNTING APPLICATIONS                 |     | 165 |
| CGS | 2525  | PRESENTATION TECHNOLOGY                          | YES | 165 |
| CGS | 2545  | ADVANCED DATABASE CONCEPTS                       | YES | 165 |
| CGS | 2554  | INTRODUCTION TO ELECTRONIC COMMERCE              |     | 165 |
| CGS | 2555  | INTERNET ESSENTIALS                              |     | 165 |
| CGS | 2811C | DISASTER RECOVERY FUNDAMENTALS                   |     | 165 |
| CGS | 2820  | WEB PAGE DESIGN AND PUBLISHING                   |     | 165 |
| CGS | 2871  | MULTIMEDIA                                       |     | 165 |
| CGS | 2930  | SPECIAL TOPICS IN COMPUTER STUDIES               |     | 165 |
| CHD | 1220  | CHILD DEVELOPMENT FOR TEACHERS OF YOUNG CHILDREN |     | 178 |
| CHM | 1020  | INTRODUCTION TO CHEMISTRY                        | YES | 176 |
| CHM | 1020L | LABORATORY FOR INTRODUCTION TO CHEMISTRY         | YES | 176 |
| CHM | 1032  | PRINCIPLES OF GENERAL CHEMISTRY                  | YES | 177 |
| CHM | 1032L | LAB FOR PRINCIPLES OF GENERAL CHEMISTRY          | YES | 177 |
| CHM | 1045  | GENERAL CHEMISTRY I                              | YES | 177 |
| CHM | 1045L | LABORATORY FOR GENERAL CHEMISTRY I               | YES | 177 |
| CHM | 1046  | GENERAL CHEMISTRY II                             | YES | 177 |
| CHM | 1046L | LABORATORY FOR GENERAL CHEMISTRY II              | YES | 177 |
| CHM | 2120C | QUANTITATIVE ANALYSIS                            | YES | 177 |
| CHM | 2132C | INSTRUMENTAL ANALYSIS                            | YES | 177 |
| CHM | 2210  | ORGANIC CHEMISTRY I                              | YES | 177 |
| CHM | 2210L | LABORATORY FOR ORGANIC CHEMISTRY I               | YES | 177 |
| CHM | 2211  | ORGANIC CHEMISTRY II                             | YES | 177 |
| CHM | 2211L | LABORATORY FOR ORGANIC CHEMISTRY II              | YES | 177 |
| CLP | 2140  | ABNORMAL PSYCHOLOGY                              | YES | 178 |
| COP | 1000  | INTRODUCTION TO COMPUTER PROGRAMMING             | YES | 166 |
| COP | 1120  | COBOL PROGRAMMING I                              | YES | 166 |
| COP | 1220  | INTRODUCTION TO C++                              | YES | 166 |
| COP | 2121  | COBOL PROGRAMMING II                             | YES | 166 |

| PFX | #     | TITLE                             | MEETS A.A. REQUIREMENTS | PAGE |
|-----|-------|-----------------------------------|-------------------------|------|
| COP | 2224  | ADVANCED C++ PROGRAMMING          | YES                     | .166 |
| COP | 2333  | ADVANCED VISUAL BASIC PROGRAMMING | YES                     | .166 |
| COP | 2800  | PROGRAMMING IN JAVA               | YES                     | .166 |
| COP | 2802  | PROGRAMMING IN JAVA SCRIPT        | YES                     | .166 |
| COP | 2822  | WEB PAGE AUTHORING                | YES                     | .166 |
| COP | 2830  | WEB PROGRAMMING LANGUAGES         | YES                     | .166 |
| CRW | 2001  | CREATIVE WRITING I                | YES                     | .162 |
| CTS | 2111C | LINUX NETWORK ADMINISTRATION      |                         | .166 |

