

... 8-WEEK CLASSES ... EARLY START

ACCOUNTING

ACC-1A Principles of Accounting I **3 UNITS**
 Advisory: BUS-20 Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.
33798 **Last day to add: 02/20/18**
 OL 02/12/18 04/08/18 ON LINE
 The above section is a short term online class that requires an on-site proctored final exam. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: P Worsham

ACC-1A Principles of Accounting I **3 UNITS**
 Advisory: BUS-20 Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.
33800 **Last day to add: 02/23/18**
 OL 04/16/18 06/07/18 ON LINE
 The above section is a short term online class that requires an on-site proctored final exam. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: P Worsham

ACC-1A Principles of Accounting I **3 UNITS**
 Advisory: BUS-20 Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.
33799 **Last day to add: 02/19/18**
 HYB 02/13/18 04/05/18 09:40AM 11:05AM TTH IT 109
 HYBO 02/13/18 04/05/18 ON LINE
 The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: P Worsham

ACC-1A Principles of Accounting I **3 UNITS**
 Advisory: BUS-20 Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.
33795 **Last day to add: 02/19/18**
 HYB 02/13/18 04/05/18 06:00PM 07:25PM TTH JFK 224
 HYBO 02/13/18 04/05/18 ON LINE
 The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: M Snow

ACC-1B Principles of Accounting II **3 UNITS**
 Prerequisite: ACC-1A Description: A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture.
33805 **Last day to add: 04/24/18**
 OL 04/16/18 06/07/18 ON LINE
 The above section is a short term online class that requires an on-site proctored final exam. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: P Worsham

ACC-1B Principles of Accounting II **3 UNITS**
 Prerequisite: ACC-1A Description: A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture.
33806 **Last day to add: 04/23/18**
 HYB 04/17/18 06/07/18 09:40AM 11:05AM TTH IT 109
 HYBO 04/17/18 06/07/18 ON LINE
 The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: P Worsham

ACC-1B Principles of Accounting II **3 UNITS**
 Prerequisite: ACC-1A Description: A study of managerial accounting principles and information systems including basic concepts, limitations, tools and methods to support the internal decision-making functions of an organization. 54 hours lecture.
33803 **Last day to add: 04/23/18**
 HYB 04/17/18 06/07/18 06:00PM 07:25PM TTH JFK 224
 HYBO 04/17/18 06/07/18 ON LINE
 The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: M Snow

ACC-62 Payroll Accounting **3 UNITS**
 Prerequisite: ACC-1A or ACC-55 Description: Studies accounting for payroll and examines aspects of the Social Security Act, California Unemployment Insurance Act and the California Workers Compensation Insurance Act. Payroll principles applied through the use of microcomputers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
33808 **Last day to add: 02/20/18**
 OL 02/12/18 04/08/18 ON LINE
 The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.
Instructor: M Scott

ACC-62 Payroll Accounting

3 UNITS

Prerequisite: ACC-1A or ACC-55 Description: Studies accounting for payroll and examines aspects of the Social Security Act, California Unemployment Insurance Act and the California Workers Compensation Insurance Act. Payroll principles applied through the use of microcomputers. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

33809 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: M Scott

ACC-67 U.S. and California Income Tax Preparation

4 UNITS

Description: U.S. and California income tax principles and tax return preparation as it relates to individuals, sole proprietorships, and other business entities. This course is certified by the California Tax Education Council (CTEC) as fulfilling the 60-hour qualifying education requirement imposed by the State of California for becoming a Registered Tax Preparer. 72 hours lecture.

33811 Last day to add: 02/18/18

HYB 02/14/18 04/04/18 05:40PM 09:55PM W JFK 226

HYBO 02/14/18 04/04/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Muir

BUSINESS ADMINISTRATION

BUS-10 Introduction to Business

3 UNITS

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture.

33878 Last day to add: 02/20/18

OL 02/12/18 04/08/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: G Zwart

BUS-10 Introduction to Business

3 UNITS

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture.

33879 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: A Riker

BUS-10 Introduction to Business

3 UNITS

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture.

33875 Last day to add: 02/18/18

HYB 02/14/18 04/04/18 06:00PM 09:10PM W IT 123

HYBO 02/14/18 04/04/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com.

Instructor: T Johnson

BUS-10 Introduction to Business

3 UNITS

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture.

33876 Last day to add: 04/22/18

HYB 04/18/18 06/06/18 06:00PM 09:10PM W IT 123

HYBO 04/18/18 06/06/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Johnson

BUS-18A Business Law I

3 UNITS

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

33885 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: C Pentis

BUS-18A Business Law I

3 UNITS

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

33883 Last day to add: 02/18/18

HYB 02/14/18 04/04/18 04:15PM 05:40PM W IT 109

HYBO 02/14/18 04/04/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

BUS-18B Business Law II

3 UNITS

Description: Commercial paper, secured transactions, bankruptcy, agency and employment, business organizations, governmental regulations, international law, real and personal property and trusts and estates. 54 hours lecture.

