

## Course Descriptions

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## Courses by Type (Subject Area)

### Accounting

- **ACG 2001 - Accounting I**

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**3 Credit Hours**  
**(Fall)**

This course covers the fundamental principles and procedures of double entry accounting as applied to the financial records of a business entity. The preparation of an income statement, statement of owner's equity and balance sheet are emphasized. Specific transactions and internal control associated with cash, accounts receivable and inventory will be examined in detail. The code of professional ethics will be highlighted throughout the course.

Prerequisite(s): [MTB 1103](#) and knowledge of basic computer and keyboarding skills are strongly recommended

▲ Technology-Across-the-Curriculum Course.

**3 Credit Hours**

- **ACG 2011 - Accounting II**

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**3 Credit Hours**  
**(Spring)**

This course covers recording of specific transactions and internal control associated with investments, fixed assets, liabilities, international operations and stockholders' equity. Preparation of the statement of cash flow will be emphasized. The code of professional ethics will be highlighted throughout the course.

Prerequisite(s): [ACG 2001](#) is required and knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **ACG 2021 - Financial Accounting**

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**3 Credit Hours**  
**(Summer)**

This course is an introduction to financial accounting that specializes in the processes and principles used to prepare financial statements. This course will focus on the purpose and content of the four basic financial statements including the preparation of these statements as well as interpreting information for decision-making.

Prerequisite(s): [MAC 1105 - College Algebra 3 Credit Hours](#) ♦, equivalent, or higher

### 3 Credit Hours

- **ACG 2071 - Managerial Accounting**

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**3 Credit Hours**  
**(Spring)**

This course covers the basic principles of accounting techniques for the preparation of internal reports related to management of the firm and the interpretation of financial data useful in the decision-making process within the economic framework of the entity.

Prerequisite(s): [ACG 2001](#) is required and knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **ACG 2450 - Computer Applications for Accounting**

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**3 Credit Hours**  
**(Spring)**

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(s): [ACG 2001](#) is required and knowledge of basic computer and keyboarding skills are strongly recommended.

▲ Technology-Across-the-Curriculum Course.

### 3 Credit Hours

- **ACG 3083 - Accounting: Concepts and Practice**

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**3 Credit Hours**  
**(Fall, Spring)**

This course explores the preparation and use of accounting information. Topics include mathematical procedures related to business decisions; terms and processes associated with the accounting cycle; financial statements for the sole-proprietorship, partnership and corporation; and foundations of managerial accounting.

Prerequisite(s): upper division standing and [ACG 2001](#) and [MAC 2233](#) are recommended. Knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **ACO 1806 - Payroll Accounting**

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**3 Credit Hours  
(Spring)**

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.

Prerequisite(s): [ACG 2001](#) is required and knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **TAX 2000 - Federal Income Tax: Individual**

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**3 Credit Hours  
(Spring)**

Federal Income Taxes. Determine income tax for individuals, interpretations of Internal Revenue Code and Regulation, tax planning and advisory service. Brief introduction to partnership, corporation, estate and gift taxes. Extensive practice problems in individual income tax returns and research in tax questions.

Prerequisite(s): [MTB 1103](#) is required and knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

#### Adult Basic Education (ABE)

- **ABX 01\_\_ - Adult Basic Education - Mathematics**

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The Adult Basic Education (ABE) Mathematics course is a non-credit course designed to develop literacy skills necessary to be successful workers, citizens and family members. Career and College Readiness (CCR) standards have been incorporated into this class. A student enrolled in the ABE program should be enrolled in all of the following courses: Mathematics, Language Arts, and Reading. ABE prepares students to enroll in a GED® Preparation course.

- **ABX 02\_\_ - Adult Basic Education - Reading**

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The Adult Basic Education (ABE) Reading course is a non-credit course designed to develop literacy skills necessary to be successful workers, citizens and family members. Career and College Readiness (CCR) standards have been incorporated into this class. A student enrolled in the ABE program should be enrolled in all of the following courses: Mathematics, Language Arts, and Reading. ABE prepares students to enroll in a GED® Preparation course.

## • **ABX 03\_\_ - Adult Basic Education - Language Arts**

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The Adult Basic Education (ABE) Language Arts course is a non-credit course designed to develop literacy skills necessary to be successful workers, citizens and family members. Career and College Readiness (CCR) standards have been incorporated into this class. A student enrolled in the ABE program should be enrolled in all of the following courses: Mathematics, Language Arts, and Reading. ABE prepares students to enroll in a GED® Preparation course.

### Anthropology, Archeology

## • **ANT 2000 - Introduction to Anthropology**

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**3 Credit Hours** ❖ ❖  
(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, biological anthropology, archaeology, and linguistics. A cross-cultural perspective will be paramount in the study of anthropology.