## D

|     |      |                                |     |      |
|-----|------|--------------------------------|-----|------|
| DAA | 1100 | BASIC CONTEMPORARY DANCE       | YES | .151 |
| DAA | 1104 | CONTEMPORARY DANCE I           | YES | .151 |
| DAA | 1105 | CONTEMPORARY DANCE II          | YES | .151 |
| DAA | 1200 | BASIC BALLET                   | YES | .151 |
| DAA | 1201 | BALLET (non majors)            | YES | .151 |
| DAA | 1204 | BALLET I                       | YES | .151 |
| DAA | 1205 | BALLET II                      | YES | .151 |
| DAA | 1500 | BASIC JAZZ DANCE               | YES | .152 |
| DAA | 1501 | JAZZ (non majors)              | YES | .152 |
| DAA | 1520 | BASIC TAP DANCE                | YES | .152 |
| DAA | 1521 | TAP (non majors)               | YES | .152 |
| DAA | 1680 | DANCE ENSEMBLE I               | YES | .152 |
| DAA | 1681 | DANCE ENSEMBLE II              | YES | .152 |
| DAA | 2106 | CONTEMPORARY DANCE III         | YES | .151 |
| DAA | 2107 | CONTEMPORARY DANCE IV          | YES | .151 |
| DAA | 2206 | BALLET III                     | YES | .151 |
| DAA | 2207 | BALLET IV                      | YES | .151 |
| DAA | 2240 | SPECIAL BALLET TECHNIQUES      | YES | .151 |
| DAA | 2250 | PARTNERING                     | YES | .151 |
| DAA | 2504 | JAZZ DANCE I                   | YES | .152 |
| DAA | 2505 | JAZZ DANCE II                  | YES | .152 |
| DAA | 2506 | JAZZ DANCE III                 | YES | .152 |
| DAA | 2521 | TAP DANCE I                    | YES | .152 |
| DAA | 2522 | TAP DANCE II                   | YES | .152 |
| DAA | 2523 | TAP DANCE III                  | YES | .152 |
| DAA | 2544 | MUSICAL THEATER DANCE STYLES   | YES | .152 |
| DAA | 2562 | MUSICAL THEATER TAP            | YES | .152 |
| DAA | 2570 | MUSICAL THEATER JAZZ           | YES | .152 |
| DAA | 2610 | DANCE COMPOSITION              | YES | .152 |
| DAA | 2620 | IMPROVISATION                  | YES | .152 |
| DAA | 2650 | DANCE AUDITION                 | YES | .152 |
| DAA | 2661 | CONTEMPORARY REPERTORY         | YES | .152 |
| DAA | 2670 | BALLET REPERTORY               | YES | .151 |
| DAA | 2682 | DANCE ENSEMBLE III             | YES | .152 |
| DAA | 2683 | DANCE ENSEMBLE IV              | YES | .153 |
| DAA | 2689 | DANCE PERFORMANCE              | YES | .152 |
| DAN | 1750 | DANCE CONDITIONING AND FITNESS | YES | .152 |
| DAN | 2156 | DANCE STUDIO MANAGEMENT        | YES | .153 |
| DAN | 2600 | MUSIC FOR DANCE                | YES | .153 |
| DAN | 2700 | DANCE KINESIOLOGY              | YES | .153 |
| DAN | 2905 | DANCE, SPECIAL PROBLEMS IN     | YES | .153 |
| DEP | 2002 | CHILD PSYCHOLOGY               | YES | .179 |
| DEP | 2004 | HUMAN GROWTH AND DEVELOPMENT   | YES | .179 |
| DEP | 2302 | ADOLESCENT PSYCHOLOGY          | YES | .179 |

## E

|     |      |   |     |      |
|-----|------|---|-----|------|
| ECO | 2013 | MACROECONOMICS                          | YES | .179 |
| ECO | 2023 | MICROECONOMICS                          | YES | .179 |
| EDF | 1004 | EDUCATION FIELD EXPERIENCE              |     | .168 |
| EDF | 2005 | INTRODUCTION TO EDUCATION AND FIELDWORK | YES | .168 |