33886 Last day to add: 04/22/18

HYB 04/18/18 06/06/18 04:15PM 05:40PM W IT 109

HYBO 04/18/18 06/06/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

BUS-20 Business Mathematics

3 UNITS

Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

33889

Last day to add: 02/20/18

OL 02/12/18 04/08/18

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

BUS-20 Business Mathematics

3 UNITS

Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

33890

Last day to add: 03/04/18

OL 04/16/18 06/07/18

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

BUS-47 Applied Business and Management Ethics

3 UNITS

Description: An examination of ethical concerns in business decision making. Includes corporate, personal, global, governmental, public, environmental, product, and job-related issues. Case studies and corporate ethics programs and audits also covered. 54 hours lecture. (Letter Grade, or Pass/No Pass option)

33894

Last day to add: 04/24/18

OL 04/16/18 06/07/18

ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: R Beck

BUS-80 Principles of Logistics

3 UNITS

Description: An introduction to the management of business logistics functions including purchasing, inventory management, transportation, warehousing and their related technologies. Focus is on integration of logistics functions to improve overall supply chain customer service and cost performance. 54 hours lecture.

33895

Last day to add: 02/20/18

OL 02/12/18 04/08/18

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

BUS-80 Principles of Logistics

3 UNITS

Description: An introduction to the management of business logistics functions including purchasing, inventory management, transportation, warehousing and their related technologies. Focus is on integration of logistics functions to improve overall supply chain customer service and cost performance. 54 hours lecture.

33896

Last day to add: 04/24/18

OL 04/16/18 06/07/18

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

BUS-86 Transportation and Traffic Management

3 UNITS

Description: A study of the freight transportation system including the demand for freight movement, laws, regulations, pricing, and policies, traffic management and international transportation issues. Focuses on how transportation collaborates with other supply chain functions to optimize cost and customer service. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

33898

Last day to add: 04/24/18

OL 04/16/18 06/07/18

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Pentis

BUS-87 Purchasing and Supply Management

3 UNITS

Description: Study of the purchasing and supply manager's responsibilities including the identification, acquisition, positioning and management of materials, services and equipment that organizations needs to attain their goals. Emphasis is on decision making, integration with suppliers, critical internal relationships, and customer (end user) service. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

33899

Last day to add: 02/20/18

OL 02/12/18 04/08/18

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

COMPUTER APPLICATIONS/OFFICE

CAT-98A Introduction to Excel

1.50 UNITS

Description: Skill development in electronic spreadsheets using Excel for business and scientific related applications. 27 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

33902

Last day to add: 02/20/18

OL 02/12/18 04/08/18

ON LINE

OLL 02/12/18 04/08/18

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: B Fuller

CAT-98B **Advanced Excel**

1.50 UNITS

Prerequisite: CAT/CIS-98A Description: Advanced concepts of MS-Excel including managing large spreadsheets, creating and working with databases, creating and using templates, and macro creation. Spreadsheet manipulation with advanced macro techniques, customizing Excel screen and toolbars and solving problems with goal seeker and solver. 27 hours lecture and 18 hours of laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

33903 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

OLL 04/16/18 06/07/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: W Manges

COMPUTER INFORMATION SYSTEMS

CIS-98A **Introduction to Excel**

1.50 UNITS

An introduction to electronic spreadsheets using Excel. (Same as CAT-98A)

PREREQUISITE: None.

33941 Last day to add: 02/20/18

OL 02/12/18 04/08/18 ON LINE

OLL 02/12/18 04/08/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: B Fuller

CIS-98B **Advanced Excel**

1.50 UNITS

Description: Advanced concepts of MS-Excel including managing large spreadsheets, creating and working with databases, creating and using templates, and macro creation. Spreadsheet manipulation

33943 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

OLL 04/16/18 06/07/18 ON LINE

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See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: W Manges

COMMUNICATION STUDIES

COM-12 **Intercultural Communication**

3 UNITS

Advisory: COM-51 and qualification for ENG-1A Description: This course provides an introduction to the factors affecting intercultural communication. This course focuses on the communication behaviors and values common to all cultures and ethnic groups, as well as the differences that may insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, gender roles, values, beliefs, verbal and nonverbal communication patterns, conflict styles and much more. Students will learn to overcome the communication problems that may result when members of other cultures and/or ethnic groups communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. 54 hours lecture. (Letter Grade or Pass/No Pass option)

33954 Last day to add: 02/20/18

OL 02/12/18 04/08/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: A Olaerts

COM-20 **Introduction to Communication Theory**

3 UNITS

Advisory: COM-51 and/or qualification for ENG 1A Description: A survey of the discipline of communication studies with emphasis on multiple epistemological, theoretical, and methodological issues relevant to the systematic inquiry and pursuit of knowledge about human communication. This course explores the basic history, assumptions, principles, processes, variables, methods, and specializations of human communication as an academic field of study. 54 hours lecture. (Letter Grade, or Pass/No Pass Option)

33956 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Muto

ELECTRONICS

ELE-11 **DC Electronics**

4 UNITS

Basic DC electrical theory, devices, circuits and applications including resistors, capacitors, coils and motors.

