

## COLLEGE CREDIT COURSES

**ACG 2001**  $\Delta$ 

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

Accounting information system; double entry system, income and adjustments; accounting cycle completion; merchandise and special journals; internal control and voucher system; short-term liquid assets; inventory methods; liabilities and payroll; acquire, depreciate, and dispose of assets; capital or expenditures; asset depletion and amortization; code of professional ethics. Prerequisites: although not required, MTB 1103 is highly recommended.

**ACG 2011**

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

Accounting for corporations; long-term liabilities, using future values and present values; statement of cash flows; financial statement analysis, and international accounting. Prerequisite: ACG 2001.

**ACG 2071**

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

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

**ACG 2450**  $\Delta$ 

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

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

**ACO 1806\***

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

Introduction to the theory, laws and procedures related to payroll activities of a business. Topics include payroll and personnel records, federal payroll laws, payroll operations, computerized payroll systems, and preparation of payroll registers, earnings records, and payroll tax forms. Prerequisite: ACG 2001.

**AMH 1041**

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

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

**AMH 2010**

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

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

**AMH 2020**

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

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

**AMH 2061**

**Southern Cultural History, 3 credit hours, 45 lec. (Offered as needed)**

Southern Cultural History – describing the social, political, and economic development of the South. Particular emphasis on Southern community, music, folk art, folklore and other elements associated with the American South from the Civil War to the present.

**AMH 2070**

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

A survey of Florida history from the colonial period through the 20th century.

**AMH 2071**

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

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

**AML 2000**

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

A survey course in American Literature from the Colonial period to the Civil War. This course may be used for Humanities credit. Prerequisite: ENC 1101.

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

$\Delta$  Technology-Across-the Curriculum Course

**AML 2020**

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

A survey of American Literature from Civil War to present. This course may be used for Humanities credit. Prerequisite: ENC 1101.

**ANT 2000**

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

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

**ANT 2100**

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

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

**ANT 2159C**

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

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

**ANT 2930**

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

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

**ARC 2201**

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

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

**ARC 2303A**

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

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

**ARC 2304**

**Design 2.2, 4 credit hours, 30 lec., 60 lab. (Offered as needed)**

Application of two- and three-dimensional design principles learned in first-year design, in preparation for whole building design in third year. Small building projects adding programmatic responsibilities to the design agenda. Emphasis on programmatic issues internal to the building such as function, circulation structure, resolution of form, space and place making, and human behavior. Prerequisite: ARC 2303A.

**ARC 2472**

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

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

**ARC 2501**

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

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

**ARC 2701**

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

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

**ARH 1000**

**Humanities Art, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

This course offers a study in the basic concepts of art, including function, style and structure with emphasis on the interaction of medium and meaning and problems of art criticism. This class does not fulfill the art history requirements for art majors, but compliments the art major's course of study as an elective. The student will satisfy the Gordon Rule Requirement in this course.

**ARH 2050†**

**Art History: Prehistoric-Renaissance, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

Survey of significant contributions in art from prehistoric through Renaissance. Art will be considered in terms of stylistic qualities as well as iconography and historical context. The student will satisfy the Gordon Rule Requirement in this course.

**ARH 2051†**

**Art History: Renaissance-20th Century, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

Survey of significant contributions in art from Renaissance through Contemporary. Art will be considered in terms of stylistic qualities as well as iconography and historical context. This course satisfies the Gordon Rule requirement.

**ARH 2060†**

**Architecture History, 3 credit hours, 45 lec. (Fall, Spring, Summer)**

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

**ART 1110C**

**Pottery I, 3 credit hours, 15 lec., 60 lab. (Fall, Spring)**

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

**ART 1111C**

**Pottery II, 3 credit hours, 15 lec., 60 lab. (Fall, Spring)**

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

**ART 1201C**

**Two-Dimensional Design, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

An introductory course, both theoretical and applied, dealing with the principles of organization and the elements of design in a two-dimensional format. This is a foundation course for all of the graphic arts: painting, printmaking, and the two-dimensional crafts.

**ART 1203C**

**Three-Dimensional Design, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

Basic three-dimensional form design. Introduction to the concepts by which shape, texture, value, color space, various materials and surfaces are used to explore 3-D form in art. Art core class. Prerequisite: ART 1201C.

