

COLLEGE CREDIT COURSES

ACG 2001

Accounting I, 3 credit hours, 45 lec. (Offered as needed)

Introduction to the principles of financial accounting, including the following topics: double entry system, balance sheet, income statement, adjusting entries, trial balance, completion of the accounting cycle, merchandising and special journals, internal control and vouchers, long and short-term assets, inventory, long and short-term liabilities, revenues and capital expenditures, asset depletion and depreciation. The sole proprietorship is stressed. Practice problems and a computer-assisted accounting practice set are used in instruction. Prerequisites: computer literacy and college level algebra skills strongly advised.

ACG 2011

Accounting II, 3 credit hours, 45 lec. (Offered as needed)

A continuation of ACG 2001. Topics include corporate stock and capital equity transactions, financing with long-term debt, job order and process costing, budgets, standard costing and differential analysis, cost volume profit analysis and quantitative decision techniques, cash flows, and analysis of financial statements. Prerequisite: ACG 2001.

ACG 2021

Financial Accounting, 3 credit hours, 45 lec. (Offered as needed)

Accounting information systems; measuring business transactions and income; accounting cycle completion; merchandising operations, reporting and analysis; short-term liquid assets, long-term assets; current liabilities and time value of money; long-term liabilities; contributed capital; retained earnings and corporate statements; cash flows; statement analysis; international accounting; an accelerated version of ACG 2001 and ACG 2011. Prerequisites: CGS 1100 OR CGS 2564 or equivalent.

ACG 2071

Managerial Accounting, 3 credit hours, 45 lec. (Offered as needed)

The basic principles of accounting techniques for the preparation of internal reports related to the management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the firm. Prerequisite: ACG 2021 Financial Accounting, or ACG 2001 and ACG 2011.

ACG 2450

Computer Applications for Accounting, 3 credit hours, 45 lec. (Offered as needed)

An introductory course in computerized integrated accounting procedures found in the microcomputer environment. Includes application of software designed for general ledger, accounts payable and receivable, financial statement analysis, purchasing and sales order processing, fixed assets, payroll, inventory and departmental accounting. Prerequisite: ACG 2001 or ACG 2021.

ACO 1806*

Payroll Accounting, 3 credit hours, 45 lec. (Offered as needed)

Introduction to the theory, laws and procedures related to payroll activities of a business. Topics include payroll and personnel records, federal payroll laws, payroll operations, computerized payroll systems, and preparation of payroll registers, earnings records, and payroll tax forms.

AMH 1041

American Civilization, 3 credit hours, 45 lec. (Offered as needed)

Unified history of social and intellectual issues. A study of major American concerns and issues, the proposals, their formative ideas, the resolution attained in an emerging pattern of American character and heritage.

AMH 2010

American History I, 3 credit hours, 45 lec. (Fall, Spring, Summer)

American History to 1865; describes the social, political, and economic development of the American people against the geographical background of the New World. Particular emphasis on American intellectual and political thought leading to the emergence of basic American character, ideas and attitudes.

AMH 2020

American History II, 3 credit hours, 45 lec. (Fall, Spring, Summer)

American History from 1865, concentrating on industrial growth, the rise of corporate business, big labor, and government organization. Modification of basic American character and ideas as a continual historical process.

AMH 2071

Survey of Early History of Florida, 3 credit hours, 45 lec. (Offered as needed)

A survey of Florida history from pre-Columbian populations through the Territorial Period.

AML 2000

Survey of American Literature, 3 credit hours, 45 lec. (Offered as needed)

A survey course in American Literature from the Colonial period to the Civil War. This course may be used for Humanities credit.

AML 2020

Survey of American Literature II, 3 credit hours, 45 lec. (Offered as needed)

A survey of American Literature from Civil War to present. This course may be used for Humanities credit.

* Occupational course that may not be applied toward the A.A. Degree.

ANT 2000

Introduction to Anthropology, 3 credit hours, 45 lec. (Offered as needed)

Introduction to the fundamental principles, concepts, methods and theories in Anthropology. Includes a brief introduction to the subdisciplines of Anthropology: Cultural Anthropology, Physical Anthropology, Archaeology, and Linguistics. A cross-cultural perspective will be paramount in the study of Anthropology.

ANT 2100

Introduction to Archaeology, 3 credit hours, 45 lec. (Offered as needed)

Introduction to the fundamental principles, methods, and theories in Archaeology. Includes a history of the development of Archaeology, and examination of the nature of Archaeological data and research, an introduction to archaeological data and analysis, and an examination of approaches to synthesis and interpretation. North and South American archeology is studied, but nonwestern examples are also studied to enhance an understanding of the development of the discipline in Europe and the Americas.