Prereq/Corequisites: ❖ Courses listed with this symbol have an **international and/or diversity focus** and meet Teacher Education Programs' common prerequisites.

❖ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state **Core General Education** requirements.

❖ This college credit course qualifies as having an international and/or diversity focus for Teacher Education Programs common prerequisites.

**3 Credit Hours** ❖ ❖

## • **ANT 2100 - Introduction to Archaeology**

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**3 Credit Hours** ❖  
(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 non-western examples are also studied to enhance an understanding of the development of the discipline in Europe and the Americas.

❖ Courses listed with this symbol have an **international and/or diversity focus** and meet Teacher Education Programs' common prerequisites.

**3 Credit Hours** ❖

## • **ANT 2159C - Florida Southeast US Archaeology**

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**3 Credit Hours**  
**(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.

**3 Credit Hours**

**Architectural Drafting**

• **BCN 1230 - Building Construction Materials and Processes**

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**3 Credit Hours**  
**(Fall)**

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

**3 Credit Hours**

• **BCN 1272 - Blueprint Reading for Commercial Construction**

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**3 Credit Hours**  
**(Fall, Spring)**

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

**3 Credit Hours**

• **BCN 1520 - Electrical Systems in Construction**

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**3 Credit Hours**  
**(Fall, Spring, Summer)**

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

**3 Credit Hours**

• **BCN 1567 - Plumbing and Gas Construction Practices**

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**3 Credit Hours**  
**(Fall, Spring, Summer)**

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

**3 Credit Hours**

- **BCN 2231 - Building Construction Materials and Processes II**

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**3 Credit Hours**  
**(Spring)**

Course designed to introduce the student to terminology, methods, procedures, materials, and processes used in the construction industry. The focus of the course will cover Divisions 9 through 16 of the construction industry.

**3 Credit Hours**

- **BCN 2560 - Mechanical Systems in Construction**

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**3 Credit Hours**  
**(Fall, Spring, Summer)**

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

**3 Credit Hours**

- **BCN 2721 - Construction Management/Planning**

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**3 Credit Hours**  
**(Fall, Spring, Summer)**

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.

**3 Credit Hours**

- **BCT 1763 - Construction Safety and Health**

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**3 Credit Hours**  
**(Fall, Spring, Summer)**

A basic course in construction safety and health, covering such topics as: theories of accident causation; workplace hazards; hazard analysis and prevention; accident reporting; OSHA construction standard and safety practices; environmental safety; violence in the workplace; ergonomics; ethics and safety; workers' compensation; and stress on the job.

**3 Credit Hours**

- **BCT 2761 - Structural Systems in Construction**

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**3 Credit Hours**  
**(Fall, Spring, Summer)**

A course to familiarize students with structural terminology, practices, methods, code requirements and safety, and

health criteria in construction.

### 3 Credit Hours

- **BCT 2770 - Construction Estimating**

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**3 Credit Hours**  
**(Fall, Spring)**

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.

Prerequisite(s): [BCN 1230](#), [BCN 1272](#).

### 3 Credit Hours

- **TAR 2121C - Architectural Drafting**

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**3 Credit Hours**  
**(Offered as needed)**

Architectural design and development of residential and light commercial buildings to include: development and construction of good architectural freehand lettering, VA and FHA approved residential house plans, "Good Sense" house plans as defined in the Arkansas Plan, and heat loss/heat gain calculations.

Prerequisite(s): [ETD 1102](#) or [ETD 1112](#) or equivalent.

### 3 Credit Hours

#### Architecture

- **ARC 1131 - Architectural Presentation**

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**3 Credit Hours**  
**(Summer)**

This course introduces basic ideas and presentation techniques directed towards developing design skills, such as drawing, perspective sketching, and graphics using a variety of media to include: pencil, ink, colored pencils, markers, and model building to be used in architectural presentations. 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.

### 3 Credit Hours

- **ARC 1301C - Design 1.1**

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**4 Credit Hours**  
**(Fall)**

The primary foci of this course are the development of two and three-dimensional graphic skills and the ability to think

spatially and to manipulate elements in space. Analysis and design exercises are located primarily in abstract two/three dimensional space and deal with topics such as figure/ground relationships, line/plane/mass, the idea of systems, networks, repetition, and the relation of part to the whole. 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.

#### 4 Credit Hours

- **ARC 1302C - Design 1.2**

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**4 Credit Hours  
(Spring)**

This course continues the emphasis and topics studied in Design 1.1, with increased expectation with regard to graphic and spatial manipulation ability. Students study exemplary works of architecture and art, beginning the process of developing an understanding of the role history plays in their creative explorations. By the end of the course, site and the human being are part of the design environment. 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.

