••• 8-WEEK CLASSES •••
EARLY START

Updated 9-12-19

ACCOUNTING

ACC-1A
Principles of Accounting I   3 UNITS
Prerequisite: None
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. (Letter grade only)

37000						Last Day to add: 09/02/19
HYB	08/26/19	10/19/19	09:40AM	11:10AM	TTH	ATEC114
	08/26/19	10/19/19				ONLINE

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

37001						Last Day to add: 09/01/19
HYB	08/26/19	10/19/19	06:00PM	09:10PM	W	WEQW6A
	08/26/19	10/19/19				ONLINE

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: D White

ACC-55
Applied Accounting/Bookkeeping   3 UNITS
Prerequisite: None
Description: This is an introductory course for students who are non-accounting majors. The focus is basic bookkeeping and accounting principles for both merchandising and service oriented small business enterprises. Emphasis is on the development of skills to record business transactions for cash and accrual methods, as well as the procedures to prepare financial statements and complete an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and banking procedures. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

37010						Last Day to add: 09/02/19
HYB	08/26/19	10/19/19	08:00AM	09:25AM	TTH	CACT2
	08/26/19	10/19/19				ONLINE

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: N Ildefonso

ACC-67
U.S. and California Income Tax Preparation   4 UNITS
Prerequisite: None
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. (Letter grade only)

37013						Last Day to add: 09/01/19
HYB	08/26/19	10/19/19	05:30PM	09:45PM	W	JFK118
	08/26/19	10/19/19				ONLINE

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

ART

ART-6
Art Appreciation   3 UNITS
Prerequisite: None
Advisory: ENG-1A
Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

38024						Last Day to add: 09/14/19
OL	08/26/19	10/20/19				ONLINE

The above section is an online class. Computer with Internet access required. See www.opencampus.com.
Instructor: K Skiba

37052						Last Day to add: 08/31/19
HYB	08/26/19	10/20/19	07:30PM	09:00PM	T	HUM111
	08/26/19	10/20/19				ONLINE

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: C Sanford

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FALL

Norco College
RIVERSIDE COMMUNITY COLLEGE DISTRICT

··· 8-WEEK CLASSES ···
EARLY START

Updated 9-12-19

BUSINESS ADMINISTRATION

BUS-3
Computer Applications for Business   3 UNITS
Prerequisite: None
Description: This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

37814						Last Day to add: 09/03/19
HYB	08/26/19	10/18/19	08:00AM	02:30PM	F	CACT2
	08/26/19	10/18/19				ONLINE
	08/30/19	10/18/19				ONLINE

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Designated laboratory hours are to be completed online. Please note the start and end dates.
Instructor: C McConnell-Freeman

BUS-10
Introduction to Business   3 UNITS
Prerequisite: None.
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. (Letter Grade only)

37090						Last Day to add: 09/03/19
OL	08/26/19	10/19/19				ONLINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.
Instructor: A Martin

37085						Last Day to add: 09/01/19
HYB	08/26/19	10/19/19	06:30PM	08:05PM	W	JFK112
	08/26/19	10/19/19				ONLINE

The above section is a hybrid class. Computer with Internet access required. See www.opencampus.com.
Instructor: R Beck

BUS-18A
Business Law I   3 UNITS
Prerequisite: None
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.

37093						Last Day to add: 09/03/19
OL	08/26/19	10/19/19				ONLINE

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

37094						Last Day to add: 08/31/19
HYB	08/26/19	10/19/19	06:30PM	09:40PM	T	WEQW6A
	08/26/19	10/19/19				ONLINE

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
Prerequisite: None
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.

37099				Last Day to add: 09/03/19
OL	08/26/19	10/19/19		ONLINE

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: P Worsham

BUS-47
Applied Business and Management Ethics   3 UNITS
Prerequisite: None
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)

37108				Last Day to add: 09/03/19
OL	08/26/19	10/19/19		ONLINE

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-83
Contracts   1.5 UNITS
Prerequisite: None
Description: A study of the legal and regulatory requirements applicable to contracts for product transportation and logistics functions and considerations for drafting and negotiating contracts with freight carriers, warehouses and other logistics service providers. 27 hours lecture. (Letter Grade, or Pass/No Pass option.)

37113				Last Day to add: 09/03/19
OL	08/26/19	10/19/19		ONLINE

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

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··· 8-WEEK CLASSES ···
EARLY START

BUS-86

Transportation and Traffic Management — 3 UNITS
Prerequisite: None
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.)