ANT 2310

Introduction to North American Indians, 3 credit hours, 45 lec. (Offered as needed)

Historical survey of Native American cultures north of Mexico. Includes study of prehistoric cultures and culture areas; present day Native American cultures; and political and economic issues relating to Native Americans.

ANT 2110

Florida Southeast US Archaeology, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Introduction to special topics in anthropology and archaeology. Example: field experience in archaeology, brief introduction to prehistoric native American cultures in Florida and the southeastern United States and field experience excavating a prehistoric site in Okaloosa County.

ANT 2930

Special Topics in Anthro/Archaeology, 3 credit hours, 45 lec. (Offered as needed)

Introduction to special topics in anthropology and archaeology. Example: Survey and introduction to prehistoric and early historic Native American cultures in Florida and the Southeast U.S.

ARC 2201

Theory of Architecture, 3 credit hours, 45 lec. (Offered as needed)

An introduction to architectural theory, selected contemporary architectural theories and movements, their evolution and historical basis. This course is designed as part of an articulation agreement with Florida A & M University; students interested in transferring to another upper division school should consult with an advisor.

ARC 2303

Design 2.1, 4 credit hours, 30 lec., 60 lab. (Offered as needed)

Application of two-and-three-dimensional design principles learned in first-year design, in preparation for whole building design in third year. Small building projects adding programmatic responsibilities to the design agenda. Emphasis on programmatic issues internal to the building such as function, circulation structure, resolution of form, space and place making. This course is designed as part of an articulation agreement with Florida A & M University; students interested in transferring to another upper division school should consult with an advisor.

ARC 2472

Introduction to the Technology of Architecture, 4 credit hours, 60 lec. (Offered as needed)

This course is the beginning of the technology sequence in the areas of structures, environment technology, and materials and methods of construction. It introduces themes such as the response of buildings to the natural environment, the strength, stiffness, and durability in building materials, and the quantitative method of analysis and design of building assemblies and support systems. It explores the relationship between building technology and the social, aesthetic, environmental and economic aspects of the settings in which buildings are located, and how these factors relate to the process of architectural design. Prerequisite: any college credit physics course. This course is designed as part of an articulation agreement with Florida A & M University; students interested in transferring to another upper division school should consult with an advisor.

ARC 2501

Architectural Structures I, 3 credit hours, 45 lec. (Offered as needed)

The emphasis of the course is on the development of the principles of statics and the application of these principles to the analysis and design of structural systems, primarily column, beam, slab systems, and the truss systems. The course builds on the basic ideas of structural form and material properties developed in Introduction to the Technology of Architecture. Prerequisite: any college level physics or calculus course, and concurrent enrollment in ARC 2472. This course is designed as part of an articulation agreement with Florida A & M University; students interested in transferring to another upper division school should consult with an advisor.

ARC 2701

Survey of History of Architecture, Part I, 3 credit hours, 45 lec. (Offered as needed)

A critical exploration of the history and theory of architecture from pre-history through the end of the 13th Century. Examination of the making and intent of significant buildings and sites tracing the developments that have given meaning to the built environment and brought order to the tectonics of architecture. This course is designed as part of an articulation agreement with Florida A & M University; students interested in transferring to another upper division school should consult with an advisor.

ARH 1000

Humanities Art, 3 credit hours, 45 lec. (Offered as needed)

Basic concepts of art, including formal analysis and the sociology and psychology of style. Does not fulfill Art History requirement for art majors.

ARH 2050

Art History: Prehistoric-Renaissance, 3 credit hours, 45 lec. (Fall, or as needed)

A survey of significant contributions in art, architecture and the crafts from prehistoric times through the Renaissance period.

ARH 2051

Art History: Renaissance-20th Century, 3 credit hours, 45 lec. (Spring, or as needed)

A survey of significant contributions in art architecture and the crafts from the Renaissance period to recent Twentieth Century works.

ARH 2060

Architecture History, 3 credit hours, 45 lec. (Offered as needed)

Survey of significant contributions in architecture from prehistoric to modern times. Architecture will be considered in terms of stylistic qualities, structural type, and intended usage. Topics will be addressed according to historical content, societal background, and geographical location.

ART 1110C

Pottery I, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

The students shall be exposed to the production of pottery utilizing all known hand building techniques. Also includes introduction to potter's wheel and basic wheel fundamentals. First half of course is hand building, second half is devoted to development of skills on the potter's wheel. Students also learn how to glaze pottery and make glass.

ART 1111C

Pottery II, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Continues hand building of Pottery I, but major emphasis is placed upon development skills utilizing the potter's wheel. Additional glazing experimentation is also emphasized. Prerequisite: ART 1110C.

