BUSINESS

Also see: Accounting, Business, Computer Applications and Information, Technology, Finance, Law, Management, Marketing, and Real Estate.

1 Introduction to Business (3) UC: CSU
This course is a survey of the fundamental aspects of all phases of business including entrepreneurship alternatives, management/ leadership, marketing, financial management and institutions, investing through the securities market, and challenges facing global markets. Note: Students who are Business majors, or who are considering a change to this major, are advised to take this course as a foundation. It is a survey of the fundamental aspects of all phases of business.

5 Business Law I (3) UC: CSU (Same as Law I) 3/27/17
This course covers the essentials of the law of contracts: agency, employment, personal property, bailment, sales, and real property in their application to everyday problems pertaining to business and to the individual. Elementary safeguards regarding sales and sales contracts are covered. UC Transfer Credit Limit: A maximum of one course from Law 1, Law 2, Business 5.

12 Entrepreneurial Finance (3)
Entrepreneurial Finance examines the elements of entrepreneurial finance, focusing on technology based startup ventures and the early stages of company development. The course addresses key questions, which challenge all entrepreneurs: how much money can and should be raised; when the money should be raised, and from whom; what is a reasonable valuation of the company; and, how should funding, employment contracts and exit decisions be structured. It aims to prepare students for these decisions, both as entrepreneurs and venture capitalists.

31 Business English (3) CSU
This course offers an intensive review of the techniques and mechanics of English: grammar, sentence structure, business vocabulary, capitalization, punctuation, various business letter styles, proofreaders' symbols, and web-site reference tools as specifically applied to the field of business. Note: Required of all Business and CAOT majors.

32 Business Communications (3) CSU
This course covers the principles and techniques of effective business writing which includes the development of the ability to analyze, organize and compose various types of written and oral business communications. Emphasis is placed on writing clear, concise and persuasive letters, memos and reports, and the psychology of business letter composition and communications.

38 Business Computations (3) CSU
This course provides a comprehensive study of business mathematics and reviews basic mathematics such as decimals, fractions, and percentages. It also covers the topics of bank services, payroll, the mathematics of buying and selling, interest and loans, taxes, cash and trade discounts, depreciation and other business computations. This course is intended for students interested in pursuing careers in business.

385 Directed Study Business (3) CSU
This course allows students to pursue directed study in Business Administration on a contract basis under the direction of a supervising instructor.

CHEMISTRY

51 Fundamentals of Chemistry I (5) UC: CSU
Recommended: One year of high school algebra, or Mathematics 115.
This course is a descriptive course in inorganic and organic chemistry. Topics include the metric system of measurement; chemical symbols, formulas and nomenclature systems; chemical equations; physical properties including density, solubility and states of matter; chemical properties; acids, bases, buffers and pH; basic principles of equilibrium and an introduction to radioactivity. Organic topics focus on functional group identification including hydrocarbons, organic halides, alcohols, ketones, acids, esters, amines, carbohydrates, lipids and proteins. This course is designed for Nursing and other Allied Health majors, students in environmentally hazardous materials, elementary education or liberal arts who do not intend to take Chemistry 101.
UC Transfer Credit Limit: A maximum of one course from Chemistry 51 or 60. No credit for Chemistry 51 or 60 if taken after Chemistry 101.

60 Introduction to General Chemistry (5) UC: CSU (Formerly Chemistry 10)
Prerequisite: One year of high school algebra, or Mathematics 115.
This basic chemistry course presents elementary principles of general chemistry, including nomenclature and problem solving. Students whose previous chemistry background is inadequate for Chemistry 101 should take this course in preparation for Chemistry 101.

Chemistry 60 is also recommended for students who have been away from high school chemistry for more than two years. UC Transfer Credit Limit: A maximum of one course from Chemistry 51 or 60. No credit for Chemistry 51 or 60 if taken after Chemistry 101.

66 Organic and Biochemistry for Allied Health (5) UC: CSU
This course covers the organic and biochemical principles found in physiology and metabolic processes. Topics include organic and biochemistry with emphasis on the role of chemistry in health and disease, as well as molecular diseases and metabolic abnormalities.

101 General Chemistry I (5) UC: CSU
(Formerly Chemistry 1)
Prerequisites: (1) High school chemistry or Chemistry 60 with a grade of "C" or better; (2) A minimum of two years of high school mathematics or Mathematics 125 or equivalent.
This is a basic course emphasizing principles and theories. It includes discussions of chemical stoichiometry, atomic and molecular structure and the periodic table, gases, liquids, solids, solutions, oxidation reduction, acids and bases, and an introduction to chemical thermodynamics. The laboratory emphasizes basic laboratory skills, chemical principles, and quantitative relationships. UC Transfer Credit Limit: No credit for Chemistry 51 or 60 if taken after Chemistry 101.

102 General Chemistry II (5) UC: CSU
(Formerly Chemistry 2)
Prerequisite: Chemistry 101 with a grade of "C" or better.
This course is a continuation of Chemistry 101, with an introduction to chemical kinetics, chemical equilibrium with emphasis on aqueous equilibria, electrochemistry, nuclear chemistry, organic chemistry, and descriptive inorganic chemistry. The laboratory includes both quantitative experiments and qualitative analysis. Note: No UC credit for Chemistry 51 or 60 if taken after Chemistry 101.

211 Organic Chemistry for Science Majors I (5) UC: CSU
(Formerly Chemistry 14)
Prerequisite: Chemistry 102 with a grade of "C" or better.
The student is introduced to structure, bonding, naming, stereochemistry and functional group chemistry with emphasis on reactions and reaction mechanisms. In the laboratory, the essential skills of preparation, isolation, purification and identification of organic compounds are presented.

212 Organic Chemistry for Science Majors II (5) UC: CSU
(Formerly Chemistry 18)
Prerequisite: Chemistry 211.
Chemistry 212 is a continuation of Chemistry 211 with additional emphasis on the remaining functional groups as well as on multi- step synthesis and reaction mechanisms in stereochemistry and modern instrumental and analytical methods. Special attention is given to reactions and organic compounds of biochemical importance. Significant laboratory time is devoted to synthesis of complex organic compounds.

221 Biochemistry for Science Majors II
This course will provide a detailed introduction to the principles, concepts and terminology of biochemistry, with an emphasis on the structure and function of biological molecules, the role of metabolism in energy production and common biochemical laboratory techniques. Topics include the fundamental structures, chemistry, and properties of four groups of biological macromolecules (carbohydrates, lipids, proteins and nucleic acids) and their building blocks. This course will also present protein structure and function, enzyme catalysis, and the details of the central metabolic pathways (glycolysis, glycogenosis, the citric acid cycle, electron transport, and oxidative phosphorylation) including their regulation and integration. Throughout the course the

organizing principles of biochemistry and the distinctive characteristics of the living state will be emphasized. The laboratory exposes the students to a variety of biochemical techniques and how they are used to evaluate biomolecules and systems. These techniques include electrophoresis, spectroscopic analysis, spectrophotometry, fractional distillation, various types of chromatography including paper, thin layer, and molecular exclusion and enzyme assays. This course prepares students for careers in physical and biological sciences, pharmacy, medical and dental professions, veterinary and agricultural sciences, nutrition and food chemistry, and related fields.