Prerequisite(s): [ARC 1301C](#).

#### 4 Credit Hours

- **ARC 2201 - Theory of Architecture**

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**3 Credit Hours  
(Fall, Spring)**

An introduction to architectural theory, selected contemporary architectural theories and movements, and 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.

Prerequisite(s): [ETD 1102](#).

#### 3 Credit Hours

- **ARC 2303A - Design 2.1**

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**6 Credit Hours  
(Fall)**

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.

Prerequisite(s): [ARC 2201](#).

#### 6 Credit Hours

- **ARC 2304 - Design 2.2**



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**6 Credit Hours**  
**(Spring)**

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, and human behavior.

Prerequisite(s): [ARC 2303A](#).

**6 Credit Hours**

- **ARC 2472 - Introduction to the Technology of Architecture**

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**4 Credit Hours**  
**(Summer)**

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. 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.

**4 Credit Hours**

- **ARC 2501 - Architectural Structures I**

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**3 Credit Hours**  
**(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(s): 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.

**3 Credit Hours**

- **ARC 2701 - Survey of History of Architecture, Part I**

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**3 Credit Hours**  
**(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.

### **3 Credit Hours**

#### **Art**

- **ART 1201C - Two-Dimensional Design**

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**3 Credit Hours**  
**(Fall, Spring)**

An introductory course, both theoretical and applied, dealing with the principles of organization and the elements of design in a two-dimensional format. This is a foundation course for all of the graphic arts: painting, printmaking, and the two-dimensional crafts. Audit enrollment In studio art classes is permitted on a space-available basis only.

### **3 Credit Hours**

- **ART 1203C - Three-Dimensional Design**

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**3 Credit Hours**  
**(Fall, Spring)**

An introductory course, both theoretical and applied, dealing with principles of organization and the elements of design in a 3-dimensional format. Various materials, tools, and surfaces are used to explore 3-D form. This is a foundation course. Audit enrollment In studio art classes is permitted on a space-available basis only.

### **3 Credit Hours**

- **ART 1300C - Drawing I**

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**3 Credit Hours**  
**(Fall, Spring)**

Basic drawing course covering different drawing media, line, form, shape, value and spatial relationships. Drawing problems involving a variety of subject matter will be explored. Emphasis is on value, drawing techniques, spatial relationships between shapes and composition. Audit enrollment In studio art classes is permitted on a space-available basis only.

### **3 Credit Hours**

- **ART 1301C - Drawing II**

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**3 Credit Hours**  
**(Fall, Spring)**

Continued study of drawing techniques explored in Drawing I. Provides experience with more complex drawing problems. Emphasis is on self-expression, value, color theory, and composition. A variety of subject matter and drawing media will be explored.

Prerequisite(s): [ART 1300C](#). Audit enrollment in studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 1750C - Pottery I**

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**3 Credit Hours**  
**(Fall, Spring, Summer)**

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. The first half of course is hand building, the second half is devoted to development of skills on the potter's wheel. Students also learn how to glaze pottery and make glass. Audit enrollment In studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 1751C - Pottery II**

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**3 Credit Hours**  
**(Fall, Spring, Summer)**

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(s): [ART 1750C](#). Please refer to catalog section regarding audit enrollment.

### 3 Credit Hours

- **ART 1905A - Independent Study – Art**

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**1 Credit Hour**  
**(Fall, Spring, Summer)**

A defined independent study which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule. Departmental approval is required. Placement test is required. The course includes Writing-Across-The-Curriculum. If used to meet Gordon Rule requirements for general education, a minimum grade of "C" is also required.

Prerequisite(s): a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

### 1 Credit Hour

- **ART 2330C - Figure Drawing I**

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**3 Credit Hours**  
**(Fall, Spring)**

The development of technical skills and self-expression through drawing the figure; course begins with anatomy studies, progresses to conceptualization of human form. Audit enrollment In studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 2331C - Figure Drawing II**

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**3 Credit Hours**  
**(Fall, Spring)**

This class is a continuation of Figure Drawing I. Emphasis is on composition and self-expression in relation to the human figure. Exploration of media and content will be encouraged.

Prerequisite(s): [ART 2330C](#). Audit enrollment In studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 2500C - Painting I**

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**3 Credit Hours**  
**(Fall, Spring)**

Course will include design elements, composition and spatial relationships. Emphasis is on color theory, color mixing, and execution thereof within a variety of subject matter. Audit enrollment In studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 2501C - Painting II**

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**3 Credit Hours**  
**(Fall, Spring)**

This course is a continuation of Painting I ART 2500C with emphasis on further exploration of student's personal style and original techniques. Further experimentation in abstraction and emotional aspects of form and color are explored and expressed.