| PFX | #     | TITLE   | MEETS A.A. REQUIREMENTS | PAGE |
|-----|-------|---|-------------------------|------|
| EDF | 2070  | SOCIAL FOUNDATIONS OF EDUCATION                           |                         | 168  |
| EDG | 1700  | INTRODUCTION TO MULTICULTURAL EDUCATION                   | YES                     | 168  |
| EDG | 2701  | TEACHING DIVERSE POPULATIONS AND FIELDWORK                | YES                     | 168  |
| EDP | 2002  | EDUCATIONAL PSYCHOLOGY                                    | YES                     | 169  |
| EEC | 1001  | INTRODUCTION TO EARLY CHILDHOOD EDUCATION                 |                         | 169  |
| EEC | 1601  | PRACTICUM/OBSERVING & RECORDING BEHAVIOR: EARLY CHILDHOOD |                         | 169  |
| EEC | 1907  | SCHOOL AGE PRACTICUM                                      |                         | 169  |
| EEC | 2401  | HOME AND COMMUNITY  |                         | 169  |
| EEC | 2500  | CHILD CARE CENTER MANAGEMENT                              |                         | 169  |
| EET | 1033C | FUNDAMENTALS OF DC/AC CIRCUITS                            |                         | 166  |
| EET | 1084C | SURVEY OF ELECTRONICS                                     |                         | 167  |
| EET | 2355C | ELECTRONIC TELECOMMUNICATIONS                             |                         | 167  |
| EEX | 1600  | CLASSROOM MANAGEMENT                                      |                         | 169  |
| EME | 2040  | INTRODUCTION TO EDUCATIONAL TECHNOLOGY                    | YES                     | 168  |
| ENC | 0002C | BASIC COMPOSITION   |                         | 19   |
| ENC | 0010  | PREPARATORY COMPOSITION I                                 |                         | 19   |
| ENC | 0020  | PREPARATORY COMPOSITION II                                |                         | 19   |
| ENC | 1101  | COMPOSITION I   | YES                     | 162  |
| ENC | 1102  | COMPOSITION II  | YES                     | 162  |
| ENC | 2210  | TECHNICAL AND PROFESSIONAL REPORT WRITING                 | YES                     | 162  |
| ENC | 2321  | COMPOSITION III   | YES                     | 162  |
| ENG | 2100  | FILM AS NARRATIVE ART                                     | YES                     | 162  |
| ENL | 2012  | ENGLISH LITERATURE I                                      | YES                     | 162  |
| ENL | 2022  | ENGLISH LITERATURE II                                     | YES                     | 162  |
| ESC | 1000  | EARTH AND SPACE SCIENCE                                   | YES                     | 177  |
| ETC | 2207  | ESTIMATING  |                         | 167  |
| ETC | 2250C | CONSTRUCTION MATERIALS                                    | YES                     | 168  |
| ETD | 2541C | SITE PLANNING AND DESIGN                                  |                         | 168  |

## F

|     |      |  |     |     |
|-----|------|--|-----|-----|
| FIN | 1100 | PERSONAL FINANCE   | YES | 159 |
| FIN | 1122 | PRINCIPLES OF FINANCIAL PLANNING                             |     | 159 |
| FIN | 2123 | INVESTMENT PLANNING, RETIREMENT PLANNING & EMPLOYEE BENEFITS |     | 159 |

## G

|     |       |                                      |     |     |
|-----|-------|--------------------------------------|-----|-----|
| GEB | 1011  | INTRODUCTION TO BUSINESS             | YES | 159 |
| GRA | 1157C | ADVERTISING DESIGN                   | YES | 150 |
| GRA | 1190C | GRAPHIC DESIGN                       | YES | 150 |
| GRA | 2117C | DESIGN WITH TYPE                     | YES | 150 |
| GRA | 2121C | WEB DESIGN                           | YES | 150 |
| GRA | 2160C | MOTION GRAPHICS                      | YES | 150 |
| GRA | 2190C | TRADITIONAL & DIGITAL ILLUSTRATION   | YES | 150 |
| GRA | 2811C | DRAWING TECHNIQUES FOR ILLUSTRATION  | YES | 150 |
| GRA | 2812C | ILLUSTRATION CONCEPTS AND TECHNIQUES | YES | 150 |
| GRA | 2871C | ILLUSTRATION PORTFOLIO               | YES | 150 |
| GRA | 2952C | GRAPHIC DESIGN/NEW MEDIA PORTFOLIO   | YES | 150 |