285 Directed Study –Chemistry (2) CSU
This course allows students to pursue directed study in Chemistry on a contract basis under the direction of a supervising instructor.

CHILD DEVELOPMENT

1 Child Growth and Development (3) UC: CSU
Recommended: It is recommended that all Child Development students take the Math and English assessment placement test before or concurrently with this course. Note: This course is a prerequisite for Child Development 7, 8, 22, and 23. Required for Teaching Permit.
This course examines the major developmental milestones for children, both typical and atypical, from conception through adolescence in the areas of physical, psychosocial, and cognitive. The course will emphasize interactions between maturational process and environmental factors. While studying developmental theory and investigating research methodologies, students will observe children, evaluate individual differences, and analyze characteristics of development at various stages.

2 Early Childhood: Principles and Practices (3) CSU
Requirement: Verification of an annual tuberculosis test. Required for Teaching Permit. Includes fingerprint clearance through the California Department of Justice (DOJ)
This course provides a demonstration of developmentally appropriate early childhood teaching competencies under guided supervision. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child-centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children.

7 Introduction to Curriculum in Early Childhood Education (3) *(Formerly CH Dev 4)* CSU

Prerequisite: Child Development 1 and 2. Required for Teaching Permit.

Students learn and develop the knowledge and skills to provide appropriate curriculum and environments for young children from birth to age 8. Students examine a teacher's role in supporting development and fostering the joy of learning for all young children using observation and assessment strategies emphasizing the essential role of play. Planning, implementation and evaluation of curriculum includes but not be limited to: language and literacy, social and emotional learning, sensory learning, art and creativity, math, natural and physical sciences.

8 Curriculum in Early Childhood Education (3) *(Formerly Ch Dev 3)* CSU

Prerequisite: Child Development 1 and 2. Required for Teaching Permit.

Students design and evaluate developmentally appropriate curriculum and environments for young children from birth to age 8. Based on the value of play, students demonstrate the teacher's role in applying theory to practice in supporting children's concept development. Preparing and assessing the implementation of curriculum will include but not be limited to: language and literacy, social studies, art and creativity, music and rhythm, perceptual motor development, mathematics, natural and physical sciences.

10 Health, Safety, and Nutrition (3) CSU

This course is an introduction to the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health safety and nutrition. The key components that ensure physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Focus on integrating the concepts into everyday planning and program development for all children. Information dealing with children with special needs and cultural values and traditions that affect and support the well-being of children birth to adolescence is explored.

11 Child, Family, and Community (3) CSU

Recommended: Child Development 1 and 2.

This course is an examination of the developing child in a societal context focusing on the interrelationship of family, school and community and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted, showing the importance of respectful, reciprocal relationships that support and empower families. Emphasis is placed on familiarizing students with techniques used in parent-teacher conferences and to perceive parents as partners in their child's educational experience.

22 Practicum in Child Development I (4) CSU

Prerequisites: Child Development 1, 2, 7, and 11 with a grade of "C" or better. TB test clearance is required.

This course is a supervised practicum experience in an approved Early Childhood educational program, such as a preschool, child development center, elementary school, special education center or other early care/early intervention natural environments. Practicum students will be expected to demonstrate developmentally appropriate early childhood teaching competencies under guided supervision. Students utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child- centered, play-oriented approaches to teaching, learning, assessment and knowledge of curriculum content areas is emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning. An overview of content areas will include but not be limited to: language and literacy, social and emotional learning, sensory learning, art, crafts music, movement, dramatic play, small and large motor, as well as group time. Students will design and implement lesson plans under the supervision of a college instructor and a Master teacher at their Practicum site.

23 Practicum in Child Development II (4) CSU

Prerequisite: Child Development 22.
Corequisite: Child Development 65.
A tuberculosis test and fingerprinting is required.

This course is a demonstration of developmentally appropriate early childhood teaching competencies under guided supervision in a preschool, child development center, elementary school, special education center, or other early care/early intervention natural environments and educational setting. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and build a comprehensive understanding of children and families. Child centered, play-oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for children. Students will choose an area of specialization from the following areas: all-inclusive preschool program, infants and toddlers, special needs or school age programs to do their internship during this specialization practicum course.

30 Infant and Toddler Studies I (3) CSU

Prerequisite: Child Development 1.

This course provides an in-depth study of cognitive/language, social/ emotional and perceptual/motor development domains and milestones of infants from birth to 36 months. As well as, an overview of major theories including attachment, brain development. The value of play, early intervention and relationship-based care in the context of family systems: culture, home language, and traditions. Students will be introduced to the laws and regulations of safe healthy environments and the rights of all infants and toddlers including children at-risk for disabilities. Class instruction includes objective observations of infants and toddlers in diverse settings.

31 Infant and Toddler Studies II (3) CSU
Prerequisite: Child Development 1. Advisory: Child Development 30.
This course implements the principles of inclusive, respectful caregiving for infants and toddlers within a variety of program designs, routines and schedules. Topics cover typical and atypical development, principles of early intervention, preschool transition services, design, implantation and assessment of developmentally appropriate curriculum and environment; health and safety and licensing issues. Coursework includes documentation of learning through observation, guidance toward self-regulation, family communications and community resources. Current research related to benefits of early intervention services and treatments will be addressed.

34 Observing and Recording Children's Behavior (3) CSU
This course includes observing, recording and interpreting children's behavior in a variety of settings. Dairies, anecdotes and other forms of written and oral records are explored and used. This course includes observing children from the ages of 1 month through school aged children. The student will be expected to become familiar with tools such as: Desired Results and DLM for purposes of assessing the growth and development of children. The students will also become familiar with the Environmental Rating Scale for: infants and Toddlers, Early Childhood and School Aged children. This course will provide the student with information dealing with full inclusion and children with special needs as well.

38 Administration and Supervision of Early Childhood Programs I (3) CSU
Recommended: Child Development 1, 2 and 11.
This course examines and defines the principles and practices of Early Childhood programs organizational structure and administrative responsibilities. It will provide students with the opportunity to study and design budgets, personnel policies, record keeping, reporting techniques and utilizing community resources in preparation for administering and either starting a program or understanding how to operate an established program. The course will expose students to licensing requirements (Title 5 and Title 22), Early Childhood Environment Rating Scale, Program Administration Scale, Desired Results, NAEYC Developmentally Appropriate Practices, the Pre-K Guidelines and N.A.E.Y.C. Code of Ethics.