Prerequisite(s): [ART 2500C](#). Audit enrollment in studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 2540C - Water Color I**

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**3 Credit Hours**  
**(Fall, Spring)**

An introduction to water media techniques applied to various subject matter through demonstrations and various lab experiences. Open to all students. Audit enrollment In studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 2541C - Water Color II**

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**3 Credit Hours**  
**(Fall, Spring)**

Allows continued experience in more complex water color technique and subject matter. Emphasis is on composition and individual expression.

Prerequisite(s): [ART 2540C](#). Audit enrollment In studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 2602C - Digital Imaging I**

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**4 Credit Hours**  
(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 an appropriate high quality digital camera is required. It is recommended that students take [PGY 1801C](#) at the same time or prior to taking this course.

▲ Technology-Across-the-Curriculum Course.

### 4 Credit Hours

- **ART 2603C - Digital Imaging II**

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**4 Credit Hours**  
(Offered as needed)

A continuing course which expands upon the technical and conceptual foundation laid in Digital Imaging I. Students will explore advanced software techniques and greater challenges of personal or commercial expression in digital media. Access to an appropriate high quality digital camera required.

Prerequisite(s): [ART 2602C](#), [PGY 1801C](#).

▲ Technology-Across-the-Curriculum Course.

### 4 Credit Hours

- **ART 2701C - Sculpture I**

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**3 Credit Hours**  
(Spring)

An introductory course in the technical and aesthetic consideration of sculptural forms. Includes a wide range of materials and expressions, representing past and present sculptural methods. Audit enrollment in studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 2703C - Sculpture II**

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**3 Credit Hours**  
(Spring)

Allows continued experience in more complex three-dimensional techniques; emphasis on individual projects and

conceptual approach.

Prerequisite(s): [ART 2701C](#). Audit enrollment in studio art classes is permitted on a space-available basis only.

### 3 Credit Hours

- **ART 2834C - Gallery Practices**

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**3 Credit Hours**  
**(Offered as needed)**

The principles of Art Gallery practices and operations. Both theoretical and practical experiences will be obtained through lectures, field trips and class projects.

### 3 Credit Hours

- **ART 2930 - Art - Special Topics**

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**3 Credit Hours**  
**(Fall, Spring Summer)**

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

### 3 Credit Hours

- **ART 2955 - Portfolio Development**

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**3 Credit Hours**  
**(Spring)**

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.

Prerequisite(s): [ART 1201C](#), [ART 1203C](#), [ART 1300C](#), [ART 1301C](#).

### 3 Credit Hours

#### Art History

- **ARH 1000 - Art Appreciation**

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**3 Credit Hours** ❖ † ♦ ¶  
**(Fall, Spring, Summer)**

This course offers a study in the basic concepts of art, including function, style and structure with emphasis on the interaction of medium and meaning and problems of art criticism. This class does not fulfill the art history requirements for art majors, but compliments the art major's course of study as an elective. This is a Writing-Across-the-Curriculum course requiring selected written assignments. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education. This course is also a Speaking-Across-the-Curriculum course requiring selected

speaking assignments. This course qualifies, as well, as having an international and/or diversity focus for Teacher Education programs common prerequisites.

Prerequisite(s): a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of “C” or better, or exemption from placement testing.

❖ Courses listed with this symbol have an **international and/or diversity focus** and meet Teacher Education Programs’ common prerequisites.

† Courses listed with this symbol address NWFSC’s **Speaking-Across-the Curriculum** student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

◆ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state **Core General Education** requirements.

¶ Courses listed with this symbol meet **writing requirements** outlined in FAC Rule 6A-10.030 and require a minimum grade of “C” when used for General Education credit.

**3 Credit Hours** ❖ † ◆ ¶

## • **ARH 2050 - Art History: Pre-Renaissance**

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**3 Credit Hours** ❖ † ¶  
**(Fall, Spring)**

Survey of significant contributions in art from prehistoric through Renaissance. Art will be considered in terms of stylistic qualities as well as iconography and historical context. This is a Gordon Rule writing course and is part of the college’s Writing-Across-the-Curriculum program. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Prerequisite(s): a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of “C” or better, or exemption from placement testing.

❖ Courses listed with this symbol have an **international and/or diversity focus** and meet Teacher Education Programs’ common prerequisites.

† Courses listed with this symbol address NWFSC’s **Speaking-Across-the Curriculum** student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶ Courses listed with this symbol meet **writing requirements** outlined in FAC Rule 6A-10.030 and require a minimum grade of “C” when used for General Education credit.