**ART 1300C**

**Drawing I, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

Emphasis is given to line, form, shape and spatial relationships subject matter with attention to understanding light source effects on mass, space and composition.

**ART 1301C**

**Drawing II, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

Perception of line, form, shape and spatial relationships is developed through work in different media. Emphasis is on light source effects on massive relation to elements and composition in a variety of subject matter, i.e., still life, landscape and figure. Prerequisite: ART 1300C.

**ART 1400C**

**Introduction to Printmaking I, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

Introduction to various printmaking techniques possibly including block printing calligraphy, monotype, etching, and serigraphy. Content varies according to instructor. Two-dimensional design is recommended. Invites to all students.

**ART 1480C\* Δ**

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

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

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

Δ Technology-Across-the Curriculum Course

† Courses listed with this symbol contain an oral communication component and may be used to satisfy the Speaking-Across-the-Curriculum requirement.

**ART 1495C**

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

A beginning course that introduces students to the procedures and aesthetics of developing photographic illustrations for industrial and advertising use. Students will gain experience using the view camera, electronic lighting, and digital applications of their work.

**ART 1701C**

**Sculpture I, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

An introductory course in the technical and aesthetic consideration of sculptural forms. Includes a wide range of materials and expressions, representing past and present sculptural methods. Prerequisite: ART 1203C.

**ART 1702C**

**Sculpture II, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

Allows continued experience in more complex three-dimensional techniques; emphasis on individual projects and conceptual approach. Prerequisite: ART 1701C

**ART 1905**

**Independent Study – Art, 1 credit hour (Fall, Spring, Summer)**

A defined independent study which is pursued under supervision of a faculty member and recorded through usual departmental procedures. Designed to permit a student to pursue non-scheduled academic and laboratory work which maybe of a specialized nature and not available through the college schedule. The student may be required to write a 6,000 word paper with a minimum satisfactory grade of "C". This class maybe taken up to 4 times for credit. Prerequisite: Departmental approval required.

**ART 2330C**

**Figure Drawing I, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

The development of technical skills and self-expression through drawing The Figure; course begins with anatomy studies, progresses to conceptualization of human form. Prerequisite: ART 1300C.

**ART 2482C\* Δ**

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

An advanced graphic design course building upon the skills covered in Computer Art I; the course includes increased challenges relating to conceptual skills and multi-software integration relating to typical print-based design problems. *Access to a 35 mm camera is required.* Prerequisites: GRA 2800C, and ART 1480C.

**ART 2510C**

**Painting I, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

Course will include design elements, composition and spatial relationships. Emphasis is on color theory, color mixing, and execution thereof within a variety of subject matter.

**ART 2520C**

**Painting II, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

This course is a continuation of Painting I ART2510C with emphasis on further exploration of student's personal style and original techniques. Further experimentation in abstraction and emotional aspects of form and color are explored and expressed. Prerequisites: ART 1300C, ART 1201C, and ART 2510C.

**ART 2560C**

**Water Color I, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

An introduction to transparent watercolor techniques applied to various subject matter through demonstrations and various lab experiences. Open to all students.

**ART 2561C**

**Water Color II, 3 credit hours, 15 lec., 60 lab. (Fall, Spring, Summer)**

Allows continued experience in more complex water color technique and subject mater. Emphasis is on composition and individual expression. Prerequisite: ART 2560C.

**ART 2600C\* Δ**

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

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

**ART 2602C\***

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

A continuing course which expands upon the technical and conceptual foundation laid in Digital Imaging I. Students will explore advanced software techniques and greater challenges of personal or commercial expression in digital media. Prerequisite: ART 2600C.

**ART 2609C\* Δ**

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

An advanced course covering principles of design affecting interactive multimedia presentations. Students will learn advanced functions of an interactive media authoring software application and supporting software. Students will produce a finished interactive CD-ROM title. Prerequisite: ART 2610C.

**ART 2610C\* Δ**

**Multimedia I, 4 credit hours, 30 lec., 60 lab. (Fall, Spring, Summer)**

An introductory course covering basic principles of design affecting interactive multimedia presentations. Students will learn an interactive media authoring software application and its interaction with other supporting software applications. Students will produce a complete interactive CD-ROM title. Prerequisites: ART 2600C and GRA 2800C.