39 Administration and Supervision of Early Childhood Programs II (3) CSU
Recommended: Child Development 38.
This course is designed to reinforce the concepts that were studied in CD 38 and to give the student an opportunity to implement the knowledge that they acquired. The course builds on the materials that the student studied and expands into more detail and complexity the responsibility of administering an Early Childhood program. The course will provide information that will assist them in designing a proposal for operating an experimental program. Every area that is involved in operating a program will be included in the content of the course. The course will require the student to write a grant proposal with all the elements involved in developing a Child Care facility.

42 Teaching in a Diverse Society (3) CSU
Corequisite: Child Development 22.
This course presents the philosophy and methods related to working with young children and families within a diverse society, including race, language, culture, gender, age social class and children with special needs. Curriculum development and environmental designs will be studied from an inclusive perspective. This course takes an in depth and retrospective approach in processing the student to a position where they have the skills and knowledge necessary to infuse multicultural activities and literature as well as anti-bias perspective into the fabric of the curriculum, teaching modalities, and materials in an Early Childhood educational program.

44 Early Intervention for Children with Special Needs (3) CSU
This course focuses on accommodating and adapting the physical environment, instructional strategies and curriculum to meet the needs of differently-abled children and their families. Legal mandates and the impact of laws and legislation will be examined in respect to the impact on children and their families. Understanding the process of assessment and developing an Individual Family Service Plan will be analyzed and discussed. This course covers the theoretical aspects of working with children with special needs. This course will focus on children ages 0-8 to encompass school age children as well infants through pre-school age children.

45 Programs for Children with Special Needs II (3) CSU
Overview of programs providing special education services for children with special needs focusing on preschool through school age. It will include a study of various early/care early intervention natural environments and educational settings, legislation, characteristics of various exceptionalities and educational implications. Observation in schools will be required. This course identifies the political and social implications that affect special education, and it identifies the different categories of disabilities. The Individual Education Plan is discussed and evaluated. Students are exposed to techniques for identifying and implementing goals and objectives for children with special needs. Teaching techniques and curriculum activities are discussed, designed and implemented in the class projects. The course focuses on children ages infancy through ages 8 to encompass school age children as well.

46 School Age Programs I (3) CSU
The student will be introduced to school-age programs. It is designed for those planning to work in before and after school childcare. Topics to be covered will include growth and development, creative experiences, and developmentally appropriate practices and environments. Techniques for guiding children's behavior and communication will be

discussed. Appropriate administration and staffing for schoolage programs will be analyzed and discussed. This course deals with children kindergarten through school age.

47 School Age Programs II (3) CSU
Students will be introduced to the different types of school age childcare programs. Topics to be covered will include the child in context to the family, community and society. The physical environment and the modalities for facilitating learning will be discussed and analyzed. Opportunities to develop and implement age and content appropriate curriculum activities for school aged children will be executed in classroom projects. Students will be required to create curriculum activities in the format of lesson plans for school age children.

65 ADULT SUPERVISION/EARLY CHILDHOOD MENTORING (2) CSU
This course is a study of the modalities and principles of supervising teachers, staff and student-teachers in an early childhood program. Emphasis is placed on the role of the director, teacher, staff and student-teacher. The course will review leadership styles, communication skills, conflict resolution techniques, as well mentoring responsibilities and techniques. This course includes reviewing and utilizing the ECERS Rating Scale in evaluating and assessing the classroom and teacher effectiveness and appropriateness. This course will discuss the NAEYC Developmentally Appropriate Practices, the Pre-K Guidelines and N.A.E.Y.C. Code of Ethics.

CHINESE

1 Elementary Chinese I (5) UC: CSU
This course stresses the fundamentals of pronunciation, grammar, practical vocabulary, useful phrases, and the ability to understand, speak, read and write basic Mandarin Chinese. It includes an introduction to Chinese civilization and culture.

10 Chinese Civilization (3) UC: CSU
This is an introductory course to China and its cultural heritage. Chinese 10 surveys the development of China from the ancient period to the modern era, exploring the country's customs, political institutions, economic development, history, philosophy, literature, and art as well as science and technology. This course is taught in English; no previous knowledge is required.

CINEMA

(Also See Film Production, Theater, and Television)

1 Introduction to Motion Picture Production (3) UC: CSU
(Same as Theater 501)
A comprehensive introduction to film video production techniques and equipment. Proper procedures are explained for the use of cameras, lenses, filters, film stocks, lights, microphones, audio recorders, and other motion editing picture equipment. Attention is also given to production planning and postproduction as well.

2 Beginning Motion Picture Workshop (3) CSU
This is an introductory course in practical filmmaking, including script, storyboard, direction, cinematography, sound and editing techniques. Each student will be responsible for the making of short films.

3 History of Motion Pictures (3) UC: CSU
(Same as Theater 505)
History of the development of motion pictures, with examples, from their beginnings to the present day. Emphasis is placed on the American feature film.

4 History of the Documentary Film (3) UC: CSU
The development of films dealing with the truth. Films types seen and discussed include: historical, animated, propaganda, educational, commercial, cinema verite and direct cinema. Students will develop critical standards for judging documentary films.

5 Introduction to Screenwriting (3) UC: CSU (RPT 1)
Course work consists of writing screenplays based on the Hollywood technique known as "The Heroes Journey." Students will pitch their script to a studio and/or network executive.

6 Motion Picture Photography (3) CSU
Prerequisite: Cinema 1 and 3 with satisfactory grades or better.
Introduction to cinematography, including optics, photo emulsions, camera operation, laboratory procedures, terminology and aesthetics. Students will do individual and group projects using 16mm or digital video camera equipment.

7 Advanced Cinematography and Creative Techniques (3) CSU
Prerequisite: Cinema 6 with a satisfactory grade or better.
An advanced course in creative cinematography covering sophisticated professional equipment and techniques used in the motion picture industry. Emphasis is placed on lighting and current industry standards.

9 Motion Picture Sound (3) CSU
Prerequisite: Cinema 1, 2, 3 and 4 with satisfactory grades or better.
Students learn the basics of motion picture production and postproduction sound. Students use digital audio recorders, microphones and booms and learn how to properly record sound. Students learn to loop and mix sound using a digital audio program.

10 Introduction to Film Directing (3) UC: CSU
Prerequisite: Cinema 1 and 3 with satisfactory grades or better.
Introduction to the crafts of acting and directing for the film medium; with emphasis on the visualization of the screen play, the junction of the actor in interpreting the script, and the role of the director in handling actors in the production of a film.

15 Advanced Motion Picture Workshop (3) CSU
Prerequisites: Cinema 1, 2, 3, 4.
Advanced Students perform practical work in film or digital video production. This lecture and laboratory workshop emphasizes the creative use of the camera, editing, sound, and production activities in relation to the fiction or documentary film format. Each student will be responsible for making a short film.

18 Main Currents in Motion Pictures (3) UC: CSU
In this course, students will explore the major categories of movies, including comedy, science fiction, suspense, the western, horror, and the musical. Most weeks feature in-class screenings of significant feature films.

20 Business Aspects of Motion Picture Production (3) CSU
Prerequisite: Cinema 1 and 3 with satisfactory grades or better
Survey of business practices including financing, production and distribution.