**3 Credit Hours** ❖ † ¶

## • **ARH 2051 - Art History: Renaissance - 18th Century Neo-Classicism**

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**3 Credit Hours** ❖ † ¶  
**(Fall, Spring)**

Survey of significant contributions in art from Renaissance through Contemporary. Art will be considered in terms of stylistic qualities as well as iconography and historical context. This is a Gordon Rule writing course and is part of the college’s Writing-Across-the-Curriculum program. A minimum grade of “C” is required if used to meet Gordon Rule requirements for general education.

Prerequisite(s): a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of “C” or better, or exemption from placement testing.

❖ Courses listed with this symbol have an **international and/or diversity focus** and meet Teacher Education Programs' common prerequisites.

† Courses listed with this symbol address NWFSC's **Speaking-Across-the Curriculum** student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶ Courses listed with this symbol meet **writing requirements** outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

**3 Credit Hours** ❖ † ¶

## • **ARH 2060 - Architecture History**

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**3 Credit Hours** ❖ † ¶  
**(Fall, Spring)**

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. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Prerequisite(s): a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

❖ Courses listed with this symbol have an **international and/or diversity focus** and meet Teacher Education Programs' common prerequisites.

† Courses listed with this symbol address NWFSC's **Speaking-Across-the Curriculum** student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶ Courses listed with this symbol meet **writing requirements** outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.

**3 Credit Hours** ❖ † ¶

## • **ARH 2402 - Art History: Modern Art**

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**3 Credit Hours** ❖ † ¶  
**(Fall, Spring)**

Surveys and analyzes the major artistic periods and movements from 18th century Neo-Classicism to present. Required for all Art majors. This is a Gordon Rule writing course and is part of the college's Writing-Across-the-Curriculum program. A minimum grade of "C" is required if used to meet Gordon Rule requirements for general education.

Prerequisite(s): a passing score on the standardized placement test measuring communications/verbal/reading achievement, successful completion of any required developmental English and Reading coursework with a grade of "C" or better, or exemption from placement testing.

❖ Courses listed with this symbol have an **international and/or diversity focus** and meet Teacher Education Programs' common prerequisites.

† Courses listed with this symbol address NWFSC's **Speaking-Across-the Curriculum** student learning outcome, namely that all associate degree graduates are competent in basic public speaking skills.

¶ Courses listed with this symbol meet **writing requirements** outlined in FAC Rule 6A-10.030 and require a minimum grade of "C" when used for General Education credit.



**3 Credit Hours** ♦ † ¶

- **ARH 2930 - Art History – Special Topics**

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**3 Credit Hours**  
**(Offered as needed)**

A defined special topics course which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which may be of a specialized nature and not available through the college schedule.

**3 Credit Hours**

**Astronomy**

- **AST 1002 - Descriptive Astronomy**

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**4 Credit Hours** ♦  
**(Fall, Spring, Summer)**

This non-lab one-semester course is designed to meet the general education requirements in physical science for non-science majors and for students in related scientific fields needing a scientific elective. The course includes topics in planetary astronomy, the sun and stellar evolution, galaxies, and cosmology. Also covered are basic physical laws, light, and telescopes. Exercises require only basic math with some very limited algebra.

♦ Courses listed with this symbol are Florida State Core Courses and are protected in transfer to other public state institutions as meeting the state **Core General Education** requirements.

**4 Credit Hours** ♦

**Biology**

- **BSC 1005 - General Biology**

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**4 Credit Hours** ♦  
**(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).

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**4 Credit Hours** ♦

- **BSC 1005C - General College Biology**

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**5 Credit Hours (1 HC)**  
**(Fall, Spring, Summer)**

The principles of biology are included. Human Biology is emphasized. Man's effect on the environment is considered

wherever appropriate. General biology uses experimental methodology and technique and includes a survey of bacteria, protist, fungi, plants and animals. The lab content will include a survey of organisms, dissection of plants, invertebrates and vertebrates.

(NWFSC Collegiate High School Students Only)

## 5 Credit Hours (1 HC)

### • BSC 1005L - Biology Lab

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**1 Credit Hour**  
**(Fall, Spring)**

Laboratory for General Biology. Experimental methodology and technique. Not recommended for Biology majors.

Prereq/Corequisites: [BSC 1005](#) or equivalent.

## 1 Credit Hour

### • BSC 1010C - Principles of Biology I

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**4 Credit Hours ♦**  
**(Fall, Spring)**

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. Required for Biology, Pre-Med, and most Pre-Professional Science majors.

Prerequisite(s): high school biology and chemistry or [CHM 1020](#) and eligibility to enroll in [MAC 1105](#).