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

Δ Technology-Across-the Curriculum Course

**ART 2612C\* Δ****3-D Computer Art, 4 credit hours, 30 lec., 60 lab., (Offered as needed)**

A course which covers modeling in three-dimension using the Macintosh computer. Students will create 3-D models for various illustrations and design projects as they learn the 3-D software program. Prerequisites: GRA 1820C, ART 1300C, ART 1480C

**ART 2834C****Gallery Practices, 3 credit hours, 30 lec., 30 lab., (Offered as needed)**

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

**ART 2900****Independent Study – Graphic Art, 1 credit hour, 30 lab. (Offered as needed)**

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

**ART 2955****Portfolio Development, 3 credit hours, 15 lec., 60 lab. (Offered as needed)**

Development of a working portfolio through studio project aimed at fulfilling the general requirements the average company, university, art school or advertising agency looks for in a portfolio presentation. Prerequisite: ART 1201C, ART 1300C.

**AST 1002****Astronomy, 4 credit hours, 60 lec. (Fall, Spring, Summer)**

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

**BCN 1230\*****Building Construction Materials and Processes, 3 credit hours, 45 lec. (Offered as needed)**

Course designed to introduce the student to terminology, methods, procedures, materials, and processes used in the construction industry. Corequisite: BCN 1272.

**BCN 1272\*****Blueprint Reading for Commercial Construction, 3 credit hours, 45 lec. (Offered as needed)**

A course to familiarize non-drafting students with techniques of blueprint reading and the fundamentals of construction methods that make blueprint reading meaningful. Corequisite: BCN 1230.

**BCN 1520\*****Electrical Systems in Construction, 3 credit hours, 45 lec. (Offered as needed)**

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

**BCN 1567\*****Plumbing and Gas Construction Practices, 3 credit hours, 45 lec. (Offered as needed)**

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

**BCN 2560\*****Mechanical Systems in Construction, 3 credit hours, 45 lec. (Offered as needed)**

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

**BCN 2721\*****Construction Management/Planning, 3 credit hours, 45 lec. (Offered as needed)**

The course covers project development and organization from pre-construction site investigation to final completion. The course will include the management of project estimates, plans, schedules, operations and safety. The student will become knowledgeable about documents used in the construction industry for bid, contracts, zoning, permits, bonds, loans specifications and drawings. Cost engineering, procurement, value engineering and quality assurance will be covered. Cost management through job cost analysis and purchase order systems will also be covered. Prerequisite: BCT 2600.

**BCT 1706\*****Construction Documentation, 3 credit hours, 45 lec. (Offered as needed)**

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

**BCT 2600\*****Construction Estimating, 3 credit hours, 45 lec. (Offered as needed)**

A course in estimating as it relates to the construction industry covering references, estimating methods, take-off organization and presentation; material take-off, cost estimating in heavy construction, mathematical formulas for estimating, quantity take-off from plan review, and computer estimating overview. Prerequisites: BCN 1230 and BCN 1272.

**BCT 2611\*****Structural Systems in Construction, 3 credit hours, 45 lec. (Offered as needed)**

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

**BOT 1010C****Botany, 4 credit hours, 45 lec., 45 lab. (Spring)**

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

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

Δ Technology-Across-the Curriculum Course

**BSC 1005**  $\Delta$ **General Biology, 4 credit hours, 60 lec. (Fall, Spring, Summer)**

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

**BSC 1005L****Biology Lab, 1 credit hour, 30 lab. (Offered as needed)**

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

**BSC 1010C**  $\Delta$ **Principles of Biology, 4 credit hours, 45 lec. 45 lab. (Offered as needed)**

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

**BSC 1011C****Principles of Biology II, 4 credit hours, 45 lec., 45 lab., (Offered as needed)**

A continuation of BSC 1010C. A survey of organisms with emphasis on plants and animals. A survey of vertebrate systems with emphasis on applied physiology. Evolution, inheritance and ecology in major phyla or divisions will be included. Emphasis on man's role in shaping the biosphere. Required for Biology, Pre-Med, and most Pre-Professional Science majors. Prerequisite: BSC 1010C.