ART 1201C

Two-Dimensional Design, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Principles of visual organization. Deals with line, space, form and color in two-dimensional composition.

ART 1203C

Three-Dimensional Design, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Extension and development of the elements of design in three dimensional projects.

ART 1300C

Drawing I, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Problems in drawing techniques and media.

ART 1301C

Drawing II, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Problems in drawing and composition. Prerequisite: ART 1300C or equivalent.

ART 1480C*

Computer Art I, 3 credit hours, 30 lec., 60 lab. (Offered as needed)

A beginning course to develop basic technical and conceptual skills with a focus on an industry-standard vector-based drawing program. Students will create logos and illustrations typical of graphic design challenges.

ART 1495C

Corporate Imagery, 4 credit hours, 30 lec., 60 lab. (Offered as needed)

Contact the department regarding description and prerequisites for this new course.

ART 1701C

Sculpture I, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

An introductory course in the techniques and aesthetic considerations of creating sculptural forms. Includes a wide range of possible materials and expressions, those used in the past and those being used currently, in both the reductive and additive methods. Students will be expected to solve problems in several different media that best expresses their particular sensibilities.

ART 1702C

Sculpture II, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

A course in the creation of ceramic sculpture forms. Includes a wide range of possibilities in the use of ceramic materials to produce nonutilitarian forms. (It is expected that the student have a basic knowledge of clay and glazes as a prerequisite.)

ART 1905

Independent Study – Art, 1 credit hour (Offered as needed)

A defined independent study which is pursued under supervision of a faculty directing teacher and recorded through departmental procedures. Designed to permit a student to pursue nonscheduled academic and laboratory work which may be of a specialized or advanced nature and not available through classes or courses available on a college schedule. If the course is used to meet Gordon Rule requirements, an appropriate writing assignment of 1000 to 6000 words may be required. Departmental approval required.

* Occupational course that may not be applied toward the A.A. Degree.

ART 2482C*

Computer Art II, 3 credit hours, 30 lec., 30 lab. (Offered as needed)

An advanced graphic design course building upon the skills covered in Computer Art I; the course includes increased challenges relating to conceptual skills and multi-software integration relating to typical print-based design problems. *Access to a 35 mm camera is required.* Prerequisites: GRA2800C, and ART 1480C.

ART 2510C

Painting I, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Problems of constructing a composition in color. The academic methods of painting and student experimentation.

ART 2520C

Painting II, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Technique is stressed as an end result of approach to subject matter, development of abstraction through the use of theory. Prerequisite: ART 2510C or equivalent.

ART 2560C

Water Color I, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Problems of constructing a composition in color. The academic methods of watercolor painting and student experimentation.

ART 2561C

Water Color II, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Problems of constructing a composition in color. The academic methods of watercolor painting and student experimentation. A continuation of Water Color I. Prerequisite: ART 2560C.

ART 2600C

Digital Imaging I, 4 credit hours, 30 lec., 60 lab. (Offered as needed)

A digital illustration production course with a strong emphasis on concept development and image making skills. Students will create complex imagery based on manipulations of photographs or traditional drawings and paintings with an industry-standard image editing/manipulation software. Access to a 35 mm camera is required. Prerequisite: GRA 2800C.

ART 2602C

Digital Imaging II, 4 credit hours, 30 lec., 60 lab. (Offered as needed)

Contact the department regarding description and prerequisites for this new course.

ART 2609C*

Multimedia II, 4 credit hours, 30 lec., 60 lab. (Offered as needed)

Contact the department regarding description and prerequisites for this new course.

ART 2610C*

Multimedia I, 4 credit hours, 30 lec., 60 lab. (Offered as needed)

Contact the department regarding description and prerequisites for this new course.

ART 2900

Independent Study – Graphic Art, 1 credit hour, 30 lab. (Offered as needed)

Practical treatment of Graphics/Printing Technology. Emphasis on individual work projects.

ART 2955

Portfolio Development, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Development of a working portfolio through studio project aimed at fulfilling the general requirements the average company, university, art school or advertising agency looks for in a portfolio presentation.

AST 1002

Astronomy, 4 credit hours, 60 lec. (Fall, Spring, Summer)

Lectures and demonstrations designed to partially meet the general education requirements in physical sciences for nonscience majors. Recommended for students who need a preparatory course prior to taking physics and as a scientific elective in related scientific fields.

BAN 2920M*

Introduction to Securities, 1 credit hour, 15 lec. (Offered as needed)

This course describes how the various securities markets operate, the products they offer, how the products compare to traditional programs, and how to market products to customers.