25 Producing Motion Picture Features (3) CSU
Digital video (DV and HD) is transforming traditional feature film production and broadening distribution possibilities for independent productions. Students explore this new frontier and its requirements for intellectual property, financing, contracts, production, formats, marketing and alternative distribution outlets including internet web sites and downloads.

32 Editing Fundamentals (3) CSU
Prerequisite: Cinema 1, 2, 3 and 4 with satisfactory grades or better.
Intermediate students learn the principles of editing using digital non- linear editing equipment.

33 Digital Video Production Workshop I (3) CSU
Prerequisite: Cinema 1, 2, 3 and 4 with satisfactory grades or better.
Intermediate film and television students produce short video projects using digital video cameras and editing systems.

34 Motion Pictures Soundstage Production Practicum (3) CSU
Prerequisite: Cinema 5, 6, 7, 32 AND 9 or 10 with satisfactory grades or better.
Designed for students to gain practical experience in a specific area of motion picture soundstage production in order to develop the necessary skills needed in that field of the industry. Included skills are screenwriting, directing, production management, lighting, cinematography, sound recording and editing.

60 Entertainment Industry Careers Below-the-Line Production Skills (3) CSU
Introductory course to the skills needed to obtain and keep a position in the motion picture or television industries. Skills taught include working with production managers, first assistant directors, production designers, and script supervisors, with a focus on basic safety issues in each department.

107 Understanding Motion Pictures (3) UC: CSU
This course analyzes the elements that make film an art form, including visual composition, color, music, acting, editing, lighting, story, and sound. This course also includes regular screenings of classic and contemporary motion pictures.

111 Cinema: Developing Content for Movies (3) CSU
This survey course presents an overview of the art and business of the film industry, and explains the cultural function and aesthetic significance of the medium. It analyzes how movies are made today, discusses how a project evolves from concept, through script, to production.

112 Script Analysis (3) CSU
Prerequisite: English 101 with a satisfactory grade or better.
This course will train students to write a professional evaluation ("coverage") identifying strengths and weaknesses of literary material submitted to the producers of film and television. The student's written analysis of scripts will become part of their professional portfolio.

125 Film Production Workshop I (3) CSU (RPT 3)
Prerequisite: Cinema 1
Introduction to 16 mm film making focuses on all technical and creative aspects of the medium. This hands-on course includes developing the script, filming, and post-production culminating in a finished film.

COMMUNICATION STUDIES

101 Public Speaking (3) UC: CSU
Replaces Speech 101.
This beginning course provides a study of the principles of communication and audience analysis. These principles are applied to everyday social and business relationships. Students are trained in the principle and practice of effective speech composition and delivery.

104 Argumentation and Debate (3) UC: CSU
Replaces Speech 104.
This course is an introduction to critical thinking and seeks to explore the various steps in the critical thinking process. Emphasis is placed on both how and why we make decisions as we do. Topics covered include claims, logic, definitions, evidence, reasoning, fallacies and persuasion.

111 Voice and Articulation (3) UC: CSU
Formerly listed as Speech 111.
This introductory course teaches effective voice production, accurate American English pronunciation and effective sound identification using the International Phonetic Alphabet. Discovery of one's natural voice coordinated with proper breathing techniques through group and individual exercises is emphasized through sense-memory techniques.

121 Interpersonal Communication (3) UC: CSU
Replaces Speech 121.
This is an advanced course in the analysis of the principles and significance of interpersonal social interactions in all areas of life. Perception, building positive relationships, personal disclosure, self-fulfilling prophecies, effective listening, communication apprehension, verbal and non-verbal communication, the impact of gender and culture on communication, expressing emotion, assertiveness, aggression, and conflict management will be examined.

151 Small Group Communication (3) UC: CSU
Formerly listed as Speech 151.
This course provides an analysis of the purposes, principles and types of discussions. Emphasis is placed on developing skills to assume roles of leadership and active participation. Creative decision making, groupthink, the nature of power, conflict management, anger management and problem solving are explored.

COMPUTER APPLICATIONS AND OFFICE TECHNOLOGIES

(Formerly Office Administration)

001A Computer Keyboarding and Document Applications IA (1) CSU
This course instructs students in proper keyboarding techniques to accomplish mastery of the computer keyboard by touch. Students will develop speed and accuracy.

23A Legal Secretarial Procedures IA (1) CSU
This course covers law office procedures for the legal secretary including discussion of different kinds of law practices; legal office staff and technology used in today's law firm; development of legal vocabulary and legal correspondence; the history of law and of the court structure; codes and court rules; and preparation of civil lawsuit pleadings from initial filing to trial.

23B Legal Secretarial Procedures IB (1) CSU
This course covers law office procedures for the legal secretary including discussion of different kinds of law practices; legal office staff and technology used in today's law firm; development of legal vocabulary and legal correspondence; the history of law and of the court structure; codes and court rules; and preparation of civil lawsuit pleadings from initial filing to trial.

23C Legal Secretarial Procedures IC (1) CSU
This course covers law office procedures for the legal secretary including discussion of different kinds of law practices; legal office staff and technology used in today's law firm; development of legal vocabulary and legal correspondence; the history of law and of the court structure; codes and court rules; and preparation of civil lawsuit pleadings from initial filing to trial.

39 Word Processing: Keyboarding and Operations (3)
This Course teaches word processing skills, including inputting, editing, formatting and printing documents using WORDPERFECT.

39 Word Processing: Keyboarding and Operations (3)
This Course teaches word processing skills, including inputting, editing, formatting and printing documents using WORDPERFECT.

79 Word Processing Applications (3)
Advanced word processing skills such as mail merge, advanced formatting, tables, & graphics will be taught utilizing a popular word processing program on PC compatible computers. Students choose either MS Word or WordPerfect. CAOT 39 or CAOT 84 should be completed in preparation for this course.

84 Microcomputer Office Applications: Word Processing (3) CSU

This course teaches word processing skills, including inputting, editing, formatting and printing documents using MICROSOFT WORD.

93 Legal Document Production (2) CSU

Selection and preparation of formatted documents specific to law offices.

114 Adobe Acrobat for the Office and Web (2)

Use Adobe Acrobat to create, review, and modify PDFs (Portable Document Files) from Microsoft Office files, including Word and PowerPoint, as well as from Web pages. Emphasizes the use of PDFs on the Web for various purposes, including creating multimedia presentations, adding interactive features, creating electronic forms, and adding electronic security to documents.

COMPUTER SCIENCE INFORMATION TECHNOLOGY

For all Computer Science Information Technology courses, a maximum of six courses is acceptable for transfer to UC campuses.

185 Directed Study (1) CSU

Computer science students will pursue on their own an in-depth study of a subject of special interest in the field of computer science, computer network & security management, web support & database administration topic(s). Consultation with the instructor on a weekly basis, plus independent work is required.