**BSC 1030C****Man and Environment, 4 credit hours, 60 lec. (Summer)**

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

**BSC 1085C**  $\Delta$ **Anatomy & Physiology I, 4 credit hours, 45 lec., 30 lab. (Fall, Spring, Summer)**

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

**BSC 1086C****Anatomy & Physiology II, 4 credit hours, 45 lec., 30 lab. (Fall, Spring, Summer)**

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

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

$\Delta$  Technology-Across-the Curriculum Course

**BSC 1250C****Introductory Tropical Biology, 4 credit hours, 45 lec., 30 lab. (Offered as needed)**

An introduction to the Estuarine and Marine biota of tropical regions to include saltmarsh, mangrove, sandy, and coral shorelines. Emphasis will be placed on energy transfer and zonation. Prerequisite: one college level science course.

**BSC 1905****Independent Study – Biology, 1 credit hour, 15 lec. (Fall, Spring, Summer)**

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

**BSC 2946****Directed Work Study – Biology, 1 credit hour, 45 lab., (Offered as needed)**

Practical experience with use and maintenance of lab equipment and materials. Participation in support activities and organizational routines of lab courses. Course fees may be waived. May be taken four (4) times for credit. Departmental approval following interview is required.

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

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

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

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

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

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

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

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

**CCJ 1121\***

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

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

**CCJ 1192\***

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

A study of the nature and causes of human stress in crisis situations involving criminal justice practitioners to include law enforcement, judicial and correctional personnel: definitions, recognition and assessment, general calming techniques, intervention: safety, abnormal behavior and suicide, role playing, causes of psychological and physiological stress agents inherent in the duties of criminal justice practitioners and countermeasures to anxiety and stress reduction.

**CCJ 1210**

**Criminal Law, 3 credit hours, 45 lec. (Offered as needed)**

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

**CCJ 1230**

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

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

**CCJ 1310\***

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

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

**CCJ 1400\***

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

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

**CCJ 1500\***

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

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

**CCJ 1611\***

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

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

**CCJ 1650\***

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

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

**CCJ 1671\***

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

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

**CCJ 1935\***

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

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

**CCJ 1941\***

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

On-the-job training in the programs in which the student is enrolled. The student is under the supervision at work of a qualified supervisor appointed by the respective agency. The supervisor will rate the student's performance, knowledge, comprehension, dependability, initiative, cooperativeness and total performance. A project paper or approved project will be submitted by the student 2 weeks prior to the close of the semester. This course may be repeated twice for a total of 6 semester hours.

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

**CCJ 2070\*** Δ**Computer Applications in Criminal Justice, 3 credit hours, 45 lec. (Offered as needed)**

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

**CCJ 2200****Courts and the Judicial Process, 3 credit hours, 45 lec. (Offered as needed)**

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

**CCJ 2300\*****Introduction to Corrections, 3 credit hours, 45 lec. (Fall)**

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

**CCJ 2330\*****Intro. Probation & Parole, 3 credit hours, 45 lec. (Offered as needed)**

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

**CCJ 2680\*****Domestic Intervention, 3 credit hours, 45 lec. (Offered as needed)**

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

**CCJ 2681\*****Introduction to Domestic Intervention, 1 credit hour, 15 lec. (Offered as needed)**

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

**CCJ 2682\*****Introduction to Workplace Violence Awareness, 1 credit hour, 15 lec. (Offered as needed)**

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

**CCJ 2905\*****Independent Study – Criminal Justice, 1 credit hour, 45 lab. (Fall, Spring)**

Directed study and individual projects to meet the student's interests in a specialized area of Criminal Justice for which present course availability is limited.

**CDA 2500\*** Δ**Network Technology, 3 credit hours, 45 lec. (Offered as needed)**

Network Technology is designed to introduce students to the terminology and concepts of the network industry to include data communications and network services, OSI Model, topology, network media, connectivity devices, security, and general networking methods, including the model for network protocols. Prerequisite(s): CGS 2564 or permission of instructor.

**CDA 2524\*** Δ**Network Administration and Management, 3 credit hours, 45 lec. with lab. (Offered as needed)**

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

**CDA 2525\*** Δ**Advanced Network Administration, 3 credit hours, 45 lec. with lab. (Offered as needed)**

To provide advanced concepts of Network Administration to the students in network services, network media, connectivity equipment, and general network methods, including network protocols. Prerequisite(s): CDA 2524 with a grade of "C" or higher, or permission of instructor.