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## 4 Credit Hours ♦

### • BSC 1011C - Principles of Biology II

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**4 Credit Hours**  
**(Fall, Spring)**

This course is a continuation of [BSC 1010C](#). It provides an overview of the history of life on Earth, a summary of the concepts of phylogeny and classification, and a survey of organisms with emphasis on plants and animals. Structure, evolution, taxonomy, and ecology of the major phyla will be included. This course is required for Biology, Pre-Med, and most Pre-Professional Science majors.

Prerequisite(s): [BSC 1010C](#).

## 4 Credit Hours

### • BSC 1080 - Essentials of Anatomy and Physiology

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**3 Credit Hours**  
**(Fall, Spring)**

This course surveys basic structure and function of the human body with emphasis on terminology and anatomy.

**3 Credit Hours**

- **BSC 1085C - Anatomy and Physiology I**

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**4 Credit Hours ♦**  
**(Fall, Spring, Summer)**

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

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**4 Credit Hours ♦**

- **BSC 1086C - Anatomy and Physiology II**

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**4 Credit Hours**  
**(Fall, Spring, Summer)**

A study of the human organism to include the cardiovascular system, the fluid electrolyte balance, and the respiratory, excretory, endocrine, reproductive, gastrointestinal and immune systems.

**4 Credit Hours**

- **BSC 1905 - Independent Study – Biology**

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**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 times for credit.

**1 Credit Hour**

- **BSC 2020C - Human Structure and Function**

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**4 Credit Hours**  
**(Fall, Spring, Summer)**

A study of the structures and functions of the human body with emphasis on system integrations (homeostasis) and an introduction to system disorders and pathologies.

**4 Credit Hours**

- **BSC 2946 - Directed Work Study – Biology**

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**1 Credit Hour**  
**(Offered as needed)**

Practical experience with use and maintenance of lab equipment and materials. Participation in support activities and organizational routines of lab courses. Course fees may be waived. May be taken up to four times for credit. Departmental approval following interview is required.

**1 Credit Hour**

- **MCB 2010C - Microbiology, Allied Health**

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**4 Credit Hours**  
**(Fall, Spring, Summer)**

This course is designed for students entering programs in the numerous health fields, but primarily for pre-nursing students. The material presented covers the fundamentals of microbiology needed to understand the biology of infectious diseases and the agents that cause them. Not recommended for biology, pre-med, pre-vet, and dentistry.

Prerequisite(s): [CHM 1020](#) or [CHM 1045C](#) or [BSC 1005](#) or [BSC 1010C](#) or [BSC 1085C](#).

**4 Credit Hours**

**Botany**

- **BOT 1010C - Botany**

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**4 Credit Hours**  
**(Spring)**

This course covers the structure and function of seed plants, basic information on plant metabolism, including photosynthesis and water relations, and a survey of lower plants, algae and fungi. It introduces basic concepts of ecology and plant geography and stresses the importance of plants to humans. Laboratory sessions illustrate concepts from the lecture using specimens, microscope slides and field trips.

**4 Credit Hours**

**Business**

- **FIN 4402 - Financial and Economic Management**

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**3 Credit Hours**  
**(Fall, Spring)**

This course addresses the application of contemporary theory and practice in business resource allocation. Topics include: capital budgeting, equity and capital financing, capital management, analysis of financial statements, pricing theory, management of working capital and other topics relevant to the acquisition, financing and management of business assets and business decision making. Both the economic and financial perspectives will be presented.

Prerequisite(s): upper division standing and [ACG 3083](#) are required. [ECO 2013](#), [STA 2023](#), and knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **GEB 1011 - Introduction to Business**

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**3 Credit Hours**  
**(Fall)**

Designed to give students a broad understanding of the nature of business and a preliminary idea of the various areas of business specialization.

Prerequisite(s): Knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **GEB 1214 - Business and Supervision Terminology**

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**2 Credit Hours**  
**(Fall)**

This course is designed for students to achieve mastery of the special vocabulary, jargon, and concept terminology associated with general business and supervision in the modern workplace. Students will apply the terms in common workplace scenarios and hypothetical situations, as well as in standard written documents and assignments.

Prerequisite(s): Knowledge of basic computer and keyboarding skills are strongly recommended.

### 2 Credit Hours

- **GEB 1940 - Internship - Business**

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**3 Credit Hours**  
**(Offered as needed)**

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Prerequisite(s): Active enrollment in an appropriate technical degree program and permission of the instructor. Knowledge of basic computer and keyboarding skills are strongly recommended.

This course may be taken up to two times for credit.

\* This college credit course is not intended for transfer and may not be applied toward the A.A. degree.

### 3 Credit Hours

- **GEB 2430 - Business Ethics**

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**3 Credit Hours**  
**(Fall)**

This course addresses the legal, moral, and societal issues of ethical conduct in the business environment. Actual case studies are used to illustrate appropriate relationships among employers, employees, customers, stockholders, and other business stakeholders. Topics include: codes of ethics, laws and regulations related to ethics, conflict of interest, and moral philosophies associated with ethical conduct.