285 Directed Study (2) CSU

Computer science students will pursue their own, an in-depth study of a subject of special interest, in the field of Computer Science Information Technology and Computer Application topic(s). Consultation with the instructor on a weekly basis, plus independent work is required.

900 Introduction to Robotics (3) CSU

This is an introductory course in robotics emphasizing hands-on experience to build a basic functional robot. Students learn about electric motors, servos, sensors, switches, actuators and their application in a robot. Students learn Basic Stamp computer programming and its integration into a working robotic unit. The course also includes mechanical assembly, connecting electronic components, wiring and soldering, and testing.

901 Introduction to Computers and Their Use (3) UC: CSU

Examination of information systems and their role in business. Focus on information systems, database management systems, networking, e-commerce, ethics and security, computer systems hardware and software components. Application of these concepts and methods through hands-on projects developing computer-based solutions to business problems.

902 Introduction to Computer Science (3) UC: CSU

This course is designed to take the student through the various aspects of writing algorithms to be used in computer programming. It introduces students to programming language BASIC/Python, computer architecture and number systems. It covers functions, arrays, loops, Boolean logic, branching instructions and basic data types.

904 Internet Security Awareness (1)

This course presents a basic introduction to practical computer security for all users, from students to home users to business professionals. Topics include Privacy and Property in Cyberspace, E-mail Vulnerabilities, Web-browsing Vulnerabilities and other Cyber Vulnerabilities and Landmines. This course provides Cyber Advice to reduce the risk of internet attacks and clearly explains how to work defensively to safeguard a computer system, how to keep alert, how to prepare for attacks, and what to do when attacks occur.

905 Introduction to Robotics (3) CSU

This is an introductory course in robotics emphasizing hands-on experience to build a basic functional robot. Students learn about electric motors, servos, sensors, switches, actuators and their application in a robot. Students learn Basic Stamp computer programming and its integration into a working robotic unit. The course also includes mechanical assembly, connecting electronic components, wiring and soldering, and testing.

916 Introduction to Computer Hardware (3) CSU

Students will learn technology of computer hardware such as microprocessor, RAM, BIOS/CMOS, motherboard, power supply, HDD, FDD, CD, DVD, video, sound, and printer; how these form a working system; and simple troubleshooting of PC systems. Computer and networking hardware offers hands-on training in state-of-the-art computer hardware and software systems. In this class we will develop skills such as installation and troubleshooting of CPU, hard drives, CD drive, network cards, Ram memory, floppy drive, system controller & the I/O controller card, peripherals, etc. Computer safety & maintenance, BIOS & CMOS settings and network cabling techniques are also covered.

916A Computer A+ Hardware (3) CSU

This course covers the organization and behavior of real computer systems at the assembly-language level. The mapping of statements and constructs in a high-level language onto sequences of machine instructions is studied, as well as the internal representation of simple data types and structures. Numerical computation is examined, noting the

various data representation errors and potential procedural errors.

917 Beginning Micro Assembly Language (3) UC: CSU
Prerequisite: CS 902 or equivalent experience.
This course covers the organization and behavior of real computer systems at the assembly-language level. The mapping of statements and constructs in a high-level language onto sequences of machine instructions is studied, as well as the internal representation of simple data types and structures. Numerical computation is examined, noting the various data representation errors and potential procedural errors.

922 Computer Forensics (3) CSU
This course is an introduction to the methods used to properly conduct a computer forensics investigation and handling of evidence from both corporate and criminal perspectives. It begins with a discussion of ethics while mapping to the objectives of the International Association of computer Investigative Specialists (IACIS) certification. Topics covered include an overview of computer forensics as a profession; collection and handling of evidence; the computer investigation process; understanding operating system boot processes and disk structures; data acquisition and analysis; technical writing; and a review of familiar computer forensics tools.

930 Microcomputer Application Software (4) CSU
Recommended: CS 901 or equivalent experience.
This course teaches the student how to use intermediate and advanced features of the Microsoft Office suite of programs to solve typical business problems. Complex documents will be formatted and printed with WORD. Students will learn how to write Excel formulas to deal with business and accounting analysis. Students will learn how to use PowerPoint to enhance their presentation skills. Concepts of relational data base management will be taught with Access. Integration of multiple applications like SharePoint will be covered. This class will prepare students to pass the Microsoft Office Users certification tests at the proficient level.

933 Database Design and Programming (3) CSU
Recommended: CS 930 or equivalent experience.
This course explains the concept of a relational database management system. It illustrates how the Microsoft Access database management system may be used in common business applications such as report and screen design, data-base design, and computer-aided decision making. This course covers advanced Access features including SQL programming.

934 Operating Systems (3) CSU
Recommended: CS 901 or equivalent experience.
This course provides students with the technical foundation in current operating system technologies. It covers PC architecture, preventive maintenance and troubleshooting. It covers operating system installation, configuration, and administration and performance optimization. This course also

gives students a solid grounding in the fundamentals of computer security like access control, file and folder permission, auditing and encryption. Students will learn how to harden operating systems to repel attacks. This course prepares students to perform operating system support tasks including operating system batch and Windows script file programming.

935 Introduction to Linux+ (3) CSU
Recommended: CS 934 or equivalent experience.
This course gives students a solid foundation in the fundamentals of the Linux operating system which plays a crucial role in academic and corporate computing. In fact, Unix/Linux powers more Internet server and corporate networks than Microsoft. The topics include Linux Overview and Architecture, The Kernel and Shell, File System, Users and Groups Management, Permission and Ownership Management, Services and Processes Management. Students gain system-level experience through problem solving hands-on lab exercises at the command line and in the graphical user interface.

936 Introduction to Data Structures UC: CSU
Prerequisite: CS 990 or equivalent experience.
This course introduces the student to the concept of 'software engineering' which is a disciplined approach to the design, production, and maintenance of computer programs. Concepts of data design, encapsulation and information hiding will be emphasized. Arrays, stacks, queues, linked lists, binary search trees, sorting algorithms, and recursive programming techniques will be covered. Techniques of the Object-Oriented Programming paradigm will be used to develop data structures using Java programming language.

937 E-Commerce Essentials (3) CSU
Recommended: CS 957 or equivalent experience.
This course provides complete coverage of the key business and technology elements of electronic commerce. It introduces students to both the theory and practice of conducting business over the Internet and World Wide Web. Topics include Technology Infrastructure, Selling & Marketing on the Web, Business-to- Business Strategies, Virtual Communities & Web portals, Web Server Hardware and software, Electronic Commerce Software and Electronic Commerce Security.

938 Web Application Programming Using Visual Basic VB.net (3) CSU
Recommended: CS 902 and 933.
Web application programming has become very popular. Visual Basic is a popular language and can be used to create Web applications that work on any Web browser without the complexity of installing applications. With very little effort, the programmer can design a screen that holds standard elements such as buttons, check boxes, radio buttons, text boxes, and list boxes. Each of these objects operates as expected, producing a "standard" Web user interface. With the popularity of tablets used in personal and business use, Web

application can run on all types of mobile devices that use standard web browsers.