**CET 1251\*** Δ**Basic Computer Operation and Maintenance for Technology, 3 credit hours, 30 lec., 30 lab. (Offered as needed)**

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

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

Δ Technology-Across-the Curriculum Course

**CET 1255C\* Δ**

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

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

**CET 1484\* Δ**

**Novell Netware, 3 credit hours, 45 lec., (Offered as needed)**

This course will provide students the opportunity to develop the knowledge and skills necessary for the design and implementation of a NetWare System to include: Network service and support, various network technologies, NetWare printing, as well as NetWare administration, installation and configuration.

**CET 1485\* Δ**

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

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

**CET 2114C\***

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

This course introduces the basics of logic and its application to electronic circuits. The student will develop the skill of changing a problem into a logic expression and then simplifying the expression. Both Boolean algebra and Karnaugh mapping are used for simplification. Subjects studied include: gates, flip-flops, counters, registers, arithmetic circuits, Multiplexers, demultiplexers, and representative digital systems.

**CET 2123C\***

**Microprocessor Fundamentals, 4 credit hours, 30 lec., 60 lab. (Offered as needed)**

This course introduces the architecture, instruction set, and machine level programming of an 8-bit microprocessor. Subjects covered include: programming, signal analysis, input/output, and fault analysis. The student will use an oscilloscope to verify the presence of correct data on the bus structure. A logic analyzer will also be used for signal verification, timing, and for fault isolation. Students will also develop a program which will permit the microprocessor to control some processes outside of the computer, through use of the I/O controller.

**CET 2152C\* Δ**

**Computer/Analysis & Troubleshooting, 4 credit hours, 30 lec., 60 lab. (Offered as needed)**

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

**CET 2154C\* Δ**

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

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

**CET 2173C\* Δ**

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

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

**CET 2179\* Δ**

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

This course uses an interactive, Windows-based, format which allows students to test their knowledge in all the subject areas covered by the certification exam. The software then identifies areas of strength and suggests areas for further study. The course, like the certification exam, covers the area of PC servicing, PC troubleshooting, monitors, printers and multimedia. Prerequisite: CET 2173C, CET 2154C, and CET 2186C or equivalent.

**CET 2186C\***

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

Combined lecture and laboratory experiences designed to develop the knowledge and skills necessary to troubleshoot and repair color monitors and laser printers. Prerequisite: CET 2173C, EET 1142C, or equivalent.

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

Δ Technology-Across-the Curriculum Course

**CET 2311C\***

**Computer Assisted Circuit Analysis, 4 credit hours, 30 lec., 60 lab., (Offered as needed)**

This course is designed to reinforce the student's knowledge of the laws, theorems, and concepts of electronics and their applications in network analysis. It also introduces BASIC language programming and the use of the computer in generating instantaneous, error-free results. The time normally taken with laboratory work will be utilized in writing and testing BASIC language programs for circuit analysis.

**CET 2497\* Δ**

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

A course designed as an intermediate level course in the Transmission Control Protocol/Internet Protocol stack which will give the students an understanding and working knowledge of each protocol within the stack. Students completing the course will be able to configure and operate networks using this "de facto" standard network protocol suite. Prerequisite: CET 1485.

**CGS 1100 Δ**

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

The discussion and practical applications of Windows operating systems, word processing, spreadsheets, database management, presentation software, and various communications topics.

**CGS 1525\* Δ**

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

An introduction to the use of Microsoft's PowerPoint 4.0 for the creation of graphic presentations.

**CGS 1550\* Δ**

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

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

**CGS 1554\* Δ**

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

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

**CGS 1570 Δ**

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

A hands-on course using computer software (Word processor, spreadsheet and database) to facilitate the activities involved in the business environment. Prerequisite: CGS 1100 or competency exam.

**CGS 2540 Δ**

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

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

**CGS 2560\* Δ**

**MSDOS/Microcomputers, 1 credit hour, 15 lec. (Offered as needed)**

An introduction to the use of the microcomputer and the disk operating system (DOS).

**CGS 2564\* Δ**

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

An introduction to operating systems in general with emphasis on Windows.

**CGS 2576\* Δ**

**Introduction to MS Word, 1 credit hours, 15 lec., (Offered as needed)**

An introduction to Microsoft Word software program by emphasizing the functions of the program.

**CHD 1220\***

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

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

**CHD 1223\***

**Guidance for Young Children, 3 credit hours, 45 lec. (Spring and as needed)**

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

**CHD 1230\***

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

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

**CHD 1312\***

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

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

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

Δ Technology-Across-the Curriculum Course