PREREQUISITE: None.

34006 Last day to add: 02/19/18

WE 02/13/18 04/06/18 10:00AM 12:35PM TTH ATEC 119

WEL 02/13/18 04/06/18 02:00PM 03:25PM TTH ATEC 119

The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.

Instructor: G Graham

ELE-64 Programmable Logic Controllers

3 UNITS

Advisory: ELE-10 or ELE-21 Description: Fundamentals of programmable logic controllers, with an emphasis on introductory programming of PLCs. Problem analysis with solutions that integrate programming formats, auxiliary commands and functions, common programming languages, and popular software programs used with PLCs. Installation, maintenance, troubleshooting and repair are inherent components. 36 hours lecture and 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

34029 Last day to add: **02/18/18**

LEC 02/12/18 04/06/18 09:35AM 10:55AM MWF IT 124

LAB 02/12/18 04/06/18 11:05AM 01:15PM MWF IT 124

The above section is a short term class. Please note the start and end dates.

Instructor: P Van Hulle

ENGLISH

ENG-1B Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

34088 Last day to add: **05/04/18**

OL 02/12/18 04/08/18 ON LINE

OLL 02/12/18 04/08/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: D Samson

ENG-1B Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

34091 Last day to add: **04/24/18**

OL 04/16/18 06/07/18 ON LINE

OLL 04/16/18 06/07/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: D Samson

GUIDANCE

GUI-46 Intro Transfer Process

1 UNIT

Survey of transfer requirements with hands-on activities through the application process for students transferring to four-year institutions.

PREREQUISITE: None.

34182 Last day to add: **02/17/18**

HYB 02/13/18 04/03/18 08:15AM 09:25AM T ATEC 119

HYBLO 02/13/18 04/03/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end date. Please note the start and end dates.

Instructor: M Iliscupidez

LIBRARY

LIB-1 Introduction to Information Literacy

1 UNIT

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

34261 Last day to add: **04/24/18**

OL 04/16/18 06/07/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: M Castro

LIB-1 Introduction to Information Literacy

1 UNIT

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

34260 Last day to add: **02/18/18**

HYB 02/12/18 04/08/18 03:00PM 04:15PM W CACT 2

HYBO 02/12/18 04/08/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Seifried

MANAGEMENT

MAG-44 Principles of Management 3 UNITS

controlling, and leading as well as related skills such as team development, motivation and communication techniques, and quality management. Also, social responsibility and a global perspective are emphasized. 54 hours lecture. (Letter Grade, or Pass/No Pass option.) Description: For those who are in management, preparing for a potential promotion or interested in the management process. Includes the primary functions of planning, organizing, 34262 Last day to add: 02/19/18

HYB 02/15/18 04/05/18 05:40PM 09:15PM TH JFK 226
HYBO 02/15/18 04/05/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: L White

MAG-47 Applied Business, Management Ethics 3 UNITS

An examination of ethical concerns including corporate, personal, global, environmental, public related issues ethics audits, and corporate social responsibility. (Same as BUS-47)

PREREQUISITE: None.

34263 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: R Beck

MAG-53 Human Relations 3 UNITS

Practical application of basic psychology in building better employer-employee relationships.

PREREQUISITE: None.

34264 Last day to add: 02/20/18

OL 02/12/18 04/08/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: G Zwart

MAG-53 Human Relations 3 UNITS

Practical application of basic psychology in building better employer-employee relationships.

PREREQUISITE: None.

34265 Last day to add: 04/21/18

HYB 04/17/18 06/05/18 06:30PM 09:40PM T JFK 216

HYBO 04/17/18 06/05/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: E Davalos

MAG-56 Hrm: Human Resources Management 3 UNITS

Introduces techniques involving the selection, training, evaluation and promotion of employees.

PREREQUISITE: None.

34266 Last day to add: 02/17/18

HYB 02/13/18 04/03/18 06:30PM 09:40PM T JFK 216

HYBO 02/13/18 04/03/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: E Davalos

MANUFACTURING TECHNOLOGY

MAN-55 Occupational Safety and Health Administration (OSHA) Standards for General Industry 2 UNITS

Description: Covers OSHA policies, procedures, and standards, as well as safety for general industry and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Upon successful course completion, the student will receive either an OSHA 10 or 30 hour general industry or construction industry training completion card. 36 hours lecture. (Letter Grade, or Pass/No Pass option.)