BAN 2920N

Lotus I (Electronic Spreadsheets), 1 credit hour, 15 lec. (Offered as needed)

An introduction to the use of software, such as Lotus 1-2-3, as a work tool. The spreadsheet is also examined and used in practical exercises.

BCN 1230*

Building Construction Materials and Processes, 3 credit hours, 45 lec. (Offered as needed)

Course designed to introduce the student to terminology, methods, procedures, materials, and processes used in the construction industry.

BCN 1272*

Blueprint Reading for Commercial Construction, 3 credit hours, 45 lec. (Offered as needed)

A course to familiarize non-drafting students with techniques of blueprint reading and the fundamentals of construction methods that make blueprint reading meaningful.

BCN 1520*

Electrical Systems in Construction, 3 credit hours, 45 lec. (Offered as needed)

A course to familiarize students with electrical terminology, practices, methods, code requirements and safety and health in construction.

* Occupational course that may not be applied toward the A.A. Degree.

BCN 1567*

Plumbing and Gas Construction Practices, 3 credit hours, 45 lec. (Offered as needed)

A course to familiarize students with Plumbing and Gas code requirements, terminology, methods, practices, processes and safety and health used in building construction.

BCN 2560*

Mechanical Systems in Construction, 3 credit hours, 45 lec. (Offered as needed)

A course to familiarize students with mechanical trades terminology, methods, practices, code requirements processes, and safety and health criteria in mechanical construction.

BCN 2721*

Construction Management/Planning, 3 credit hours, 45 lec. (Offered as needed)

The course covers project development and organization from pre-construction site investigation to final completion. The course will include the management of project estimates, plans, schedules, operations and safety. The student will become knowledgeable about documents used in the construction industry for bid, contracts, zoning, permits, bonds, loans specifications and drawings. Cost engineering, procurement, value engineering and quality assurance will be covered. Cost management through job cost analysis and purchase order systems will also be covered.

BCT 1706*

Construction Documentation, 3 credit hours, 45 lec. (Offered as needed)

A course to familiarize a student with documents used in the Construction Industry to advertise for bids, contracts, change orders, extras, specification, insurance and bid bonds.

BCT 2600*

Construction Estimating, 3 credit hours, 45 lec. (Offered as needed)

A course in estimating as it relates to the construction industry covering references, estimating methods, take-off organization and presentation; material take-off, cost estimating in heavy construction, mathematical formulas for estimating, quantity take-off from plan review, and computer estimating overview.

BCT 2611*

Structural Systems in Construction, 3 credit hours, 45 lec. (Offered as needed)

A course to familiarize students with Structural terminology, practices, methods, code requirements and safety and health criteria in construction.

BOT 1010C

Botany, 4 credit hours, 45 lec., 45 lab. (Spring)

A course designed to introduce the student to the biological principles of the plant kingdom with emphasis on the flowering plants.

BSC 1005

General Biology, 4 credit hours, 60 lec. (Fall, Spring, Summer)

The principles of biology are included. Human Biology is emphasized. Man's effect on the environment is considered wherever appropriate. (NO LABORATORY — Not for majors in Biology).

BSC 1005L

Biology Lab, 1 credit hour, 30 lab. (Offered as needed)

Laboratory for general biology. Experimental methodology and technique. Not recommended for biology majors. Pre- or corequisite: BSC 1005 or equivalent.

BSC 1010C

Principles of Biology, 4 credit hours, 4 lec. 2 lab. (Offered as needed)

A study of the structure and function of the major biological molecules and the organization of these molecules at the subcellular level; of cellular growth including bioenergetics, metabolism and its control, and the movement and incorporation of macromolecules as related to cell expansion and repair; and the study of the control of cellular growth including both genetic and biochemical control mechanisms. Prerequisites: high school biology and chemistry or CHM 1020 and eligibility to enroll in MAC 1105.

BSC 1030C

Man and Environment, 4 credit hours, 60 lec. (Summer)

A study of the physical and biological environment and man's ecology with emphasis on contemporary biological problems.

BSC 1085C

Anatomy & Physiology I, 4 credit hours, 45 lec., 30 lab. (Fall, Spring, Summer)

A study of the human organism to include cells, tissues, skeleton, muscular system, nervous system, gastrointestinal system, and pathophysiology.

BSC 1086C

Anatomy & Physiology II, 4 credit hours, 45 lec., 30 lab. (Fall, Spring, Summer)

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive systems, and pathophysiology. Prerequisite: BSC 1085C.

BSC 1254C

Introductory Tropical Biology, 4 credit hours, 45 lec., 30 lab. (Offered as needed)

An introduction to the Estuarine and Marine biota of tropical regions to include saltmarsh, mangrove, sandy, and coral shorelines. Emphasis will be placed

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on energy transfer and zonation.