## H

|     |       |   |  |     |
|-----|-------|---|--|-----|
| HIM | 1000  | INTRODUCTION TO HEALTH INFORMATION MANAGEMENT |  | 170 |
| HIM | 1110  | STANDARD HEALTHCARE PRACTICES                 |  | 170 |
| HIM | 1211C | HEALTH INFORMATION SYSTEMS                    |  | 170 |
| HIM | 1260C | HEALTH CARE BILLING AND REIMBURSEMENT         |  | 170 |
| HIM | 1280C | BASIC ICD-9-CM-CODING                         |  | 170 |
| HIM | 2012  | HEALTH CARE LAW                               |  | 170 |
| HIM | 2234C | ADVANCED ICD-9-CM CODING                      |  | 170 |
| HIM | 2255C | CPT CODING                                    |  | 170 |
| HIM | 2432  | CONCEPTS OF DISEASES                          |  | 170 |

| PFX | #    | TITLE                                       | MEETS A.A. REQUIREMENTS | PAGE |
|-----|------|---|-------------------------|------|
| HIM | 2512 | SUPERVISION, ORGANIZATION AND MANAGEMENT    |                         | 170  |
| HIM | 2800 | PROFESSIONAL PRACTICE EXPERIENCE I          |                         | 171  |
| HIM | 2810 | PROFESSIONAL PRACTICE EXPERIENCE II         |                         | 171  |
| HIM | 2820 | PROFESSIONAL PRACTICE EXPERIENCE III        |                         | 171  |
| HSC | 1000 | INTRODUCTION TO HEALTH CARE DELIVERY SYSTEM | YES                     | 171  |
| HSC | 1531 | MEDICAL TERMINOLOGY                         | YES                     | 171  |
| HUM | 2210 | THE HUMANITIES I                            | YES                     | 171  |
| HUM | 2230 | THE HUMANITIES II                           | YES                     | 171  |
| HUM | 2310 | MYTHOLOGY IN ART, LITERATURE, AND MUSIC     | YES                     | 171  |
| HUM | 2512 | ARCHITECTURAL REFLECTION OF CULTURE         | YES                     | 171  |
| HUN | 1201 | HUMAN NUTRITION                             | YES                     | 177  |

## I

|     |      |                                    |     |     |
|-----|------|------------------------------------|-----|-----|
| INR | 2002 | INTERNATIONAL RELATIONS            | YES | 179 |
| ISS | 2905 | SPECIAL PROBLEMS IN SOCIAL SCIENCE | YES | 179 |

## L

|     |      |                                   |     |     |
|-----|------|-----------------------------------|-----|-----|
| LIS | 2004 | INTRODUCTION TO INTERNET RESEARCH | YES | 162 |
| LIT | 2110 | WORLD LITERATURE I                | YES | 162 |
| LIT | 2120 | WORLD LITERATURE II               | YES | 163 |

## M

|     |       |                                      |     |     |
|-----|-------|--------------------------------------|-----|-----|
| MAC | 1105  | COLLEGE ALGEBRA                      | YES | 172 |
| MAC | 1147  | PRECALCULUS                          | YES | 172 |
| MAC | 2233  | SURVEY OF CALCULUS                   | YES | 172 |
| MAC | 2311  | ANALYTIC GEOMETRY AND CALCULUS I     | YES | 172 |
| MAC | 2312  | ANALYTIC GEOMETRY AND CALCULUS II    | YES | 173 |
| MAC | 2313  | ANALYTIC GEOMETRY AND CALCULUS III   | YES | 173 |
| MAN | 1949  | COOPERATIVE EDUCATION INTERNSHIP I   |     | 160 |
| MAN | 2949  | COOPERATIVE EDUCATION INTERNSHIP II  |     | 160 |
| MAN | 2021  | PRINCIPLES OF MANAGEMENT             | YES | 160 |
| MAN | 2300  | HUMAN RESOURCE MANAGEMENT            |     | 160 |
| MAP | 2302  | ELEMENTARY DIFFERENTIAL EQUATIONS    | YES | 173 |
| MAR | 2011  | PRINCIPLES OF MARKETING              | YES | 160 |
| MAT | 0001C | BASIC ARITHMETIC                     |     | 19  |
| MAT | 0002  | COLLEGE PREPARATORY ARITHMETIC       |     | 19  |
| MAT | 0012  | PRE-ALGEBRA                          |     | 19  |
| MAT | 0024  | BEGINNING ALGEBRA                    |     | 19  |
| MAT | 1033  | INTERMEDIATE ALGEBRA                 | YES | 172 |
| MAT | 2905  | SPECIAL PROBLEMS IN MATHEMATICS      | YES | 172 |
| MCB | 2010  | MICROBIOLOGY                         | YES | 177 |
| MCB | 2010L | LABORATORY FOR MICROBIOLOGY          | YES | 177 |
| MGF | 1106  | MATHEMATICS FOR LIBERAL ARTS I       | YES | 173 |
| MGF | 1107  | MATHEMATICS FOR LIBERAL ARTS II      | YES | 173 |
| MKA | 2021  | PRINCIPLES OF SALESMANSHIP           |     | 160 |
| MKA | 2102  | RETAIL MERCHANDISING                 |     | 160 |
| MKA | 2511  | ADVERTISING                          |     | 160 |
| MTB | 1103  | BUSINESS MATHEMATICS                 |     | 160 |
| MTB | 1304  | USING THE GRAPHING CALCULATOR        | YES | 173 |
| MUH | 2112  | MUSIC HISTORY                        | YES | 172 |
| MUN | 1001C | SUMMER ENSEMBLE WORKSHOP             | YES | 153 |
| MUN | 1640  | MUSICAL THEATER ENSEMBLE             | YES | 153 |
| MUO | 1002L | MUSICAL THEATER LAB 1                | YES | 153 |
| MUO | 2522  | MUSICAL THEATER REPERTORY I          | YES | 153 |
| MUO | 2523  | MUSICAL THEATER REPERTORY II         | YES | 153 |
| MUS | 1010  | STUDENT RECITAL                      |     | 153 |
| MUS | 2905  | MUSICAL THEATER, SPECIAL PROBLEMS IN | YES | 153 |
| MUT | 1011  | MUSIC FUNDAMENTALS                   | YES | 153 |