939 Programming in C (3) UC: CSU
Prerequisite: CS 902 or equivalent experience.
This course teaches the student to write programs in the C++ language and introduces the object-oriented programming paradigm. After reviewing basic statement types, students learn to write functions utilizing pass by value and pass by reference. Then students are introduced to structures, classes, and objects. Students then learn how to use objects effectively in writing programs. Students learn how operator overloading and inheritance facilitate the use of objects. Pointers, memory management techniques, friend, and virtual functions are described. Finally, students examine streams and files as an example of the application of complex object-oriented programming in the C++ language.

942 Discrete Structure (3) UC: CSU
Prerequisite: CS 939 and Math 260.
This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Topics covered include: Functions, Relations and Sets; Basic Login; Proof Techniques; Basics of Counting; Graphs and Trees; and Discrete Probability.

948 Advanced Spreadsheet (3) CSU
This course is designed to expose students to some of the advanced features of Microsoft Excel. Students will learn everything from basic skills such as creating professional worksheets, using charts and graphs to more advanced skills like creating and using pivot tables, creating Excel applications, using scenario manager and solver.

951 Apple Care Administrator (3) CSU
Recommended: CS 934.
Apple Care Administrator provides a comprehensive curriculum covering Apple products and technologies. The course includes Apple developed diagnostic tools to help diagnose and prevent problems on Apple hardware running Mac OS X. The information will also cover the Mac OS X operating system, Apple architecture, and system components. The course will also include setup, configuration, customization and troubleshooting on the Apple iPad and associated hardware. The foundation provided with the course provides students with the information needed to implement, configure, manage and maintain a computer system running Mac OS X and IOS operating systems. The course will also provide the background needed to become an Apple Certified Support Professional. Each student will be assigned a Mac computer for use during class.

952 Introduction to Web Technology and Design (3)
Recommended: CS 901 or equivalent experience.
This course is designed to take the students through introductory technical phases of website development. Students will learn basic skills such as creating web pages, tables, and forms plus an introduction to more to advanced skills like working with templates, Cascading Style Sheets (CSS), interactive content, and publishing a site on the Internet. This is the first course in a series of courses in web site design, development, and e-commerce.

953 Database Management using Oracle (3) CSU
Recommended: CS 933 or equivalent experience.
This course provides a rich environment for illustrating multi-user and client/ server database concepts using Oracle, such as managing concurrent users and sharing database resources, and allows users to develop database applications in a production environment using the database developer utilities. This course addressed database development activities including using SQL commands to create tables and insert, update, delete, and view date values.

955 Programming For Mobile Application (3) CSU
Recommended: CS 938.
This course provides students with a solid grounding in the fundamentals of Apple application development. Students will learn how to create applications to deploy and run on Apple devices such as iPod, iPod Touch, iPhone and iPad. The xCode IDE will be introduced in the class and student will learn to use Cocoa Touch Programming technique and Objective-C 2.0 Object-Oriented programming language to write software to run under iOS and develop their programs.

957 Introduction to Web Development HTML5 & CSS (3) CSU
Recommended: CS 952 or equivalent experience.
This course teaches students to build web pages using HTML5. It will give students hands-on experience in building web pages from scratch. The topics covered include designing basic layout of the page, creating pages with images, links, and forms, tables, and media elements. The advance topics such as Cascading Style sheets and publishing to the web site are also covered.

958 Web Page Development (4) CSU
Recommended: CS 957.
This course teaches students to build web pages using current web languages. It will give students hands-on experience in building web pages from scratch. The topics covered include building web pages with tables, image maps, frames, and forms. This course covers topics such as Pop-Up windows and Validating forms. This course also covers integrating HTML with Javascript, XML and PHP, popular web programming languages.

959 Advanced Programming for Mobile Devices (3)
Prerequisite: CS 957, and 990 or equivalent experience
This course provides students with advanced programming concepts and skills for creating mobile applications for today's most popular platforms. Students will learn to create multi-screen, multi-touch applications; send/receive SMS and emails programmatically from within applications; read and update contacts through public contact API; use media and browser content providers; use sensors and location-based

services programmatically; develop services; create a home screen widget. Students will learn about exception handling, will create manageable user preferences and will learn to incorporate security and permissions. Students will learn to sign, publish and distribute developed applications.

962 Web Programming Using JavaScript (4)
Recommended: CS 957, or equivalent experience.
This course teaches students to create dynamic Web pages using the popular Web scripting language, JavaScript. This is the course for beginning web programmers with prior knowledge of HTML. JavaScript, a popular scripting language, adds interactive functions to HTML pages and is widely supported in Web browsers and other Web tools. This course also discusses the Document Object Model (DOM) specification published by the World Wide Web Consortium (W3C). This course features hands-on projects, a step-by-step methodology, as well as additional exercises.

963 Advanced Web Application Programming (3)
Prerequisite: CS 957, or equivalent experience.
Microsoft is revolutionizing the way Internet applications are developed. Microsoft has added new functionality to Web application development making it more user friendly. This comprehensive course will cover creating dynamic web pages; client-side and server-side controls; data binding and validation; and integration with other web development technologies. This course guides the student from beginning Web applications, to object-oriented programming, to using advanced server controls.

965 Introduction to Computer Networks (3) CSU
Recommended: CS 934 or equivalent experience.
This course is designed to provide students with a solid foundation in computer networking technology. It covers network cables, connectors & devices, network topologies & architecture, wired and wireless networking protocols & standards, OSI model, TCP/IP, wide area networks, network security & troubleshooting and client/server operating systems survey.

967 Advance Linux Operating System and Applications (3)
Recommended: CS 935 or equivalent experience.
This course intends to provide students hands-on experience working with the Linux operating system using popular open source software bundles – LAMP, Server Virtualization and Openstack cloud computing. This is an advanced hands-on Linux course, using Enterprise Linux (CentOS) as base operating system, discussing Linux concepts, directories, permissions, file systems, package management, networking, host based security, shell scripting as well as Web development with LAMP (Linux, Apache, MySQL & PHP), server virtualization, virtual machine deployment with kickstart. Students will also build working Openstack cloud, create virtual machine image, deploy virtual machines in the cloud, create and manage EBS volumes for the virtual machines in the cloud.

972 Introduction to Cisco Network Fundamentals (3)
Recommended: CS 965, or equivalent experience.
This course is equivalent to Semester I & II of the Cisco Network Academy. Part 1 of this course introduces the architecture, structure, functions, components, and models of the Internet and computer networks. The principles of IP addressing and fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum. By the end of Part 1, students will be able to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes. Part 2 of this course describes the architecture, components, and operations of routers and switches in a small network. Students learn how to configure a router and a switch for basic functionality. By the end of Part II, students will be able to configure and troubleshoot routers and switches and resolve common issues with RIPv1, RIPv2, single-area and multi-area OSPF, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks. Students completing this course prepared to take the Cisco ICND1 and/or CCENT certification exam.