Prerequisite(s): Knowledge of basic computer and keyboarding skills are strongly recommended.

### **3 Credit Hours**

- **GEB 3031 - Contemporary Business Practices**

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**3 Credit Hours**  
**(Fall)**

This course includes an orientation to and examination of opportunities and challenges facing managers in contemporary business organizations. Introduces the competencies of teamwork, communication, creative thinking, adapting to change, decision making and customer service through application to issues and problems across the general business spectrum.

Prerequisite(s): upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

### **3 Credit Hours**

- **GEB 3213 - Business and Administrative Communication**

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**3 Credit Hours**  
**(Fall)**

A comprehensive course in effective and efficient communications in the business world; includes preparation of reports, proposals and presentations, technical writing skills, composition of standard business documents including persuasive messages, sales letters, customer service correspondence, instructional memoranda, and policy and procedure development.

Prerequisite(s): upper division standing and [ENC 1101](#) or departmental permission are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

### **3 Credit Hours**

- **GEB 3434 - Ethics for Business Leaders**

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**3 Credit Hours**  
**(Fall)**

This course uses a case study approach to focus on the significant ethical and legal issues facing today's business leaders. The theoretical and philosophical background will be presented along with real-life examples of ethics in the workplace. Cases and readings will be used to develop both analysis and application skills in the following areas: corporate and personal decision making, organizational culture and reputation, social responsibility and social reporting, customer relations, employee relations, financial reporting, technology, privacy/confidentiality and communications.

Prerequisite(s): upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

### **3 Credit Hours**

- **GEB 3444 - Business Trends and Issues**

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**3 Credit Hours**  
**(Fall)**

This course builds on the traditional themes and concepts of the general business area through specialized readings on trends and issues facing today's business and industry leaders. Students will read opinion pieces by noted in-field experts, as well as conduct basic research on contemporary issues such as information and workplace security, diversity in the workplace, outsourcing functions/services and global competition, with an eye to improving business operations.

Prerequisite(s): upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

**3 Credit Hours**

- **GEB 3930 - Business Project and Acquisitions Terms and Concepts**

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**1 Credit Hour**  
**(Fall, Spring, Summer)**

Students will apply specialized terminology of project and acquisitions management in various communication venues including short written documents and summary analyses. Emphasis will be placed upon the latest terms, abbreviations and jargon applicable to the field. Students will research selected terms and concepts in various contemporary periodicals and publications.

Prerequisite(s): upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

**1 Credit Hour**

- **GEB 3933 - Business Research**

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**1 Credit Hour**  
**(Fall)**

This seminar-style course, offered in group or individual format, provides an introduction to various references, databases, periodicals, journals and other publications essential to the research of contemporary business issues; also included are methods of accessing resources via the Internet, designing search strategies, citing Internet resources and evaluating research materials.

Prerequisite(s): upper division standing and knowledge of basic computer and keyboarding skills are strongly recommended.

**1 Credit Hour**

- **GEB 4454 - Business in a High Technology Environment**

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**3 Credit Hours**  
**(Spring)**

Presents the special challenges and opportunities of managing a high technology firm or a traditional entity operating in the high technology environment; addresses software/information security, recruiting technical personnel, outsourcing, equipment security, updating equipment, telecommuting and similar issues.

Prerequisite(s): upper division standing and [GEB 3031](#) are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **GEB 4930 - Special Topics: Project Management**

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**3 Credit Hours**  
**(Offered as needed)**

An individual or group course designed to provide students with the opportunity to pursue a special topic(s) in depth; may be repeated as topics change.

Prerequisite(s): upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **GEB 4933 - Special Topics: Management**

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**3 Credit Hours**  
**(Offered as needed)**

An individual or group course designed to provide students with the opportunity to pursue a special topic(s) in depth; may be repeated as topics change.

Prerequisite(s): upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **GEB 4934 - Special Topics: Business Administration**

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**3 Credit Hours**  
**(Offered as needed)**

An individual or group course designed to provide students with the opportunity to pursue a special topic(s) from the area of business administration in depth; may be repeated as topics change.

Prerequisite(s): upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

- **GEB 4941 - Internship: Business**

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**3 Credit Hours**  
**(Offered as needed)**

This is an individualized internship course that provides the student with supervised professional experience utilizing skills acquired in the program of study. The student will work with a qualified work site supervisor on approved projects



related to his or her degree in a professional environment. The work site supervisor will evaluate the student's performance, and the student will submit report(s), examples of projects completed, or other assignments as required by the instructor, as appropriate, during the internship experience for evaluation by the college instructor. If this course is taken for credit more than once, the student must, on the second and subsequent (if applicable) enrollment(s), develop in concert with the work site supervisor and college instructor a unique set of objectives and assessments.