| PFX | #     | TITLE                        | MEETS A.A. REQUIREMENTS | PAGE |
|-----|-------|------------------------------|-------------------------|------|
| MUT | 1111  | MUSIC THEORY I .....         | YES .....               | 153  |
| MUT | 1112  | MUSIC THEORY II .....        | YES .....               | 153  |
| MUT | 1221  | SIGHT SINGING I .....        | YES .....               | 153  |
| MUT | 1222  | SIGHT SINGING II .....       | YES .....               | 153  |
| MVK | 1111  | CLASS PIANO .....            | YES .....               | 153  |
| MVK | 1800  | KEYBOARD CLASS I .....       | YES .....               | 154  |
| MVK | 1871  | BEGINNING PIANO .....        | YES .....               | 154  |
| MVK | 2872  | INTERMEDIATE PIANO .....     | YES .....               | 154  |
| MVS | 1416  | APPLIED GUITAR .....         | YES .....               | 154  |
| MVV | 1111  | CLASS VOICE I .....          | YES .....               | 154  |
| MVV | 1871  | BEGINNING VOICE .....        | YES .....               | 154  |
| MVV | 1874L | BEGINNING VOICE LAB .....    | NO .....                | 154  |
| MVV | 1875L | INTERMEDIATE VOICE LAB ..... | NO .....                | 154  |
| MVV | 2121  | CLASS VOICE II .....         | YES .....               | 154  |
| MVV | 2872  | INTERMEDIATE VOICE .....     | YES .....               | 154  |

## **N**

|     |       |                                       |  |     |
|-----|-------|---------------------------------------|--|-----|
| NUR | 1004  | BRIDGE I: LPN TRANSITION .....        |  | 173 |
| NUR | 1005  | BRIDGE II: LPN TRANSITION .....       |  | 173 |
| NUR | 1020C | FOUNDATIONS OF NURSING PRACTICE ..... |  | 173 |
| NUR | 1142  | CLINICAL PHARMACOLOGY .....           |  | 174 |
| NUR | 1221C | NURSING CARE OF ADULTS I .....        |  | 174 |
| NUR | 1461C | PARENT-CHILD NURSING I .....          |  | 174 |
| NUR | 1520C | MENTAL HEALTH NURSING .....           |  | 174 |
| NUR | 2222C | NURSING CARE OF ADULTS II .....       |  | 174 |
| NUR | 2464C | PARENT-CHILD NURSING II .....         |  | 174 |
| NUR | 2753C | REHABILITATION NURSING .....          |  | 174 |
| NUR | 2943C | TRANSITIONAL NURSING .....            |  | 174 |