37114						Last Day to add: 09/03/19
OL	08/26/19	10/19/19				ONLINE

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
Prerequisite: None
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.)

37115						Last Day to add: 09/03/19
OL	08/26/19	10/19/19				ONLINE

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-3

Computer Applications for Business — 3 UNITS
Prerequisite: None
Description: This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

37117							Last Day to add: 09/03/19
HYB	08/26/19	10/18/19	08:00AM	02:30PM	F		CACT2
	08/26/19	10/18/19					ONLINE
	08/30/19	10/18/19					ONLINE

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Designated laboratory hours are to be completed online. Please note the start and end dates.
Instructor: C McConnell-Freeman

CAT-98A

Introduction to Excel (same As Cis-98a) — 1.5 UNITS
Prerequisite: None.
Description: Introductory spreadsheet development using Microsoft Excel for business and scientific related applications. The course covers introductory through intermediate spreadsheet development. 27 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

38111						Last Day to add: 09/03/19
OL	08/26/19	10/19/19				ONLINE
	08/26/19	10/19/19				ONLINE

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, will be completed online. Please note the start and end dates.
Instructor: B Fuller

COMPUTER INFORMATION SYSTEMS

CIS-3

Computer Applications for Business — 3 UNITS
Prerequisite: None.
Description: Introductory to intermediate concepts covering Windows operating system, file management, and various aspects of typical office applications for business and office professionals. (Same as BUS/CAT-3)

37148							Last Day to add: 09/03/19
HYB	08/26/19	10/18/19	08:00AM	02:30PM	F		CACT2
	08/26/19	10/18/19					ONLINE
	08/30/19	10/18/19					ONLINE

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Designated laboratory hours are to be completed online. Please note the start and end dates.
Instructor: C McConnell-Freeman

CIS-98A

Introduction to Excel — 1.5 UNITS
Prerequisite: None.
Description: Introductory spreadsheet development using Microsoft Excel for business and scientific related applications. The course covers introductory through intermediate spreadsheet development. 27 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.) (Same as CAT-98A)

37163						Last Day to add: 09/03/19
OL	08/26/19	10/20/19				ONLINE
	08/26/19	10/20/19				ONLINE

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, will be completed online. Please note the start and end dates.
Instructor: B Fuller

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••• 8-WEEK CLASSES •••
EARLY START

Updated 9-12-19

COMMUNICATION STUDIES

COM-1
Public Speaking   3 UNITS
Prerequisite: None
Advisory: COM-51 and qualification for ENG-1A
Description: Prepares students to compose (develop outlines and research) and present a minimum of four speeches, including informative and persuasive presentations in front of a live audience. Emphasis will include: different purposes of speaking, types of speeches and organizational patterns, topic choice and audience adaptation, rhetorical principles, development and support of sound reasoning and argument, theories of persuasion, application of ethics in public speaking, listening skills, and theory and principles of effective delivery. Students will speak formally for a minimum of 20 total semester minutes. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

37996						Last Day to add: 09/02/19
HYB	08/26/19	10/19/19	02:30PM	03:55PM	TTH	LIBR121
	08/26/19	10/19/19				ONLINE

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 Romero

COM-12
Intercultural Communication   3 UNITS
Prerequisite: None
Advisory: COM-51 and qualification for ENG-1A
Description: Introduction to the factors affecting intercultural communication focusing on culture, language, and social patterns and their influence on how members of groups relate among themselves and with members of different ethnic and cultural groups. Theory and knowledge of effective communication within and between cultures and appreciation and comparison of communication among diverse groups within the larger context of American culture are explored with an emphasis on self-evaluation and skill development. 54 hours lecture. (Letter Grade or Pass/No Pass option)

37178			Last Day to add: 09/03/19
OL	08/26/19	10/19/19	ONLINE

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

DRAFTING

DFT-51
Blueprint Reading (same As Ene-51)   2 UNITS
Prerequisite: None
Description: A beginning course in the study of blueprints and their interpretation, types of projection, symbols and abbreviations. This course is designed for students interested in print reading for the machine trades. 27 hours lecture and 27 hours laboratory.(Letter Grade, or Pass/No Pass option.)

37211						Last Day to add: 09/01/19
WE	08/26/19	10/16/19	08:00AM	09:30AM	MW	IT124
	08/26/19	10/16/19	09:35AM	11:05AM	MW	IT124

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

ELECTRONICS

ELE-10
Survey Electronics   4 UNITS
Prerequisite: None
Description: Basic electronic theory including electron theory, Ohm?s Law, DC, AC, vacuum tube and solid state devices, antenna principles, power supplies, amplifiers, RE oscillators, amplitude and frequency modulation, diode detection and superheterodyne receivers, and test equipment operation (emphasis on voltmeter and oscilloscope operation). 54 hours lecture and 54 hours laboratory.