34270 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: K Mosley

MAN-64 Programmable Logic Controllers 3 UNITS

Advisory: ELE-10 or ELE-21 Description: Fundamentals of programmable logic controllers, with an emphasis on introductory programming of PLCs. Problem analysis with solutions that integrate programming formats, auxiliary commands and functions, common programming languages, and popular software programs used with PLCs. Installation, maintenance, troubleshooting and repair are inherent components. 36 hours lecture and 54 hours laboratory. (Letter Grade, or Pass/No Pass option.)

34273 Last day to add: 02/18/18

LEC 02/12/18 04/06/18 09:35AM 10:55AM MWF IT 124

LAB 02/12/18 04/06/18 11:05AM 01:15PM MWF IT 124

The above section is a short term class. Please note the start and end dates.

Instructor: P Van Hulle

MARKETING

MKT-20 Principles of Marketing

3 UNITS

Advisory: BUS-10 Description: Examines the role of marketing as it relates to society and economic development. The course will analyze products, consumer, marketing research and strategic market planning. The course will survey with a global perspective, the selection of target markets as well as the development of the marketing mix place, product, price and promotion. 54 hours lecture.

34377 Last day to add: 02/17/18

HYB 02/13/18 04/03/18 06:30PM 09:40PM T IT 108

HYBO 02/13/18 04/03/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: A Riker

MKT-41 Techniques of Selling

3 UNITS

Description: Examines the key topics of how to locate, qualify and approach prospects; how to deliver the sales presentation, how to meet objections and how to close the sale. The analysis of behavioral, ethical and philosophical factors as applied to the selling function globally. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

34378 Last day to add: 04/21/18

HYB 04/17/18 06/05/18 06:30PM 09:40PM T IT 108

HYBO 04/17/18 06/05/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: M Ferguson

REAL ESTATE

RLE-80 Real Estate Principles

3 UNITS

Comprehensive analysis of basic laws, principles, terminology and current practices of California real estate.

PREREQUISITE: None.

34468 Last day to add: 02/20/18

OL 02/12/18 04/08/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Doll

RLE-80 Real Estate Principles

3 UNITS

Comprehensive analysis of basic laws, principles, terminology and current practices of California real estate.

PREREQUISITE: None.

34469 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: L Namazi

RLE-81 Real Estate Practices

3 UNITS

Description: Covers basic laws and principles of California real estate, terminology and daily operations in a real estate brokerage. Includes listing, prospecting, advertising, financing, sales techniques, escrow and ethics. Applies toward state's educational requirements for the brokers examination. 54 hours lecture.

34471 Last day to add: 02/20/18

OL 02/12/18 04/08/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

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34472 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

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Instructor: T Wagner

RLE-82 Legal Aspects of Real Estate

3 UNITS

Description: California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer, conveyance, probate proceedings, trust deeds, and foreclosure, as well as recent legislation governing real estate transactions. Applies toward educational requirement of brokers examination. 54 hours lecture.

34473 Last day to add: 02/20/18

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34474 Last day to add: 04/24/18

OL 04/16/18 06/07/18 ON LINE

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See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

RLE-83 Real Estate Finance

3 UNITS

Analysis of real estate finance in residential, apartment, commercial and special purpose properties.

PREREQUISITE: None.

34475

Last day to add: 02/20/18

OL 02/12/18 04/08/18

ON LINE

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See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

RLE-83 Real Estate Finance

3 UNITS

Analysis of real estate finance in residential, apartment, commercial and special purpose properties.

PREREQUISITE: None.

34476

Last day to add: 04/24/18

OL 04/16/18 06/07/18

ON LINE

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See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

RLE-85 Real Estate Economics

3 UNITS

Description: Trends and factors affecting the value of real estate; the nature and classification of land economics; the development of property, construction and subdivision, economic values and real estate evaluation; real estate cycles and business fluctuations, residential market trends, real and special purpose property trends. 54 hours lecture.

34477

Last day to add: 04/24/18

OL 04/16/18 06/07/18

ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Doll

THEATER ARTS

THE-3 Introduction to the Theater

3 UNITS

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

34509

Last day to add: 02/20/18

OL 02/12/18 04/08/18

ON LINE

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See www.opencampus.com. Please note the start and end dates.

Instructor: W Stevens

THE-3 Introduction to the Theater

3 UNITS

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

34510

Last day to add: 04/24/18

OL 04/16/18 06/07/18

ON LINE

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See www.opencampus.com. Please note the start and end dates.

Instructor: W Stevens