## **O**

|     |      |  |  |     |
|-----|------|--|--|-----|
| OST | 1355 | ELECTRONIC RECORDS MANAGEMENT .....                    |  | 160 |
| OST | 1435 | LEGAL TERMINOLOGY .....                                |  | 160 |
| OST | 1581 | PROFESSIONAL DEVELOPMENT IN THE WORK ENVIRONMENT ..... |  | 160 |
| OST | 1764 | MS WORD FOR WINDOWS .....                              |  | 161 |
| OST | 1811 | DESKTOP PUBLISHING .....                               |  | 161 |
| OST | 2335 | BUSINESS COMMUNICATIONS .....                          |  | 161 |
| OST | 2431 | LEGAL OFFICE PROCEDURES WITH TRANSCRIPTION .....       |  | 161 |
| OST | 2611 | MEDICAL TRANSCRIPTION I .....                          |  | 161 |
| OST | 2621 | MEDICAL TRANSCRIPTION II .....                         |  | 161 |
| OST | 2773 | ADVANCED WORD PROCESSING .....                         |  | 161 |
| OST | 2850 | MICROSOFT OFFICE PROFESSIONAL .....                    |  | 161 |

## **P**

|     |       |   |           |     |
|-----|-------|---|-----------|-----|
| PEL | 1211  | SOFTBALL I .....                            |           | 169 |
| PEL | 1216  | BASEBALL I .....                            |           | 169 |
| PEL | 1321  | VOLLEYBALL I .....                          |           | 169 |
| PEL | 1341  | BEGINNING TENNIS .....                      |           | 169 |
| PEL | 1621  | BASKETBALL I .....                          |           | 169 |
| PEL | 2212  | SOFTBALL II .....                           |           | 169 |
| PEL | 2217  | BASEBALL II .....                           |           | 169 |
| PEL | 2322  | VOLLEYBALL II .....                         |           | 169 |
| PEL | 2622  | BASKETBALL II .....                         |           | 169 |
| PEM | 1102  | HEALTH ANALYSIS AND BODY CONDITIONING ..... |           | 169 |
| PEM | 1104  | CONCEPTS OF LIFE FITNESS .....              |           | 170 |
| PEM | 2131  | NAUTILUS TRAINING .....                     |           | 170 |
| PGY | 1401C | PHOTOGRAPHY I .....                         | YES ..... | 151 |
| PGY | 1410C | PHOTOGRAPHY II .....                        | YES ..... | 151 |
| PGY | 1801C | DIGITAL IMAGING .....                       | YES ..... | 150 |
| PGY | 2220C | COMMERCIAL PHOTOGRAPHY .....                | YES ..... | 151 |
| PGY | 2420C | PHOTOGRAPHY III .....                       | YES ..... | 151 |

| PFX | #     | TITLE                                   | MEETS A.A. REQUIREMENTS | PAGE |
|-----|-------|---|-------------------------|------|
| PGY | 2440C | SPECIAL PROBLEMS IN PHOTOGRAPHY         | YES                     | .151 |
| PGY | 2446C | ALTERNATIVE PROCESS                     | YES                     | .151 |
| PGY | 2802C | DIGITAL IMAGING II                      | YES                     | .151 |
| PHI | 2010  | INTRODUCTION TO PHILOSOPHY              | YES                     | .172 |
| PHI | 2100  | REASONING AND CRITICAL THINKING         | YES                     | .172 |
| PHI | 2630  | CONTEMPORARY ETHICS                     | YES                     | .172 |
| PHI | 2905  | SPECIAL PROBLEMS IN PHILOSOPHY          | YES                     | .172 |
| PHI | 2930  | PHILOSOPHICAL ISSUES IN FILM            | YES                     | .172 |
| PHY | 1053  | GENERAL PHYSICS I                       | YES                     | .177 |
| PHY | 1053L | LABORATORY FOR GENERAL PHYSICS I        | YES                     | .177 |
| PHY | 1054  | GENERAL PHYSICS II                      | YES                     | .177 |
| PHY | 1054L | LABORATORY FOR GENERAL PHYSICS II       | YES                     | .178 |
| PHY | 2048  | PHYSICS I WITH CALCULUS                 | YES                     | .178 |
| PHY | 2048L | LABORATORY FOR PHYSICS I WITH CALCULUS  | YES                     | .178 |
| PHY | 2049  | PHYSICS II WITH CALCULUS                | YES                     | .178 |
| PHY | 2049L | LABORATORY FOR PHYSICS II WITH CALCULUS | YES                     | .178 |
| POS | 1041  | UNITED STATES FEDERAL GOVERNMENT        | YES                     | .179 |
| POS | 1112  | STATE AND LOCAL GOVERNMENT              | YES                     | .179 |
| PSC | 1341  | PHYSICAL SCIENCE                        | YES                     | .178 |
| PSC | 1341L | LABORATORY FOR PHYSICAL SCIENCE         | YES                     | .178 |
| PSC | 2905  | SPECIAL PROBLEMS IN SCIENCE             | YES                     | .178 |
| PSY | 2012  | GENERAL PSYCHOLOGY                      | YES                     | .179 |
| PSY | 2905  | SPECIAL PROBLEMS IN PSYCHOLOGY          | YES                     | .179 |