37887						Last Day to add: 09/01/19
WE	08/26/19	10/16/19	11:35AM	02:55PM	MW	ATEC119
	08/26/19	10/16/19	03:45PM	06:25PM	MW	ATEC119

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

ELE-64
Programmable Logic Controllers   3 UNITS
Prerequisite: None
Advisory: ELE-10 or ELE-11
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.)

37893						Last Day to add: 09/02/19
WE	08/27/19	10/17/19	09:45AM	11:50AM	TTH	IT124
	08/27/19	10/17/19	12:30PM	03:40PM	TTH	IT124

The above section is a short term web-enhanced class. Internet access is required. Please note start and end dates.
Instructor: P Van Hulle

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EARLY START

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ENGINEERING

ENE-51
Blueprint Reading   2 UNITS
Prerequisite: None
Advisory: ENE-21 or MAT-36
Description: A beginning course in the study of blueprints and their interpretation, types of projections, sections, symbols and abbreviations. This course is designed for students interested in engineering blueprint reading for the basic mechanical, electrical and machine trades. 27 hours lecture and 27 hours laboratory. Same as DFT-51. (Letter Grade, or Pass/No Pass

37279						Last Day to add: 09/01/19
WE	08/26/19	10/16/19	08:00AM	09:30AM	MW	IT124
	08/26/19	10/16/19	09:35AM	11:05AM	MW	IT124

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

ENGLISH

ENG-1A
English Composition   4 UNITS
Prerequisite: ENG-50 or ENG-80 or qualifying placement level
Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

37318			Last Day to add: 09/03/19
OL	08/26/19	10/19/19	ONLINE
	08/26/19	10/19/19	ONLINE

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: T Wallace

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)

37335			Last Day to add: 09/03/19
OL	08/26/19	10/19/19	ONLINE
	08/26/19	10/19/19	ONLINE

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: S Camacho

ENG-4
Writing Tutor Training   2 UNITS
Prerequisite: ENG-1A or ENG-1AH
Description: Designed to prepare students to become peer tutors in the Writing Center. Participants learn specific tutoring techniques and discuss problems, questions, and challenges in tutoring writing. Tutors develop student-centered, non-intrusive tutoring skills that avoid appropriating the text (i.e., becoming a proofreader, editor, or co-author). Topics include theory and practice of tutoring writing, including writing as a process, interpersonal communication techniques, cross-cultural tutoring, group learning, and computer programs applicable to writing instruction. 27 hours lecture and 27 hours laboratory. (TBA option)

38120						Last Day to add: 09/02/19
WE	08/27/19	10/17/19	09:40AM	12:50PM	T	STEM301
	08/27/19	10/17/19	09:40AM	12:50PM	TH	LIBRLRC

The above section is a web-enhanced class. Internet access is required.
Instructor: N Capps

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••• 8-WEEK CLASSES •••
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GUIDANCE

GUI-45

Introduction to College   **1 UNIT**

Prerequisite: None

Description: Guidance 45 is designed to introduce academic and occupational programs, college resources and personal factors that contribute to success as a college student. Includes an extensive exploration of Riverside Community College District resources and policies, orientation to college life, student rights and responsibilities, as well as certificates, graduation and transfer requirements. Students will prepare a Student Educational Plan (S.E.P.). Outcomes of higher education will be discussed through the exploration and application of sociological and psychological principles that lead to success in college and in accomplishing goals. As a result of class activities and exploration of factors influencing educational decisions, class members will be able to utilize the information obtained in class to contribute to their college success. 18 hours lecture.

37404						Last Day to add: 09/03/19
LEC	08/30/19	10/18/19	09:30AM	11:35AM	F	IT123

This above section is a short term class. Please note the start and end date

Instructor: A Kramer

INTERDISCIPLINARY STUDIES

ILA-1

Introduction to Tutor Training   **1 UNIT**

Prerequisite: None

Advisory: Qualification for ENG-1A

Description: Introduction to tutoring, with an emphasis on tutoring strategies, learning styles, problem solving, and working with diverse student populations. Designed to prepare students to become peer tutors in a variety of subject areas. Tutors develop student-centered, non-intrusive tutoring skills to meet a wide variety of student needs. Topics include theory, practice and ethics of tutoring, interpersonal communications techniques, tutoring diverse student populations, and group tutorial methods and practical field work. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

37466						Last Day to add: 09/01/19
WE	08/28/19	10/16/19	05:30PM	07:35PM	W	STEM301

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

Instructor: A Jimenez

KINESIOLOGY

KIN-38

Stress Management   **3 UNITS**

Prerequisite: None.