BSC 1905**Independent Study – Biology, 1 credit hour (Fall, Spring, Summer)**

A course designed to (1) allow a student to complete part of a course taken elsewhere and thereby complete general education requirements, (2) to go deeper into special areas of interest. This course may be taken up to four (4) times for credit.

BUL 2241**Business Law I, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

Introductory course in business law with objective of presenting the law underlying business transactions. Course includes the study of the Law of Contracts, the Law of Bailments, and the law of sales based on the UNIFORM COMMERCIAL CODE. Recommended for A.S. business degree students.

BUL 2242**Business Law II, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

Course context explores laws relative to Negotiable Instruments, Agency, Partnerships, (includes study of Uniform Partnership Act), Corporation Law, Creditors Rights, Consumer Protection and Insurance. Based on Uniform Commercial Code.

CCJ 1000**Introduction to Criminology, 3 credit hours, 45 lec. (Spring)**

A study of the nature and causes of crime and delinquency; the development of delinquent and criminal behavior; specific behavioral problems of addicts, compulsive and habitual offenders and juvenile offenders.

CCJ 1020**Introduction to Criminal Justice, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

An introduction to the philosophical and historical background of law enforcement and the administration of criminal justice. Organization and jurisdiction of local, state, and federal law enforcement agencies. Court and Criminal procedures. Career opportunities in Criminal Justice field.

CCJ 1121**Crime Prevention, 3 credit hours, 45 lec. (Offered as needed)**

A course in crime prevention as it exists today in America. Study includes residential, personal and commercial crime prevention and it includes crime prevention resources, crime analysis and current legal implications. Designed primarily for in-service law enforcement officers but will not be limited to such personnel.

CCJ 1192**Crisis Intervention, 3 credit hours, 45 lec. (Offered as needed)**

A study of the nature and causes of human stress in crisis situations involving criminal justice practitioners to include law enforcement, judicial and correctional

personnel: definitions, recognition and assessment, general calming techniques, intervention: safety, abnormal behavior and suicide, role playing, causes of psychological and physiological stress agents inherent in the duties of criminal justice practitioners and countermeasures to anxiety and stress reduction. Permission of the instructor needed.

CCJ 1210**Criminal Law, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

Fundamentals of Criminal Law to include historical background and development, jurisdiction, the criminal act and responsibility. Classification and analysis of Florida Statutes.

CCJ 1230**Criminal Procedure, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

Fundamentals of constitutional, criminal and civil law. Principles, duties and mechanics of criminal procedures in Florida as applied to arrest, search, seizure, and court processing. A functional analysis of the rules of evidence in court procedures.

CCJ 1310***Discipline and Special Confinement Techniques, 3 credit hours, 45 lec. (Offered as needed)**

The student is introduced to the essentials of discipline and special confinement techniques necessary for the corrections profession. The topics to be introduced include physical operation, physical force, recognizing abnormal behavior, verbal and nonverbal communications.

CCJ 1400**Police Organization and Administration, 3 credit hours, 45 lec. (Offered as needed)**

Principles of organization and administration in law enforcement; fundamentals of police planning: budget analysis, recruitment, training, and assignments; disciplinary problems and methods of control; cooperation with other agencies; public relations; records and inspection.

CCJ 1500**Juvenile Delinquency, 3 credit hours, 45 lec. (Offered as needed)**

A study of the nature and cause of juvenile delinquency, the development of the delinquent and criminal behavior, specific criminal justice subsystem (law enforcement, judicial, corrections) problems dealing with juvenile delinquents from initial contact through final disposition and treatment.

CCJ 1611**Child Abuse and Neglect, 3 credit hours, 45 lec. (Offered as needed)**

This course was designed to provide the student with an enhanced awareness of child abuse symptoms and patterns, including information and case studies

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on specific abuse and social problems.

CCJ 1650*

Introduction to Narcotics Investigation, 3 credit hours, 45 lec. (Offered as needed)

This introductory course in narcotics investigation and identification is designed to provide the student with an overview of narcotics and the role of the investigative agencies, drug traffic flow patterns, major classes of drugs and the drug profit traffic. Instruction will cover techniques of investigative observation, patrol and case development, physical identification of drugs, symptoms of abuse, methods of abuse and appropriate Florida Statutes. This is also a Criminal Justice Standards and Training Commission advanced course.

CCJ 1671

Women in Criminal Justice, 3 credit hours, 45 lec. (Offered as needed)

This course is designed to provide students with a wide perspective of female roles in the criminal justice system.

CCJ 1935

Criminal Justice Seminar, 3 credit hours, 45 lec. (Offered as needed)

Exploration, development and discussion of contemporary problems in the Criminal Justice System.