973 Virtualization and Cloud Computing Essentials (3)
Recommended: CS972 and CS982.
This course introduces the foundational capabilities and features of virtualization and VMware vSphere®. It also provides a brief overview of the array of products available from VMware®. The course also demonstrates how you can extend an existing VMware vSphere™ infrastructure to deliver IT services in a private or public cloud based on VMware products. This is the first of four courses for students pursuing a WLAC virtualization and cloud computing certificate. Successful completion of this course will prepare students for the VMware Certified Associate (VCA) industry certification. West Los Angeles is an authorized VMware IT Academy.

974 Introduction to Cisco Routers (3)
Recommended: CS 972.
This course is equivalent to Semester III & IV of the Cisco Network Academy. Part 3 of this course describes the architecture, components, and operations of routers and switches in a large and complex network. Students learn how to configure routers and switches for advanced functionality. By the end of Part 3, students will be able to configure and troubleshoot routers and switches and resolve common issues with OSPF, EIGRP, STP, and VTP in both IPv4 and IPv6 networks. Students will also develop the knowledge and skills needed to implement DHCP and DNS operations in a network. Part IV of this course discusses the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. Students learn how to configure and troubleshoot network devices and resolve common issues with data link protocols. Students also develop the knowledge and skills needed to implement IPSec and virtual private network (VPN) operations in a complex network. Students completing this course are prepared to take the Cisco ICND2 and/ or CCNA 200-120 certification exams.

975 Information Storage and Management for Computer Networks (3)
Recommended: CS972 and CS-973.
This course focuses on information storage and management in classic, virtualized and cloud environments. It includes data center key elements, intelligent storage systems, storage networking technologies, and various business continuity options – along with security and management of a storage infrastructure. It also covers various aspects of cloud computing. Successful completion of this course prepares students for the EMC Information Storage Associate (EMCISA) v2 certification and supports the new E10-001 Information Storage and Management Version 2 Exam. This is the second of four courses required for the West LA College Virtualization and Cloud Computing certificate.

976 Vsphere Install, Configure, And Management (3)
CSU *Recommended: CS972 and CS982.*
This course explores installation, configuration, and management of VMware vSphere, which consists of ESXi and vCenter Server. The course is based on ESXi and vCenter Server. Additional course topics includes; ESXi networking and storage using vCenter Server, virtual machines migration, VMware infrastructure access, vCenter Server resource monitoring and scalability, and storage technologies, such as SAN, IP-SAN (iSCSI), NAS as they relate to VMware vSphere. The course utilizes hands-on lab exercises and demonstrations to reinforce network concepts and theories. Completion of this course authorizes and helps students prepare for the VMware Certified Associate (VCA-DCV) and VMware Certified Professional 5 – Data Center Virtualization (VCP5-DCV) certification exams. West Los Angeles is a fully authorized VMware IT Academy.
PLEASE NOTE: VMware Training at WLAC is only available to full or part time students, unemployed individuals, or career changers, who are paying for the training themselves. This training is not for companies or corporate entities looking to train their employees. Those individuals must go to a commercial VMware authorized training center.

977 Implementing a Virtual Desktop infrastructure (3)
Recommended: CS976
This course helps students build their skills related to installing, configuring, and managing VMware® Horizon View™ suite of products: VMware® View Manager™, VMware® View Composer™, and VMware® ThinApp®. This course utilizes hands-on lab exercises and demonstrations to reinforce virtual desktop concepts and theories. Completion of this course helps students prepare for the VMware Certified Profession Desktop (VCP-DT) certification exam. This is the fourth of four courses required for the West Los Angeles College Virtualization and Cloud Computing certificate. WLAC is an authorized VMware IT Academy.
PLEASE NOTE:
VMware Training at WLAC is only available to full or part time students, unemployed individuals, or career changers, who are paying for the training themselves. This training is not for companies or corporate entities looking to train their employees. Those individuals must go to a commercial VMware authorized training center.

980 Introduction to Computer and Information Security I (3) CSU
Prerequisite: CS965 or equivalent experience.
This course provides students with a solid grounding in the fundamentals of computer security. Students will learn a full range of security concepts and techniques and how to apply them to the most popular operating systems and application used today. Topics include network vulnerabilities, access control, cryptography & public key infrastructure, security policy & management, network & communication security. Lab simulation involves security settings on client & server operating system.

982 Introduction to Microsoft Server Operating System (3)
Recommended: CS 934 and CS 965, or equivalent experience.
This is the first of three courses collectively cover implementing, managing, maintaining and provisioning services and infrastructure in a Windows Server 2012 environment. Although there is some cross-over of skills and tasks across these courses, CS982, CS983, and CS984, this course primarily covers the initial implementation and configuration of core services, such as Networking, Storage, Active Directory Domain Services (ADDS), Group Policy, File and Print services, and Hyper-V. This course maps directly to and is the preferred choice for hands-on preparation for Microsoft Certified Solutions Associate (MCSA) Exam 410: Installing and Configuring Windows Server 2012, which is the first of three exams required for MCSA: Windows Server 2012 certification.

983 Microsoft Network Infrastructure Administration (3)
Recommended: CS 982 or equivalent experience.
This is the second of three courses that collectively cover implementing, managing, maintaining and provisioning services and infrastructure in a Windows Server 2012 environment. Although there is some cross-over of skills and tasks across these courses, CS982, CS983, and CS984, this course primarily covers the administration tasks necessary to maintain a Windows Server 2012 infrastructure such as configuring and troubleshooting name resolution, user and group management with Active Directory Domain Services (ADDS) and Group Policy, implementing Remote Access solutions such as DirectAccess, VPNs and Web Application Proxy, implementing Network Policies and Network Access Protection, Data Security, deployment and maintenance of server images, as well as update management and monitoring of Windows Server 2012 environments. This course maps directly to and is the preferred choice for hands-on preparation for Microsoft Certified Solutions Associate (MCSA): Exam 411: Administering Windows Server 2012, which is the second of three exams required for MCSA: Windows Server 2012 certification.

984 Introduction to Windows Active Directory Services (3)
Recommended: CS 982 and CS 983 or equivalent experience.
This is the third and final course collectively cover implementing, managing, maintaining and provisioning services and infrastructure in a Windows Server 2012 environment. Although there is some cross-over of skills and tasks across these courses; CS982, CS983, and CS984, this course primarily covers advanced configuration of services necessary to deploy, manage and maintain a Windows Server 2012 infrastructure, such as advanced networking services, Active Directory Domain Services (AD DS), Active Directory Rights Management Services (AD RMS), Active Directory Federation Services (AD FS), Network Load Balancing, Failover Clustering, business continuity and disaster recovery services as well as access and information provisioning and protection technologies such as Dynamic Access Control (DAC), and Web Application Proxy integration with ADFS and Workplace Join. This course maps directly to and is the preferred choice for hands-on preparation for Microsoft Certified Solutions Associate (MCSA): Exam 412: Configuring Advanced Windows Server 2012 Services, which is the third of three exams required for MCSA: Windows Server 2012 certification.