Description: The nature, physiology, and psychology of stress. Students will explore perceptions, attitudes, beliefs, and lifestyle factors that may be pre-cursors and contributors to distress. Students will also explore a variety of coping strategies and relaxation techniques. The lab portion of this class provides the opportunity for students to practice techniques and develop a personalized stress management program. 45 hours lecture and 27 hours laboratory.

37486						Last Day to add: 09/08/19
WE	08/26/19	11/06/19	08:45AM	10:35AM	MW	WEQW3
	08/26/19	11/06/19	10:45AM	11:50AM	MW	WEQW2

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

Instructor: B Wimer

37487						Last Day to add: 09/08/19
WE	08/26/19	11/06/19	12:45PM	02:35PM	MW	WEQW3
	08/26/19	11/06/19	02:45PM	03:50PM	MW	WEQW2

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

Instructor: B Wimer

LIBRARY

LIB-1

Introduction to Information Literacy   **1 UNIT**

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information online and in print; and to answer research questions and develop new ones. Students will develop an understanding of access to and ethical use of information through the use of retrieval systems. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

37508			Last Day to add: 09/03/19
OL	08/26/19	10/19/19	ONLINE

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

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Updated 9-12-19

MANAGEMENT

MAG-47
Applied Business, Management Ethics   **3 UNITS**
Prerequisite: None.
Description: An examination of ethical concerns including corporate, personal, global, environmental, public related issues ethics audits, and corporate social responsibility. (Same as BUS-47)
37510   Last Day to add: 09/03/19
OL   08/26/19   10/19/19   ONLINE
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

MAG-53
Human Relations   **3 UNITS**
Prerequisite: None.
Description: Practical application of basic psychology in building better employer-employee relationships.
37512   Last Day to add: 09/03/19
OL   08/26/19   10/19/19   ONLINE
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

MANUFACTURING TECHNOLOGY

MAN-55
Occupational Safety and Health Administration (OSHA) Standards for General Industry   **1 UNIT**
PREREQUISITE: None.
Prerequisite: None 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 hour general industry or construction industry training completion card. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)
37998   Last Day to add: 09/03/19
OL   08/26/19   10/18/19   ONLINE
The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.
Instructor: P Van Hulle

MAN-64
Programmable Logic Controllers   **3 UNITS**
Prerequisite: None
Advisory: ELE-10 or ELE-11
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.)(Same as ELE-64)
37520   Last Day to add: 09/02/19
WE   08/27/19   10/17/19   09:45AM   11:50AM   TTH   IT124
         08/27/19   10/17/19   12:30PM   03:40PM   TTH   IT124
The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.
Instructor: P Van Hulle

REAL ESTATE

RLE-80
Real Estate Principles   **3 UNITS**
Prerequisite: None.
Description: Comprehensive analysis of basic laws, principles,terminology and current practices of California real estate.
37715   Last Day to add: 09/03/19
OL   08/26/19   10/19/19   ONLINE
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**
Prerequisite: None
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.
37718   Last Day to add: 09/03/19
OL   08/26/19   10/19/19   ONLINE
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

HYB - Hybrid Lecture • HYBL - Hybrid Lab • HYBLO - Hybrid Online Lab • HYBO - Hybrid Online Lecture • LAB - Lab • LEC - Lecture • OL - Online Lecture • OLL - Online Lab
WE - Web Enhanced Lecture • WEL - Web Enhanced Lab • WRK - Work Experience Lecture • WRKH - Hybrid Work Experience • WRKO - Work Experience Online

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••• 8-WEEK CLASSES •••
EARLY START

Updated 9-12-19

RLE-82
Legal Aspects of Real Estate   **3 UNITS**
Prerequisite: None
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.
37720   Last Day to add: 09/03/19
OL   08/26/19   10/19/19   ONLINE
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

RLE-83
Real Estate Finance   **3 UNITS**
Prerequisite: None.
Description: Analysis of real estate finance in residential,apartment, commercial and special purpose properties.
37721   Last Day to add: 09/03/19
OL   08/26/19   10/19/19   ONLINE
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**
Prerequisite: None
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.
37757   Last Day to add: 09/03/19
OL   08/26/19   10/20/19   ONLINE
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: W Stevens

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