CCJ 1941*

Internship – Criminal Justice, 3 credit hours, 225 hrs. (Offered as needed)

On-the-job training in the Associate of Science/Applied Science Option program in which the student is enrolled. The student is under the supervision at work of a qualified supervisor. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness, and total performance. A project paper or approved project will be submitted by the student three weeks prior to the close of the credit. May be repeated four times for a total of 12 credit hours. Prerequisite: Must be enrolled in at least one other course in the respective degree program.

CCJ 2070

Computer Applications in Criminal Justice, 3 credit hours, 45 lec. (Offered as needed)

Computer Applications in Criminal Justice introduces the participant to the use of the computer in Criminal Justice applications. The participant will be introduced to prepackaged software and the process used to modify the package to criminal justice usage. This will include an electronic filing system designed to store, review and update data which can be manipulated

into printed reports for daily and periodic usage.

CCJ 2200

Courts and the Judicial Process, 3 credit hours, 45 lec. (Offered as needed)

This course is designed to teach the student the major structures and basic legal concepts of the American criminal court system. The students shall learn the components, personnel, and inherent social issues in our present criminal court system.

CCJ 2300

Introduction to Corrections, 3 credit hours, 45 lec. (Fall)

Theories of punishment and incarceration; the organization of correction programs and institutions, principles of probation and parole, role of parole and probation officers, legal implications; problems of rehabilitation.

CCJ 2330

Intro. Probation & Parole, 3 credit hours, 45 lec. (Offered as needed)

This course reviews the theories and practices of probation and parole within a community setting. The study of probation and parole as it is used as a behavior modification process is considered.

CCJ 2680*

Domestic Intervention, 3 credit hours, 45 lec. (Offered as needed)

This course is a part of the Criminal Justice Standards and Training Commission Approved Advanced Training Program. This course is designed to provide the officer with an enhanced awareness of domestic intervention symptoms and techniques, including information and case studies on specific domestic and social problems. Prerequisites: Basic Recruit Training Course.

CCJ 2681*

Introduction to Domestic Intervention, 1 credit hour, 15 lec. (Offered as needed)

This is an introductory course dealing with domestic issues, including violence. It is designed to provide the student with an enhanced awareness of domestic intervention symptoms and techniques, including information and case studies in specific domestic and social problems.

CCJ 2682

Introduction to Workplace Violence Awareness, 1 credit hour, 15 lec. (Offered as needed)

A general overview of the growing problem of violence in the workplace, what managers/supervisors need to be aware of when dealing with potential violent employees as well as what steps they can take to protect not only themselves but other employees.

CCJ 2905

Independent Study – Criminal Justice, 1 credit hour, 45 lab. (Fall, Spring)

Directed study and individual projects to meet the student's interests in a specialized area of Criminal

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Justice for which present course availability is limited.

CDA 2500*

Network Technology, 3 credit hours, 45 lec. (Offered as needed)

Network Technology is designed to introduce students to the terminology and concepts of the network industry to include data communications and network services, OSI Model, topology, network media, connectivity devices, security, and general networking methods, including the model for network protocols. Prerequisite(s): demonstrated computer literacy and familiarity with a computer operating system.

CDA 2524*

Network Administration and Management, 3 credit hours, 45 lec. with lab. (Offered as needed)

Local Area Network Administration and Management. This course is designed to provide instruction and introduce the student to various aspects of Network Administration. Included are physical setup, user accounts, supervision accounts, system workload and efficiency, file and directory management, user rights, server console skills, print server and Network backup. Prerequisite(s): CDA 2500 with grade of "C" or higher.

CDA 2525*

Advanced Network Administration, 3 credit hours, 45 lec. with lab. (Offered as needed)

To provide advanced concepts of Network Administration to the students in network services, network media, connectivity equipment, and general network methods, including network protocols. Case studies and evaluation may be used for planning and implementation. Prerequisite(s): CDA 2524 with a grade of "C" or higher.

CET 1251*

Basic Computer Operation and Maintenance for Technology, 3 credit hours, 30 lec., 30 lab. (Offered as needed)

Basic course covering the operation of the IBM and IBM compatible personal computer. Topics covered include: fundamental DOS commands, basic computer maintenance covering hard and floppy disc drives, plug-in cards, cables, monitors, and printers. Information on upgrading techniques will cover memory upgrades, installation of disc drives and mother boards.

CET 1255C*

Advanced Computer Operation and Maintenance for Technology, 3 credit hours, 30 lec., 30 lab. (Offered as needed)

Advanced course covering the operation, setup, configuration, and user maintenance of IBM-PC compatible computer systems. Topics covered include boot process, memory management, hardware and software interrupts, port addresses and viruses, conflict resolution for interrupts and port addresses and special topics on managing computer resources. Prerequisites: CET 1251 or equivalent.