985 Introduction to Computer and Information Security II (3)
Prerequisite: CS 980.
This course provides a complete guide to Windows based network security management. It focuses primarily on the skills necessary to implement and administer a network security infrastructure. Today's networks are constantly under attack by a variety of sources; protecting a network against them requires implementing and administering an up to date management infrastructure. Students will learn firewalls and other network security components to create an in depth defensive perimeter in a computer networking environment. Topics include: Access Control List, Authentication, Security Policy, Certification Services, Encryption, Firewalls, Active Directory Services and IP Security.

987 VMware vSphere: Installation, Configuration and Management (3)
Recommended: CS 972 and CS 982.
This course explores installation, configuration, and management of VMware vSphere, which consists of ESXi and vCenter Server. The course is based on ESXi and vCenter Server. Additional course topics includes; ESXi networking and storage using vCenter Server, virtual machines migration, VMware infrastructure access, vCenter Server resource monitoring and scalability, and storage technologies, such as SAN, IP-SAN (iSCSI), NAS as they relate to VMware vSphere. The course utilizes hands-on lab exercises and demonstrations to reinforce network concepts and theories. Completion of this course authorizes and helps students prepare for the VMware Certified Associate (VCA-DCV) and VMware Certified Professional 5 – Data Center Virtualization (VCP5-DCV) certification exams. West Los Angles is a fully authorized VMware IT Academy. PLEASE NOTE: VMware Training at WLAC is only available to individuals who may be a student in full or part time education, unemployed, career changers or trying to improve their knowledge and are paying for the training themselves. It is not for companies or corporate entities to obtain training for their employees – those individuals must go to a commercial VMware training offering through a VMware authorized training center.

988 Installing, Configuring, and Administering Microsoft SQL (3) CSU
Recommended: CS 933 and CS 982, or equivalent experience.
This course provides students with the knowledge and skills required to install, configure, administer, and troubleshoot the client-server database management system of Microsoft Structured Query Language (SQL) Server. This course is also extremely appropriate for web site developers and database support personnel. This course is one of the required elective courses for the WLAC Microsoft Certified Systems Engineer (MCSE) training program.

989 Implementing and Managing Microsoft Exchange Server (3)
Recommended: CS 982, CS983 or equivalent experience.
This course provides students with the knowledge and skills that are needed to update and support a reliable, secure messaging infrastructure. This infrastructure is used for creating, storing, and sharing information by using Microsoft Exchange Server in a medium sized to large sized (250 to 5,000 users) messaging environment.

990 Object Oriented Programming in Java (4) UC: CSU
Prerequisite: CS 939 or equivalent experience.
This course is designed to take the student through the various phases of Java programming, from applications and applets to database programming using JDBC. The course will cover Java Foundation Classes (JFC), detailed exposure to Util and Lang packages. The course also covers Object-Oriented Programming Analysis and Design/Development using inheritance and polymorphisms.

991 Computer Laboratory (1)
Recommended: CS972, CS987 or Equivalent Experience
This is an intermediate to advanced networking lab for any current or previous Cisco and VMware students. The primary goal is to help students prepare for their Cisco ICND/CCNA or VMware VCA/VCP-DCV certifications. Cisco students will perform routing and switching labs, as well as, review Ethernet, IPv4, IPv6, NAT, VLANs, STP, OSPF, EIGRP, and security concepts. VMware students will conduct labs and review concepts related to installation, configuration and management of ESXi servers and vCenter. Instructor will conduct weekly boot camp exam prep sessions. Lab assignments can be scheduled and conducted independently. All students will have 24/7 Internet access to real Cisco hardware and VMware ESXi based pods.

COUNSELING

1 Introduction to College (1) NDA CSU
Provides students with important information about the college and its resources, introduces them to the required skills for college success, helps them set educational and career goals, and assists them in developing a student educational plan (SEP) to meet those goals.

4 Career Planning (1) CSU
This class examines the career developmental concepts of awareness and implementation (decision-making) as they relate to the self and the world of work. Students will develop a personal decision-making strategy utilizing the skills obtained in the class. The class will emphasize the philosophy and importance of career development and personal interests, values, and skills as well as occupational resources. Other topics include the personality type/work environment relationship, a work environment analysis, and educational planning.

5 College Survival (2) CSU (RPT 1) CSU
This course will provide students with strategies for a successful first-year experience. Emphasis will be placed on WLAC policies, student support services, study skills, time management, test taking strategies, note-taking skills, stress management, and making informed decisions. This course is highly recommended for new and returning students.

6 Career Planning For Students with Disabilities (1) CSU
This course is designed to assist students with disabilities in the exploration and development of career goals, with an emphasis on individual interests and lifestyles, values, personality traits and abilities. Topics covered include vocational assessment, career exploration, résumé writing, interview skills, and job-seeking strategies. Workplace accessibility issues and the impact of the Americans with Disabilities Act (ADA) will be discussed.

8 Career Planning and Development (2) CSU
This course is an introduction to career planning and is designed for students who are contemplating a job change or who are undecided about their career or vocational choices. The focus is on a comprehensive career and personal evaluation, developing an appropriate educational plan, and utilizing a personal career strategy.

17 College Survival Skills Development (1) CSU
This course provides the student with a variety of survival skills necessary to become a successful college student. Topics include the matriculation process, library resources and usage, study skills strategies, self-esteem, time and stress management and goal setting.

20 Post-Secondary Education - The Scope of Career Planning (3) UC: CSU
This course provides students with the information to make appropriate educational, career and lifestyle choices. Topics examined include educational programs and their requirements, career resources and the career decision making process, career planning, personal assessment, steps for success, values clarification, exploring personality and interests, skills assessment, the world of work, career options, making decisions, job search, preparing a winning resume, interviewing skills, and strategies for managing a career. Students will design their own educational plan.

40 College Success Seminar (3) UC: CSU
This course will examine issues related to higher education that impact student success. Topics will include an overview of academic success skills, value and purpose of higher education, diversity in higher education, learning styles and memory, WLAC college policies and resources, health and wellness issues, decision making, factors that impact lifelong learning, effective oral, interpersonal and written communication strategies, critical thinking, career exploration and educational planning.

CORRECTIONS

(See Administration of Justice)

2 Correctional Institutions (3) CSU
This course deals with the philosophy and history of corrections, including the municipal jails, state penitentiaries, federal prisons, and private prisons. Also covered is an overview of the criminal law, constitutional law, crime theories, punishment and rehabilitation. Other topics include the organization and jurisdiction of local, state and federal law enforcement agencies, role expectations and their interrelationships, a survey of professional career opportunities and the minimum qualifications required for employment as a corrections officer.

5 Legal Aspects of Corrections (3) CSU
This course offers a thorough study of the system of justice used in the United States: civil, criminal, juvenile, and therapeutic. It is designed for courses on the law and judicial process that transcend the disciplines of political science, sociology, and criminal justice.