## R

|     |       |  |     |      |
|-----|-------|--|-----|------|
| REA | 0001  | COLLEGE PREPARATORY READING                        |     | .19  |
| REA | 0002  | READING AND STUDY SKILLS                           |     | .19  |
| REA | 1105  | COLLEGE READING AND STUDY SKILLS                   | YES | .163 |
| REA | 1505  | COLLEGE VOCABULARY STUDY                           | YES | .163 |
| REA | 2205  | CRITICAL READING AND THINKING                      | YES | .163 |
| REL | 2210  | SURVEY OF THE OLD TESTAMENT                        | YES | .179 |
| REL | 2240  | SURVEY OF THE NEW TESTAMENT                        | YES | .179 |
| REL | 2300  | WORLD RELIGIONS                                    | YES | .179 |
| RTE | 1000C | INTRODUCTION TO PATIENT CARE IN RADIOLOGIC SCIENCE |     | .174 |
| RTE | 1385  | RADIOBIOLOGY AND RADIATION PROTECTION              |     | .175 |
| RTE | 1418C | RADIOLOGIC SCIENCE                                 |     | .175 |
| RTE | 1503C | RADIOGRAPHIC POSITIONING I                         |     | .174 |
| RTE | 1513C | RADIOGRAPHIC POSITIONING II                        | YES | .175 |
| RTE | 1804  | CLINICAL EDUCATION I                               |     | .175 |
| RTE | 1814  | CLINICAL EDUCATION II                              |     | .175 |
| RTE | 1824  | CLINICAL EDUCATION III                             |     | .175 |
| RTE | 1834  | CLINICAL EDUCATION IV                              |     | .175 |
| RTE | 2061  | RADIOLOGIC SCIENCE SEMINAR                         |     | .175 |
| RTE | 2613  | RADIOLOGIC PHYSICS                                 |     | .175 |
| RTE | 2844  | CLINICAL EDUCATION V                               |     | .175 |
| RTE | 2854  | CLINICAL EDUCATION VI                              |     | .175 |

## S

|     |      |                           |     |      |
|-----|------|---------------------------|-----|------|
| SLS | 1101 | COLLEGE SUCCESS SKILLS    | YES | .179 |
| SLS | 1301 | CAREER DEVELOPMENT        | YES | .180 |
| SLS | 1350 | EMPLOYABILITY SKILLS      |     | .161 |
| SPA | 1602 | AMERICAN SIGN LANGUAGE I  | YES | .163 |
| SPA | 1603 | AMERICAN SIGN LANGUAGE II | YES | .163 |
| SPC | 1600 | FUNDAMENTALS OF SPEECH    | YES | .163 |
| SPN | 1015 | CONVERSATIONAL SPANISH    | YES | .163 |
| SPN | 1120 | FOUNDATIONS OF SPANISH I  | YES | .163 |
| SPN | 1121 | FOUNDATIONS OF SPANISH II | YES | .163 |
| STA | 2023 | ELEMENTARY STATISTICS     | YES | .173 |
| SYG | 1000 | INTRODUCTION TO SOCIOLOGY | YES | .180 |
| SYG | 1430 | MARRIAGE AND THE FAMILY   | YES | .180 |

| PFX | #    | TITLE                        | MEETS A.A. REQUIREMENTS | PAGE |
|-----|------|------------------------------|-------------------------|------|
| SYG | 2010 | CONTEMPORARY SOCIAL PROBLEMS | YES                     | 180  |