CET 1510*

Network Essentials , 3 credit hours, 45 lec. (Offered as needed)

An entry level course in computer networking which will give students a broad understanding of networks, including cabling, communication protocols, intra/internetworking, network hardware devices and interoperability, managing and securing a network, networking standards, trouble shooting, topology, and disaster recovery.

CET 2114C*

Digital Fundamentals I, 5 credit hours, 30 lec., 135 lab. (Offered as needed)

Studies include coding, decoding, logic gates, DeMorgan's Theorem, boolean algebra and Karnaugh Map simplification, logic families, flip-flops, counters, shift registers, ALU multiplexers, demultiplexers, PLA, A/D and D/A converters.

CET 2123C*

Microprocessor Fundamentals, 5 credit hours, 30 lec., 135 lab. (Offered as needed)

This course covers the architecture, instruction set, and programming of a common microprocessor. Subjects covered will include programming, input/output, and troubleshooting. Assembly language programming and writing of algorithms will be introduced. Prerequisite: CET 2114C or equivalent.

CET 2152C*

Computer/Analysis & Troubleshooting, 5 credit hours, 30 lec., 135 lab. (Offered as needed)

This course will expand on the knowledge acquired in the Microprocessor Fundamentals course (CET 2123C). Topics covered will include: troubleshooting techniques, memory (RAM, DRAM, EPROM) organization and troubleshooting, input/output interfacing and troubleshooting. A more advanced level of digital system troubleshooting will be introduced including the use of logic analyzers, signature analyzers, and oscilloscope multiplexing. Prerequisite: CET 2123C or equivalent.

CET 2171*

A+ Certification Preparation, 1 credit hour, 15 lec. (Offered as needed)

This course uses an interactive, Windows-based, format which allows students to test their knowledge in all the subject areas covered by the certification exam. The software then identifies areas of strength and suggests areas for further study. The course, like the certification exam, covers the area of PC servicing, PC troubleshooting, monitors, printers and multimedia. Prerequisite: CET 2173C, CET 2177C, and CET

* Occupational course that may not be applied toward the A.A. Degree.

2186C or equivalent.

CET 2173C*

Microcomputer Servicing, 4 credit hours, 30 lec., 60 lab. (Offered as needed)

This course introduces the PC system, how it works and how the operating system controls it. Also studied are the components which make up the PC system, how to use multimeters and logic problems to make measurements and troubleshoot the system with the aid of diagnostic software. Students will perform fault analysis of simulated PC defects. In addition, students will learn to disassemble and reassemble/modify the PC hardware components.

CET 2177C*

Microcomputer Troubleshooting and Networking, 4 credit hours, 30 lec., 60 lab. (Offered as needed)

This course introduces advanced PC system troubleshooting and also requires the student to upgrade the PC system to a multimedia system by installation of the CD-ROM and soundcard. Configuration and utilization of the multimedia components will also be studied. This course will also include installation and maintenance of local area networks. Prerequisite: CET 2173C, or equivalent.

CET 2186C*

Monitor and Laser Printer Maintenance, 3 credit hours, 30 lec., 30 lab (Offered as needed)

Combined lecture and laboratory experiences designed to develop the knowledge and skills necessary to troubleshoot and repair color monitors and laser printers. Prerequisite: CET 2183C, EET 1142C, or equivalent.

CET 2497*

TCP/IP, 3 credit hours, 45 lec. (Offered as needed)

An intermediate level course in networking protocols designed to give the student practical skills in the transmission control protocol/Internet protocol stack students successfully completing the course will be able to configure and operate networks using this de facto standard network protocol suite. Prerequisite: CDA 2500 or CET 1510 Network Essentials.

CGS 1100

Microcomputer Applications, 3 credit hours, 45 lec. (Offered as needed)

The discussion and practical applications of Windows operating systems, word processing, spreadsheets, database management, presentation software, and various communications topics, as well as an introduction to the Internet.

CGS 1525

Microsoft PowerPoint, 1 credit hour, 15 lec. (Offered as needed)

An introduction to the use of Microsoft's PowerPoint

4.0 for the creation of graphic presentations.

CGS 1550

Introduction to the World Wide Web and Internet, 3 credit hours, 45 lec. (Offered as needed)

An introduction to the required hardware, software, procedures, and uses of the World Wide Web; students will develop and use web pages. Prerequisite: Demonstrated competency in keyboard skills and windows strongly advised.