Prerequisite(s): upper division standing and permission of the instructor are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

### **3 Credit Hours**

- **QMB 3250 - Quantitative Methods for Business Decisions**

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**3 Credit Hours**  
**(Fall)**

An examination of the quantitative methods used in business and economics, including methods of maximization and minimization objective functions, the analysis and use of statistic methods for planning, decision making, and forecasting.

Prerequisite(s): upper division standing is required and Knowledge of basic computer and keyboarding skills are strongly recommended.

### **3 Credit Hours**

- **TRA 3132 - Procurement Management**

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**3 Credit Hours**  
**(Offered as Needed)**

Purchasing is required by all types of goods-producing & service-providing organizations in such sectors as manufacturing, agriculture, health care, & government. This professional business function tries to buy the right good or service at the right quality, in the right quantity, at the right time, at the right price, from the right source, with delivery at the right place.

Prerequisite(s): Knowledge of basic computer and keyboarding skills are strongly recommended.

### **3 Credit Hours**

- **TRA 4203 - Principles of Logistics**

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**3 Credit Hours**  
**(Offered as Needed)**

Overview of logistics function within a firm and in the context of integrated vertical systems. Topics include customer service, information flow, inventory control, materials management, order processing, packaging, physical distribution.

Prerequisite(s): Knowledge of basic computer and keyboarding skills are strongly recommended.

### **3 Credit Hours**

- **BUL 2241 - Business Law I**

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**3 Credit Hours**  
**(Spring)**

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 Business degree students.

Prerequisite(s): Knowledge of basic computer and keyboarding skills are strongly recommended.

**3 Credit Hours**

- **BUL 2242 - Business Law II**

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**3 Credit Hours**  
**Offered as needed**

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.

Prerequisite(s): [BUL 2241](#) is required and knowledge of basic computer and keyboarding skills are strongly recommended.

**3 Credit Hours**

- **BUL 3320 - Law and Business**

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**3 Credit Hours**  
**(Fall, Spring)**

An introduction to the legal setting in which modern business operates; emphasis is on public and regulatory law, basic contract law, the processes of administrative, statutory and common law and interstate commerce issues; includes an overview of the UCC and intellectual property.

Prerequisite(s): upper division standing is required and knowledge of basic computer and keyboarding skills are strongly recommended.

**3 Credit Hours**

- **BUL 4333 - Contract Formation and Administration**

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**3 Credit Hours**  
**(Spring)**

Students will be exposed to the differences in the public and private sector contracting environments. Emphasis will be placed on the fundamentals of contract formation including sealed bidding, negotiations, and best value methods. Students will learn the fundamentals of contract administration including inspection and acceptance, quality control, contract changes, and disputes.

Prerequisite(s): upper division standing and [BUL 3320](#) are required. Knowledge of basic computer and keyboarding

skills are strongly recommended.

### 3 Credit Hours

#### • **BUL 4931 - Acquisition Law Seminar**

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##### **3 Credit Hours (Spring)**

This course addresses contract law as applicable to formation and administration of contracts with private and governmental agencies, with emphasis on the federal government. The following topics are also included: concepts of responsiveness and responsibility, bidding procedures, mistakes, negotiation procedures, changes, claims and dispute resolution. Students will explore the typical contracting problems that can lead to litigation.

Prerequisite(s): upper division standing and [BUL 4333](#) are required. Knowledge of basic computer and keyboarding skills are strongly recommended.

### 3 Credit Hours

## Chemistry

#### • **CHM 1020 - Chemical Science**

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##### **4 Credit Hours ♦ (Fall, Spring, Summer)**

Fundamental principles and theories of matter and energy. Atomic theory, periodicity, properties, structure, kinetic molecular theory, bonding, solutions, scientific method, carbon compounds. This course serves as an introduction to chemistry for non-science majors, satisfying the General Education requirement for the A.A. degree; and as a preparatory course for students intending to enter college chemistry.

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### 4 Credit Hours ♦

#### • **CHM 1032C - General Chemistry for Life Sciences**

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##### **4 Credit Hours (Fall, Spring, Summer)**

This course is a one-semester introduction to chemistry especially appropriate for those pursuing a degree for a career in an allied health science field, although open to all students. Topics include atomic theory, bonding, nomenclature, gases, acids and bases, stoichiometry, and solutions, with an additional emphasis on reaction rates, equilibria, organic and biochemistry, and organic and biomolecules and their roles and functions in living organisms.

Prerequisite(s): [MAT 1033A](#) or appropriate placement test scores.

### 4 Credit Hours