## T

|     |       |   |     |     |
|-----|-------|---|-----|-----|
| TAX | 2000  | FEDERAL INCOME TAX PREPARATION            |     | 161 |
| THE | 1020  | THEATER HISTORY, INTRODUCTION TO          | YES | 155 |
| THE | 1925  | PLAY PRODUCTION                           | YES | 155 |
| THE | 2300  | DRAMATIC LITERATURE                       | YES | 155 |
| TPA | 1050  | LIFE DRAWING FOR DESIGNERS                | YES | 154 |
| TPA | 1090  | APPROACH TO DESIGN FOR THE STAGE          | YES | 154 |
| TPA | 1200  | PRODUCTION/DESIGN, INTRODUCTION TO        | YES | 154 |
| TPA | 1202  | PRODUCTION CRAFTS                         | YES | 154 |
| TPA | 1208  | DRAFTING FOR THE STAGE                    | YES | 154 |
| TPA | 1230  | COSTUME CONSTRUCTION I                    | YES | 154 |
| TPA | 1239  | COSTUME PATTERN DRAFTING AND DRAPING      | YES | 155 |
| TPA | 1240  | COSTUME DESIGN                            | YES | 155 |
| TPA | 1248  | STAGE MAKE-UP                             | YES | 155 |
| TPA | 1260  | SOUND FOR THE STAGE                       | YES | 155 |
| TPA | 1273  | STAGE PROPERTIES                          | YES | 155 |
| TPA | 1290L | PRODUCTION/DESIGN LABORATORY              | YES | 155 |
| TPA | 1600  | STAGE MANAGEMENT                          | YES | 155 |
| TPA | 1603  | STAGE MANAGEMENT PREPARATION AND PRACTICE | YES | 155 |
| TPA | 2051  | COSTUME CONSTRUCTION II                   | YES | 155 |
| TPA | 2060  | PRINCIPLES OF SCENIC DESIGN               | YES | 155 |
| TPA | 2077  | SCENE PAINTING                            | YES | 155 |
| TPA | 2083  | PRODUCTION/DESIGN, SPECIAL PROBLEMS IN    | YES | 155 |
| TPA | 2091  | ADVANCED DESIGN                           | YES | 155 |
| TPA | 2220  | LIGHTING DESIGN                           | YES | 155 |
| TPA | 2290L | THEATER PRODUCTION LABORATORY             | YES | 155 |
| TPP | 1120  | IMPROVISATION FOR THE THEATER             | YES | 156 |
| TPP | 1510  | STAGE MOVEMENT FOR THE ACTOR              | YES | 156 |
| TPP | 1710  | STAGE VOICE I                             | YES | 156 |
| TPP | 1810  | STAGE SPEECH I                            | YES | 156 |
| TPP | 1811  | STAGE SPEECH II                           | YES | 156 |
| TPP | 2100  | ACTING, INTRODUCTION TO                   | YES | 155 |
| TPP | 2110  | ACTING I                                  | YES | 156 |
| TPP | 2140  | ACTING III                                | YES | 156 |
| TPP | 2141  | ACTING IN SHAKESPEARE                     | YES | 156 |
| TPP | 2145  | ACTING IV                                 | YES | 156 |
| TPP | 2170  | ACTING II                                 | YES | 156 |
| TPP | 2220  | AUDITION TECHNIQUES                       | YES | 156 |
| TPP | 2260  | ACTING FOR THE CAMERA                     | YES | 156 |
| TPP | 2280  | ACTING, SPECIAL PROBLEMS IN               | YES | 156 |
| TPP | 2300  | PLAY DIRECTING                            | YES | 156 |
| TPP | 2803  | STAGE SPEECH IV                           | YES | 156 |
| TPP | 2812  | STAGE SPEECH III                          | YES | 156 |

## W

|     |      |                       |     |     |
|-----|------|-----------------------|-----|-----|
| WOH | 1012 | WORLD CIVILIZATION I  | YES | 180 |
| WOH | 1022 | WORLD CIVILIZATION II | YES | 180 |

## Z

|     |       |                        |     |     |
|-----|-------|------------------------|-----|-----|
| ZOO | 2010  | ZOOLOGY                | YES | 178 |
| ZOO | 2010L | LABORATORY FOR ZOOLOGY | YES | 178 |