CGS 1554

Introduction to Internet, 1 credit hour, 15 lec. (Offered as needed)

An introduction to communication technology for the personal computer. Discussion and demonstration of the hardware, software, and procedures used to connect with the Internet.

CGS 1570

Computer Applications for Business, 3 credit hours, 45 lec. (Offered as needed)

An intermediate course using computer software (Word processor, spreadsheet and database applications) to facilitate the interaction of measurement, analysis, and reporting of accounting information. Prerequisite: CGS 1100.

CGS 2540

Introduction to dBase III, 2 credit hours, 30 lec. (Offered as needed)

An introduction to file creation, maintenance, and report generation using dBase III. Covers both interactive applications and programming with dBase III.

CGS 2564

Introduction to Windows, 3 credit hours, 45 lec. (Offered as needed)

An introduction to operating systems in general with emphasis on Windows. Prerequisite: CGS 1100 or equivalent.

CHD 1220

Child Growth and Development I, 3 credit hours, 45 lec. (Fall, Spring)

Growth and development of the child from conception through age five, including the physical, social, emotional and mental development of the young child, influence of environment, principles and theories of development.

CHD 1223

Guidance for Young Children, 3 credit hours, 45 lec. (Offered as needed)

A study of principles, methods, guidance and discipline techniques used to promote positive social development in young children; influence of environment and developmental level of child on social behavior.

* Occupational course that may not be applied toward the A.A. Degree.

CHD 1225

Infant and Toddler, 3 credit hours, 45 lec. (Offered as needed)

This course provides the student with information pertinent to the care of infants and toddlers. Special attention is given to selection of developmentally appropriate curriculum. Course work satisfies the Child Development Associate competency standards for infant/toddler.

CHD 1230

Child Growth and Development II, 3 credit hours, 45 lec. (Fall, Spring)

Study of the physical, emotional, social, and intellectual growth and development of the school age child (6 through 12 years) up to preadolescence. Includes dynamics of behavior, child guidance and needs of exceptional children.

CHD 1430

Observing and Recording Child Behavior, 3 credit hours, 30 lec., 45 lab. (Fall, Spring)

Designed to increase objectivity and proficiency in observing and interpreting children's behavior; in addition, to increase awareness of normative patterns of children from birth through five years of age.

CHD 1530

Parenting Education, 3 credit hours, 30 lec., 45 lab. (Offered as needed)

This course is comprehensive in scope, emphasizing skills and concepts of parenting which include: adjustment to parental roles; parent-child communication, care, growth, and development of children; cultivating strong families; special concerns; alternative family structures; educational institutions working effectively with parents; and agencies and legislation affecting children and parents.

CHD 1800

Early Childhood Program Administration, 3 credit hours, 45 lec. (Fall, Spring, Summer)

This course provides the student with management and administrative skills related to child care services. Instruction includes: director responsibilities; staff selection, supervision, and evaluation; planning for budget, nutritional services, facility maintenance,

health, and safety; and marketing techniques.

CHD 1941*

Internship, Child Development, 3 credit hours, 90 lab. (Offered as needed)

On-the-job training in Associate of Science degree, Associate degree/Applied Science Option, Certificate programs in which the student is enrolled. The student is under the supervision at work of a qualified supervisor appointed by the respective agency, who works with the OWCC instructor regarding student's OJT objectives based on student's goals and prior training. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness based on OJT performance. OWCC instructor will evaluate student OJT experience in consultation with agency supervisor regarding OJT performance and project paper on approved project submitted two weeks prior to close of semester. This course may be repeated four times for a total of 12 credit hours. Prerequisite: Must have completed a minimum of 9 hours credit in appropriate discipline.

CHD 2322

Programs for Young Children, 3 credit hours, 45 lec. (Spring)

Study of principles and practices of programs for young children; current research in early childhood education, role of the teacher, and selection and use of equipment and materials for groups of young children.

CHD 2332A*

Curriculum for Young Children II, 3 credit hours, 15 lec., 60 lab. (Spring and as needed)

Study of and development of effective skills and techniques used in program planning and use of creative media for young children.

CHD 2334A*

Curriculum for Young Children III, 3 credit hours, 15 lec., 60 lab. (Spring and as needed)

Study of the principles, methods, and materials used to assist young children acquire basic skills to use language effectively and competently; evaluation and development of appropriate teaching materials to use with young children.

CHD 2337A*

Curriculum for Young Children IV, 3 credit hours, 15 lec., 60 lab. (Offered as needed)

Study of the basic concepts, methods, and materials of mathematics, science, and social studies appropriate to the education of young children, identification of the role of staff members in the center for the education of young children; and overview of parent

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The popular OWCC Show Choir is just one of many student performing groups offered through the Fine and Performing Arts Division.